

NORTHBROOK PUBLIC LIBRARY BOARD MEETING

June 18, 2026 | 7:00 p.m.
Northbrook Public Library | Civic Room
Regular Monthly Meeting Agenda

- 1 Call Regular Meeting to Order
- 2 Board of Trustees Roll Call
- 3 Consent Agenda
 - 3.1 Approval of the Agenda
 - 3.2 Approve Regular Session Minutes – May 21, 2026
 - 3.3 Approve Executive Session Minutes – May 21, 2026
 - 3.4 Approve Cash Balances & Income Statement May 2026
 - 3.5 Approve Bills and Charges from May 2026 in the amount of \$1,189,616.66
- 4 Public Comments
- 5 Staff Reports
- 6 Board Member Reports
- 7 Unfinished Business
 - 7.1 Master Plan Project Update and Cost Estimate Discussion
- 8 New Business
 - 8.1 Review FY26 Illinois Public Library Annual Report
- 9 Closed Session
- 10 Agenda Building
- 11 Adjourn

FINAL VOTE OR ACTION MAY BE TAKEN AT THE MEETING ON ANY AGENDA ITEM SUBJECT MATTER LISTED ABOVE, UNLESS THE AGENDA LINE ITEM SPECIFICALLY STATES OTHERWISE.

The Northbrook Public Library is subject to the Requirements of the Americans with Disabilities Act of 1990. Individuals with disabilities who plan to attend any meetings of the Board and who require certain accommodations in order to allow them to observe and/or participate in this meeting, or who have questions regarding the accessibility of these meetings or the facilities are requested contact 847-272-7074 promptly to allow the Northbrook Public Library to make reasonable accommodations for those persons. Hearing impaired individuals may establish TDD contact by calling 84

**NORTHBROOK PUBLIC LIBRARY
CASH BALANCES
5/31/2026**

	Beginning Balance	Cash Receipts	Expenditures	Ending Balance
<u>Operating</u>				
General	9,801,246.89	11,507.65	862,542.76	8,950,211.78
Restricted	346,654.09	2,794.42	5,127.42	344,321.09
IMRF	973,627.84		30,812.29	942,815.55
FICA	98,200.30		28,573.20	69,627.10
Total Operating	<u>\$11,220,023.01</u>	<u>\$ 14,302.07</u>	<u>\$ 927,055.67</u>	<u>\$10,306,975.52</u>
<u>Capital Improvement</u>	\$ 7,267,409.81	\$ 2,751.08	\$ 109,585.99	\$ 7,160,574.90
<u>Debt Service</u>	\$ 553.68	\$ 153,000.00	\$ 152,975.00	\$ 578.68

Cash Detail	Operating	Capital Improvement	Debt Service
NB&T - Checking	209,178.56	(5,324.32)	578.68
PayPal	7,401.02	-	-
First Bank of Chicago	262,555.51	-	-
Fifth Third - Checking/Money Market	9,808,121.31	7,165,288.56	-
US Bancorp	19,120.93	610.66	-
INB	123.19		
Petty Cash	475.00	-	-
Total	<u>\$ 10,306,975.52</u>	<u>\$7,160,574.90</u>	<u>\$ 578.68</u>

