

DEERFIELD PUBLIC LIBRARY BOARD OF TRUSTEES
920 WAUKEGAN ROAD, DEERFIELD, IL 60015
REGULAR MEETING AGENDA
February 19, 2020, 6:30 PM

1. ROLL CALL & CALL TO ORDER
2. OPPORTUNITY FOR THE PUBLIC TO ADDRESS THE BOARD & CORRESPONDENCE
3. APPROVAL OF MINUTES
 - A. December 18, 2019 Executive Session Meeting (ACTION)
 - B. January 15, 2020 Regular Meeting (ACTION)
4. TREASURER REPORT
 - A. Financials: Balance Sheet, Revenues & Expenses, Payroll Liability (ACTION)
 - B. List of Checks and Payments for Approval (ACTION)
5. PRESENTATION BY HEAD OF IT, Tom Owen
6. VILLAGE LIAISON REPORT
7. LIBRARY DIRECTOR'S REPORT
 - A. Farmers Market Dates
8. OLD BUSINESS
 - A. Strategic Plan: Survey Questions (ACTION)
9. NEW BUSINESS
 - A. Reminder: Policy Committee Meeting March 4, 2020, 6:00 p.m.
10. OTHER
11. ADJOURNMENT

MISSION STATEMENT: To provide our community with open access to the world of information and ideas, encouraging lifelong learning and personal growth in a welcoming environment.

Upcoming Library Board Meetings: March 18, April 15 at 6:30 p.m.

*All topics on the agenda are potential action items.

DEERFIELD PUBLIC LIBRARY BOARD OF TRUSTEES
REGULAR MEETING MINUTES
January 15, 2020

1. ROLL CALL & CALL TO ORDER

President Ken Abosch called the meeting to order at 6:31 p.m., in the Board Room, 920 Waukegan Road, Deerfield, IL.

Present Board Members: Ken Abosch – President, Maureen Wener – Secretary, Seth Schriftman – Treasurer, Mike Goldberg, Luisa Ellenbogen, Howard Handler and Kyle Stone

Village: Bill Seiden

Staff: Amy Falasz-Peterson, Library Director, Kelly DeCorrevont, Business Manager

Guest: Steward Babendir, Friends of the Library

2. OPPORTUNITY FOR THE PUBLIC TO ADDRESS THE BOARD & CORRESPONDENCE

3. APPROVAL OF MINUTES

A. December 18, 2019 Regular Session Meeting (ACTION)

MOTION: Mr. Seth Schriftman made a motion to approve the December 18, 2019 Regular Session Meeting minutes, seconded by Ms. Luisa Ellenbogen.

Vote: 5 Yes – Ken Abosch – President, Maureen Wener – Secretary, Seth Schriftman – Treasurer, Luisa Ellenbogen, Howard Handler.

1 Abstain: Kyle Stone.

The motion was approved.

B. December 18, 2019 Executive Session Meeting (ACTION)

The Board will approve at the February meeting.

C. December 18, 2019 Executive Session Meeting (ACTION)

The Board will approve at the February meeting.

4. TREASURER REPORT

Mr. Schriftman discussed the Financial Reports. Ms. Kelly DeCorrevont explained the details provided to the Board. This included clarification on our December Financial Variance Report.

Mr. Mike Goldberg arrived at 6:38 p.m.

A. Financials: Balance Sheet, Revenues & Expenses, Quarterly Investment Report (ACTION)

Mr. Schriftman presented the Financials.

DPL Board of Trustees
 Regular Meeting Minutes
 January 15, 2020

MOTION: Mr. Kyle Stone made a motion to approve the December Financials, seconded by Mr. Abosch.

Vote: 7 Yes – Ken Abosch – President, Maureen Wener – Secretary, Seth Schrifman – Treasurer, Mike Goldberg, Luisa Ellenbogen, Howard Handler and Kyle Stone.

The motion was approved.

B. List of Checks and Payments for Approval (ACTION)

Mr. Schrifman presented the outstanding list of checks to be approved for payment, which included:

-Electronic Payments, 3 ACHs, WinTrust	\$ 126.10
-Petty Cash Checks 680-681, Bank Financial	\$ 84.37
-AP Checks 11378-11442, 11 ACHs, WinTrust	<u>\$ 135,388.55</u>
The total amount presented for approval	\$ 135,599.02

MOTION: Mr. Stone made a motion to approve the December list of checks and payments, seconded by Mr. Abosch.

Vote: 7 Yes – Ken Abosch – President, Maureen Wener – Secretary, Seth Schrifman – Treasurer, Mike Goldberg, Luisa Ellenbogen, Howard Handler and Kyle Stone.

The motion was approved.

5. FRIENDS OF THE LIBRARY REPORT

Mr. Stuart Babendir gave the Friends report.

6. VILLAGE LIAISON REPORT

Mr. Bill Seiden gave the Village report.

7. LIBRARY DIRECTOR'S REPORT

A. Board Packet Discussion

The Board would be interested in some additional context as to how the items reported tie into the Library's mission statement and Director's goals. This context can be included in the packet but also reported at the meeting. Mr. Howard Handler requested that policy updates be shown in red.

The ILA Legislative Breakfast is scheduled for February 17. Mr. Abosch indicated he may be able to attend. Ms. Amy Falasz-Peterson reported on the library MakerSpace. Ms. Falasz-Peterson will work with the Policy Committee to schedule a meeting to begin the review of the Library's Employee Handbook and Personnel Policies.

DPL Board of Trustees
Regular Meeting Minutes
January 15, 2020

8. OLD BUSINESS

A. Strategic Plan: Progress Report on Next Steps (DISCUSSION)

Ms. Falasz-Peterson provided an update on the next steps. Mr. Abosch asked that staff circulate the survey to the Board first before sending it electronically to the public. Mr. Handler suggested using Facebook advertising to boost participation. Mr. Stone asked if the last Strategic Plan was helpful. Ms. Falasz-Peterson reported that the management staff used it as a guideline for library projects and priorities. Mr. Abosch suggested writing an update on the accomplishments of the last plan. This project will take place in the first half of 2020.

9. NEW BUSINESS

A. Staff Presentations at 2020 Board Meetings

Ms. Falasz-Peterson included a list of the staff presentations scheduled for 2020.

10. OTHER

11. ADJOURNMENT

At 7:30 p.m., Mr. Goldberg made a motion to adjourn the meeting, seconded by Mr. Schriftman.

Vote: 7 Yes – Ken Abosch – President, Maureen Wener – Secretary, Seth Schriftman – Treasurer, Mike Goldberg, Luisa Ellenbogen, Howard Handler and Kyle Stone.

The motion was approved.

Maureen Wener, Secretary

Deerfield Public Library

BALANCE SHEET

As of January 31, 2020

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
11000 Cash and Investments - General	0.00
11100 General Operating - WinTrust	492,069.74
11200 Payroll - WinTrust	206,894.20
11300 E-Pay - WinTrust	15,053.54
11400 Deposits - Bank Financial	3,434.80
11500 Petty Cash - Bank Financial	1,356.55
11600 Max-Safe Wintrust	1,011,303.88
11900 Petty Cash	574.00
11901 Petty Cash - Gift Card	0.00
Total 11900 Petty Cash	574.00
Total 11000 Cash and Investments - General	1,730,686.71
12000 Cash and Investments - Reserve	0.00
13000 Cash & Invest - Other	0.00
14100 PMA Financial Services	
10-1410 PMA Reserve Fund	2,919,902.45
14110 PMA General Fund	1,805,780.96
60-1440 PMA Debt Svc 2011a GO	56.08
60-1441 PMA Debt Svc 2013 GO	58.24
Total 14100 PMA Financial Services	4,725,797.73
Total Bank Accounts	\$6,456,484.44
Accounts Receivable	\$0.00
Other Current Assets	
12101 Inventory Asset	0.00
15000 Other Current Assets	0.00
15010 Receivables	4.80
15100 Property Taxes Receivable	4,386,500.00
15110 Property Tax Receivable - 2011A	363,330.00
15115 Property tax receivable -2013A	0.00
15121 Property Tax Receivable - 2013	364,301.00
15200 Due from Village of Deerfield	0.00
15300 Prepaid Expenses	141,048.13
15400 Accrued Revenue - General	0.00
15400.9 Accrued Rev - Reserve	0.00
Total Other Current Assets	\$5,255,183.93
Total Current Assets	\$11,711,668.37
Fixed Assets	
19000 Capital Assets	
19050 Capital Assets -Not Depreciated	
19100 Land	65,493.00
19150 Construction In Progress	0.00

	TOTAL
Total 19050 Capital Assets -Not Depreciated	65,493.00
19200 Capital Assets - To Depreciate	
19210 Building	13,197,410.12
19300 Equipment	
19301 Equip - Phone System	33,636.00
19302 Equip - Automation System	309,361.00
19303 Equip - RFID	433,659.00
19304 Equip - Vehicle	23,432.00
19310 Furniture	883,919.00
Total 19300 Equipment	1,684,007.00
Total 19200 Capital Assets - To Depreciate	14,881,417.12
19220 Accumulated Depreciation	-3,746,212.00
Total 19000 Capital Assets	11,200,698.12
Total Fixed Assets	\$11,200,698.12
Other Assets	
15110 Deferred Outflows of Resources	945,981.74
19900 Due From Other Activity	0.00
Total Other Assets	\$945,981.74
TOTAL ASSETS	\$23,858,348.23
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
21000 Accounts Payable	80,533.84
Total Accounts Payable	\$80,533.84
Credit Cards	
20000 Credit Cards Payable	0.00
Total Credit Cards	\$0.00
Other Current Liabilities	
21055 Other Current Payables	0.00
21500 Retainage	0.00
22000 Payroll Liabilities	0.40
22100 Salaries Payable	11,406.90
22200 Deferred Compensation	0.00
22300 Withholdings	0.00
22310 Federal Income Tax	36.52
22320 Social Security	738.58
22330 Medicare	0.00
22340 Employer' s FICA	0.00
22350 State Income Tax	-1.55
22360 IMRF	-366.79
22370 ICMA	0.11
22380 Medical/Health	-76,922.55
22385 Dental	31,451.12
22390 Life	-895.37
Total 22300 Withholdings	-45,959.93
Total 22000 Payroll Liabilities	-34,552.63
22395 FSA Payable	-1,041.35

	TOTAL
23000 Due to Village - Short Term	0.00
24000 Accrued Expenses	25,336.12
24100 Collection on behalf of Friends	0.00
Total 24000 Accrued Expenses	25,336.12
25000 Deferred Inflows of Resources	29,497.44
25100 Deferred Property Taxes	4,386,500.00
Total 25000 Deferred Inflows of Resources	4,415,997.44
25110 Unearned Property Taxes-2011a	726,210.00
25120 Unearned Prop Taxes -20132	1,421.00
25902 Unearned Impact Fee - AMLI Proj	0.00
26300 Net Pension liability	1,490,392.00
29000 Due To Other Activity Bank Acct	0.00
Total Other Current Liabilities	\$6,623,762.58
Total Current Liabilities	\$6,704,296.42
Long-Term Liabilities	
26000 Noncurrent Liabilities	
26009 Compensated Absences	88,352.75
26100 Other Postemployment Benefits	105,733.00
26200 Due to Village - Long Term Debt	7,862,418.00
Total 26000 Noncurrent Liabilities	8,056,503.75
Total Long-Term Liabilities	\$8,056,503.75
Total Liabilities	\$14,760,800.17
Equity	
31000 Opening Bal Equity	0.00
32000 Fund Balance, Beginning	3,108,605.45
32100 Fund Balance 2011-A	-43,738.95
32110 Fund Balance-2013	-36,910.41
32120 Fund Balance _ Res	2,540,309.11
32130 Fund Balance LT Debt Acct Grp	-950,128.90
33000 Investment in Capital Assets	12,699,530.12
33050 Debt Related to Capital Assets	-7,862,418.00
Total 33000 Investment in Capital Assets	4,837,112.12
Net Income	-357,700.36
Total Equity	\$9,097,548.06
TOTAL LIABILITIES AND EQUITY	\$23,858,348.23

Deerfield Public Library

BUDGET VS. ACTUALS: BUDGET 2020 - FY20 P&L

January 2020

	TOTAL			% OF BUDGET
	ACTUAL	BUDGET	OVER BUDGET	
Income				
41000 Taxes				
41100 Property Tax		4,387,720.00	-4,387,720.00	
41200 Replacement Tax		25,000.00	-25,000.00	
60-4110 Property Taxes - Debt 2011A		363,030.00	-363,030.00	
60-4111 Property Taxes - Debt 2013		363,801.26	-363,801.26	
Total 41000 Taxes		5,139,551.26	-5,139,551.26	
42000 Fees & Fines				
42100 Fees Fines & Penalties	2,497.31	25,000.00	-22,502.69	9.99 %
42200 Non-Resident Fees		7,000.00	-7,000.00	
42300 Printing/Copying Fees	777.80	8,000.00	-7,222.20	9.72 %
Total 42000 Fees & Fines	3,275.11	40,000.00	-36,724.89	8.19 %
43000 Investment Income				
43100 Interest - General	6,268.47	45,000.00	-38,731.53	13.93 %
43200 Interest - Reserve	3,898.59	40,000.00	-36,101.41	9.75 %
Total 43000 Investment Income	10,167.06	85,000.00	-74,832.94	11.96 %
44000 Grants				
44100 State Grant				
44150 Per Capita Grant		10,000.00	-10,000.00	
Total 44100 State Grant		10,000.00	-10,000.00	
Total 44000 Grants		10,000.00	-10,000.00	
45000 Gifts and Contributions				
45100 General Donations	0.75	500.00	-499.25	0.15 %
45500 Friends Contributions		10,000.00	-10,000.00	
Total 45100 General Donations	0.75	10,500.00	-10,499.25	0.01 %
Total 45000 Gifts and Contributions	0.75	10,500.00	-10,499.25	0.01 %
49000 Miscellaneous Revenue				
49009 Miscellaneous	-8.15	500.00	-508.15	-1.63 %
49065 Sale of Surplus Materials		500.00	-500.00	
Total 49000 Miscellaneous Revenue	-8.15	1,000.00	-1,008.15	-0.82 %
Total Income	\$13,434.77	\$5,286,051.26	\$ -5,272,616.49	0.25 %
GROSS PROFIT	\$13,434.77	\$5,286,051.26	\$ -5,272,616.49	0.25 %
Expenses				
50000 General Expenses				
51000 Personnel Expenses				
51100 Salaries	161,878.34	2,288,000.00	-2,126,121.66	7.08 %
51200 FICA	12,117.03	175,000.00	-162,882.97	6.92 %
51300 Health/Misc Benefits	11,844.39	342,000.00	-330,155.61	3.46 %
51400 Pension Contribution	18,244.14	227,970.00	-209,725.86	8.00 %
51500 Other Benefits	262.89	9,000.00	-8,737.11	2.92 %
51600 Staff Enrichment	183.94	5,000.00	-4,816.06	3.68 %

