



SKOKIE PUBLIC LIBRARY BOARD MEETING

WEDNESDAY JUNE 12, 2024 6:30 PM

Library Board meetings include an opportunity for public comment in accordance with the Illinois Open Meetings Act and the library's policy regarding public comment at Board meetings. Public comments may be made in person at the designated point during a Board meeting. Public comments may also be submitted by emailing the Administrative Coordinator at publiccomment@skokiellibrary.info or by leaving a voicemail at 847-972-5645 by 4:30 pm on the date of the meeting. Comments submitted by email or telephone may be read or played aloud during the public comment portion of the meeting.

AGENDA

CALL TO ORDER

COMMENTS FROM OBSERVERS

APPROVAL OF THE MINUTES OF THE REGULAR MEETING OF MAY 13, 2024

3 DIRECTOR'S REPORT

5 APPROVAL OF MAY 2024 DISBURSEMENT REPORT

16 APPROVAL OF CHILLER REPLACEMENT PAY APP #8

19 APPROVAL OF CONSTRUCTION PAY APP #9

APPROVAL OF CONSENT AGENDA

- 21 • FINANCIAL STATEMENTS
 - Financial Statement
- 23 • Year-to-Date Budgetary Status
- REPORTS
 - 24 Circulation & Cardholder Analytics Report
 - 26 Event Highlights
 - 27 Programming Summary Report
 - 28 Communications and Online Engagement Report
- GIFTS
- PERSONNEL
 - HIRES:
 - Effective June 7, 2024:
 - Luke Malek, Summer Teen Services Intern, Teen Services.
 - Mai-Anh Nguyen, Summer Teen Services Intern, Teen Services.
 - DEPARTURES:
 - Effective June 6, 2024:
 - Iris Denczek, Materials Handler, Access Services.
 - Effective June 3, 2024:
 - Marian Khan, Teen Services Specialist, Teen Services.

Effective May 31, 2024:

Alex Reyes, Materials Handler, Access Services.

31 ACTION ON PARTICIPATION IN NON-RESIDENT FEE PROGRAM

32 APPROVAL OF TRANSFER FROM OPERATING FUND TO RESERVE FUND

COMMENTS FROM TRUSTEES

BOARD OF TRUSTEES ANNUAL MEETING (FOLLOWS REGULAR MEETING)



DIRECTOR'S REPORT JUNE 2024

Summer Reading Program

Our annual summer reading program officially launched this past week. Patrons of all ages are eagerly signing up to participate. The program theme is visible throughout the library, and staff are also promoting the program at local childcare centers and schools. So far, this effort includes over 78 visits for Summer Reads Book Talks at local schools, reaching approximately 4,500 students, and 41 classes in 15 childcare centers. We also received a number of donations from various local businesses and organizations to go toward the book prizes for kids. T-shirts will be available later in August for those who complete the program.

Summer Meals Program

Once again, we will be offering free summer lunches to kids 18 years and younger. The program is funded through the USDA, administered by the Illinois State Board of Education, and sponsored by the Greater Chicago Food Depository. We qualify to serve lunches on-site because our nearest school (Lincoln Jr. High) has at least 50% of their students qualify for free and reduced lunch. The meals will be available on weekdays between June 10 and August 9, with the exception of June 19 and July 4. As an *open site*, we do not need to try and determine who is in need or even mention that to participants.

Per Capita Grant

I received a letter from the Illinois Secretary of State stating that we have been awarded our FY 2024 Public Library Per Capita grant in the amount of \$100,718.64. We have until June 30, 2025, to expend the FY 2024 grant funds.

DCEO Grant

We were recently notified by the Illinois Department of Commerce and Economic Opportunity (DCEO) that there is now an executed grant agreement for the amount of \$100,000. The grant is set up on reimbursement terms so Finance Manager Alyson Doubek and I will work with the grant manager to provide documentation to receive reimbursements. This grant is specifically for the costs associated with the purchase and installation of the toddler play area of the renovated Kids room.

Amended Budget

I will likely be bringing an amended FY 2025 budget to the Board later this summer specifically to increase the "Utilization of Reserves for Capital Projects" amount. This increase is needed to cover remaining expenditures for the third floor renovation and chiller replacement projects (since the pay apps have carried over into FY 2025) and the increased cost for the Petty Auditorium renovation project.

Library 101 for Community Partners

Director of Community Engagement Nancy Kim Phillips and I are planning two "Library 101" information sessions specifically for some of our community partner

organizations. The general plan is to provide information about using the library, including the use of meeting and study rooms, online resources (e.g., research and learning tools, digital archives), and public services (e.g., information and advisory services, learning spaces like the Studio). We will start with sessions on June 21 and July 19, and schedule more if needed.

Shore Award

The CEO of Shore Community Services, Erin Ryan, recently informed me that the library will be honored with their "Community Partner of the Year" award at their upcoming annual meeting on June 17. They shared that the library's commitment to inclusion has ensured that individuals with intellectual and other developmental disabilities feel welcome and engaged by library programs. I will accompany Director of Community Engagement Nancy Kim Phillips, and Volunteer/Accessibility Specialist Dawn Wlezien, to the annual meeting to accept the award on behalf of the library.

Juneteenth Community Celebration

Similar to the past several years, the library is collaborating with Skokie United and other local organizations to celebrate Juneteenth. The community celebration will take place on Saturday, June 15, 3-7 pm at Oakton Park. This free event will include live entertainment, keynote speakers, cultural exhibits, food, and more. Director of Community Engagement Nancy Kim Phillips and Director of Public Services Amy Koester have represented the library in planning meetings. All three of us will attend the event.

State of the Village Lunch

The Chamber of Commerce's State of the Village lunch will be held on June 14, 11:30 am-2:00 pm at Urnina Banquets. This annual event is always a good opportunity to hear about key economic and development projects from Mayor Van Dusen and connect with other community leaders. Trustees are invited to join library staff at this community gathering.

Visit by Korean LIS Students

Once again, we will welcome a number of Korean library school students from Daegu, South Korea in June. The students will spend one week observing how several local public libraries serve their communities, and spend one full day with us. They will attend programs, participate in some meetings, and tour the library with me.

Library Director Forum

I recently worked with the director at Glenview Public Library to create a new peer forum for local library directors. There will be two cohorts of directors who will participate in facilitated discussions bi-monthly through the next year in order to drive meaningful connection, conversation, and development. In addition to offering a support and learning group for each participant, we will all have an opportunity to develop our own coaching and facilitation skills, with the hope that we can more effectively lead similar cohorts at our own libraries.

Skokie Public Library
Disbursement Report
For the period from May 01, 2024 to May 31, 2024

for Fifth/Third payments please refer to the
separate report listing the individual charges

Account	Account Description	Vendor Name	Payment Amount
4211	Lost Items		
	41817	Patron reimbursement for lost item	10.00
	41818	Patron reimbursement for lost item	20.00
	41819	Patron reimbursement for lost item	20.00
	41820	Patron reimbursement for lost item	10.00
	41821	Patron reimbursement for lost item	10.00
	41822	Patron reimbursement for lost item	20.00
	41823	Patron reimbursement for lost item	40.00
	41824	Patron reimbursement for lost item	120.00
4211 Total			250.00
6020	Professional Services		
	41732	Ancel Glink, P.C.	1,845.00
	41665	ClearStar, Inc.	77.00
	41741	ClearStar, Inc.	38.50
6020 Total			1,960.50
6050	Maintenance of Equipment		
	41660	Bibliotheca	36,704.67
	41664	Cintas Corporation	307.20
	41709	COTG-A XEROX COMPANY	1,366.76
	41678	NVZ, Inc	245.00
	41683	Sho Tank Aquariums	285.00
6050 Total			38,908.63
6060	Maintenance of Building & Grounds		
	41704	All-Types Elevators, Inc.	447.00
	41784	All-Types Elevators, Inc.	600.00
	41706	Anderson Lock	58.78
	41733	Atomatic Mechanical Services	4,972.92
	41788	Cintas Corporation	522.00
	41742	Collective Resource, Inc.	430.00
	41707	Complete Cleaning Company	11,500.00
	41708	Contour Landscaping,Inc	982.00
	41712	e.Norman Security Systems, Inc	1,755.00
	41789	e.Norman Security Systems, Inc	2,011.35
	41790	EIS	14.00
	41713	ESSCOE, LLC	6,839.31
	52024	Fifth Third Bank	206.47
	41669	Garvey's Office Products	248.37
	41746	Garvey's Office Products	25.71
	41714	GB Sprinkler Systems Inc	1,630.75
	41745	GB Sprinkler Systems Inc	343.90
	41791	GB Sprinkler Systems Inc	416.98
	41670	Global Water Technology Inc.	330.98
	41716	Interior Tropical Gardens, Inc	335.00
	41749	Jensen's Plumbing & Heating, Inc.	3,359.22
	41753	Menards - Morton Grove	146.68
	41719	Otto Baum Company, Inc.	6,680.00
	41679	Plunkett's Pest Control, Inc.	110.00
	41720	Plunkett's Pest Control, Inc.	55.00
	41761	Plunkett's Pest Control, Inc.	275.00
	41763	Precision Control Systems of Chicago, I	1,000.00
	41722	Skokie Ace Hardware	32.70
	41685	Skokie Paint Inc.	137.95
	41765	Skokie Paint Inc.	352.40
	41689	Uline, Inc	274.85
	41805	Whittaker	188.00
6060 Total			46,282.32
6070	Maintenance of Auto		
	41662	Charles Jacob	51.13
	41744	Fifth Third Bank	40.00
	41721	Sheena Roque	51.13
6070 Total			142.26
6080	Health/Dental/Life Insurance		
	05132024	LIMRICC-PHIP	110,908.01
	41676	MetLife - Group Benefits	303.58
	41754	MetLife - Group Benefits	295.26
	41718	Nationwide	88.24
	41760	Pet Assure Corp.	19.25
	41680	PPLSI	173.60
	41762	PPLSI	173.60
	41804	Village of Skokie	208.00