NB&T = Northbrook Bank & Trust

Northbrook Public Library
Income Statement
May 2026

	PY Month	CY Month	PY YTD	CY YTD	CY Budget	8.33%
01 - General Operating Fund						
Revenues						
Undesignated Revenue						
Property Tax Levy	\$4,526,390.56	\$4,312,372.41	\$4,526,390.56	\$4,312,372.41	\$9,332,700.00	46.21%
Replacement Tax	\$0.00	\$0.00	\$0.00	\$0.00	\$150,000.00	0.00%
Impact Fees	\$1,439.94	\$0.00	\$1,439.94	\$0.00	\$0.00	0.00%
Fines, Fees & Rentals	\$6,390.99	\$7,310.69	\$6,390.99	\$7,310.69	\$40,000.00	18.28%
Interest Income	\$4,438.29	\$3,631.72	\$4,438.29	\$3,631.72	\$30,000.00	12.11%
Other Income	\$966.52	\$154.20	\$966.52	\$154.20	\$100,000.00	0.15%
Total Undesignated Revenue	\$4,539,626.30	\$4,323,469.02	\$4,539,626.30	\$4,323,469.02	\$9,652,700.00	44.79%
Designated Revenue						
Gifts & Other Designated Income	\$719,806.96	\$1,966.55	\$719,806.96	\$1,966.55	\$100,000.00	1.97%
Designated Interest Income	\$332.98	\$331.22	\$332.98	\$331.22	\$5,000.00	6.62%
Total Designated Revenue	\$720,139.94	\$2,297.77	\$720,139.94	\$2,297.77	\$105,000.00	2.19%
Total Revenues	\$5,259,766.24	\$4,325,766.79	\$5,259,766.24	\$4,325,766.79	\$9,757,700.00	44.33%
Expenses						
Undesignated Expenses						
Materials & Services	\$174,415.84	\$128,830.33	\$174,415.84	\$128,830.33	\$1,050,000.00	12.27%
Books	\$169,818.92	\$123,504.24	\$169,818.92	\$123,504.24		
Audio Visual	\$1,883.39	\$2,051.90	\$1,883.39	\$2,051.90		
Videos/DVDs	\$2,713.53	\$3,274.19	\$2,713.53	\$3,274.19		
Programs	\$30,754.79	\$15,215.53	\$30,754.79	\$15,215.53	\$127,000.00	11.98%
OCLC	\$3,452.91	\$3,231.82	\$3,452.91	\$3,231.82	\$29,000.00	11.14%
CCS Shared Costs	\$11,675.19	\$11,907.26	\$11,675.19	\$11,907.26	\$76,000.00	15.67%
Total Materials & Services	\$220,298.73	\$159,184.94	\$220,298.73	\$159,184.94	\$1,282,000.00	12.42%
Human Resources						
General Salaries and Wages	\$206,353.94	\$222,186.36	\$206,353.94	\$222,186.36	\$4,904,325.00	4.53%
Maintenance Salaries & Wages	\$7,528.66	\$4,743.72	\$7,528.66	\$4,743.72	\$88,675.00	5.35%
Group Insurance	\$61,935.53	\$75,509.88	\$61,935.53	\$75,509.88	\$1,095,000.00	6.90%
Unemployment/Worker's Comp	\$12,166.88	\$11,229.50	\$12,166.88	\$11,229.50	\$18,750.00	59.89%
Staff Development	\$10,945.30	\$13,738.68	\$10,945.30	\$13,738.68	\$85,000.00	16.16%
Total Human Resources	\$298,930.31	\$327,408.14	\$298,930.31	\$327,408.14	\$6,191,750.00	5.29%