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
Total 51000 Personnel Expenses	204,530.73	3,046,970.00	-2,842,439.27	6.71 %
52000 Facility Expenses				
52100 Interior Facility Maintenance	3,756.79	60,000.00	-56,243.21	6.26 %
52200 Facility Equipment Maintenance	10,879.13	45,000.00	-34,120.87	24.18 %
52300 Exterior Building Maintenance	2,368.15	10,000.00	-7,631.85	23.68 %
52400 Utilities				
52410 Water	203.28	3,000.00	-2,796.72	6.78 %
52430 Telephone - Voice	951.71	15,000.00	-14,048.29	6.34 %
52440 Data Lines	3,450.76	28,000.00	-24,549.24	12.32 %
Total 52400 Utilities	4,605.75	46,000.00	-41,394.25	10.01 %
52500 Minor Furnishings & Equipment		25,000.00	-25,000.00	
Total 52000 Facility Expenses	21,609.82	186,000.00	-164,390.18	11.62 %
53000 Library Materials				
53100 Periodicals	1,322.00	17,500.00	-16,178.00	7.55 %
53200 Adult Materials-Books				
53221 Books - Adult Non-Fiction	3,041.38	45,000.00	-41,958.62	6.76 %
53222 Books-Adult Fiction	4,069.48	66,500.00	-62,430.52	6.12 %
Total 53200 Adult Materials-Books	7,110.86	111,500.00	-104,389.14	6.38 %
53300 Audio Visual Materials				
53320 Audio Visual - Adult	4,920.39	75,000.00	-70,079.61	6.56 %
53340 Audio Visual - Youth	1,593.42	22,500.00	-20,906.58	7.08 %
Total 53300 Audio Visual Materials	6,513.81	97,500.00	-90,986.19	6.68 %
53400 Youth Materials-Books				
53241 Books - Youth & Teens	5,472.60	75,000.00	-69,527.40	7.30 %
53550 Literacy Support - Youth		2,500.00	-2,500.00	
Total 53400 Youth Materials-Books	5,472.60	77,500.00	-72,027.40	7.06 %
53501 Electronic Resources				
53500 E-Resources	87,348.83	260,000.00	-172,651.17	33.60 %
Total 53501 Electronic Resources	87,348.83	260,000.00	-172,651.17	33.60 %
53600 Non-Traditional Resources	1,137.25	7,500.00	-6,362.75	15.16 %
Total 53000 Library Materials	108,905.35	571,500.00	-462,594.65	19.06 %
54000 Library Programs				
54100 Admin Programs		4,000.00	-4,000.00	
54150 Outreach Programs		1,500.00	-1,500.00	
54210 Adult Programs	802.22	25,000.00	-24,197.78	3.21 %
54400 Youth Programs	1,843.38	25,000.00	-23,156.62	7.37 %
Total 54000 Library Programs	2,645.60	55,500.00	-52,854.40	4.77 %
55000 Automation				
55350 Software & Licenses	1,813.70	190,000.00	-188,186.30	0.95 %
55360 IT Automation Support	12,041.60	85,000.00	-72,958.40	14.17 %
55400 New Projects/equip				
56440 New Projects / IT Equipment	3,154.29	100,000.00	-96,845.71	3.15 %
Total 55400 New Projects/equip	3,154.29	100,000.00	-96,845.71	3.15 %
Total 55000 Automation	17,009.59	375,000.00	-357,990.41	4.54 %
56000 Professional/Contractual Svcs				
56009 Other Office Support	425.16	10,000.00	-9,574.84	4.25 %
56100 Insurance		45,000.00	-45,000.00	

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
56200 Postage	1,000.00	8,250.00	-7,250.00	12.12 %
56300 Professional Printing Services		20,000.00	-20,000.00	
56500 Professional Admin Services		25,000.00	-25,000.00	
56550 Cataloging Service	149.22	27,000.00	-26,850.78	0.55 %
56555 Professional Outreach Services	1,435.00	5,000.00	-3,565.00	28.70 %
Total 56500 Professional Admin Services	1,584.22	57,000.00	-55,415.78	2.78 %
56700 Travel for Library Services	31.90	1,000.00	-968.10	3.19 %
Total 56000 Professional/Contractual Svcs	3,041.28	141,250.00	-138,208.72	2.15 %
56400 Supplies				
56410 General Office/Operating Supplies	1,053.39	12,000.00	-10,946.61	8.78 %
56420 Processing Supplies	2,049.86	30,000.00	-27,950.14	6.83 %
Total 56400 Supplies	3,103.25	42,000.00	-38,896.75	7.39 %
57000 Training/Development Expenses				
56600 Dues & Memberships	100.00	8,000.00	-7,900.00	1.25 %
57100 Training & Education	1,848.76	25,000.00	-23,151.24	7.40 %
57200 Training Travel	577.75	8,000.00	-7,422.25	7.22 %
Total 57000 Training/Development Expenses	2,526.51	41,000.00	-38,473.49	6.16 %
Total 50000 General Expenses	363,372.13	4,459,220.00	-4,095,847.87	8.15 %
61000 Capital Expenses				
61100 Facility Improvements	7,763.00	60,000.00	-52,237.00	12.94 %
Total 61000 Capital Expenses	7,763.00	60,000.00	-52,237.00	12.94 %
70000 Debt Service				
60-7010 Debt Service 2011A Interest		93,030.00	-93,030.00	
60-7011 Debit Service 2013 Interest		83,801.26	-83,801.26	
60-7020 Debt Service 2011A Principal		270,000.00	-270,000.00	
60-7021 Debit Service 2013 Principal		280,000.00	-280,000.00	
Total 70000 Debt Service		726,831.26	-726,831.26	
Total Expenses	\$371,135.13	\$5,246,051.26	\$ -4,874,916.13	7.07 %
NET OPERATING INCOME	\$ -357,700.36	\$40,000.00	\$ -397,700.36	-894.25 %
NET INCOME	\$ -357,700.36	\$40,000.00	\$ -397,700.36	-894.25 %

Deerfield Public Library
Financial Variance Report
For the Month of January 2020

Presented at the Regular Board Meeting – February 19, 2020

January completes the first month of the 2020 Fiscal Year. The benchmark used to evaluate financial activity year to date is 8%.

GENERAL OPERATIONS – REVENUES

By the end of January, the Library received 0 in property tax distributions, which is 0% of the annual budget. The Library has collected 3,275 in Charges for Services, which is 8% of the annual budget. The Library received a Total Income of 13,435 or less than 1% of the annual budget.

GENERAL OPERATIONS - EXPENSES

By the end of January, the Personnel Expense is 204,531 or 7% of the annual budget. The Facility Expense is 21,610 or 12% of the annual budget. The Library Materials Expense is 108,905 or 19% of the annual budget. The Library Program Expense is 2,646 or 5% of the annual budget. The Automation Expense is 17,010 or 5% of the annual budget. The Professional/Contractual Services Expense is 3,041 or 2% of the annual budget. The Supplies Expense is 3,103 or 7% of the annual budget. The Training/Development Expense is 2,527 or 6% of the annual budget. The Facility Improvement Expense is 7,763 or 13% of the annual budget. Total Library Expenses is 371,135 or 7% of the annual budget.

NON-OPERATING ACTIVITIES

When the Library receives property tax distributions, the funds are distributed to the General and Debt Service accounts.



Master Total Portfolio Report

As of: 01/31/20

PMA Financial Network
 2135 CityGate Lane
 7th Floor
 Naperville, Illinois 60563
 Telephone . 630-657-6400
 Facsimile . 630-718-8701

DEERFIELD PUBLIC LIBRARY / GENERAL

4794

Type	Trans	SEQ	Purchase	Maturity	FDIC #	Instrument	Par-Val/Mat. Val.	Original Cost	Rate
SDA					7213	Savings Deposit Account - CITIBANK	\$1,055,351.85	\$1,055,351.85	
CD	266006	1	02/19/19	02/19/20	33539	PREFERRED BANK	\$205,201.92	\$200,000.00	2.601
CD	272720	1	06/18/19	06/17/20	57968	SONABANK	\$204,978.05	\$200,000.00	2.489
CD	274591	1	07/24/19	07/23/20	57742	MAINSTREET BANK	\$204,341.58	\$200,000.00	2.171
DTC	43105	1	10/05/18	10/05/20	57565	2.9% - UBS BANK USA	\$150,000.00	\$150,429.11	2.753
Subtotal -->							\$1,819,873.40	\$1,805,780.96	

DEERFIELD PUBLIC LIBRARY / RESERVE FUND

4943

Type	Trans	SEQ	Purchase	Maturity	FDIC #	Instrument	Par-Val/Mat. Val.	Original Cost	Rate
SDA					7213	Savings Deposit Account - CITIBANK	\$707,499.65	\$707,499.65	
DTC	42257	1	05/04/18	05/04/20	7213	2.75% - CITIBANK NA	\$61,000.00	\$61,173.34	2.603
DTC	42258	1	05/03/18	05/04/20	34221	2.7% - MORGAN STANLEY PVT BANK	\$246,000.00	\$246,453.86	2.605
CD	269630	1	05/14/19	05/13/20	33653	BANK OF CHINA	\$213,463.61	\$207,977.21	2.638
CD	269631	1	05/14/19	05/13/20	34294	CFG BANK	\$98,296.80	\$96,000.00	2.393
CD	258185	1	07/26/18	07/27/20	19899	KS STATEBANK / KANSAS STATE BANK OF MANHATTAN	\$209,568.34	\$199,000.00	2.627
CD	258186	1	07/26/18	07/27/20	3887	FIRST NATIONAL BANK	\$106,167.77	\$101,000.00	2.551
DTC	42690	1	07/31/18	07/31/20	22180	2.7% - UNITED BANKERS BANK	\$200,000.00	\$200,389.89	2.600
DTC	43330	1	11/23/18	11/23/20	7213	3.05% - CITIBANK NA	\$180,000.00	\$180,173.68	3.000
DTC	43331	1	11/21/18	11/23/20	57565	3.1% - UBS BANK USA	\$90,000.00	\$90,087.55	3.050
CD	265478	1	01/29/19	01/28/21	24045	PACIFIC WESTERN BANK	\$244,111.92	\$230,000.00	3.042
CD	274991	1	07/29/19	07/30/21	14445	FARMERS AND MERCHANTS UNION BANK	\$249,253.51	\$239,000.00	2.139
DTC	44298	1	08/01/19	08/02/21	57803	2.1% - ALLY BANK	\$61,000.00	\$61,000.00	2.100
DTC	45406	1	11/22/19	11/22/21	35141	1.7% - BMW BANK NORTH AMERICA	\$150,000.00	\$150,000.00	1.700
DTC	45405	1	11/27/19	11/29/21	33682	1.85% - STATE BANK OF INDIA	\$150,000.00	\$150,147.27	1.800
Subtotal -->							\$2,966,361.60	\$2,919,902.45	

DEERFIELD PUBLIC LIBRARY / 2011A BONDS DEBT SERVICE

4944

Type	Trans	SEQ	Purchase	Maturity	FDIC #	Instrument	Par-Val/Mat. Val.	Original Cost	Rate
SDA					7213	Savings Deposit Account - CITIBANK	\$56.08	\$56.08	
Subtotal -->							\$56.08	\$56.08	

DEERFIELD PUBLIC LIBRARY / 2013 BONDS DEBT SERVICE

5821

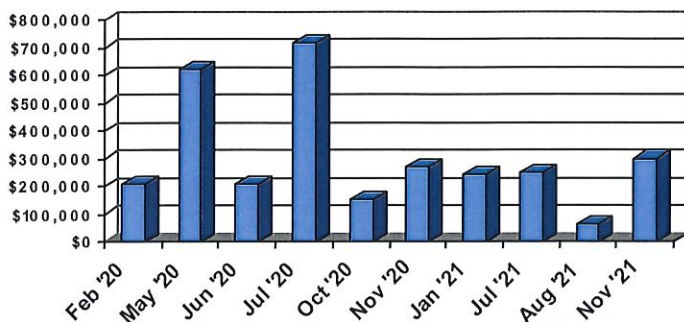
Type	Trans	SEQ	Purchase	Maturity	FDIC #	Instrument	Par-Val/Mat. Val.	Original Cost	Rate
SDA					7213	Savings Deposit Account - CITIBANK	\$58.24	\$58.24	
Subtotal -->							\$58.24	\$58.24	

Note: Weighted Yield & Weighted Average Portfolio Maturity are calculated only on the CD, CP, & SEC desk.

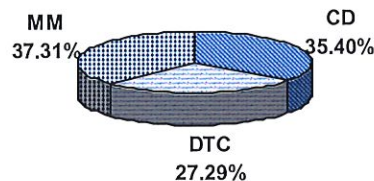
Total Amount -->	<u>\$4,786,349.32</u>	<u>\$4,725,797.73</u>
	MM:	37.31%
	CD's:	35.40%
	CDR's:	0.00%
	DTC:	27.29%
	CP:	0.00%
	SEC:	0.00%

Time and Dollar Weighted Portfolio Yield: 2.358 %

Weighted Average Portfolio Maturity: 263.53 Days



Portfolio Maturity Summary - Maturing \$/Month



Portfolio Allocation by Transaction Type

Rate and Yield as labeled on this statement. For certain investment products offered by PMA, the stated Rate may be the Bond Equivalent Yield (BEY), Yield to Maturity (YTM) or other calculation of yield offered on that product ("Rate"). For all fixed income investments included on this statement (investments other than liquid LGIP, money market or SDA products), the "Rate" is stated as of the purchase date. Time and Dollar Weighted Portfolio Yield only includes fixed income investments (investments other than liquid LGIP, money market or SDA products) and is calculated based on the "Rate" at the purchase date.

Deerfield Public Library
End of Year Liability for Accrued Payroll and Compensated Absences
As of December 31, 2019

Library management is required to report the payroll liabilities to the Library Board as of the close of the fiscal year and this information is to be included in the minutes. The Library's total payroll liability for the fiscal year ending December 31, 2019 is \$170,920. This is more than the amount reported as of 12/31/2018 (\$165,388) because of additional staff that have accrued sick-leave payout. \$152,700 is current and expected to be paid out within the next year, and \$18,220 is a long-term liability.