6080 Total			112,169.54
6100	Utilities		
	41666	Comcast	327.86
	41743	Comcast	237.90
	52024	Fifth Third Bank	121.15
	41780	Nicor Gas	95.51
	41798	Nicor Gas	2,708.87
	41677	Niles Township District 219	425.00
	41759	Peerless Network, Inc.	220.99
	41687	T-Mobile	208.16
	41768	Trifecta Solutions Inc	135.08
	41772	Verizon Wireless	40.01
	41816	Village of Skokie	1,279.99
6100 Total			5,800.52
6120	Continuing Education and Memberships		
	41658	American Express	899.16
	41785	American Express	535.96
	41705	Amy Budzicz	876.79
	52024	Fifth Third Bank	16,659.32
	41793	HR Source	2,200.00
	41752	Laura McGrath	25.00
	41795	Mary Ann Topping	27.06
	41682	Rachael Bild	70.49
	41801	Susanne Angerer	27.06
	41802	Sweetal Patel	27.06
6120 Total			21,347.90
6135	Postage		
	41688	U.S. Postal Service	2,000.00
6135 Total			2,000.00
6145	Printing & Publicity		
	52024	Fifth Third Bank	259.00
	41769	Two Nights Printing LLC	9,650.00
6145 Total			9,909.00
6160	Business Expenses and Fees		
	41744	Fifth Third Bank	19.95
	52024	Fifth Third Bank	388.22
	41715	Grace Menary Winefield	130.00
	41699	Paddock Publications, Inc	329.40
	5/10/2024 PR	Paylocity	388.19
	5/24/2024 PR	Paylocity	1,790.26
	41771	Unique	778.15
6160 Total			3,824.17
6165	Reception & Meetings		
	41703	Albertsons/Safeway	50.27
	41744	Fifth Third Bank	65.94
	52024	Fifth Third Bank	793.60
6165 Total			909.81
6170	Programming		
	41703	Albertsons/Safeway	235.95
	41807	AMS Strategic Solutions Corp.	250.00
	41786	Anthony Garrett	300.00
	41736	Brandy Martinez-Lemke	100.00
	41740	Charmaine C John	150.00
	41663	Chikumnazu Elue	50.00
	41710	Crossing Borders Music Collective	1,600.00
	41668	Evelyn Herbert	50.00
	52024	Fifth Third Bank	766.13
	41671	Happiness Forward LLC	150.00
	41747	Happiness Forward LLC	600.00
	41673	Jackie Klindera	100.00
	41748	Jacob Green	200.00
	41751	Lakeshore Learning	551.94
	41674	Lois Davis	120.00
	41675	Marie Najjar	50.00
	41717	Motion Picture Licensing Corporation	347.36
	41755	Movie Licensing USA	125.00
	41796	Mykl Ruffino	596.00
	41797	Nancy Kim Phillips	25.00
	41800	Shedrick Daniels	250.00
	41722	Skokie Ace Hardware	27.98
	41814	The Recyclery Collective	480.00
	41766	The Talking Farm	118.40
	41803	Thomas Hart	650.00
	41806	Will Crawford	250.00
	41691	Zaara Javed	50.00

6170 Total			8,193.76
6210	Materials Processing		
	41667	Demco Inc	131.80
	41767	Tribune Products	574.27
6210 Total			706.07
6250	Technology/Network		
	41731	ACCO Brands	545.90
	41734	Bamboo HR LLC	18,976.40
	41735	Bibliocommons	16,120.00
	41787	BMI Imaging Systems, Inc.	1,500.00
	41661	CDW Government, Inc	25.40
	41739	CDW Government, Inc	1,391.90
	41711	Dell Marketing L. P.	9,864.69
	41744	Fifth Third Bank	269.89
	52024	Fifth Third Bank	688.45
	41672	Innovative Interfaces Inc	74,662.86
	41697	Innovative Interfaces Inc	31,981.31
	41702	Innovative Interfaces Inc	1,375.45
	41794	Lansweeper	750.00
	41756	NCC Group Software Resilience (NA) LLC	375.00
	41757	OpenVPN Technologies, Inc	840.00
	41758	Patron Point, Inc.	8,500.00
	41799	Prey, Inc.	151.69
	41681	Promevo LLC	644.00
	41764	Secure by Design Inc	600.00
	41686	Springshare LLC	1,661.00
	41771	Unique	567.20
6250 Total			171,491.14
6280	Research/Learning		
	41694	Cengage Learning Inc/Gale	16,643.31
	41775	Center for the Study of Services	460.00
	52024	Fifth Third Bank	149.99
	41779	Morningstar Inc.	11,535.00
	41813	NewsBank, Inc.	10,762.00
	41781	Record Information Services	929.00
	41782	Tumbleweed Press, Inc	1,600.00
6280 Total			42,079.30
6290	Physical Content		
	41692	Baker & Taylor	4,505.21
	41724	Baker & Taylor	8,148.33
	41773	Baker & Taylor	11,063.34
	41808	Baker & Taylor	20,000.19
	41693	Blackstone Audio, Inc	41.60
	41776	Center Point Large Print	23.97
	41811	Crimson Multimedia Dist Inc	106.73
	41726	D.K. Agencies (P) LTD.	747.00
	41695	EBSCO	52.80
	41744	Fifth Third Bank	36.92
	52024	Fifth Third Bank	7,663.87
	41696	Greek Bookstore, Inc	165.35
	41727	Kol Ami	64.90
	41728	Korea Times Chicago	360.00
	41698	Midwest Tape	3,586.94
	41729	Midwest Tape	9,761.41
	41778	Midwest Tape	3,583.59
	41812	Midwest Tape	1,825.90
	41700	Polonia Bookstore Inc	320.11
	41730	St-Petersburg Global Trade House	302.80
	41815	Tsai Fong Books Inc	183.99
	41701	Vasha-Kniga.com	119.90
6290 Total			72,664.85
6550	Library Supplies		
	41744	Fifth Third Bank	42.17
	52024	Fifth Third Bank	244.25
	41777	Holmes Stamp & Sign	46.46
	41792	Holmes Stamp & Sign	28.31
	41684	Sign A Rama	91.20
	41767	Tribune Products	412.90
	41770	Uline, Inc	264.94
	41690	Yami Vending Inc.	103.00
6550 Total			1,233.23
6560	Janitorial Supplies		
	41737	Case Lots Inc.	2,550.11
	41669	Garvey's Office Products	24.83
	41746	Garvey's Office Products	185.37
6560 Total			2,760.31

6720	Furniture & Equipment (non Capital)		
	41785	American Express	36.83
	41750	KBI Custom Case, Inc.	1,500.00
	41723	Unika Vaev	6,652.00
6720 Total			8,188.83
7000	Capital		
	1090	Absolute Fire Protection, Inc.	6,652.54
	1085	Andrew Berman Architect	15,710.56
	1091	Carpetland USA	26,864.64
	1092	D.E.S. Painting, Inc.	2,198.00
	1084	e.Norman Security Systems, Inc	3,278.49
	1086	Elite Moving & Storage, Inc.	7,422.00
	1093	Hargrave Builders, Inc.	92,857.25
	1087	Oak Brook Mechanical Services, Inc.	42,855.64
	1094	Prospect Electric Company	108,900.00
	1095	Reliant Contract Glass, Inc.	3,163.23
	1088	Shales McNutt Construction	5,000.00
	1096	Shales McNutt Construction	58,821.05
	1097	Sherman Mechanical	919.80
	41783	Sound Incorporated	13,373.50
	1089	Thomas Interiors	145,992.08
7000 Total			534,008.78
Grand Total			1,084,830.92