The payroll liability consists of two parts: 1) the accrued payroll liability, which is wages and taxes not paid as of December 31st, and 2) compensated absences still outstanding.

1. Accrued Payroll Liability

This is the amount due to employees for work completed. For example, if there are three days from the end of December included in the second paycheck in January, the pay for those three days is the Library's 'accrued payroll liability' at 12/31. All of this part of the liability is current and it is paid out quickly in January.

The pay checks dated 01/04/2020 included work from 12/13/2019 through 12/26/2019 and the amount owed for those 14 days was \$79,822. (See ^(a) in the formula below.)

2. Compensated Absences Liability

'Compensated Absences Liability' is for the leave time earned, payable, and not yet used by employees. It is the sum of all leave earned (such as vacation, personal days, and holidays), plus the sick days that are eligible to be paid out upon termination if the employee (who must have been hired before 1/1/2008) and at least 55 years in age. The Library has 36 employees eligible for leave benefits and 1 of those is also eligible for the sick days payout benefit.

The total amount owed for all compensated absences is \$91,098. \$72,879 of this is expected to be paid out within a short time and is a current liability^(b). It includes the entire amount due for known upcoming separations, plus 80% of the amount due to all other employees. The remaining amount \$18,220, is a long-term liability^(c) and is an estimate of the leave time that will be carried over for use farther into the future.

Payroll Liability at 12/31/2019

<i>Accrued Payroll Liability</i>	<u>\$79,822</u> ^(a)
<i>Compensated Absences Liability</i>	
Current-expected payout within next 12 months	\$72,879 ^(b)
Long term	<u>18,220</u> ^(c)
Liability for compensated absences	<u>\$91,098</u>
 Total Payroll Liability	 <u>\$170,920</u>

**Deerfield Public Library
Check Approval List
For the Regular Board Meeting on February 19, 2020**

Summary						
			Wintrust-E-Pay Deposit 8926 - 4 ACHs			127.27
			Bank Financial-Petty Cash Checks 1537- PC Ck, #682-687			218.42
			Wintrust-General AP 2997, Check #s 11443 - 11521, 12 ACHs			122,309.68
			Total payments to approve			122,655.37
Date	Num	Vendor	Memo		Amount	Account Description
Wintrust E-Pay Deposit 8926						
02/05/2020	ACH	American Express Govt Svcs	Merchant CC Fees-February 2020		1.05	Other Office Support
02/04/2020	ACH	Chase Paymentech	Merchant CC Fees-February 2020		35.32	Other Office Support
02/04/2020	ACH	Chase Paymentech	Merchant CC Fees-February 2020		30.95	Other Office Support
02/04/2020	ACH	PayPal, Inc.	Merchant CC Fees-February 2020		59.95	Other Office Support
			Total E-Pay Deposit Amount		127.27	
Bank Financial Petty Cash Checks 1537						
01/13/2020	682	Hall Pass	Background Check-Noguchi		6.00	Other Office Support
01/29/2020	683	RAILS	Serving our Public: Standards for IL Public Libraries (2)		50.00	Books - Adult Non-Fiction
01/27/2020	684	Nina Michael	Food-Teen Pizza & Paperbacks 1/22/20		46.69	Youth Programs
01/30/2020	685	Judy Hoffman	Mileage Reimbursement 1/29/20-Hoffman		31.90	Travel for Library Services
01/31/2020	686	St. Charles Public Library	Replacement Fees		23.05	Fees Fines & Penalties
01/31/2020	687	Kelly DeCorrevont	Mileage Reimbursement		60.78	Training Travel
			Total Petty Cash Checks Amount		218.42	
Wintrust-General AP 2997						
01/16/2020	11443	Anderson Pest Solutions	Pest Management-January 2020		67.98	Interior Facility Maintenance
01/16/2020	11444	Ann M. Torralba	Little Miss Ann Program on 2/8/20		450.00	Youth Programs
01/16/2020	11445	Bibliotheca, LLC	Staff Connect Gate Individual License 2020		499.00	Software and Licenses
01/16/2020	11446	Constance Martin	Pre-Civil War Quilts Program on 2/19/20		314.40	Adult Programs
01/16/2020	11447	De Lage Landen Financial Services, Inc.	Monthly Lse for 7 Copiers and 3 Printers-January 2020		1,223.31	IT Automation Support
01/16/2020	11448	Esscoe LLC	Serviced Power Supply on Fire Exit Door		834.48	Facility Equipment Maintenance
01/16/2020	11449	First Bank Mastercard	Falasz-Peterson CC Charges-December 2019	91.97		Admin - 4734
			DeCorrevont CC Charges-December 2019	1,973.76		Business Office - 1381
			Owen CC Charges-December 2019	643.44		Info Technology (IT) - 1158
			Stoeger CC Charges-December 2019	722.19		Adult Services - 2368
			Anthony CC Charges-December 2019	988.43		Youth Services - 6162
			Hoffman CC Charges-December 2019	220.15		Outreach Coord - 2042
			Gehin CC Charges-December 2019	970.96		Adult Prog Coord - 1227
			Henry CC Charges-December 2019	450.00		Youth Coord - 1259
			sub-total		6,060.90	
01/16/2020	11450	Gale Cengage Learning	eBooks-January 2020		411.73	E-Resources
01/16/2020	11451	Garvey's Office Products	Coffee Supplies, Copy Paper, Water, Card Stock, Post-its		394.69	General Office/Operating Supplies
01/16/2020	11452	Kein Onickel	Reimbursement for Teen Dungeons & Dragons Programs on 1/13/20 & 2/3/20		180.00	Youth Programs
01/16/2020	11453	Lechner and Sons	Lobby Mats 1/14/20		87.10	Interior Facility Maintenance
01/16/2020	11454	LIMRICC-UCGA	Unemployment Insurance Consortium-2020 Q4		207.99	Other Benefits
01/16/2020	11455	Nina Michael	Snacks Reimbursement for 11/18 Program		46.72	Youth Programs
01/16/2020	11456	Postmaster (USPS)	Spring Browsing 2020-Postage Replenishment Permit #196		1,000.00	Postage
01/16/2020	11457	Recorded Books, Inc.	Rbdigital Magazines Multi Access Renewal 2020	2,000.00		E-Resources
		Recorded Books, Inc.	Rate Adjustment	(12.18)		E-Resources
		Recorded Books, Inc.	Rate Adjustment	(0.55)		E-Resources
			sub-total		1,987.27	
01/16/2020	11458	Sam Rosen	Tuition Reimbursement-Rosen		1,294.00	Training and Education
01/16/2020	11459	Scholastic Library Publishing	Scholastic Go Subscription Renewal 1/2/20-1/1/21		3,992.00	E-Resources

**Deerfield Public Library
Check Approval List
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Date	Num	Vendor	Memo	Amount	Account Description
01/16/2020	11460	SE Inc.	Sidewalk Shoveling, Salting 12/31/19	220.10	
		SE Inc.	Sidewalk Shoveling, Salting 12/30/19	157.55	Exterior Facility Maintenance
			sub-total		377.65
01/16/2020	11461	Sikich LLP	Active Directory Restructuring	1,343.75	IT Automation Support
01/16/2020	11462	Suburban Elevator Company	Full Maintenance 8 Hours: 1/2020-3/2020	195.05	Facility Equipment Maintenance
01/16/2020	11463	Today's Business Solutions, Inc.	Cost Per Fax Program 10/2019-12/2019	36.48	IT Automation Support
02/19/2020	11464	Alice Moody	Teen Writing Workshop on 2/20/20	300.00	Youth Programs
02/19/2020	11465	Anderson Pest Solutions	Pest Management-February 2020	67.98	Interior Facility Maintenance
02/19/2020	11466	Anne Jamieson	Travel Reimbursement ALA Midwinter 1/23-1/26/20-Jamieson	107.75	Training & Education; Training Travel
02/19/2020	11467	Baker & Taylor C0233663-Continuations	Acquisitions for Books & Processing Supplies-January 2020	76.47	Books-Adult Fiction; Processing Supplies
02/19/2020	11468	Baker & Taylor L046292-Adult Bks	Acquisitions for Books & Processing Supplies-January 2020	2,703.71	Processing Supplies
02/19/2020	11469	Baker & Taylor L411843-Teen	Acquisitions for Books & Processing Supplies-January 2020	446.95	Books - Youth & Teens; Processing Supplies
02/19/2020	11470	Baker & Taylor L413389-BTNC	Acquisitions for Books & Processing Supplies-January 2020	63.19	Books - Youth & Teens; Processing Supplies
02/19/2020	11471	Baker & Taylor L4291172	Acquisitions for Books & Processing Supplies-January 2020	627.57	Books-Adult Fiction; Processing Supplies
02/19/2020	11472	Baker & Taylor L4304752 - Adt Audiobooks	Acquisitions for AV & Processing Supplies-January 2020	148.24	AV - Adult; Processing Supplies
02/19/2020	11473	Baker & Taylor L4305242	Acquisitions for Books & Processing Supplies-January 2020	37.29	Books - Youth & Teens; Books-Adult Fiction; Processing Supplies
02/19/2020	11474	Baker & Taylor L4305252 Unprocessed	Acquisitions for Books-January 2020	74.59	Books-Adult Fiction
02/19/2020	11475	Baker & Taylor L510347-Juv Bks	Acquisitions for Books & Processing Supplies-January 2020	5,160.94	Books - Youth & Teens; Processing Supplies
02/19/2020	11476	Baker & Taylor L524397 - Adult Fiction	Acquisitions for Books & Processing Supplies-January 2020	3,478.74	Books-Adult Fiction; Processing Supplies
02/19/2020	11477	Baker & Taylor L535153-Aud Bks	Acquisitions for AV & Processing Supplies-January 2020	460.25	AV - Adult; AV - Youth; Processing Supplies
02/19/2020	11478	Baker & Taylor L544890	Acquisitions for Books & Processing Supplies-January 2020	31.60	Books - Adult Non-Fiction; Processing Supplies
02/19/2020	11479	Best Quality Cleaning	Cleaning Service-February 2020	2,225.00	Interior Facility Maintenance
02/19/2020	11480	Call One	Phone Support Maintenance 1/15/20-2/14/20	1,349.07	IT Automation Support
02/19/2020	11481	CDW Government, Inc.	Staff Laptops	525.60	New Projects / IT Equipment
02/19/2020	11482	Cheryl Steiger	Charcoal Animal Drawings Program on 3/18/20	225.00	Adult Programs
02/19/2020	11483	Christine Thornton	Draw, Paint, Go! Painting with Symbols Program on 3/7/20	325.00	Youth Programs
02/19/2020	11484	Complete Lighting and Supply, Inc.	Light Bulbs for Building (80)	567.00	Interior Facility Maintenance
02/19/2020	11485	De Lage Landen Financial Services, Inc.	Monthly Lse for 7 Copiers and 3 Printers-February 2020	1,223.31	IT Automation Support
02/19/2020	11486	Demco, Inc.	Book Tape	333.20	Processing Supplies
		Demco, Inc.	Book Tape	149.01	Processing Supplies
			sub-total		482.21
02/19/2020	11487	Des Plaines Glass Company	Film to Reduce Glare on Windows	7,763.00	Facility Improvements
02/19/2020	11488	Elisa Gall	Registration for ALA Midwinter 1/23-1/27/20-Gall	350.00	Training & Education
		Elisa Gall	Travel Reimbursement - ALA Midwinter 1/23-1/27/20-Gall	613.98	Training & Education; Training Travel
			sub-total		963.98
02/19/2020	11489	Elizabeth Kristan	A History of Knitting Program on 3/19/20	100.00	Adult Programs
02/19/2020	11490	Erica Reckamp	Job Search Like a Pro! Program on 3/15/20	350.00	Adult Programs