**Skokie Public Library
Credit Card Transaction Report
Fifth Third 1 - May 2024**

Date	Vendor	Description	Amount
04/01/2024	AMAZON	PROGRAM SUPPLIES	59.58
04/01/2024	AMAZON	LIBRARY SUPPLIES	47.58
04/01/2024	AMAZON	LIBRARY SUPPLIES	33.65
04/01/2024	AMAZON	LIBRARY SUPPLIES	40.37
04/01/2024	ISTOCKPHOTO	ONLINE SUPSCRIPTION	259.00
04/01/2024	AMAZON	BOOKS	14.14
04/01/2024	LAKESHORE LEARNING	BOOKS	488.54
04/01/2024	AMAZON	BOOKS	21.99
04/01/2024	AMAZON	BOOKS	9.99
04/01/2024	AMAZON	BOOKS	34.99
04/01/2024	AMAZON	BOOKS	23.98
04/01/2024	ILLINOIS LIBRARY ASSOCIATION	CONFERENCE REGISTRATION	1750.00
04/02/2024	AMAZON	LIBRARY SUPPLIES	72.38
04/02/2024	AMAZON	PROGRAM SUPPLIES	28.99
04/02/2024	AMAZON	PROGRAM SUPPLIES	19.98
04/02/2024	AMAZON	PROGRAM SUPPLIES	57.58
04/02/2024	AMAZON	LIBRARY SUPPLIES	24.29
04/02/2024	AMAZON	BOOKS	55.93
04/02/2024	AMAZON	BOOKS	215.44
04/02/2024	AMAZON	AV	910.98
04/02/2024	GOOGLE CLOUD	GOOGLE CLOUD	19.68
04/03/2024	AMAZON	PROGRAM SUPPLIES	20.60
04/03/2024	AMAZON	PROGRAM SUPPLIES	25.18
04/03/2024	AMAZON	PROGRAM SUPPLIES	200.84
04/03/2024	SMARTSIGN	ONLINE SUPSCRIPTION	120.00
04/03/2024	AMAZON	BOOKS	196.35
04/03/2024	AMAZON	BOOKS	13.86
04/03/2024	AMAZON	BOOKS	41.56
04/03/2024	AMAZON	BOOKS	442.75
04/03/2024	AMAZON	BOOKS	94.55
04/03/2024	EB DE-ESCALATION TRAINING	REGISTRATION WORKSHOP EVENBRITE	94.44
04/03/2024	EB MEDIA TRAINING PR	REGISTRATION WORKSHOP EVENBRITE	209.94
04/03/2024	AMERLIBASSOC ECOMMERCE	CONFERENCE REGISTRATION	229.00
04/03/2024	ILLINOIS LIBRARY ASSOCIATION	CONFERENCE REGISTRATION	80.00
04/03/2024	SQ DOTA 614 316 8521	CONFERENCE TRANSPORTATION	30.06
04/03/2024	#33 MARCELLA'S SHORT	CONFERENCE MEAL	511.59
04/03/2024	HILTON COLUMBS DWTN	CONFERENCE MEAL	15.75

**Skokie Public Library
Credit Card Transaction Report
Fifth Third 1 - May 2024**

04/04/2024	AMAZON	BLD & GROUND MAINTENANCE SUPPLIES	206.47
04/04/2024	D J WALL-ST-JOURNAL	PERIODICALS	49.99
04/04/2024	AMAZON	BOOKS	54.09
04/04/2024	AMAZON	BOOKS	168.86
04/05/2024	AMAZON	CONTINUING EDUCATION SUPPLIES	26.99
04/05/2024	AMAZON	BOOKS	239.92
04/05/2024	AMAZON	BOOKS	187.65
04/05/2024	AMAZON	BOOKS	16.94
04/05/2024	D J WALL-ST-JOURNAL	PERIODICALS	49.99
04/05/2024	D J WALL-ST-JOURNAL	PERIODICALS	49.99
04/05/2024	AMAZON	BOOKS	61.32
04/05/2024	AMAZON	BOOKS	151.82
04/05/2024	AMAZON	BOOKS	33.47
04/05/2024	AMAZON	LIBRARY SUPPLIES	25.98
04/05/2024	#52 THE GUILD HOUSE	CONFERENCE MEAL	26.20
04/08/2024	KINDERMUSI	SALES TAX REFUND	-3.44
04/08/2024	AMAZON	TECH ACCESSORIES	261.50
04/08/2024	AMAZON	TECH ACCESSORIES	67.80
04/08/2024	AMAZON	PROGRAM SUPPLIES	73.94
04/08/2024	AMAZON	BOOKS	31.96
04/08/2024	AMAZON	BOOKS	163.77
04/08/2024	AMAZON	BOOKS	9.99
04/08/2024	AMAZON	BOOKS	111.86
04/08/2024	AMAZON	BOOKS	19.29
04/08/2024	AMAZON	BOOKS	36.75
04/08/2024	AMAZON	BOOKS	200.54
04/08/2024	HILTON HOTELS COLUMBUS	CONFERENCE LODGING	807.24
04/08/2024	HILTON HOTELS COLUMBUS	CONFERENCE LODGING	807.24
04/08/2024	HILTON HOTELS COLUMBUS	CONFERENCE LODGING	807.24
04/08/2024	HILTON HOTELS COLUMBUS	CONFERENCE LODGING	807.24
04/08/2024	HILTON HOTELS COLUMBUS	CONFERENCE LODGING	807.24
04/08/2024	HILTON HOTELS COLUMBUS	CONFERENCE LODGING	807.24
04/08/2024	HILTON HOTELS COLUMBUS	CONFERENCE LODGING	807.24
04/08/2024	HILTON HOTELS COLUMBUS	CONFERENCE LODGING	807.24
04/08/2024	HILTON HOTELS COLUMBUS	CONFERENCE LODGING	807.24
04/08/2024	HILTON HOTELS COLUMBUS	CONFERENCE LODGING	807.24
04/08/2024	HILTON HOTELS COLUMBUS	CONFERENCE LODGING	807.24

Skokie Public Library
Credit Card Transaction Report
Fifth Third 1 - May 2024

04/08/2024	HILTON HOTELS COLUMBUS	CONFERENCE LODGING	836.85
04/08/2024	SQ GEBYHU TESEMA	CONFERENCE TRANSPORTATION	30.98
04/08/2024	MIDWAY AIRPORT PARKING	CONFERENCE TRANSPORTATION	160.00
04/08/2024	HILTON COLUMBS DWTN FB	CONFERENCE MEAL	12.90
04/08/2024	#52 THE GUILD HOUSE	CONFERENCE MEAL	28.11
04/09/2024	AMAZON	PROGRAM SUPPLIES	64.47
04/09/2024	AMAZON	PROGRAM SUPPLIES	14.99
04/09/2024	AMAZON	BOOKS	17.98
04/09/2024	AMAZON	AV	58.08
04/09/2024	AMAZON	BOOKS	29.90
04/09/2024	AMAZON	BOOKS	11.76
04/09/2024	AMAZON	BOOKS	8.88
04/09/2024	AMAZON	BOOKS	32.00
04/09/2024	AMAZON	TECH MISC PHYSICAL CONTENT	64.16
04/09/2024	AMAZON	BOOKS	127.51
04/09/2024	EXPO CHICA FRIEZE US	REGISTRATION EXPO CHICAGO	336.00
04/09/2024	CF CRUMBL SKOKIE	REFRESHMENTS NLW	352.44
04/09/2024	AMERLIBASSOC ECOMMERCE	MEMBERSHIP DUES ALA	166.00
04/09/2024	ILLINOIS LIBRARY ASSOC	MEMBERSHIP DUES ILA	150.00
04/10/2024	AMAZON	BOOKS	19.27
04/10/2024	AMAZON	TECH MISC PHYSICAL CONTENT	5.99
04/10/2024	AMAZON	BOOKS	133.25
04/10/2024	AMAZON	BOOKS	91.81
04/10/2024	AMAZON	BOOKS	138.34
04/10/2024	AMAZON	BOOKS	23.98
04/10/2024	UNITED 01623790847523	CONFERENCE TRANSPORTATION	598.91
04/10/2024	EB THE DOUGLAS CENTER	CONFERENCE REGISTRATION	55.20
04/10/2024	EB THE DOUGLAS CENTER	CONFERENCE REGISTRATION	55.20
04/10/2024	EB THE DOUGLAS CENTER	CONFERENCE REGISTRATION	55.20
04/10/2024	EB THE DOUGLAS CENTER	CONFERENCE REGISTRATION	55.20
04/10/2024	EB THE DOUGLAS CENTER	CONFERENCE REGISTRATION	55.20
04/11/2024	ASTOUND POWERED BY RCN	INTERNET SERVICE	121.15
04/11/2024	AMZN MKTP US 3I4JJ3D13	TECH ACCESSORIES	79.50
04/11/2024	AMAZON	BOOKS	-3.20
04/11/2024	AMAZON	BOOKS	16.46
04/11/2024	AMAZON	BOOKS	14.15
04/11/2024	AMAZON	BOOKS	23.98

**Skokie Public Library
Credit Card Transaction Report
Fifth Third 1 - May 2024**

04/11/2024	AMAZON	BOOKS	24.08
04/11/2024	UNITED 01623793394786	CONFERENCE TRANSPORTATION	567.41
04/11/2024	UNITED 01623793423501	CONFERENCE TRANSPORTATION	515.55
04/11/2024	UNITED 01642914451382	CONFERENCE TRANSPORTATION	38.00
04/11/2024	UNITED 01642914477455	CONFERENCE TRANSPORTATION	31.00
04/12/2024	AMAZON	BOOKS	125.44
04/12/2024	AMAZON	BOOKS	52.65
04/15/2024	AMAZON	BOOKS	26.21
04/15/2024	AMAZON	BOOKS	28.71
04/15/2024	AMAZON	BOOKS	14.95
04/15/2024	AMAZON	BOOKS	119.21
04/15/2024	IMDBPRO	RESEARCH/LEARNING	149.99
04/15/2024	AMAZON	BOOKS	107.84
04/15/2024	AMAZON	BOOKS	76.84
04/15/2024	AMAZON	BOOKS	21.59
04/15/2024	AMAZON	AV	20.99
04/15/2024	AMAZON	AV	20.99
04/15/2024	AMAZON	BOOKS	43.19
04/15/2024	MCALISTER'S DELI 10269	REFRESHMENTS BOARD MTG	77.86
04/15/2024	MCALISTER'S DELI 10269	REFRESHMENTS BOARD MTG	214.73
04/16/2024	AMAZON	BOOKS	6.99
04/16/2024	AMAZON	BOOKS	246.78
04/17/2024	AMAZON	PROGRAM SUPPLIES	14.60
04/17/2024	AMAZON	BOOKS	18.00
04/17/2024	AMAZON	BOOKS	7.59
04/17/2024	AMAZON	BOOKS	53.67
04/17/2024	TARGET.COM	BOOKS	49.26
04/17/2024	AMAZON	BOOKS	35.70
04/17/2024	AMAZON	BOOKS	13.99
04/17/2024	AMAZON	BOOKS	21.98
04/17/2024	AMAZON	BOOKS	102.54
04/17/2024	AMAZON	BOOKS	145.89
04/17/2024	AMAZON	BOOKS	301.10
04/17/2024	AMERLIBASSOC ECOMMERCE	CONFERENCE REGISTRATION	229.00
04/17/2024	ILLINOIS LIBRARY ASSOC	CONFERENCE REGISTRATION	175.00
04/17/2024	ILLINOIS LIBRARY ASSOC	CONFERENCE REGISTRATION	175.00
04/17/2024	ILLINOIS LIBRARY ASSOC	CONFERENCE REGISTRATION	80.00