**Deerfield Public Library
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Date	Num	Vendor	Memo	Amount	Account Description
02/19/2020	11491	First Point Mechanical Services, LLC	ACCU 1 Repair on 1/20-1/21/20	1,275.00	Facility Equipment Maintenance
		First Point Mechanical Services, LLC	ACCU 4 Repairs on 1/9-1/15/20	7,500.00	Facility Equipment Maintenance
		First Point Mechanical Services, LLC	Leak Check and Repair Lines in System	644.10	Facility Equipment Maintenance
		First Point Mechanical Services, LLC	HVAC Preventative Maintenance Qtrly	1,250.00	Facility Equipment Maintenance
		First Point Mechanical Services, LLC	Credit Memo	(112.50)	Facility Equipment Maintenance
			sub-total		
				10,556.60	
02/19/2020	11492	FSS Technologies LLC	Burglar Alarm System Quarterly Maintenance Fee	120.00	Facility Equipment Maintenance
02/19/2020	11493	Grainger	Batteries	40.52	Interior Facility Maintenance
02/19/2020	11494	Graphic Solutions, Inc.	Browsing Spring 2020 Design	1,435.00	Professional Outreach Services
02/19/2020	11495	Hoopla	Subscription-January 2020	3,606.36	E-Resources
02/19/2020	11496	IL Department of Innovation & Technology	Staff Internet Services thru 12/31/2019	450.00	Data Lines
02/19/2020	11497	Image Systems & Business Solutions, LLC	Base Rate 1/19/20-4/18/20; BW & Color Copies Usage 10/19/19-1/18/20	2,088.99	IT Automation Support; IT Automation Support
02/19/2020	11498	Infobase	Issues & Controversies Online Subscription Renewal 2020	960.51	E-Resources
02/19/2020	11499	Jigglejam Productions	Jodi Koplin's Jigglejam Program on 4/18/20	500.00	Youth Programs
02/19/2020	11500	Kary Henry	Mileage Reimbursement 1/13-2/10/20	94.98	Travel for Library Services
02/19/2020	11501	Kirsten Velasco	Understanding Cannabis in Illinois Program on 3/11/20	100.00	Adult Programs
02/19/2020	11502	LACONI, Inc.	Laconi Annual Membership 2020	100.00	Dues & Memberships
02/19/2020	11503	Lechner and Sons	Lobby Mats 1/28/20	87.10	Interior Facility Maintenance
		Lechner and Sons	Lobby Mats 2/11/20	87.10	Interior Facility Maintenance
			sub-total		
				174.20	
02/19/2020	11504	Lucas Holdings, LLC	Library Cards (3,000)	637.61	General Office/Operating Supplies
02/19/2020	11505	Mango Languages	Mango Conversations Subscription Renewal 1/2/20-1/1/21	3,212.41	E-Resources
02/19/2020	11506	Manufacturers' News, Inc.	IL Manufacturers Directory 2020	231.90	Books - Adult Non-Fiction
02/19/2020	11507	Michael Maysick	Modern Passover Cooking Program 3/9/20	200.00	Adult Programs
02/19/2020	11508	Midwest Tape 2000007021	Acquisitions for AV, Processing Supplies & Cataloging Service-January 2020	6,016.93	AV - Adult; AV - Youth; Processing Supplies; Cataloging Service
02/19/2020	11509	OverDrive, Inc.	eBooks-January 2020	2,666.40	E-Resources
		OverDrive, Inc.	eBooks-January 2020	3,416.74	E-Resources
		OverDrive, Inc.	eBooks-January 2020	1,399.23	E-Resources
			sub-total		
				7,482.37	
02/19/2020	11510	Petty Cash Box	Program Supplies-Trotsky; Teen Program Gift Card-Michael; Candy Staff Appreciation-Desai; Program Supplies-Trotsky	74.60	Youth Programs; Staff Enrichment
02/19/2020	11511	Quill Corporation	Supplies	8.60	General Office/Operating Supplies
		Quill Corporation	DPL Pens 150	62.78	General Office/Operating Supplies
		Quill Corporation	Supplies	12.49	General Office/Operating Supplies
			sub-total		
				83.87	
02/19/2020	11512	Recorded Books, Inc.	eMagazines Subscription Renewal 2020	7,696.81	E-Resources
02/19/2020	11513	Scholastic Library Publishing	Scholastic Teachables Site License Renewal 2020	767.00	E-Resources
02/19/2020	11514	SE Inc.	Sidewalk Shoveling, Salting 1/12/20	227.55	Exterior Building Maintenance
		SE Inc.	Sidewalk Shoveling, Salting 1/11/20	262.55	Exterior Building Maintenance
		SE Inc.	Sidewalk Shoveling, Salting 1/13/20	132.55	Exterior Building Maintenance
		SE Inc.	Sidewalk Shoveling, Salting 1/18/20	395.10	Exterior Building Maintenance
		SE Inc.	Sidewalk Shoveling, Salting 1/17/20	360.10	Exterior Building Maintenance
		SE Inc.	Sidewalk Shoveling, Salting 1/23/20	227.55	Exterior Building Maintenance
		SE Inc.	Sidewalk Shoveling, Salting 1/24/20	192.55	Exterior Building Maintenance

**Deerfield Public Library
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Date	Num	Vendor	Memo	Amount	Account Description
		SE Inc.	Sidewalk Shoveling, Salting 1/31/20	192.55	Exterior Building Maintenance
		SE Inc.	Sidewalk Shoveling, Salting 2/6/20	292.65	Exterior Building Maintenance
		SE Inc.	Sidewalk Shoveling, Salting 2/6/20	111.33	Exterior Building Maintenance
			sub-total		
				2,394.48	
02/19/2020	11515	Sikich LLP	StorageCraft Cloud Storage-February 2020	400.00	Software & Licenses
		Sikich LLP	Automation Support for Servers & Workstations-February 2020	6,000.00	IT Automation Support
			sub-total		
				6,400.00	
02/19/2020	11516	State Industrial Products	Air Care Program	175.10	Interior Facility Maintenance
		State Industrial Products	Fix-It Kit	212.55	Interior Facility Maintenance
		State Industrial Products	Air Care Program	175.10	Interior Facility Maintenance
			sub-total		
				562.75	
02/19/2020	11517	Stevens Chemical Company	Paper Towels, Tissue Rolls, Facial Tissue, Break Room Supplies, Wipes	506.99	Interior Facility Maintenance
02/19/2020	11518	Svet International Publishing	Russian Newspaper Subscription Renewal 2020	100.00	Periodicals
02/19/2020	11519	Team One Repair, Inc.	Sticky Receipt Paper	933.00	General Office/Operating Supplies
02/19/2020	11520	Tech Systems, Inc.	Service Call 1/14/20	423.00	Facility Equipment Maintenance
02/19/2020	11521	The New York Times	7-Day Subscription Renewal 1/20/20-1/17/21	1,222.00	Periodicals
01/13/2020	ACH	Amazon	Acquisitions for Books for Podcast Collection-January 2020	16.81	Books-Adult Fiction
			SEC Supplies	159.96	Staff Enrichment
			MakerSpace Acrylics	69.98	New Projects / IT Equipment
			Mice	36.96	New Projects / IT Equipment
			Chargers	27.98	New Projects / IT Equipment
			Read Without Boundaries Prizes	59.92	Adult Programs
			MakerSpace Power Cords	23.50	New Projects / IT Equipment
			8mm Movie Film Reel	10.36	New Projects / IT Equipment
			MakerSpace Supplies	25.25	New Projects / IT Equipment
			MakerSpace Supplies	47.43	New Projects / IT Equipment
			Acquisitions for LOT Items-January 2020	12.99	Non-Traditional Resources
			Acquisitions for LOT Items-January 2020	16.00	Non-Traditional Resources
			Acquisitions for AV-January 2020	17.19	AV - Adult
			Support Services Supplies	18.00	Processing Supplies
			Acquisitions for LOT Items-January 2020	16.88	Non-Traditional Resources
			Acquisitions for AV-January 2020	45.55	AV - Adult
			MakerSpace Desk Organizer	22.97	New Projects / IT Equipment
			Media Desk Printer	178.94	New Projects / IT Equipment
			Acquisitions for Books for Podcast Collection-January 2020	8.48	Books-Adult Fiction
			Acquisitions for Books for Podcast Collection-January 2020	10.00	Books - Adult Non-Fiction
			Acquisitions for Books-January 2020	46.90	Books - Adult Non-Fiction
			MakerSpace Supplies	19.82	New Projects / IT Equipment
			LED Acrylic Base (Laser)	22.99	New Projects / IT Equipment
			Prizes for Read Without Boundaries	106.58	Adult Programs
			3D Printer for MakerSpace	1,485.00	New Projects / IT Equipment
			Prizes for Grammy Contest	23.79	Adult Programs
			Acquisitions for LOT Items-January 2020	23.99	Non-Traditional Resources
			Prizes for Grammy Contest	49.69	Adult Programs
			Prizes for Grammy Contest	69.99	Adult Programs
			Acquisitions for LOT Items-January 2020	371.83	Non-Traditional Resources
			MakerSpace Supplies	21.58	New Projects / IT Equipment
			sub-total		
				3,067.31	
01/27/2020	ACH	Amazon	Prize for Staff Oscar Contest	74.99	Adult Programs
			MakerSpace Supplies	77.95	New Projects / IT Equipment
			Acquisitions for Books-January 2020	60.97	Books - Adult Non-Fiction

**Deerfield Public Library
Check Approval List
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Date	Num	Vendor	Memo	Amount	Account Description
			Bubbles for Storytime	22.91	Youth Programs
			Acquisitions for AV-January 2020	114.89	AV - Adult
			MakerSpace Supplies	7.94	New Projects / IT Equipment
			Patron Book Discussion	44.17	Youth Programs
			Patron Book Discussion	44.18	Adult Programs
			MakerSpace Supplies	24.88	New Projects / IT Equipment
			Acquisitions for Books-January 2020	21.40	Books - Adult Non-Fiction
			Laser Engraver Wood Supplies	29.99	New Projects / IT Equipment
			Meeting Room AV	43.06	New Projects / IT Equipment
			Acquisitions for LOT Items-January 2020	59.99	Non-Traditional Resources
			HDMI Cables	76.45	New Projects / IT Equipment
			Embroidery Bobbins	38.98	New Projects / IT Equipment
			Acquisitions for LOT Items-January 2020	15.99	Non-Traditional Resources
			MakerSpace Supplies	23.58	New Projects / IT Equipment
			MakerSpace Supplies	4.28	New Projects / IT Equipment
			MakerSpace Desk Modesty Panel	149.00	New Projects / IT Equipment
			MakerSpace Program Supplies	86.74	New Projects / IT Equipment
			Charger Cord for Kindle	13.98	Non-Traditional Resources
			Prizes and Decor Supplies	27.93	Adult Programs
			MakerSpace Supplies	9.27	New Projects / IT Equipment
			Case for Instax Printer	13.99	Non-Traditional Resources
			Acquisitions for LOT Items-January 2020	79.47	Non-Traditional Resources
			Acquisitions for AV-January 2020	114.29	AV - Adult
			Acquisitions for AV-January 2020	126.95	AV - Adult
			Acquisitions for LOT Items-January 2020	190.00	Non-Traditional Resources
			Acquisitions for LOT Items-January 2020	72.54	Non-Traditional Resources
			Acquisitions for LOT Items-January 2020	159.94	Non-Traditional Resources
			LED Circuit Card Program Supplies	10.77	Youth Programs
			LED Circuit Card Program Supplies	6.50	Youth Programs
			AV Cables	19.14	New Projects / IT Equipment
			Meeting Room AV	18.88	New Projects / IT Equipment
			LED Circuit Card Program Supplies	10.00	Youth Programs
			Tablecloth for Adult Display Table	10.75	Adult Programs
			Acquisitions for Youth-January 2020	34.96	AV - Youth
			Acquisitions for LOT Items-January 2020	44.67	Non-Traditional Resources
			Acquisitions for LOT Items-January 2020	44.99	Non-Traditional Resources
			TV Antenna	25.79	New Projects / IT Equipment
			Acquisitions for AV-January 2020	23.35	AV - Adult
			sub-total	2,080.50	
02/10/2020	ACH	Amazon	Prize for Read Without Boundaries	15.90	Adult Programs
			Acquisitions for AV-January 2020	59.99	AV - Adult
			Supplies	41.58	General Office/Operating Supplies
			Drop-in Craft Supplies	19.98	Youth Programs
			Acquisitions for LOT Items-January 2020	18.88	Non-Traditional Resources
			MakerSpace Supplies	10.38	New Projects / IT Equipment
			Acquisitions for AV-February 2020	7.06	AV - Adult
			Acquisitions for LOT Items-February 2020	45.00	Non-Traditional Resources
			Paper for Large Format Printer	85.00	New Projects / IT Equipment
			iPad Mount & Lock for MakerSpace	88.98	New Projects / IT Equipment
			Ink for Large Format Printer	131.80	New Projects / IT Equipment
			Ink for Large Format Printer	161.80	New Projects / IT Equipment
			Replacement Headphones	49.00	New Projects / IT Equipment
			Prize for Read Without Boundaries	11.49	Adult Programs
			SEC Supplies	13.87	Staff Enrichment
			Acquisitions for AV-January 2020	219.94	AV - Adult

**Deerfield Public Library
Check Approval List
For the Regular Board Meeting on February 19, 2020**

Date	Num	Vendor	Memo	Amount	Account Description
			Acquisitions for Books-February 2020	173.92	Books-Adult Fiction
			3D Printer Filament	74.64	New Projects / IT Equipment
			20 lb Printer Paper	135.90	New Projects / IT Equipment
			Acquisitions for LOT Items-February 2020	249.93	Non-Traditional Resources
			MakerSpace Supplies	18.00	New Projects / IT Equipment
			MakerSpace Supplies	19.98	New Projects / IT Equipment
			Acquisitions for AV-February 2020	59.87	AV - Adult
			SEC Supplies	8.99	Staff Enrichment
			Acquisitions for AV-January 2020	149.87	AV - Adult
			Acquisitions for AV-January 2020	59.99	AV - Adult
			Chromecast for Digital Signage	35.00	New Projects / IT Equipment
			sub-total	1,966.74	
02/21/2020	ACH	AT&T-847 945-3318 026 6	Voice Lines: 1/28/20 - 2/27/20	947.62	Telephone - Voice
02/21/2020	ACH	AT&T 847 945-3372-943-5	Data Lines: 1/28/20 - 2/27/20	649.58	Data Lines
02/11/2020	ACH	AT&T-R16-0685 123 3	Optiman Phone Data: 1/16/19-2/15/20	2,267.46	Data Lines
02/04/2020	ACH	Comcast Cable	Patron Internet Service 1/16/19-2/15/20	157.98	Data Lines
01/25/2020	ACH	Discovery Benefits, Inc.	FSA Monthly Fees-January 2020	54.90	Other Benefits
02/07/2020	ACH	Google, Inc.	Google Apps-February 2020	513.86	Software & Licenses
02/03/2020	ACH	Heartland Payment Systems	Merchant CC Fees-February 2020	262.40	Other Office Support
02/03/2020	ACH	Village of Deerfield	Water & Sewer-December 2019	135.52	Water
02/03/2020	ACH	Village of Deerfield	Water & Sewer-December 2019	143.99	Water
			Total Wintrust-General AP 2997	122,309.68	
			Grand Total	122,655.37	

Deerfield Public Library
Credit Card Transactions by Account as of December 30, 2019
Presented for Approval January 2020