**Skokie Public Library
Credit Card Transaction Report
Fifth Third 1 - May 2024**

04/18/2024	AMAZON	BOOKS	109.94
04/18/2024	AMAZON	BOOKS	88.32
04/18/2024	AMAZON	BOOKS	146.67
04/18/2024	AMAZON	BOOKS	40.00
04/18/2024	TST JOE DONUT - NILES	DONUTS DWD	44.00
04/18/2024	DD KABULHOUSE	LUNCH MTG	104.57
04/18/2024	MGMT ASSC OF IL	CONFERENCE REGISTRATION	399.00
04/19/2024	SQ SARAH ABAYA INCORP	PROGRAM SUPPLIES	105.00
04/19/2024	AMAZON	TECH ACCESSORIES	139.97
04/19/2024	PY LIBANAIS SWEETS	PROGRAM SUPPLIES	83.82
04/19/2024	AMAZON	BOOKS	76.00
04/19/2024	AMAZON	BOOKS	20.92
04/19/2024	TARGET.COM	BOOKS	112.83
04/19/2024	AMAZON	BOOKS	75.92
04/19/2024	AMAZON	BOOKS	129.94
04/19/2024	AMAZON	BOOKS	107.16
04/19/2024	TST KNEADS AND WANTS	EMPLOYEE RECOGNITION REWARDS	175.00
04/22/2024	AMAZON	BOOKS	15.46
04/22/2024	AMAZON	BOOKS	36.98
04/22/2024	Fifth-Third	BUSINESS FEE	213.22
		Total	27,940.45

**Skokie Public Library
Credit Card Transaction Report
Fifth Third 2 - May 2024**

Date	Vendor	Description	Amount
4/10/2024	AMAZON	BOOKS	18.95
4/12/2024	PRIMO WATER	LIBRARY SUPPLIES	34.97
4/15/2024	SIGNUPGENIUS	ONLINE SUBSCRIPTION	269.89
4/15/2024	DD *DANIELSCHARCUTERI	STAFF APPRECIATION LUNCH	65.94
4/18/2024	IUBL CONFERENCE WEB	CONFERENCE REFUND	-399.00
4/19/2024	IL TOLLWAY-AUTOREPLENI	IPASS REPLENISHMENT	40.00
4/22/2024	PRIMO WATER	LIBRARY SUPPLIES	7.20
4/22/2024	WOMAN'S DAY 8002342960	PERIODICALS	17.97
5/3/2024	PAYFLOW/PAYPAL	BUSINESS FEE	19.95
		Total	75.87

Skokie Public Library
Credit Card Transaction Report
American Express - April/May 2024

Date	Vendor	Description	Amount
05/18/2024	LYFT *RIDE - SAN FRANCISCO, CA	CONFERENCE TRANSPORTATION	56.63
05/06/2024	AMERICAN EXPRESS	CASH BACK	-9.87
05/01/2024	CONNEXION	LIBRARY SUPPLIES	36.83
04/23/2024	UNITED AIRLINES - HOUSTON, TX	CONFERENCE TRANSPORTATION	489.20
		TOTAL	572.79

APPLICATION FOR PAYMENT

CAP702

Page: 1 of 2

To:

Skokie Public Library
5215 Oakton Street
Skokie, IL 60077

PROJECT:

91364
Skokie Public Library-Chiller Repla
5215 Oakton Street
Skokie, IL 60077

From Contractor:

Oak Brook Mechanical Services, Inc.
961 S Route 83
Elmhurst, IL 60126

VIA ARCHITECT:

Grumman/Butkus Associates
820 Davis Street
Suite 300
Evanston, IL 60201-4446

Application No.: Application Date: Period To: Contract Date:

8 MAY 31, 2024 MAY 31, 2024 MAR 27, 2023

Project Nos: 15594

Distribution List: ☐ Owner ☐ Construction Mgr
☐ Architect ☐ Field
☐ Contractor ☐ Other

CONTRACT FOR: Chiller Replacement / GBA#P22-1009-00

Contractor's Application for Payment

Application is made for payment as shown below, with attached Continuation Sheet.

1. Original Contract Amount: \$ 800,000.00
2. Net of Change Orders: \$ 40,000.00
3. Net Amount of Contract: \$ 840,000.00
4. Total Completed & Stored to Date: \$ 840,000.00
5. Retainage Summary:
 - a. 0.00 % of Completed Work \$ 0.00
 - b. 0.00 % of Stored Material \$ 0.00Total Retainage: \$ 0.00
6. Total Completed Less Retainage: \$ 840,000.00
7. Less Previous Applications: \$ 798,000.00

8. Current Payment Due, This Application: \$ 42,000.00

9. Contract Balance (Including Retainage): \$ 0.00

CHANGE ORDER Activity	Additions	Subtractions
Total previously approved:	40,000.00	0.00
Total approved this Month:	0.00	0.00
Sub Totals:	40,000.00	0.00
NET of Change Orders:	40,000.00	

CONTRACTOR'S CERTIFICATION:

The Contractor's signature here certifies that, to the best of their knowledge, this document accurately reflects the work completed in this Application for Payment. The Contractor also certifies that all payments have been made for work on previous Applications for Payment and also that the Current Payment is Due.

(Authorizing Signature)

Oak Brook Mechanical Services, Inc.

Date: MAY 31, 2024

State Authorized: Illinois

County of: Dupage

Subscribed and sworn to before
me this 31st day of May, 2024.

Notary Public: *Cindy L. Kenney*
My Commission expires: April 30, 2026

OFFICIAL SEAL
CINDY L KENNEY

NOTARY PUBLIC, STATE OF ILLINOIS
MY COMMISSION EXPIRES: 04/30/2026

ARCHITECT'S CERTIFICATION:

The Architect's signature here certifies that, based on their own observations, the Contract Documents and the information contained herein, this document accurately reflects the work completed in this Application for Payment. The Architect also certifies the Contractor is entitled to the amount certified for payment.

AMOUNT CERTIFIED:

(Architects Signature) _____ Date: _____

APPLICATION FOR PAYMENT - CONTINUATION SHEET

CAP703

Page 2 of 2 Pages

From:
Oak Brook Mechanical Services, Inc.
961 S Route 83
Elmhurst, IL 60126

To:
Skokie Public Library
5215 Oakton Street
Skokie, IL 60077

Project:
91364
Skokie Public Library-Chiller Repla
5215 Oakton Street
Skokie, IL 60077

Application No: 8
Application Date: 5/31/2024
Period To: 5/31/2024
Contract Date: 3/27/2023
Architects Project#: 15594

A Item No	B Description of Work	C Contract Value	D Work Completed		F Materials Presently Stored (Not In D or E)	G Total Completed and Stored To Date (D+E+F)	% (G / C)	H Balance To Finish (C - G)	I Retainage (If Variable Rate)
			From Previous Application (D + E)	This Period					
1	Oak Brook Mechanical Services	0.00	0.00	0.00	0.00	0.00	0	0.00	0.00
	Insurance & Bonds	7,400.00	7,400.00	0.00	0.00	7,400.00	100	0.00	0.00
	Overhead & Profit	65,000.00	65,000.00	0.00	0.00	65,000.00	100	0.00	0.00
	Oak Brook Mechanical-Labor	88,650.00	88,650.00	0.00	0.00	88,650.00	100	0.00	0.00
2	Oak Brook Mechanical-Material	74,120.00	74,120.00	0.00	0.00	74,120.00	100	0.00	0.00
	General Construction	20,000.00	20,000.00	0.00	0.00	20,000.00	100	0.00	0.00
	Shop Drawings and Submittals	5,000.00	5,000.00	0.00	0.00	5,000.00	100	0.00	0.00
	Crane, Cartage & Storage	20,000.00	20,000.00	0.00	0.00	20,000.00	100	0.00	0.00
	Nickelson Ind'l-Demolition	13,800.00	13,800.00	0.00	0.00	13,800.00	100	0.00	0.00
3	City Service electrical-Elec	63,000.00	63,000.00	0.00	0.00	63,000.00	100	0.00	0.00
	Precision Control Systems	160,000.00	160,000.00	0.00	0.00	160,000.00	100	0.00	0.00
	Midwest Mechanical -Insulation	7,500.00	7,500.00	0.00	0.00	7,500.00	100	0.00	0.00
	International Test & balance	6,750.00	6,750.00	0.00	0.00	6,750.00	100	0.00	0.00
	York Int'l-Chiller	210,000.00	210,000.00	0.00	0.00	210,000.00	100	0.00	0.00
4	Windy City Rep-Chiller	23,500.00	23,500.00	0.00	0.00	23,500.00	100	0.00	0.00
	Brucker-VFD's/Pumps	21,280.00	21,280.00	0.00	0.00	21,280.00	100	0.00	0.00
	Alternate 1-Exhaust Fan	14,000.00	14,000.00	0.00	0.00	14,000.00	100	0.00	0.00
	COR-001-Replace Pumps	40,000.00	40,000.00	0.00	0.00	40,000.00	100	0.00	0.00
		840,000.00	840,000.00	0.00	0.00	840,000.00	100	0.00	0.00

WAIVER OF LIEN TO DATE

STATE OF ILLINOIS
COUNTY OF COOK

TO WHOM IT MAY CONCERN:

WHEREAS the undersigned has been employed by

to furnish
for the premises known as

of which
is the owner.