Date	Num	Name	Memo	Amount	Account Description
20000 Credit Cards Payable					
20001 Admin - 4734					
12/30/2019	AD 12/9/19	Mail Chimp	E-Newsletter Mailing-December 2019	59.99	Outreach Programs
12/30/2019	AD 12/14/19	Netflix	Subscription for Roku-December 2019	15.99	E-Resources
12/30/2019	AD 12/30/19	Netflix	Subscription for Roku-January 2020	15.99	E-Resources
Total for 20001 Admin - 4734				91.97	
20002 Business Office - 1381					
12/30/2019	BO 12/9/19	Heinen's	SEC Supplies	39.76	Admin Programs
12/30/2019	BO 12/9/19	HR Source	Workplace Transparency Act Webinar 12/18-Desai	125.00	Training & Education
12/30/2019	BO 12/13/19	HR Source	Altogether HR 2020 Conference- DeCorrevont	445.00	Training & Education
12/30/2019	BO 12/10/19	Government Finance Officers Association	Membership Renewal-DeCorrevont	160.00	Dues & Memberships
12/30/2019	BO 12/23/19	SHRM-Society Human Resource Mgmt	Membership Renewal-DeCorrevont	199.00	Dues & Memberships
12/30/2019	BO 12/23/19	Intuit, Inc.	Quickbooks Online Subscription-1 Year	755.00	Other Office Support
12/30/2019	BO 12/23/19	Illinois Government Finance Officers Association	Membership Renewal-DeCorrevont	250.00	Training & Education
Total for 20002 Business Office - 1381				1,973.76	
20003 Info Technology (IT) - 1158					
12/30/2019	IT 12/10/19	Adobe Systems Inc.	Staff Creative Cloud Subscription- December 2019	52.99	Software & Licenses
12/30/2019	IT 12/11/19	Nexcess Net	Web Hosting	29.85	IT Automation Support
12/30/2019	IT 12/12/19	Rise Vision	Digital Signage	10.00	Software & Licenses
12/30/2019	IT 12/10/19	Linux Academy	IT Systems Training Course-Mante	449.00	Training & Education
12/30/2019	IT 12/13/19	MCPProHosting	Minecraft Server	9.99	Software & Licenses
12/30/2019	IT 12/13/19	Deerfield Public Library	Testing Self-Check Machines	0.20	Fees Fines & Penalties
12/30/2019	IT 12/16/19	Aleph Objects	3D Printer Wire Connectors	15.42	New Projects / IT Equipment
12/30/2019	IT 12/22/19	Survey Monkey	Patron Survey Software	37.00	Software & Licenses
12/30/2019	IT 12/31/19	WordArt.com	Cup Design Template	4.99	New Projects / IT Equipment
12/30/2019	IT 1/1/20	Libsyn Podcasting Service	Podcast Hosting	15.00	Software & Licenses
12/30/2019	IT 1/3/20	Rise Vision	Digital Signage	19.00	Software & Licenses
Total for 20003 Info Technology (IT) - 1158				643.44	
20007 Adult Services - 2368					
12/30/2019	AS 12/10/19	Panera	Book Discussion 12/12/19- Food	95.24	Adult Programs
12/30/2019	AS 12/23/19	Hulu	Subscription for Roku-December 2019	5.99	E-Resources
12/30/2019	AS 12/30/19	American Library Association	Webinar: Be a Great Boss Workshop- Stoeger	65.00	Training & Education
12/30/2019	AS 12/2/19	Disney Plus	Subscription for Roku-December 2019	7.00	E-Resources
12/30/2019	AS 1/3/20	Disney Plus	Subscription for Roku-January 2020	12.99	E-Resources
12/30/2019	AS 1/2/20	Smithsonian Folkways	Acquisitions for AV-January 2020	159.98	AV-Adult
12/30/2019	AS 1/4/20	Amazon	Acquisitions for Kindle Books-January 2020	13.99	E-Resources
12/30/2019	AS 1/4/20	American Library Association	Membership Renewal-Jamieson	362.00	Dues & Memberships
Total for 20007 Adult Services - 2368				722.19	

Deerfield Public Library
Credit Card Transactions by Account as of December 30, 2019
Presented for Approval January 2020

Date	Num	Name	Memo	Amount	Account Description
20008 Youth Services - 6162					
12/30/2019	YS 12/11/19	Walgreens	TAB Program Supplies	31.14	Youth Programs
12/30/2019	YS 12/15/19	Spotify	Subscription for iPads-December 2019	14.99	Youth Programs
12/30/2019	YS 12/18/19	Lakeshore Learning	Activity Kits-Various	884.54	Literacy Support - Youth
12/30/2019	YS 12/19/19	Party City	Noon Year's Eve Party Supplies	57.76	Youth Programs
Total for 20008 Youth Services - 6162				988.43	
20009 Outreach Coord - 2042					
12/30/2019	OC 12/6/19	Canva	Graphic Design Resource	116.55	General Office/Operating Supplies
12/30/2019	OC 1/6/20	Canva	Graphic Design Resource	103.60	General Office/Operating Supplies
Total for 20009 Outreach Coord - 2042				220.15	
20010 Adult Prog Coord - 1227					
12/30/2019	APC 12/10/19	Target	Gingerbread House Program Supplies	29.80	Adult Programs
12/30/2019	APC 12/14/19	Foreign Policy Assoc / Great Decisions	Great Decisions Guide Books (17)	521.16	Adult Programs
12/30/2019	APC 12/23/19	Walgreens	Gift Cards for Trivia Night & Read Without Boundaries	420.00	Adult Programs
Total for 20010 Adult Prog Coord - 1227				970.96	
20012 Youth Coord - 1259					
12/30/2019	YC 12/20/19	Library Juice Academy	Stories, Songs, & Stretches eCourse- Henry	450.00	Training & Education
Total for 20012 Youth Coord - 1259				450.00	
Total for 20000 Credit Cards Payable				6,060.90	

Director's Report February 2020

FYI

- Tom Owen, Head of IT, will be at the meeting to talk about the IT Department.
- Is the Board still interested in having a booth at the Farmers Market? The application is not out yet but the Friends of the Library are requesting the second Saturday in September (September 12).
- The list of the most popular titles of 2019 is included in the packet.

Interesting Articles on Current Library Related Trends

Articles that may be of interest for review:

- <https://www.dailyherald.com/news/20200122/proposal-would-let-library-districts-tax-marijuana> While this wouldn't pertain to us directly, it's an interesting proposal to read about.
- <https://news.gallup.com/poll/284009/library-visits-outpaced-trips-movies-2019.aspx> I definitely go to a public library more than the movies!
- https://bookriot.com/2020/01/30/fine-free-libraries-trend?utm_source=Sailthru&utm_medium=email&utm_campaign=Riot%20Rundown%20-%20013020&utm_term=BookRiot_TheRiotRundown_DormantSuppress Another article on the fine free trend.
- http://municipalminute.ancelglink.com/2020/01/bill-would-expand-library-records.html?utm_source=feedblitz&utm_medium=FeedBlitzRss&utm_campaign=municipalminute This recently introduced bill would protect patron's identifiable information including name, address, IP address, social security number, phone number, or email address
- https://www.npr.org/local/309/2020/02/03/802237827/a-revolutionary-act-the-power-of-a-21st-century-library-card?utm_term=nprnews&utm_source=twitter.com&utm_campaign=npr&utm_medium=social An interview with the new ALA (American Library Association) Director.

Personnel

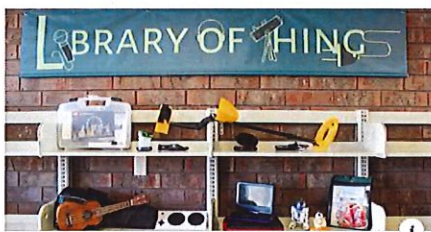
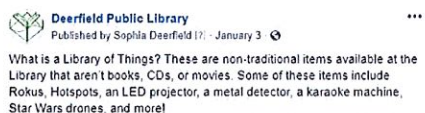
- In January the library had 1 separation
 - Patron Services Assistant on January 6
- In January the library filled 2 positions
 - Patron Services Assistant on February 3
 - Patron Services Assistant on February 14
- The library has 2 positions open
 - Youth Programming Coordinator
 - MakerSpace Assistant

DEPARTMENT REPORTS

Adult Services Report

Melissa Stoeger, Head of Adult Services

- The library renewed most of the online databases this month. The following were discontinued: Today's Science (Facts on File), Little Pim (Mango) and Scholastic Trueflix due to low interest. In addition, staff closely evaluated the usage statistics for Proquest Global Newstream (one of the most expensive databases) and found that the numbers were both very low and possibly inaccurate. As a result, the library downgraded from the Global Newstream to the National Newstream and were able to add Fold3 (a military genealogy database) and Newspapers.com, and saved over \$1,000.
- Staff added a few new items to the LOT collection this month that should be very popular: a mini Sega Genesis console with 30 preloaded games; an Instax printer (which is a mini photo printer that connects to a mobile phone via Bluetooth)
- The blog post about the Library of Things got people excited about new things available. The post reached 584 people and received 42 reactions, 2 comments, and 2 shares.



DEERFIELDLIBRARY.ORG
Oh the Things You Can Check out From the Library!
 What is a Library of Things? These are non-traditional items for a library...

- Added a new Romance Kindle that will contain only romance novels. This will allow access to some of the romance novels that are only being published in ebook now.
- Successful programs this month: 50 attendees for the Antiques Appraisal, 62 for Professor Moptop and 58 for Trivia Night.
- Staff continue to add new patrons to our Books to Go program. Chase went to Gidwitz to help a couple set up their DVD player so they could check out movies from the library!
- "An elderly patron sought me out to tell me how nice Sam was when she was looking for a movie. She felt bad because she didn't know how to use the computer to find things, but said that Sam never made her feel stupid and was very friendly and helpful."
- Our Local History archive now has 2,160 items digitized and had 371 visitors this month.
- 19 programs, 380 participants (not including RWB)
- We have 43 people signed up so far for the 2020 RWB program.
- Participation in the yearly Grammy contest dropped in half this year. Last year there were 62 patron entries. This year, there are 30 entries.

Business Office Report

Kelly DeCorrevont, Business Manager

- Kelly completed new hire orientation on January 6
- Kelly attended HR Roundtable meeting at Palatine Public Library on January 8
- Staff Enrichment Committee met on January 9 to discuss upcoming events
- All Staff meeting on January 14
- Staff processed library payrolls on January 9 and January 23
- Kelly attended area wide Business Managers meeting on January 23
- Staff completed the library regular check run on January 9 and the off cycle check run on January 15
- Staff completed the 2019 1099 project and they were sent out on January 21
- 2019 W-2 tax forms were available to staff on January 24
- Library had the annual holiday party on January 24
- Kelly attended LLAMA meeting on January 30
- Kelly met with library auditors on January 30 and January 31

IT & Social Media Report

Tom Owen, Head of IT

- Staff has nearly completed the transition from 3M's Command Center platform to the new Bibliotheca LibraryConnect cloud based platform. This software manages and provides reporting for connected Bibliotheca devices such as the self checks, inductions, and security gates. One key feature is that Info Desk staff will now be able to see a popup on their PC of materials that set off the gate instead of having to scan items individually.
- The Windows 7 to Windows 10 migration is anticipated to be completed in the next two weeks.
- New RFID pad installation begins at staff workstations on 2/11. The new hardware provides improved reliability and ease of use for staff.
- Staff will begin a site survey to determine WiFi coverage in the building. The goal is locate dead zones and areas where signal can be improved. We will use this data to refresh and relocate existing WiFi access points to better serve patrons and staff. The current access points were installed 7 years ago with the building's renovation.

Outreach Report

Judy Hoffman, Outreach Coordinator

- PR / Deerfield Patch (1/3): [Deerfield's Library of Things](#)
- PR / Deerfield Review (1/14) [Antiques Appraisal program @ DPL](#)
- PR / Deerfield Patch (1/29) [DPL Podcast with Chicago Poet](#)
- Meeting Room reservations: 47
- Graphic Design Refresh, pt. 2: Design of brochure, rack card, and bookmark templates are in process. First round for review expected by end of February.
- Summer Reading Program 2020: DPL team met with the four DHS AP Graphic Design students competing for design for SRP logo. This is the 6th year of the competition.
- Census 2020: (1/14) Judy presented a Census 101 at All-staff meeting, and planning for a second training for front-lines staff; (1/27) Census recruiter on site. He answered many questions about employment and the Census in general. A couple patrons signed up onsite to be Census takers. (1/28) Judy attended Village Complete Count Commission meeting. Follow-up included sharing of library editorial content for upcoming Village census website; (1/30) ALA webinar on assisting the public with Census information. Upcoming in early March, 10-15 minute presentations on Census participation for three long standing community groups using DPL meeting rooms.

Patron Services Report

Sayaka Suzuki, Patron Services Manager

- Staff trained Stevie from Adult Services to become PIC (Person in Charge).
- Staff ordered another set of library cards for Adult patrons from Lucas Color Card. We have tried several different companies over the years, and their product has been the best so far.
- Staff submitted the ILLINET ILL and Reciprocal Borrowing Statistical Survey.

Support Services Report

Pam Skittino, Head of Support Services

- Pam started the process to implement three new products (Scheduler, Online patron registration, and Express Lane) in our catalog to help streamline the work load.
- In January, Innovative Interfaces was purchased by Ex Libris, a ProQuest company, and has become a business unit of Ex Libris. They have offered assurances that our investment is protected and that the products we currently use will continue to be developed. We infer that we will be assigned a new sales rep but that is the only sign of immediate change. Ex Libris largely handles academic library software so they want to develop the ability to handle multi-library-type consortia using the Inn-Reach product - which we already use to run the LINKin catalog. Ex Libris is still developing hosted services and SaaS (Software as a Service) for their customers with a two year timeline - we are already hosted thru AWS Cloud Services - so we are ahead in this aspect.

Youth Services Report

Meg Anthony, Head of Youth Services

- Four programs were canceled in January due to lack of staffing.
- With their many outreach and in-library storytimes and other programs, Kary led 26 programs in January and Julia led 25 programs in January.
- Meg reviewed 38 applications for the Youth Programming Coordinator position. Of those, 6 were identified for phone interviews, then 3 for in-person interviews. The goal is to have someone in place before the end of February.
- Nina is working with Judy and Jamie to coordinate the Summer Reading Logo with the DHS design class students. This is the sixth year of this partnership.
- A group of kids came made capes for their Destinations Imagination project in the MakerSpace. The photo made 720 impressions and received 25 total engagements.