The undersigned, for and in consideration of

\$42,000.00 Dollars, and other good and valuable considerations,

the receipt whereof is hereby acknowledged, do(es) hereby waive and release any and all the lien or claim of, or right to lien under the statutes of the State of Illinois, relating to mechanics' liens, with respect to and on said above-described premises, and the improvements thereon, and on the materials, fixtures, apparatus or machinery furnished, and on the moneys, funds or other considerations due or to become due from the owner, on account of all labor, services, material, fixtures, apparatus or machinery, furnished to this date by the undersigned, for the above-described premises including extras.*

Date: June 7th, 2024

Company Name: Oak Brook Mechanical Services, Inc.

Address: 961 S. Route 83
Elmhurst, IL 60126

Signature and Title:  / Mark Sullivan-President

*Extras include but are not limited to change orders, both oral and written, to the contract.

CONTRACTOR'S AFFIDAVIT

STATE OF ILLINOIS
COUNTY OF DuPage

TO WHOM IT MAY CONCERN:

The undersigned

being duly sworn, deposes and says that he or she is
of

who is the contractor furnishing
work on the building located at
owned by

That the total amount of the contract including extras* is
on which he or she has received payment of

Mark Sullivan, President
Oak Brook Mechanical Services, Inc.
HVAC
52158 Oakton Street
Skokie, IL 60077
\$840,000.00
\$798,000.00

prior to this payment. That all waivers are true, correct and genuine and delivered unconditionally and that there is no claim either legal or equitable to defeat the validity of said waivers. That the following are the names of all parties who have furnished material or labor, or both, for said work and all parties having contracts or sub-contracts for specific portions of said work or for material entering into the construction thereof and the amount due to each, and that the items mentioned include all labor and material required to complete said work according to plans and specifications:

Names	For What	Contract Price	Amount Paid	This Payment	Balance Due
Oak Brook Mechanical	HVAC	\$334,170.00	\$303,320.00	\$30,850.00	\$0.00
Nickelson industrial	Demolition	\$13,800.00	\$13,800.00	\$0.00	\$0.00
City Service	Electrical	\$63,000.00	\$59,850.00	\$3,150.00	\$0.00
Precision Control	Controls	\$160,000.00	\$152,000.00	\$8,000.00	\$0.00
Midwest Mechanical Insul.	Insulation	\$7,500.00	\$7,500.00	\$0.00	\$0.00
International Test & Bal	Balancing	\$6,750.00	\$6,750.00	\$0.00	\$0.00
York Int'l	Chiller	\$210,000.00	\$210,000.00	\$0.00	\$0.00
Windy City Re	Chiller	\$23,500.00	\$23,500.00	\$0.00	\$0.00
Brucker	VFD'S Pumps	\$21,280.00	\$21,280.00	\$0.00	\$0.00
Total labor and material including extras* to complete		\$840,000.00	\$798,000.00	\$42,000.00	\$0.00

That there are no other contracts for said work outstanding, and that there is nothing due or to become due to any person for material, labor or other work of any kind done or to be done upon or in connection with said work other than above stated.

Date: June 7, 2024

Signature:  Mark Sullivan-President

Subscribed and sworn to before me this 7th day of June 2024

*Extras include but are not limited to change orders, both oral and written, to the contract.


Notary Public

OFFICIAL SEAL
CINDY L KENNEY
NOTARY PUBLIC, STATE OF ILLINOIS
MY COMMISSION EXPIRES: 04/30/2026

APPLICATION AND CERTIFICATE FOR PAYMENT

PAGE 1 OF 1 PAGES

TO (OWNER):

Skokie Public Library
5215 Oakton Street
Skokie, IL 60077

PROJECT:

3rd Floor Renovation Project

APPLICATION NO. 09

PERIOD TO: 5/1/2024-5/31/2024

FROM (CONTRACTOR):

Shales McNutt LLC
425 Renner Drive
Elgin, IL 60123

VIA (Architect):

Andrew Berman Architect, PLLC
77 Chambers St
4th Floor
New York, NY 10007

ARCHITECT'S

PROJECT NO: 22-022

CONTRACT FOR:

CONTRACT DATE: August 19, 2022

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for Payment, as shown below, in connection with the Contract.

CHANGE ORDER SUMMARY		
Change Orders approved in previous months by Owner	ADDITIONS	DEDUCTIONS
TOTAL		
Approved this Month		
Number	Date Approved	
TOTALS	0.00	0.00
	0.00	

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and the current payment shown herein is now due.

CONTRACTOR:

By: 

Date: 5/30/2024

ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising the above application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the Amount Certified.

1. ORIGINAL CONTRACT SUM	\$ 3,840,797.00
2. Net change by change orders	\$ 0.00
3. CONTRACT SUM TO DATE (Line 1 +/- 2)	\$ 3,840,797.00
4. TOTAL COMPLETED & STORED TO DATE	\$ 3,641,812.37

(Column G on Continuation Sheet)

5. RETAINAGE:

a. Variable of Completed Work	\$ 229,922.73
(Column D + E on Continuation Sheet)	
b. 10% of Stored Material	\$ 0.00
(Column F on Continuation Sheet)	

Total Retainage (Line 5a + 5b)

\$ 229,922.73

6. TOTAL EARNED LESS RETAINAGE

\$ 3,411,889.64

(Line 4 less Line 5 Total)

7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate)

\$ 3,293,603.95

8. CURRENT PAYMENT DUE

\$ 118,285.69

9. BALANCE TO FINISH, PLUS RETAINAGE

\$ 428,907.36

(Line 3 less Line 6)

State of: Illinois

County of: Kane

Subscribed and sworn to before me this 30th day of May, 24

Notary Public: Sydney A. Shales

My Commission Expires: 11/20/26

OFFICIAL SEAL
SYDNEY A SHALES
NOTARY PUBLIC, STATE OF ILLINOIS
MY COMMISSION EXPIRES: 11/20/2026

AMOUNT CERTIFIED

\$ 118,285.69

ARCHITECT:

By:  Date: 6.6.2024

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

Job Name 3rd Floor Renovation Project

A ITEM NO.	B DESCRIPTION OF WORK CONTRACTOR		C SCHEDULED VALUE	D WORK COMPLETED		F MATERIALS PRESENTLY STORED (NOT IN D OR E)	G TOTAL COMPLETED AND STORED TO DATE (D+E+F)	H % COMP.	I BALANCE TO FINISH (C-G)	J RETAINAGE (IF VARIABLE RATE)	K Net Payout
				FROM PREV. APPLICATION (D+E)	THIS PERIOD						
	Demolition	National Wrecking Co	163,077.87	158,077.87			158,077.87	96.9%	5,000.00	3,161.56	12,646.23
	General Trades	Hargrave Builders, Inc	387,999.41	382,656.89			382,656.89	98.6%	5,342.52	19,132.84	0.00
	Aluminum/Glazing	Reliant Contract Glass	153,044.73	145,714.70	5,370.26		151,084.96	98.7%	1,959.77	15,108.50	4,833.23
	Metal Stud Framing/Drywall	Heitkotter	283,572.16	281,514.63			281,514.63	99.3%	2,057.53	28,151.46	0.00
	Acoustical Ceilings/Panels	Integrated Specialty Contractors	172,484.15	167,484.15			167,484.15	97.1%	5,000.00	16,748.42	0.00
	Flooring	Carpetland USA	268,107.14	262,557.14	2,183.00		264,740.14	98.7%	3,367.00	26,474.01	1,964.70
	Painting	DES Painting	54,975.00	49,975.00	953.13		50,928.13	92.6%	4,046.87	1,018.56	934.07
	Fire Protection	Absolute Fire Protection	83,156.77	83,156.77			83,156.77	100.0%	0.00	1,663.14	0.00
	Plumbing	Sherman Mechanical	150,079.59	139,224.21	5,000.00		144,224.21	96.1%	5,855.38	4,326.73	7,634.48
	HVAC	Sherman Mechanical	360,216.56	355,038.73	4,506.90		359,545.63	99.8%	670.93	10,786.37	29,224.40
	Electrical/LV/PA/Paging	Prospect Electric Co	1,036,739.95	987,000.00	46,511.38		1,033,511.38	99.7%	3,228.57	103,351.14	41,860.24
	Construction Contingency	SMC Construction Services	162,456.06	0.00			0.00	0.0%	162,456.06	0.00	0.00
	Site Supervision	SMC Construction Services	259,883.00	259,883.00			259,883.00	100.0%	0.00	0.00	0.00
	General Requirements	SMC Construction Services	84,921.19	79,432.85	5,488.34		84,921.19	100.0%	0.00	0.00	5,488.34
	Preconstruction Services	SMC Construction Services	34,890.00	34,890.00			34,890.00	100.0%	0.00	0.00	0.00
	OH&P + Insurance	SMC Construction Services	185,193.42	171,493.42	13,700.00		185,193.42	100.0%	0.00	0.00	13,700.00
			3,840,797.00	3,558,099.36	83,713.01	0.00	3,641,812.37	94.8%	198,984.63	229,922.73	118,285.69

SKOKIE PUBLIC LIBRARY
FINANCIAL STATEMENT FOR THE MONTH OF MAY 2024

Balance as of May 1, 2024:			19,082,784
Revenues:			
Taxes Spring - General Fund	11,180		
Taxes Spring - Debt Service Fund	117,973		
Corporate Replacement Taxes	-		
Winter/Summer Reading Contributions	3,000		
Lost Item Payments	1,665		
Photocopier Money Collection	3,754		
Grants/Program Sponsorship-per Capita & Teens Teach Tech	-		
Donations - Used Books	87		
Donations - General Fund	-		
Sale of furniture and computer equipment	750		
Fifth/Third Tax Account - Interest	3,842		
Fifth/Third Fine Arts Acq Fund - Interest	0.12		
IL Funds GOF - Interest	26,655		
IL Funds Reserve/Site & Building - Interest	16,189		
NorthShore Max Safe CD's - Interest	9,727		
First Bank Chicago - Bond Proceeds Interest	27		
First Bank Chicago CD - Interest	4,504		
First Bank Chicago - 3rd Floor Reserve Interest	8,610		
Miscellaneous Revenue	10,521		
Section 125	1,193		
	Cash Revenue		219,676
	Available Funds before Expenses		19,302,460
Expenses:			
Salaries	573,443		
Insurance (Health, Dental and Life)	84,238		
Employer's FICA	41,534		
Employer's IMRF	23,686		
Continuing Education and Memberships	3,640		
Health Savings Account (ER Contribution)	-		
Physical Content	54,150		
Leased Content	-		
Research - Learning	26,890		
Materials Processing	781		
Programming	3,515		
Technology/Network	160,867		
Insurance	-		
Printing and Publicity	-		
Maintenance of Equipment	37,396		
Library Supplies	1,423		
Postage	-		
Maintenance of Auto Equipment	186		
Business Expenses and Fees	3,918		
Maintenance of Buildings and Grounds	28,447		
Utilities	3,814		
Furniture and Equipment (non Capital)	1,537		
Janitorial Supplies	1,622		
Professional Services	8,298		

Contingency	-		
Reception and Meetings	116		
Audit	-		
Capital	520,859		
Other Grants and Program Sponsorships	-		
Summer/Winter Reading Program Expenses	-		
Section 125 Reimbursement	485		
2019 Bond Debt Payment	-		
Total Expenses		1,580,847	
Cash Expenses			3,148,103
Available Funds			16,154,357
Balance of Funds:			
General Operating Fifth/Third			191,330
General Operating NSCB			16,619
General Operating/IL Funds GOF MMF			5,815,154
General Operating/Fifth/Third SPL Tax Account			3,209,671
Reserve Fund/IL Funds MMF			3,531,766
Reserve Fund/ North Shore Max Safe CD 4947 *			1,141,906
Reserve Fund/First Bank Chicago CD (0436)			1,148,458
Reserve Fund/First Bank Chicago			1,072,973
First Bank Chicago-2019 Bond Proceeds			6,258
Fifth Third / Employee Section 125			6,403
Fifth Third / Fine Arts Acquisition Fund			13,819
Total Fund Balance			16,154,357

MAY 2024 GENERAL OPERATING FUND YEAR TO DATE BUDGET STATUS

	Approved	Expenditures	YTD Expenditures	\$ of Budget	% of Budget	% of Year
	Budget FY 24-25	5/31/24	at 5/31/24	Remain - 5/2024	Remain - 5/2024	Remain - 5/2024
Salaries	7,900,000	573,443	573,443	7,326,557	93%	92%
Health/Dental/Life Insurance	1,054,500	84,238	84,238	970,262	92%	92%
Employer's FICA	574,000	41,534	41,534	532,466	93%	92%
Employer's IMRF	417,646	23,686	23,686	393,960	94%	92%
Health Savings Account (ER Contribution)	46,000	-	-	46,000	100%	92%
Continuing Education and Memberships	125,000	3,640	3,640	121,360	97%	92%
Physical Content	794,000	54,150	54,150	739,850	93%	92%
Leased Content	435,000	-	-	435,000	100%	92%
Research/Learning	208,000	26,890	26,890	181,110	87%	92%
Materials Processing	22,000	781	781	21,219	96%	92%
Programming	154,250	3,515	3,515	150,735	98%	92%
Technology/Network	460,000	160,867	160,867	299,133	65%	92%
Insurance	130,000	-	-	130,000	100%	92%
Printing and Publicity	128,000	-	-	128,000	100%	92%
Maintenance of Equipment	67,500	37,396	37,396	30,104	45%	92%
Library Supplies	65,000	1,423	1,423	63,577	98%	92%
Postage	38,000	-	-	38,000	100%	92%
Maintenance of Auto Equipment	22,000	186	186	21,814	99%	92%
Business Expenses and Fees	53,000	3,918	3,918	49,082	93%	92%
Maintenance of Buildings and Grounds	389,000	28,447	28,447	360,553	93%	92%
Utilities	70,000	3,814	3,814	66,186	95%	92%
Furniture and Equipment (non Capital)	45,000	1,537	1,537	43,463	97%	92%
Janitorial Supplies	40,000	1,622	1,622	38,378	96%	92%
Professional Services	100,000	8,298	8,298	91,702	92%	92%
Contingency	50,000	-	-	50,000	100%	92%
Reception and Meetings	30,000	116	116	29,884	100%	92%
Audit	9,500	-	-	9,500	100%	92%
Capital	56,540	-	-	56,540	100%	92%
Sub Total	13,483,936	1,059,503	1,059,503	12,424,433	92%	92%
Capital - Bond Proceeds	-	-	-	-		
ARPA Grant Expenditures	250,000	-	-	250,000		
Capital - Reserve Funds	1,000,000	520,859	520,859	479,141	48%	0%
Total	14,733,936	1,580,362	1,580,362	13,153,574		



CIRCULATION & CARDHOLDER ANALYTICS

MAY 2024

Circulation & Cardholder Analytics Summary - May

This May, total gate count has increased 15% compared to last year.

- Visits to the bookmobile are now counted as part of the total gate count. Compared to last year, bookmobile visits increased 36%.

Overall circulation in May increased 3% compared to last year.

- Circulation inside the bookmobile has been rolled into the adult and youth collection circulation numbers. In May, 3,678 bookmobile items were checked out (i.e., materials stickered as BKM that “live” on the bus). Bookmobile items also fulfill holds placed by patrons picking up in the library building.
- Circulation of youth materials, eResources, and the Library of Things contributed to much of the month-over-month increase between May 2023 and May 2024.
 - Hotspots circulated 215 times in May, which is 16% of the total Library of Things circulation. The library currently has 54 active hotspots that can be checked out by patrons.

Gate Count		May					YTD				
Category	Type	FY 2025	FY 2024	FY 2023	FY 2022	FY 2021	FY 2025	FY 2024	FY 2023	FY 2022	FY 2021
Gate Count	Total	47,346	41,260	38,410	18,336	0	47,346	41,260	38,410	18,336	0

Circulation		May				YTD				
Category	Type	FY 2025	FY 2024	Percent Change	% of Total Circ	FY 2025	FY 2024	FY 2023	FY 2022	FY 2021
eResources	eBook	9,884	10,827	(8.7%)	6.8%	9,884	10,827	10,358	11,495	16,134
	ePeriodicals	2,596	952	172.7%	1.8%	2,596	952	1,020	662	1,918
	eAudiobook	8,794	8,390	4.8%	6.1%	8,794	8,390	7,638	6,565	6,619
	eMusic	792	680	16.5%	0.5%	792	680	741	829	1,208
	eVideo	3,449	3,223	7.0%	2.4%	3,449	3,223	3,406	3,708	6,411
	Total	25,515	24,072	6.0%	17.6%	25,515	24,072	23,163	23,259	32,290
Library of Things ¹	Total	1,343	1,200	11.9%	0.9%	1,343	1,200	389	223	18
Total Adult Collection	Print	35,576	35,103	1.3%	24.6%	35,576	35,103	34,147	29,687	2,253
	Periodicals	947	810	16.9%	0.7%	947	810	781	368	35
	Audio	2,429	2,515	(3.4%)	1.7%	2,429	2,515	2,703	2,507	185
	Video	12,166	13,199	(7.8%)	8.4%	12,166	13,199	13,168	12,046	1,021
	Video Game	553	599	(7.7%)	0.4%	553	599	647	463	37
	Total	51,671	52,226	(1.1%)	35.7%	51,671	52,226	51,446	45,071	3,531
Total Youth Collection	Print	59,235	56,084	5.6%	41.0%	59,235	56,084	51,180	41,094	3,467
	Periodicals	204	342	(40.4%)	0.1%	204	342	208	88	5
	Audio	1,137	1,222	(7.0%)	0.8%	1,137	1,222	1,042	563	49
	Video	2,664	2,702	(1.4%)	1.8%	2,664	2,702	3,562	2,954	278
	Video Game	1,043	1,017	2.6%	0.7%	1,043	1,017	954	643	52
	Total	64,283	61,367	4.8%	44.5%	64,283	61,367	56,946	45,342	3,851
Resource Sharing	Borrowed	941	971	(3.1%)	0.7%	691	971	878	310	501
	Lent	861	912	(5.6%)	0.6%	711	912	816	254	0
	Total	1,802	1,883	(4.3%)	1.2%	1,402	1,883	1,694	564	501
Total	Total	144,614	140,748	2.7%	100.0%	144,214	140,748	133,638	114,459	40,191
Reserves Filled	Total	10,347	10,466	(1.1%)		10,347	10,466	10,379	12,370	1,122
	Percent of Total Circulation	7.2%	7.4%			7.2%	7.4%	7.8%	10.8%	2.8%