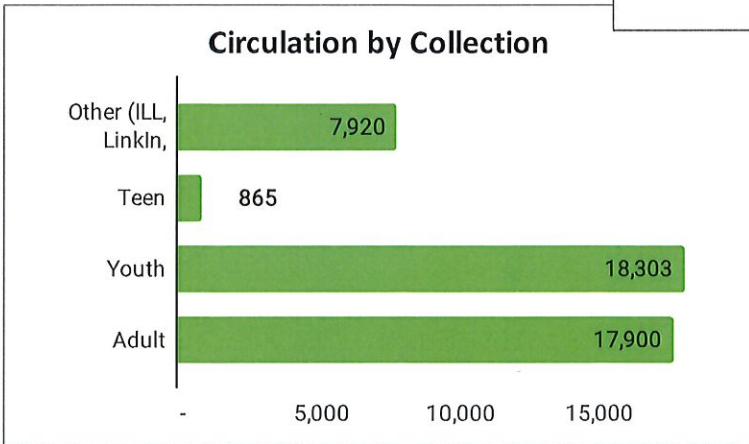
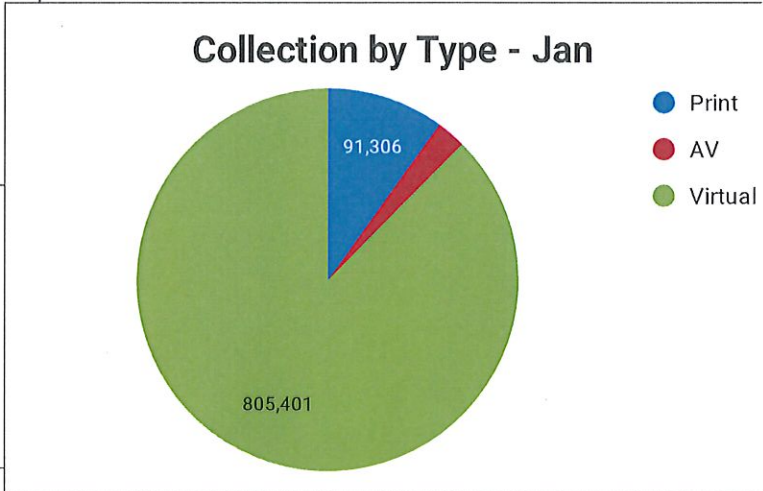
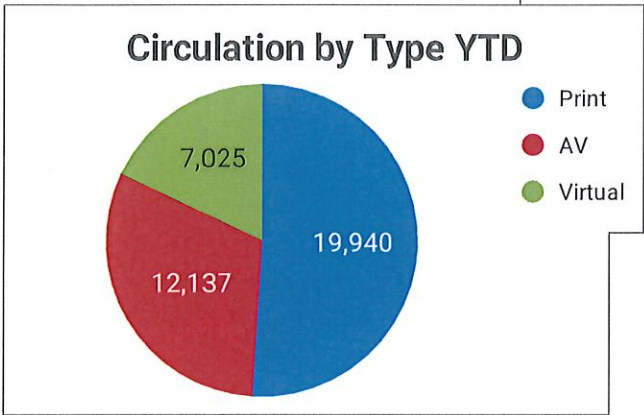
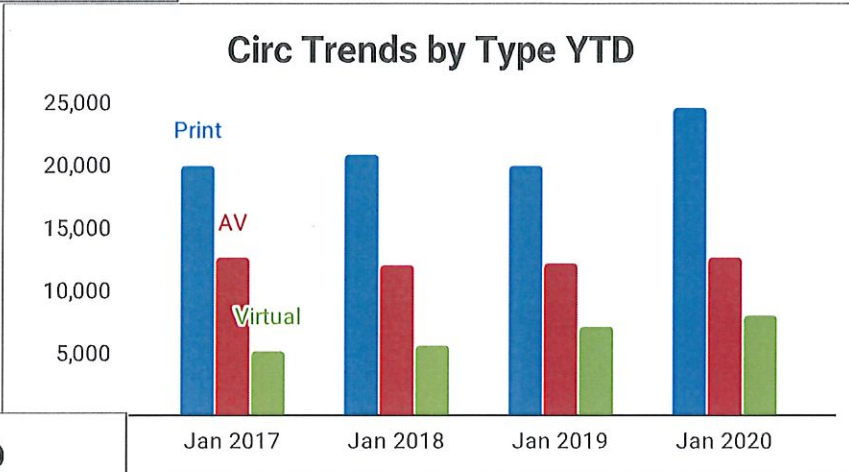
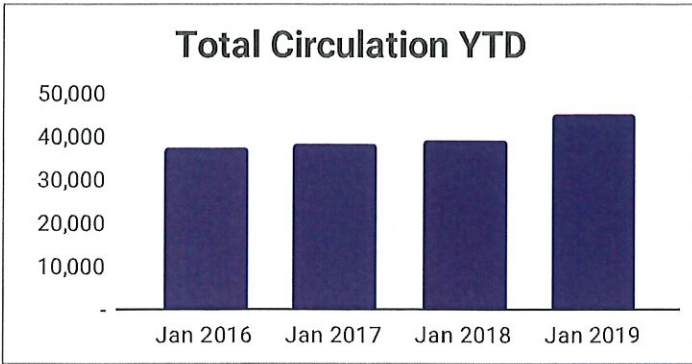
Picture below:

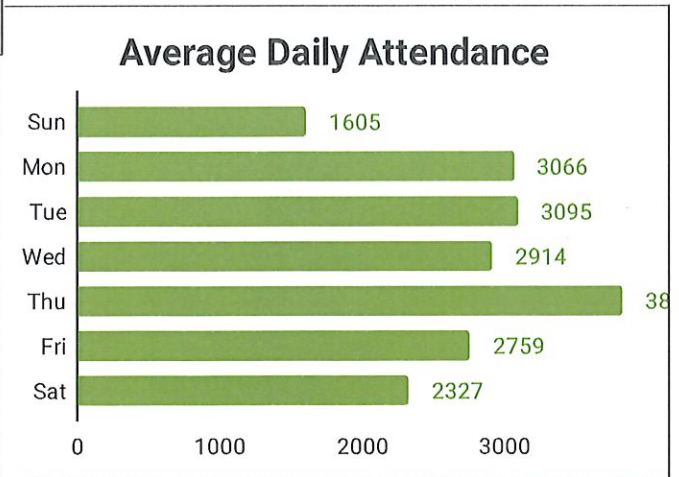
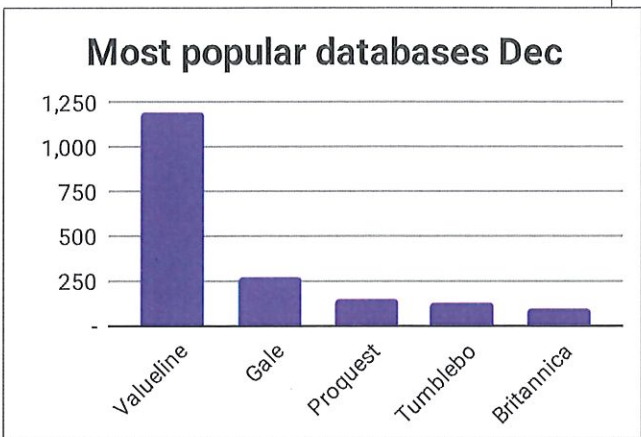
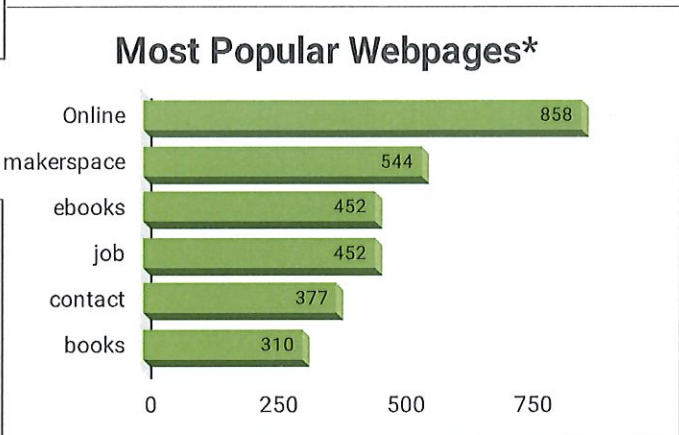
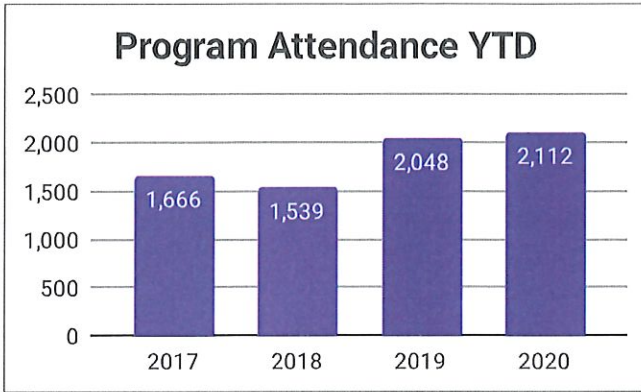
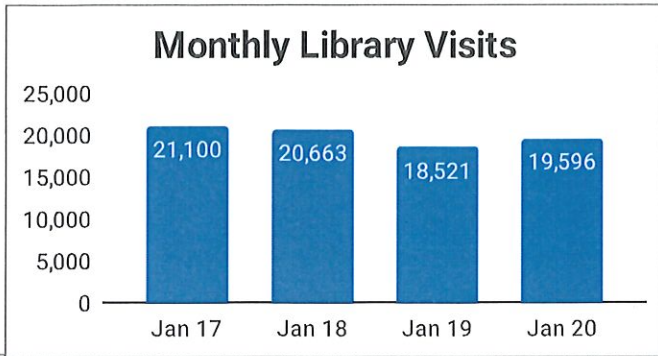


Capes made in the #DPLMakerSpace today!

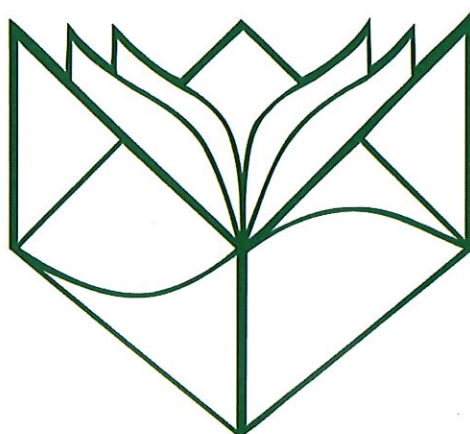


5:06 PM · Jan 8, 2020 · Twitter for iPhone





Top Titles of 2019



**DEERFIELD
PUBLIC LIBRARY**

deerfieldlibrary.org

Adult Audiobooks

Becoming / Michelle Obama.
 Educated: a memoir / Tara Westover.
 Where the crawdads sing / Delia Owens.
 The lake on fire / Rosellen Brown.
 A spark of light / Jodi Picoult.
 The witch elm / Tana French.
 Transcription / Kate Atkinson.
 Dark sacred night / Michael Connelly.
 I owe you one / Sophie Kinsella.
 Past tense / Lee Child.
 The girl from Berlin / Ronald H. Balson.
 Carnegie's maid / Marie Benedict.
 Calypso / David Sedaris.
 Little fires everywhere / Celeste Ng.
 Long road to mercy / David Baldacci.

Adult Non-fiction books

Educated : a memoir / Tara Westover.
 Becoming / Michelle Obama.
 Bad blood : secrets and lies in a Silicon Valley startup /
 John Carreyrou.
 Maybe you should talk to someone : a therapist, her
 therapist, and our lives revealed / Lori Gottlieb.
 Inheritance : a memoir of genealogy, paternity, and love /
 Dani Shapiro.
 The library book / Susan Orlean.
 Save me the plums : my Gourmet memoir / Ruth Reichl.
 Italy.
 Three women / Lisa Taddeo.
 The fifth risk / Michael Lewis.
 Rick Steves' Spain.
 Born a crime : stories from a South African childhood /
 Trevor Noah.
 An American summer : love and death in Chicago / Alex
 Kotlowitz.
 Atomic habits : tiny changes, remarkable results : an
 easy & proven way to build good habits & break bad
 ones / James Clear.
 Canada.
 Rick Steves' London.
 The moment of lift : how empowering women changes
 the world / Melinda Gates.

Adult Fiction books

Where the crawdads sing / Delia Owens.
 Mrs. Everything / Jennifer Weiner.
 Nine perfect strangers / Liane Moriarty.
 Ask again, yes / Mary Beth Keane.
 The Guardians / John Grisham.
 The silent patient / Alex Michaelides.
 The great alone / Kristin Hannah..
 City of girls / Elizabeth Gilbert.
 One good deed / David Baldacci.
 The most fun we ever had / Claire Lombardo.
 The bride test / Helen Hoang.
 Normal people / Sally Rooney.
 The night fire / Michael Connelly.
 A gentleman in Moscow / Amor Towles.

Adult Graphic Novels

Persepolis / Marjane Satrapi.
 American born Chinese / Gene Luen Yang ; color by Lark
 Pien.
 The three escapes of Hannah Arendt : a tyranny of truth /
 Ken Krimstein.
 Good talk : a memoir in conversations / Mira Jacob.
 They called us enemy / written by George Takei, Justin
 Eisinger, Steven Scott ; art by Harmony Becker.
 Batman : white knight / Sean Murphy, writer and artist ;
 Matt Hollingsworth, colorist ; Todd Klein, letterer.
 The walking dead compendium one / Robert Kirkman,
 creator, writer, letterer (chapters 1-3)...
 Are you my mother? : a comic drama / Alison Bechdel.
 Girl Town / Carolyn Nowak.
 Locke & key. Volume 1, Welcome to Lovecraft / written
 by Joe Hill ; art by Gabriel Rodriguez ; [colors by Jay
 Fotos ; letters by Robbie Robbins].

Adult DVD (D) / BLU-RAY (B)

Spider-man. Far from home BD
 Yesterday DB
 Rocketman BD
 Men in black international BD
 Avengers, endgame B
 Godzilla BD
 Fast & furious presents : Hobbs & Shaw BD
 Pokemon Detective Pikachu B
 Shazam! B
 John Wick. Chapter 3, Parabellum B
 The hustle BD
 X-Men. Dark Phoenix BD
 Booksmart BD
 Long shot BD
 Won't you be my neighbor? BD
 Good boys BD
 Bohemian rhapsody B
 Destroyer D
 Green book D
 Once upon a time in... Hollywood D
 Pet Sematary B

Videogames

LEGO Marvel super heroes. 2
 Minecraft
 Splatoon 2
 Mariokart 8 deluxe
 Pokemon: Let's go Pikachu!
 Super smash bros. ultimate
 Kirby. Star Allies
 FIFA 19
 Arms
 The Legend of Zelda. Breath of the wild
 NBA 2K19
 Donkey Kong country : tropical freeze
 Red dead redemption II
 Just Dance 2019
 LEGO The Incredibles

Large Print books

Where the crawdads sing / Delia Owens.
 Educated: a memoir / Tara Westover.
 Becoming / Michelle Obama.
 A spark of light / Jodi Picoult.
 The reckoning / John Grisham.
 A gentleman in Moscow / Amor Towles.
 Little fires everywhere / Celeste Ng.
 Nine perfect strangers / Liane Moriarty.
 Past tense : a Jack Reacher novel / Lee Child.
 Dark sacred night / Michael Connelly.
 Winter in paradise / Elin Hilderbrand.
 Lost roses / Martha Hall Kelly.
 Never tell / Lisa Gardner.