Cardholder Activity		May						
Category	Type	FY 2025	FY 2024	FY 2023	FY 2022	FY 2021	% of Total (FY2025)	
Total Cardholders	Skokie Resident	48,206	61,920	59,396	57,484	57,405	83.0%	
	Reciprocal Borrower	9,898	13,888	11,853	12,872	12,837	17.0%	
	Total	58,104	75,808	71,249	70,356	70,242	100.0%	
	Skokie Cards % of Population	67.3%	87.8%	83.1%	80.7%	80.8%	-	
1 Year Circ Active Cardholders ²	Skokie Resident	23,351	26,933	21,381	17,423	22,061	82.5%	
	Reciprocal Borrower	4,960	4,953	2,721	1,488	3,482	17.5%	
	Total	28,311	31,886	24,102	18,911	25,543	100.0%	
	Percent of Total Cardholders	48.7%	42.1%	33.8%	26.9%	36.4%	-	
Cards Issued	Skokie Resident	252	216	214	141	47	61.2%	
	Reciprocal Borrower	160	125	144	29	0	38.8%	
	Total	412	341	358	170	47	100.0%	
Circs by Card Type	Skokie Resident	81,442	83,127	83,791	74,228	6,886	77.7%	
	Reciprocal Borrower	23,438	19,817	12,404	6,353	343	22.3%	
	Total	104,880	102,944	96,195	80,581	7,229	100.0%	
Overdue Items	% Of Collection Checked Out	18.5%	17.8%	16.3%	13.4%	16.4%		
	% Of Checked Out Items - Overdue	12.7%	9.7%	7.5%	11.3%	3.4%		
	% Of Checked Out Items - > 21 Days Overdue	5.6%	5.2%	3.6%	8.5%	3.4%		
Cardholders with Fines and/or Fees*	Total Patrons with Fees	3,486	4,151	3,932	5,790	5,393		
	Total Patrons with Fees \$30+	1,593	2,073	2,055	2,277	2,087		

EVENT HIGHLIGHTS MAY 2024

YOUTH & FAMILIES

As part of our tween focus, we offered Needle Felting for Tweens where participants learned the safety of the craft before making their own wool animals. Youth and families had additional opportunities for hands-on learning throughout the month with events like Lego Party, Cicada-pocalypse, Small Hands: Celebrate World Bee Day, and Jump-Start Your Summer Reading.



TEEN

With schools wrapping up the year, we offered supportive events like Tour the Talking Farm, Guided Meditation for Teens with the Skylight Foundation, and Teens Finals Study Hall. Teens interested in summer volunteering attended the Teen Summer Service Informational Session to learn more about different volunteer opportunities with the library and meet staff and other volunteers.

ADULT

We offered a variety of hands-on learning events for adults such as Bookmobile Plant Swap, Tour the Talking Farm, Studio Design Swap and Showcase, Introduction to Yoga, and So, You Want to write a Book: From Idea to Shelf to Reader. We piloted the Book Trails Walking Club, a monthly event in partnership with Emily Oaks Nature Center for an informal book discussion while outdoors.



ARTS & CULTURAL PERFORMANCES

The Story of a Painting: Whistler's Mother

Young Steinway Concert: Clare Rong, Piano, and Ella Wimbiscus, Cello

Chamber Music Recital: Members of Niles West Orchestra

Bilingual Storytime and Craft: Hebrew

Young Steinway Concert: Danielle Lam, Piano, and Jeffery Tong, Cello

UPCOMING EVENTS

June 13 - Black Excellence: How Music Helped Us Strive, Thrive, and Resist

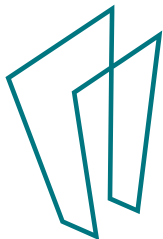
June 15 - Juneteenth Community Celebration 2024: Our Brothers' Keepers

June 19 - Library Basics in Urdu: Website and Catalog

June 22 - Climate Change STEAM Projects for Families

June 29 Cars: 'Drive-in' Movie

June 30 - Crafting for a Cause: Teen Summer Service



PROGRAMMING SUMMARY REPORT

MAY 2024

Programming Summary Report		May	
	Primary Audience	2024	2023
Number of Public Events	Adults	65	64
	Teens	11	9
	Kids	56	65
	Total	132	138

Attendees at Public Events	Adults	903	920
	Teens	107	104
	Kids	2,402	1,868
	Total	3,412	2,892

Number of Community/Partner Events	Adults	2	7
	Teens	34	28
	Kids	59	31
	Total	95	66

Attendees at Community/Partner Events	Adults	76	337
	Teens	1,871	1,114
	Kids	3,678	2,755
	Total	5,625	4,206

Annual YTD				
FY 2025	FY 2024	FY 2023	FY 2022	FY 2021
65	64	51	40	24
11	9	8	15	10
56	65	59	39	29
132	138	118	94	63

903	920	775	450	772
107	104	53	97	110
2,402	1,868	981	543	1,111
3,412	2,892	1,809	1,090	1,993

2	7	7	0	0
34	28	12	8	1
59	31	14	5	0
95	66	33	13	1

76	337	76	0	0
1,871	1,114	834	518	20
3,678	2,755	413	204	0
5,625	4,206	1,323	722	20



ONLINE ENGAGEMENT AND COMMUNICATIONS REPORT MAY 2024

Digital/Online Patron Engagement Report - May		
Online Events		
YouTube (Views)	9,252	
Podcast Downloads	231	
Online Collection Access		
Electronic Circulation	25,515	
Catalog Searches (<i>Unique</i> ¹)	87,930	
Book & Movie Lists (Pageviews ²)	4,890	
Online Services		
Questions and Comments addressed via TellUS (general email inbox)	86	
Account access (<i>Clicks</i>)	17,586	
Online Communication		
Web traffic (<i>Sessions</i> ³)	57,233	
Top 3 Web Pages Viewed...		
Study & Meeting Rooms	3,876	
Events	3,402	
Jobs	2,093	
Social media (<i>Reach</i> ⁵)	6,647	
Social media (<i>Engagement</i> ⁶)	556	
Email (<i>Sent</i>)	257,367	
<i>Library Updates Email - Features</i>	166,727	
<i>Early Childhood Monthly Email</i>	383	
<i>New Titles Monthly Email</i>	58,960	
<i>MessageBee Account Emails</i>	31,297	
Email (<i>Opened</i>)	111,208	
<i>Library Updates Email - Features</i>	72,732	
<i>Early Childhood Monthly Email</i>	189	
<i>New Titles Monthly Email</i>	15,035	
<i>MessageBee Account Emails</i>	23,253	
Email Links with Most Clicks...		
<i>Summer Reading Intro Video</i>	196	
<i>Summer Reading Lists</i>	164	
<i>Summer Reading Jump-start Event</i>	164	
<i>Summer Reading Webpage</i>	140	
		Open Rate
		43.2%

¹ Total Unique Searches - Total Unique Searches is the number of times people searched the catalog. Duplicate searches within a single visit are excluded.

² Pageviews is the total number of pages viewed. Repeated views of a single page are counted.

³ Total number of Sessions within the month. A session starts when a user visits our website for the first time in a set time , and includes all interactions within that visit.

⁵ The number of people who see content posted on social media

⁶ The number of people interacting with our social media accounts and content.

Social Media			
Popular Posts			
Platform	Subject	Reach	Engagement
Facebook	Jewish American Heritage Month	1,698 people	166 interactions
Facebook	Amy Koester on Chicago Today	1,138 people	123 interactions
Instagram Feed	Bookmobile	627 people	58 interactions
Instagram Stories	Puzzle Time in the Teen Room (cannot link; Instagram Stories vanish after 24 hours)	216 people	3 interactions
Instagram Reel	Watching Patrons Browse Your Display	1,646 people	127 interactions
Twitter/X	Podcast One-Year Anniversary Episode	136 people	0 interactions
Twitter/X	Amy Koester on Chicago Today	117 people	1 interaction
LinkedIn	Amy Koester on Chicago Today	939 people	75 interactions
LinkedIn	Podcast One-Year Anniversary Episode	130 people	3 interactions

Total number of posts for each platform:

- Facebook: 24 posts
- Instagram: 10 reels, 59 stories, 5 photos
- Twitter/X: 11 tweets
- LinkedIn: 9 posts
- Threads: 4 posts

We continue to test Threads with some success. While the new platform does not offer any "insights" (engagement data), we do have 752 followers. We will continue monitoring this space.

Our most recent edition of Genres of My Mind took place on Wednesday, May 29. Rummanah and Grace introduced the first part of their two-part discussion on the Young Adult category. The video has received 351 views and 12 interactions (likes and comments).

Conversions

Conversions are actions, such as a click-through, that take patrons from a social media post to the library website.