Library of Things

WiFi Mobile HotSpot
 Roku
 Kindle
 Portable DVD / CD player
 LED Video Projector
 Portable CD player
 Super Nintendo entertainment system : SNES classic edition.
 Nintendo entertainment system : NES classic edition
 Giant jenga
 Indie Kindle: contains ebooks from independent and small presses
 Playstation Classic system

Adult Music CDs

Hamilton : original Broadway cast recording / book, music and lyrics by Lin-Manuel Miranda.
 Step back in time : the definitive collection / Kylie Minogue.
 Atlantic R&B 1947-1974.
 Grammy nominees 2019.
 Don't think / the Chemical Brothers.
 The British invasion : the history of British rock.
 Tuscaloosa / Neil Young & Stray Gators.
 Social cues / Cage the Elephant.
 Honk / the Rolling Stones.
 Dear Evan Hansen : original Broadway cast recording / music and lyrics by Benj Pasek, Justin Paul.
 The greatest showman : original motion picture soundtrack / original songs by Benj Pasek & Justin Paul.
 Bohemian rhapsody : the original soundtrack / Queen.
 A star is born : soundtrack / Lady Gaga, Bradley Cooper.
 I am easy to find / the National.
 Now that's what I call hits & remixes. 2019.
 The best of everything : the definitive career spanning hits collection 1976-2016 / Tom Petty and the Heartbreakers.
 Originals / Prince.

Adult Magazines

Martha Stewart living.
 Real simple.
 House beautiful.
 Architectural digest.
 Southern living.
 Country living.
 HGTV magazine.
 Better homes and gardens.
 Food network magazine.
 Cook's illustrated.
 O : the Oprah magazine.
 Vogue.
 National geographic.
 This old house.
 Bon appetit

Board Games

Klaus Teuber's Catan : trade, build, settle.
 Ticket to ride : the cross-country train adventure game!
 Codenames : top secret word game
 Enchanted forest : a magical treasure hunt in the land of fairy tales
 Baby bundle brown bear kit.
 Push-a-monster
 Catan junior
 Rhino Hero super battle
 Ticket to ride : First Journey
 Dragon's breath
 Ticket to ride : Europe
 Emojito : party game
 Chicken cha cha cha
 Splendor
 Dino land
 The magic labyrinth
 Mysterium
 Outfoxed : a cooperative whodunit game.
 Ice cool

Youth Audiobooks/Playaways/Bookpack

Harry Potter and the sorcerer's stone / J.K. Rowling.
 The Land of Stories : a Grimm warning / Chris Colfer.
 Harry Potter and the chamber of secrets / J.K. Rowling.
 The Land of Stories : the Enchantress returns / Chris Colfer.
 Don't let the pigeon drive the bus! : and more stories / by Mo Willems.
 The magic school bus / Joanna Cole & Bruce Degen.
 The Land of Stories [electronic resource] : the wishing spell / Chris Colfer.
 The lightning thief / Rick Riordan.
 Harry Potter and the goblet of fire / J.K. Rowling.
 Harry Potter and the prisoner of Azkaban / J.K. Rowling
 Harry Potter and the half-blood prince / by J.K. Rowling.
 Curious George flies a kite : and more adventures / Margret Rey ; [label and container] pictures by H. A. Rey.
 The Parker inheritance / Varian Johnson.
 Harry Potter and the Order of the Phoenix / by J.K. Rowling.

Youth Non-fiction books

- Guinness world records.
- Minecraft. Redstone handbook / written by Nick Farwell..
- Roblox top adventure games / [written by Alex Wiltshire and Craig Jelley ; illustrations by Ryan Marsh, John Stuckey, and Joe Bolder].
- Inside the world of Roblox / [written by Alexander Cox and Craig Jelley ; illustrations by Ryan Marsh, John Stuckey, and Joe Bolder].
- Minecraft : guide to: farming / [written by Alex Wiltshire ; illustrations by Sam Ross].
- Weird but true! : 300 outrageous facts.
- Killer whale vs. great white shark / by Jerry Pallotta ; illustrated by Rob Bolster.
- Weird but true! 7 : 300 outrageous facts.
- Minecraft construction handbook / [written by Matthew Needler and Phil Southam (FyreUK) ; illustrations by James Barker and Theo Cordner].
- Have you filled a bucket today? : a guide to daily happiness for kids / by Carol McCloud...
- Hacks for Minecrafters : the unofficial guide to tips and tricks that other guides won't teach you / Megan Miller.
- Oh say can you say di-no-saur? / by Bonnie Worth ; illustrated by Steve Haefele.
- Komodo dragon vs. king cobra / by Jerry Pallotta ; illustrated by Rob Bolster.
- The ultimate kids' cookbook : fun one-pot meals your whole family will love! / Tiffany Dahle, founder of Peanut Blossom.
- The LEGO book / written by Daniel Lipkowitz.
- Whale vs. giant squid / by Jerry Pallotta ; illustrated by Rob Bolster.
- Ada's violin : the story of the Recycled Orchestra of Paraguay / Susan Hood ; illustrated by Sally Wern Comport.
- The story of the Chicago Bears / Nate LeBoutillier.
- Master builder hacks for Minecrafters : the unofficial guide to tips and tricks that other guides won't teach you / Megan Miller.
- Tyrannosaurus rex vs. velociraptor / by Jerry Pallotta ; illustrated by Rob Bolster.
- Minecraft : guide to : Creative / [written by Craig Jelley...

Youth Comic books

- Dog Man : brawl of the wild / written and illustrated by Dav Pilkey as George Beard and Harold Hutchins ; with color by Jose Garibaldi.
- Dog Man and Cat Kid / written and illustrated by Dav Pilkey as George Beard and Harold Hutchins ; with color by Jose Garibaldi.
- Dog man : Lord of the fleas / written and illustrated by Dav Pilkey, as George Beard and Harold Hutchins, with color by Jose Garibaldi.
- Dog Man / written and illustrated by Dav Pilkey, as George Beard and Harold Hutchins with color by Jose Garibaldi.
- Dog Man unleashed / written and illustrated by Dav Pilkey, as George Beard and Harold Hutchins, with interior color by Jose Garibaldi.
- Drama / Raina Telgemeier ; with color by Gurihiru.
- Smile / Raina Telgemeier ; with color by Stephanie Yue.
- Dog Man : a tale of two kitties / written and illustrated by Dav Pilkey, as George Beard and Harold Hutchins, with color by Jose Garibaldi.
- Sisters / Raina Telgemeier ; with color by Braden Lamb.
- Guts / Raina Telgemeier ; with color by Braden Lamb.
- Dawn and the impossible three : a graphic novel / [text] Ann M. Martin ; by Gale Galligan ; with color by Braden Lamb.
- Kristy's big day : a graphic novel / [created by] Ann M. Martin ; [adapted] by Gale Galligan with color by Braden Lamb.
- Big Nate goes bananas / by Lincoln Peirce.
- Max & the Midknights / Lincoln Peirce.
- Dog Man : for whom the ball rolls / written and illustrated by Dav Pilkey as George Beard and Harold Hutchins ; with color by Jose Garibaldi.

Picture Books

- Creepy pair of underwear! / words, Aaron Reynolds ; pictures, Peter Brown.
- Disney Princess storybook collection.
- Disney princess bedtime stories / [all illustrations by the Disney Storybook Art Team].
- Creepy carrots! / words, Aaron Reynolds ; pictures, Peter Brown.
- Paw Patrol 5-minute stories collection.
- Dragons love tacos 2 : the sequel / Adam Rubin, Daniel Salmieri.
- Dragons love tacos / by Adam Rubin ; illustrated by Daniel Salmieri.
- After the fall : how Humpty Dumpty got back up again / a story by Dan Santat.
- Disney Frozen storybook collection.
- My first bedtime storybook.
- Pinkalicious / written by Victoria Kann & Elizabeth Kann ; illustrated by Victoria Kann.
- The book with no pictures / B.J. Novak.
- The pigeon has to go to school! / words and pictures by Mo Willems.
- The duckling gets a cookie!? / words and picture by Mo Willems.
- If you give a cat a cupcake / written by Laura Numeroff ; illustrated by Felicia Bond.
- 5-minute Marvel stories.

Youth Magazines

- Girls' life.
- National geographic kids.
- Junior scholastic.
- Ranger Rick
- Chop chop.
- Ranger Rick Jr.
- Sports illustrated for kids.
- Highlights for children.
- Curious Jane magazine.
- Spider : the magazine for children.

Youth Music CDs

- Kidz Bop. 39s.
- Mary Poppins returns
- Moana: original motion picture soundtrack.
- Frozen: soundtrack
- Kidz Bop. 38
- Minnie Mouse
- Coco : original motion picture soundtrack
- Best of Raffi
- High school musical
- Frozen the Broadway musical : original Broadway cast recording

Youth kits (book with CD)

- Giraffes can't dance / by Giles Andreae & Guy Parker-Rees.
- How do dinosaurs go to school? / Jane Yolen ; illustrated by Mark Teague.
- The pigeon finds a hot dog! / Mo Willems.
- Curious George rides a bike / by H.A. Rey.
- Mirror, mirror : a book of reversible verse / by Marilyn Singer.
- Extra yarn / by Mac Barnett.
- Louise, the adventures of a chicken / by Kate DiCamillo ; [accompanying book] illustrated by Harry Bliss.
- Papa, please get the moon for me / Eric Carle.
- Spoon / by Amy Krouse Rosenthal.
- Supertruck / Stephen Savage.
- Harry the dirty dog / book by Gene Zion & Marg[aret] Bloy Graham.
- Dinosaurs / by Kathleen Weidner Zoehfeld.
- Robot Zot! / Jon Scieszka.
- Don't let the pigeon stay up late! / book by Mo Willems.
- Bink & Gollie / Kate DiCamillo and Alison McGhee ; illustrated by Tony Fucile.
- Super Fly Guy / by Tedd Arnold.

Youth DVD (D) / BLU-RAY (B)

Aladdin BD
 The secret life of pets 2 DB
 Ugly dolls DB
 Missing link DB
 The lion king DB
 Toy story 4 BD.
 Mary Poppins returns DB
 Olaf's frozen adventure B
 How to train your dragon, the hidden world D
 A dog's way home DB
 Paw patrol. Pups save Puplantis D.
 Ralph breaks the internet B
 Moana D
 The kid who would be king BD
 Smallfoot BD
 Hotel Transylvania 3. Summer vacation D
 The Grinch D
 The little mermaid D
 Descendants 2 D

Youth Fiction

Diary of a wimpy kid : the meltdown / by Jeff Kinney.
 Diary of a wimpy kid : old school / by Jeff Kinney.
 Diary of a wimpy kid : the getaway / by Jeff Kinney.
 The 104-story treehouse / Andy Griffiths ; illustrated by Terry Denton.
 Harry Potter and the sorcerer's stone / by J.K. Rowling ; illustrations by Mary Grandpre.
 Diary of a wimpy kid : Greg Heffley's journal / by Jeff Kinney.
 Diary of a wimpy kid : the long haul / by Jeff Kinney.
 Diary of a wimpy kid : Rodrick rules / by Jeff Kinney.
 Diary of a wimpy kid : the last straw / by Jeff Kinney.
 Dork diaries : tales from a not-so-happy birthday / Rachel Rene Russell ; with Nikki Russell and Erin Russell.
 Diary of a wimpy kid : the ugly truth / by Jeff Kinney.
 Diary of a wimpy kid : cabin fever / by Jeff Kinney.
 The wild robot / words and pictures by Peter Brown.
 Diary of a wimpy kid : double down / by Jeff Kinney.
 The terrible two / Mac Barnett, Jory John ; illustrated by Kevin Cornell.
 The war that saved my life / by Kimberly Brubaker Bradley.
 Diary of a wimpy kid : the third wheel / by Jeff Kinney.

Ms. Bixby's last day / John David Anderson.
 Captain Underpants and the attack of the talking toilets : the second epic novel / by Dav Pilkey ; with color by Jose Garibaldi.
 Harry Potter and the goblet of fire / by J.K. Rowling ; illustrations by Mary GrandPre.

Youth Books (all inclusive)

Dog Man : brawl of the wild / written and illustrated by Dav Pilkey as George Beard and Harold Hutchins ; with color by Jose Garibaldi.
 Creepy pair of underwear! / words, Aaron Reynolds ; pictures, Peter Brown.
 Dog man : Lord of the fleas / written and illustrated by Dav Pilkey, as George Beard and Harold Hutchins, with color by Jose Garibaldi.
 Dog Man and Cat Kid / written and illustrated by Dav Pilkey as George Beard and Harold Hutchins ; with color by Jose Garibaldi.
 Dog Man / written and illustrated by Dav Pilkey, as George Beard and Harold Hutchins...
 Dog Man unleashed / written and illustrated by Dav Pilkey, as George Beard and Harold Hutchins, with interior color by Jose Garibaldi.
 Drama / Raina Telgemeier ; with color by Gurihiru.
 Insignificant events in the life of a cactus / Dusti Bowling.
 Diary of an awesome friendly kid : Rowley Jefferson's journal / by Jeff Kinney.
 Dog Man : a tale of two kitties / written and illustrated by Dav Pilkey, as George Beard and Harold Hutchins, with color by Jose Garibaldi.
 The Bad Guys / Aaron Blabey.
 Sisters / Raina Telgemeier ; with color by Braden Lamb.
 Diary of a wimpy kid : the meltdown / by Jeff Kinney.
 Smile / Raina Telgemeier ; with color by Stephanie Yue.
 I broke my trunk! / by Mo Willems.
 I lost my tooth! / by Mo Willems.
 Guts / Raina Telgemeier ; with color by Braden Lamb.
 Restart / Gordon Korman.
 Waiting is not easy! / by Mo Willems.
 Kristy's big day : a graphic novel / [created by] Ann M. Martin ; [adapted] by Gale Galligan with color by Braden Lamb.
 Dawn and the impossible three : a graphic novel / [text] Ann M. Martin ; by Gale Galligan ; with color by Braden Lamb.