- 172 people from Facebook
- 56 people from Instagram
- 9 people from Twitter
- 5 people from LinkedIn

YouTube

The library manages two YouTube channels, one for event-specific content (Skokie Public Library Events channel; managed by the Learning Experiences team), and the other for more general content (Skokie Public Library main channel).

Main channel:

- [Summer Reading 2024 is Coming to Skokie Public Library!](#)
 - 571 views
 - 1 comment
 - 18 likes

Events Channel:

- [College Knowledge Spring 2024](#)
 - 9 views
 - 1 like

Podcast: Your, Family, Your Library

Episode 14, "[Burnout](#)" was released on Tuesday, May 28. It has received 24 downloads so far. To date, "Your Family, Your Library" has 1,523 downloads. The podcast has reached audiences in the United States, Iraq, Bangladesh, and more.

Spotlight on Patron Interaction

An author saw that his book was highlighted on a Skokie Public Library list and shared, "I'm a native of Skokie, Illinois. So you can imagine how it must feel to have a full circle moment like having my book *We're Not Broken* featured in @skokieliibrary's list of books on #AutismAcceptance."

A mom noted, "This is my favorite library in the northern/NW Chicago area! We live in Chicago proper, and were able to get a library card to rent books from Skokie! The kid's area is unmatched. My 18 month old can easily spend 2 hours here completely entertained. It's clean and organized. The story times are a blast and the best I've seen at libraries in the area - they even have one in the courtyard! Definitely somewhere to spend a rainy or cold morning, or even in summer as there's a large courtyard outside. Also the parking is great! A whole lot designated just for the library."

Another enthusiastic patron reviewed us on Yelp. "This is thee absolute BEST library ever!! Clean, staff very friendly and willing to help, wide selection of books, can cater to all age ranges. I noticed like a teen area, an adult area, even a recreational area and a kid area. Never thought a library can actually be a hang out spot and productive at the same time! I'm originally from Chicago born n raised and lived in Skokie for a couple years. While in Skokie my daughter and I would often go there. I'm now in the south suburbs and STILL travel over 25 miles to come to this library! I've went to others and not one of them can compare! I'm currently waiting for 12 to get here when they open so that I can go lol last but definitely not least THEY ARE OPEN ON SUNDAYS!!!!!!!"



Memorandum to: Board of Library Trustees

From: Richard Kong, Director

Date: June 3, 2024

Re: Action on Participation in Non-Resident Fee Program

The Board of each public library in RAILS is required by Illinois law to take action annually on whether to participate in or opt-out of the state's non-resident fee program. This law pertains only to the possibility of providing service to persons residing "outside the taxing area of a public library" [23 Ill. Adm. Code 3030.10].

The Illinois compiled statutes Chapter 75 Act 5, Section 4-7, Paragraph 12 states,
"A person residing outside of a public library service area must apply for a non-resident library card at the public library located closest to the person's principal residence. The non-resident cards shall allow for borrowing privileges at all participating libraries in the regional library system."

Residents of the Village of Golf live outside of a public library service area, but may apply for a non-resident card at Glenview Public Library since the "closest public library" is determined by school district and residents from the Village of Golf attend Glenview public schools. Therefore, there is no one from an unserved area who would apply for a library card at our library.

I recommend that the Board once again vote to decline participation in the state's non-resident fee program since it is not applicable to our library.

/rk



Memorandum to: Board of Library Trustees

From: Richard Kong, Director

Date: June 7, 2024

Re: Approval of Year-End Transfer from Operating Fund to Reserve Fund

Attached is a 7-year analysis of the General Operating Fund (GOF), which includes the projected year-end balance for FY 2024 ending April 30, 2024. Some expenses from FY 2024 carried over into May, and there are tax revenues that the auditors will assign to FY 2024. The estimated revenue balance for the year is approximately \$1.05 million. The FY 2025 budget includes a utilization of \$450,000 budget surplus, from higher than expected corporate replacement tax revenue, so that amount will remain in the GOF.

In the past, the Board has typically approved transfers to the Reserve Fund for Sites and Buildings when we have had a revenue balance. A balance transfer of \$3 million was made last year, which accounted for FY 2020, FY 2021, and FY 2023. Finance Manager Alyson Doubek prepared the attached cash flow analysis for the GOF showing the library's current cash position and estimated expenses through February 2025. According to these calculations, we can currently absorb a \$250,000 transfer from our GOF to the Reserve Fund, which would essentially be the transfer of ARPA funds to be used for the Petty Auditorium project.

In the past, our municipal financial advisor has recommended that we try to have 40% of our operating expenses in the GOF by the end of February each year, which is typically the point in the calendar in which we have our lowest balance. If we transfer \$250,000 to our Reserve Fund, our calculations show that our GOF balance would be near 36% of our annual operating expenses by the end of February 2024. Though this would put us short of the 40% mark, we believe this would still keep us in a strong financial position since we also have at least five months of operating expenditures in our Reserve Fund. Also, we would receive our regular tax revenues in March 2025, at which point our GOF position would be considerably strengthened.

As for our Reserve Fund, our current balance of approximately \$6.9 million would increase to \$7.15 million if a \$250,000 year-end transfer is approved. Spending \$1.3

million on the Petty Auditorium project this summer, as well as wrapping up payments for FY 2024 capital improvement projects (i.e., third floor renovation and chiller replacement), would reduce our balance down to \$5.2 million. When factoring the expected interest earned on our Reserve Fund accounts, approximately \$120,000, the Reserve Fund balance would increase to approximately \$5.3 million by the end of the fiscal year. This is slightly more than the equivalent of five months of operating expenses, which would fulfill the requirement for the Reserve Fund set in our Finance Policy.

Later in the summer, I will also ask the Board to consider a transfer from the Reserve Fund to the Art Acquisitions Fund to help fund new art acquisitions this fiscal year. The art committee is in the process of deaccessioning unused pieces currently in our permanent collection and forming recommendations for new acquisitions.

I recommend that the Board approve a transfer of \$250,000 (i.e., ARPA Funds) from the General Operating Fund to the Reserve Fund for Sites and Buildings. This will still leave the GOF in a strong position as well as provide more funds that can be used for the Petty Auditorium project. Alyson and I can answer questions and provide further explanation as needed before or during the meeting.

/rk

Attachment

SKOKIE PUBLIC LIBRARY
Analysis of General Operating Fund for the Seven Fiscal Years

	FY 17/18	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	Unaudited FY 23/24
Property Taxes	11,302,135	12,087,261	12,166,672	12,250,518	12,248,490	12,284,007	12,178,861
Corporate Replacement Taxes *	312,951	322,989	425,229	400,938	932,007	1,221,722	826,999
Lost Items and other Circulation Revenue	173,661	117,932	71,765	2,730	21,665	32,502	20,636
Interest	109,429	297,786 ¹	194,071	47,288	8,966	177,883	270,438
Per Capita and other Grants	60,301	84,205	92,700	115,991	100,806	125,015	116,040
Other Revenue	79,273	66,274	92,030	484,142 ²	27,203	23,195	50,089
Total GOF Revenue	12,037,750	12,976,447	13,042,468	13,301,606	13,339,137	13,864,324	13,463,063
Total GOF Expenditures	(11,323,746)	(11,658,238)	(11,347,148)	(11,320,886)	(11,542,646)	(12,999,624)	(12,414,109)
Transferred to Reserve Fund	(550,000)	(1,200,000)	-	-	(1,500,000)	(3,000,000) ³	-
Balance after Expenditures and Transfers	164,004	118,209	1,695,320	1,980,720	296,491	-2,135,300	1,048,954

1. FY18 and FY19 includes Reserve Fund Interest

2. Includes \$143,599 of insurance reimbursement for reno pipes and \$319,032 transfer from closed 2001 Debt Service bank account

3. The \$3,000,000 transferred to reserve in FY22/23 includes a portion of the balances from FY 19/20, FY 20/21 and FY 22/23

* Revenue source collected by the state of Illinois and paid to local governments to replace funds that were lost when local governments had their authority to impose personal property taxes on corporations and other business entities taken away in 1979.

Skokie Public Library
General Operating Fund
FY 24-25 Cash Analysis

General Operating / Fifth Third SPL Tax Account at 5/31/2024	3,844,310
General Operating/IL Funds GOF MMF at 5/31/2024	5,815,154
GOF Balances at 5/31/2024	9,659,464

June - August Expenses	(3,300,000)
Estimated GOF Balance at 8/31/2024	6,359,464

<i>Transfer of ARPA funds from GOF to Reserve</i>	(250,000)
August-2nd Installment 2023 Levy	6,200,000
Estimated GOF Balance at 8/31/2024	12,309,464

June and December 2024 Bond Payment (Principal and Interest)	(1,201,050)	
September - February 2024 expenses	(6,600,000)	
FY 25 Other Revenue	400,000	
Estimated GOF balance at 2/29/2024	4,908,414	36.4% percent of Operating Expenses

FY 24-25 GOF Expenditures	13,483,936
Financial Advisor lowest point recommendation	40%
	5,393,574

Total Reserve Funds at 5/31/2024	6,895,103
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July 2024 transfer of ARPA Funds from GOF to Reserve	250,000
Reserve balances at 7/31/2024	7,145,103

Remaining FY24 Capital Improvement Payments	(684,485)
FY 25 Capital Improvements - Petty	(1,300,000)
Interest earned thru FY 25	120,000
Estimated Reserve balances at 4/30/2025	5,280,618