Top 35 Early Readers...Mostly Mo Willems

I broke my trunk! / by Mo Willems.
 I lost my tooth! / by Mo Willems.
 Waiting is not easy! / by Mo Willems.
 Should I share my ice cream? / by Mo Willems.
 We are in a book! / by Mo Willems.
 Happy Pig Day! / by Mo Willems.
 Today I will fly! / by Mo Willems.
 The thank you book / by Mo Willems.
 Watch me throw the ball! / by Mo Willems.
 I am going! / by Mo Willems.
 I will surprise my friend! / by Mo Willems.
 Listen to my trumpet! / by Mo Willems.
 Are you ready to play outside? / by Mo Willems.
 My new friend is so fun! / by Mo Willems.
 Pigs make me sneeze! / by Mo Willems.
 Elephants cannot dance! / by Mo Willems.
 There is a bird on your head! / by Mo Willems.
 I love my new toy! / by Mo Willems.
 Harold & Hog pretend for real! / by [Mo Willems and] Dan Santat.
 I really like slop! / by Mo Willems.
 We are growing! / by Laurie Keller.
 I will take a nap! / by Mo Willems.
 My friend is sad / by Mo Willems.
 The itchy book! / by LeUyen Pham.
 The Princess in Black / Shannon Hale & Dean Hale ;
 illustrated by LeUyen Pham.
 The cookie fiasco / by Dan Santat.
 Let's go for a drive! / by Mo Willems.
 I am invited to a party! / by Mo Willems.
 A big guy took my ball! / by Mo Willems.
 I spy Fly Guy! / Tedd Arnold.
 Captain Awesome to the rescue! / by Stan Kirby ;
 illustrated by George O'Connor.
 I can be president / by Christy Webster ; illustrated
 Kellee Riley.
 Barbie in A mermaid tale / adapted by Christy Webster ;
 based on the original screenplay by Elise Allen ;
 illustrated by Ulkutay Design Group and Pat Pakula.
 Get a hit, Mo! / by David A. Adler ; illustrations by Sam
 Ricks.
 Frog jog / by Harriet Ziefert ; illustrations by Yukiko Kido.

Discovery Kits

Ukulele
 Blue-Bot rechargeable, Bluetooth floor robot.
 Sphero SPRK+
 Orion StarBlast 4.5 Telescope
 Makey Makey
 KEVA Connect builder set
 AmScope Kids 48 Piece Microscope
 Measuring
 Shapes #1.
 Keva connect starter set
 Dinosaur
 London Lego Architecture

Teen Audiobooks

The hate u give / Angie Thomas.
 The hunger games / Suzanne Collins.
 Catching fire / Suzanne Collins.
 Sadie / Courtney Summers.
 The Raven Boys / Maggie Stiefvater.
 Wonder Woman : Warbringer / Leigh Bardugo.
 Puddin' / Julie Murphy.
 Two can keep a secret / Karen M. McManus.

Teen Books

The hate u give / Angie Thomas.
 The hunger games / Suzanne Collins.
 Turtles all the way down / John Green.
 The fault in our stars / John Green.
 On the come up / Angie Thomas.
 Mockingjay / Suzanne Collins.
 Catching fire / Suzanne Collins.
 Simon vs. the Homo Sapiens agenda / Becky Albertalli.
 Hey, kiddo / by Jarrett J. Krosoczka.
 Divergent / Veronica Roth.
 To all the boys I've loved before / Jenny Han.
 Thunderhead / Neal Shusterman.
 One of us is lying / Karen M. McManus.
 Scythe / Neal Shusterman.
 Everything, everything / Nicola Yoon ; illustrations by
 David Yoon.
 I will always write back : how one letter changed two
 lives / Caitlin Alifirenka & Martin Ganda with Liz
 Welch.
 Warcross / Marie Lu..

Teen Magazines

Make.
The Official xbox magazine.
Game informer magazine : for video game enthusiasts.
Sci-Fi.

Adult Fiction eBooks (Overdrive)

Where the Crawdads Sing / Delia Owens
Little Fires Everywhere / Celeste Ng
Nine Perfect Strangers / Liane Moriarty
The Great Believers / Rebecca Makkai
Eleanor Oliphant is Completely Fine / Gail Honeyman
Mrs. Everything / Jennifer Weiner
The Great Alone / Kristin Hannah
The Tattooist of Auschwitz / Heather Morris
Before We Were Yours / Lisa Wingate
The Silent Patient / Alex Michaelides

Adult Fiction eAudiobooks (Overdrive)

Where the Crawdads Sing / Delia Owens
Little Fires Everywhere / Celeste Ng
All the Light We Cannot See / Anthony Doerr
Nine Perfect Strangers / Liane Moriarty
Eleaor Oliphant is Completely Fine / Gail Honeyman
City of Girls / Elizabeth Gilbert
A Gentleman in Moscow / Amor Towles
Before We Were Yours / Lisa Wingate
The Reckoning / John Grisham
The Silent Patient / Alex Michaelides

Adult Nonfiction eBooks (Overdrive)

Educated: A Memoir / Tara Westover
Becoming / Michelle Obama
Bad Blood: Secrets and Lies in a Silicon Valley Startup /
John Carreyrou
Born a Crime: Stories from a South African Childhood /
Trevor Noah
Maybe You Should Talk to Someone: A Therapist, HER
Therapist, and Our Lives Revealed / Lori Gottlieb
The Library Book / Susan Orlean
Inheritance: A Memoir of Genealogy, Paternity, and Love
/ Dani Shapiro

Killers of the Flower Moon: The Osage Murders and the
Birth of the FBI / David Grann
Sapiens: A Brief History of Humankind / Yuval
Noah Harari
The Subtle Art of Not Giving a F*ck: A Counterintuitive
Approach to Living a Good Life / Mark Manson

Adult Nonfiction eAudiobooks (Overdrive)

Becoming / Michelle Obama
Educated / Tara Westover
Girl, Wash Your Face: Stop Believing the Lies About
Who You Are so You Can Become Who You Were
Meant to Be / Rachel Hollis
The Subtle Art of Not Giving a F*ck: A Counterintuitive
Approach to Living a Good Life / Mark Manson
Talking to Strangers: What We Should Know about the
People We Don't Know / Malcolm Gladwell
Hillbilly Elegy: A Memoir of a Family and Culture in
Crisis / J.D. Vance
Bad Blood: Secrets and Lies in a Silicon Valley Startup /
John Carreyrou
Inheritance: A Memoir of Genealogy, Paternity, and Love
/ Dani Shapiro
Alexander Hamilton / Ron Chernow
Killers of the Flower Moon: The Osage Murders and the
Birth of the FBI / David Grann

Juvenile Fiction eBooks (Overdrive)

Harry Potter and the Sorcerer's Stone / J.K. Rowling
Harry Potter and the Order of the Phoenix / J.K. Rowling
Restart / Gordon Korman
Harry Potter and the Goblet of Fire / J.K. Rowling
Wonder / R.J. Palacio
Diary of a Wimpy Kid / Jeff Kinney
Big Nate: Mr. Popularity / Lincoln Peirce
The Long Haul / Jeff Kinney
The Last Straw / Jeff Kinney
Ghosts / Raina Telgemeier

Teen Fiction eBooks (Overdrive)

The Hate U Give / Angie Thomas
 One of Us is Lying / Karen McManus
 The Book Thief / Markus Zusak
 To All the Boys I've Loved Before / Jenny Han
 Scythe / Neal Shusterman
 Throne of Glass / Sarah Maas
 On the Come Up / Hannah Weyer
 The Sun is Also a Star / Nicola Yoon
 Turtles All the Way Down / John Green
 The Heir / Kiera Cass

Juvenile Fiction eAudiobooks (Overdrive)

Harry Potter and the Sorcerer's Stone / J.K. Rowling
 Harry Potter and the Order of the Phoenix / J.K. Rowling
 Harry Potter and the Half-Blood Prince / J.K. Rowling
 Harry Potter and the Prisoner of Azkaban / J.K. Rowling
 Harry Potter and the Goblet of Fire / J.K. Rowling
 Harry Potter and the Chamber of Secrets / J.K. Rowling
 Harry Potter and the Deathly Hallows / J.K. Rowling
 The Lightning Thief / Rick Riordan
 A Wrinkle in Time / Madeleine L'Engle
 The Last Olympian / Rick Riordan

Teen Fiction eAudiobooks (Overdrive)

The Hate U Give / Angie Thomas
 The Book Thief / Markus Zusak
 The Hunger Games / Suzanne Collins
 Dylan / Lisi Harrison
 Massie / Lisi Harrison
 Children of Blood and Bone / Tomi Adeyemi
 Dear Evan Hansen / Val Emmich
 Twilight / Stephenie Meyer
 The Lost Hero / Rick Riordan
 The Sea of Monsters / Rick Riordan

Teen Nonfiction eBooks (Overdrive)

Rocket Boys / Home Hickam
 The 57 Bus: A True Story of Two Teenagers and the Crime That Changed Their Lives / Dashka Slater
 The Diary of a Young Girl / Anne Frank
 I Will Always Write Back: How One Letter Changed Two Lives / Martin Ganda
 Irena Sendler: Bringing Life to Children of the Holocaust / Diane Dakers
 Summary of Can't Hurt Me by David Goggins / KokoRead
 Hey, Kiddo / Jarrett Krosoczka
 Survivors Club: The True Story of a Very Young Prisoner of Auschwitz / Michael Bornstein
 The Omnivore's Dilemma: The Secrets Behind What You Eat, Young Readers Edition / Michael Pollan
 I Am Malala: How One Girl Stood Up for Education and Changed the World / Malala Yousafzai

Juvenile Nonfiction eBooks (Overdrive)

Real Friends Series Book 1 / Shannon Hale
 Man's Search for Meaning: A Young Adult Edition / Viktor E. Frankl
 One Dead Spy: Nathan Hale's Hazardous Tales / Nathan Hale
 Who is Pele? / James Buckley Jr.
 Harry Potter: A Journey Through a History of Magic / British Library
 Hercules: The Twelve Labors: A Greek Myth / Paul D. Storrie
 Amazing Leonardo da Vinci Inventions: You Can Build Yourself / Maxine Anderson
 Sea Monsters: A Nonfiction Companion to Magic Tree house #39: Dark Day in the Deep Sea / Mary Pope Osborne
 The Unofficial Harry Potter Cookbook: From Cauldron Cakes to Knickerbocker Glory / Dinah Bucholz
 Who Was Anne Frank? / Ann Abramson

Juvenile Nonfiction eAudiobooks (Overdrive)

Unlikely Warrior: A Jewish Soldier in Hitler's Army /
Georg Rauch

Brown Girl Dreaming / Jacqueline Woodson

Good Night Stories for Rebel Girls / Elena Favilli

The Boys in the Boat: The True Story of an American
Team's Epic Journey to Win Gold at the 1936
Olympics, Young Readers Edition / Daniel James
Brown

All in a Drop / Lori Alexander

Dr. Seuss's Horse Museum / Dr. Seuss

Frida Kahlo and Her Animalitos / Monica Brown

Who is Pele? / James Buckley

Little Leaders: Bold Women in Black History / Vashti
Harrison

Lion: A Long Way Home Young Readers' Edition / Saroo
Brierley

Teen Nonfiction eAudiobooks (Overdrive)

Just Mercy (Movie Tie-In Edition): A True Story of the
Fight for Justice / Bryan Stevenson

Tweak: Growing Up on Methamphetamines / Nic Sheff

Very, Very, Very Dreadful: The Influenza Pandemic of
1918 / Albert Marrin

The Omnivore's Dilemma: The Secrets Behind What
You Eat, Young Readers Edition / Michael Pollan

Brave Face: A Memoir / Shaun David Hutchinson

Games of Deception: The True Story of the First US
Olympic Basketball Team at the 1936 Olympics in
Hitler's Germany / Andrew Maraniss

Obviously: Stories from My Timeline / Akilah Hughes

How I Resist: Activism and Hope for a New Generation /
Maureen Johnson

Boots on the Ground: America's War in Vietnam /
Elizabeth Partridge

Steve Jobs: The Man Who Thought Different / Karen
Blumenthal

To: Board of Trustees
Re: Strategic Plan Questions Draft
Date: February 19, 2020

The managers have met to draft the survey questions included with this memo. We intend to post this survey in a google form on our website. Managers reviewed the current plans of some local libraries and edited some questions that we thought were relevant to Deerfield for our needs . Additionally, we reviewed the 2016 questions that were used for the community survey. We felt it was important to know the ages of the people who use our library, including children. In addition, we wanted to find out about what services respondents feel are most valuable to them. We wanted to include a space in which they could write comments for our review.

Upon board review and approval, we'd like to post the survey on our website beginning in March. We will include it in an e-news as well. We will have some paper copies available at service desks as well.

In February, I also met with a focus group of staff members to get their input and perspective

At the February meeting, I look forward to your direction about the questions as well as the distribution of the survey.

Strategic Plan Survey Questions:

- Do you live in zip code 60015? Yes or No
- Do you have a Deerfield Public Library card?
 - If not, where is your home library?
- How often do you use the Deerfield Public Library?
 - Daily, Weekly, Monthly, Rarely
- Capture Demographics
 - What is your age?
 - 18 to 34
 - 35 to 44
 - 45 to 54
 - 55 to 64
 - 65 or older
 - Employment Status
 - Full-time
 - Part-time
 - Retired
 - Unemployed
 - Stay at home parent
 - Other (fill in)
 - Education level
 - High school
 - Associate degree
 - Bachelor degree
 - Master or Doctoral degree
 - Other (fill in)
 - Do you have children at home?
 - Yes or No
 - What are their ages?
 - Child(ren) under 4
 - Child(ren) 4 or 5
 - Child(ren) 6 to 8
 - Child(ren) 9 or 10
 - Child(ren) 11 to 17
- How do you use the library (onsite and/or remotely)? Check all that apply:
 - To borrow books and other materials
 - To use the public space
 - To use the study rooms or meeting rooms

- To use the library website and electronic resources
 - To get information
 - To use computers or WiFi
 - To attend programs, classes or discussions
 - Other (fill in)
- Value of Library Services
 - Below is a list of services and programs offered by the library. Please rate them in terms of their value to yourself personally and your family from 1 to 5.
 - Library staff
 - Technology assistance and instruction for adults
 - Internet, free WiFi and hotspots
 - Study rooms for private or small group use
 - The MakerSpace and Digital Media Lab
 - Streaming services (ex. Kanopy, Hoopla, Roku)
 - Online resources (ex. Value Line, Ancestry.com, DPL podcast)
 - Youth and Teen programming (ex. Story times, LEGO club, Youth Advisory Board)
 - Summer Reading programs
 - Adult programming (ex. New Movie Night, Books to Go)
 - Popular adult materials on a variety of subjects in print, audio, and e-book formats
 - Popular youth and teen materials on a variety of subjects in print, audio, and e-book formats
 - Browsable displays of library materials
 - What library services, programs or materials could Deerfield Public Library have to help you achieve your goals?
 - What one thing could Deerfield Public Library do to make it easier for you to use?
 - What do you like about living in this community?