**Northbrook Public Library
Income Statement
May 2026**

	PY Month	CY Month	PY YTD	CY YTD	CY Budget	8.33%
Operating Costs						
Photocopy	\$2,540.63	\$0.00	\$2,540.63	\$0.00	\$18,000.00	0.00%
Office & Library Supplies	\$3,147.24	\$2,882.49	\$3,147.24	\$2,882.49	\$60,000.00	4.80%
Software	\$22,709.00	\$54,942.25	\$22,709.00	\$54,942.25	\$119,000.00	46.17%
Postage	(\$39.77)	\$15,000.00	(\$39.77)	\$15,000.00	\$20,000.00	75.00%
General Insurance	\$70,476.06	\$75,516.50	\$70,476.06	\$75,516.50	\$97,000.00	77.85%
Telephone/Internet	\$17,911.26	\$18,491.26	\$17,911.26	\$18,491.26	\$41,000.00	45.10%
Professional Services	\$32,343.89	\$45,663.29	\$32,343.89	\$45,663.29	\$685,000.00	6.67%
Furniture, Equipment	\$0.00	\$35,430.32	\$0.00	\$35,430.32	\$75,000.00	47.24%
Equipment Rental & Maintenance	\$28,542.36	\$35,772.72	\$28,542.36	\$35,772.72	\$56,500.00	63.31%
Community Relations	\$267.81	\$9,815.69	\$267.81	\$9,815.69	\$65,500.00	14.99%
Total Operating Costs	\$177,898.48	\$293,514.52	\$177,898.48	\$293,514.52	\$1,237,000.00	23.73%
Maintenance						
Vehicle Expense	\$1,440.04	\$0.00	\$1,440.04	\$0.00	\$3,000.00	0.00%
Janitorial Supplies	\$2,300.79	\$2,555.32	\$2,300.79	\$2,555.32	\$45,000.00	5.68%
Utilities	\$6.75	(\$798.00)	\$6.75	(\$798.00)	\$56,000.00	(1.43%)
Building Repairs	\$0.00	\$1,500.00	\$0.00	\$1,500.00	\$35,000.00	4.29%
Contracted Services	\$51,019.16	\$25,937.65	\$51,019.16	\$25,937.65	\$255,000.00	10.17%
Total Maintenance	\$54,766.74	\$29,194.97	\$54,766.74	\$29,194.97	\$394,000.00	7.41%
Other Expenses						
Recruiting	\$150.00	\$0.00	\$150.00	\$0.00	\$1,000.00	0.00%
Contingency & Misc Exp	\$1,089.70	\$1,348.54	\$1,089.70	\$1,348.54	\$100,000.00	1.35%
Board Development	\$35.00	\$729.84	\$35.00	\$729.84	\$1,000.00	72.98%
Total Other Expenses	\$1,274.70	\$2,078.38	\$2,078.38	\$2,078.38	\$102,000.00	2.04%
Total Undesignated Expenses	\$753,168.96	\$811,380.95	\$753,168.96	\$811,380.95	\$9,206,750.00	8.81%
Designated Expenses						
Miscellaneous Designated Expenses	\$673,031.29	\$2,484.42	\$673,031.29	\$2,484.42		
Designated Materials Expense	\$0.00	\$0.00	\$0.00	\$0.00		
Designated Capital Expense	\$0.00	\$0.00	\$0.00	\$0.00		
Designated Program Expense	\$25,282.50	\$2,643.00	\$25,282.50	\$2,643.00		
Total Designated Expenses	\$698,313.79	\$5,127.42	\$698,313.79	\$5,127.42	\$100,000.00	5.13%
Transfers & Other Financing Uses						
Transfer to CIF	\$0.00	\$0.00	\$0.00	\$0.00	\$425,000.00	0.00%
Transfer to Debt Service	\$0.00	\$0.00	\$0.00	\$0.00	\$25,000.00	0.00%
Total Transfers & Other Financing Uses	\$0.00	\$0.00	\$0.00	\$0.00	\$450,000.00	0.00%
Total Expenses	\$1,451,482.75	\$816,508.37	\$1,451,482.75	\$816,508.37	\$9,756,750.00	8.37%
NET SURPLUS/(DEFICIT)	\$3,808,283.49	\$3,509,258.42	\$3,808,283.49	\$3,509,258.42	\$950.00	

Northbrook Public Library
Income Statement
May 2026

	PY Month	CY Month	PY YTD	CY YTD	CY Budget	8.33%
02 - IMRF/FICA Fund						
Revenues						
Undesignated Revenue						
Property Tax Levy-IMRF	\$193,937.13	\$175,587.08	\$193,937.13	\$175,587.08	\$380,000.00	46.21%
Property Tax Levy FICA	\$165,867.28	\$157,104.23	\$165,867.28	\$157,104.23	\$340,000.00	46.21%
Interest Income IMRF	\$0.00	\$0.00	\$0.00	\$0.00	\$2,000.00	0.00%
Interest Income FICA	\$0.00	\$0.00	\$0.00	\$0.00	\$500.00	0.00%
Total Undesignated Revenue	\$359,804.41	\$332,691.31	\$359,804.41	\$332,691.31	\$722,500.00	46.05%
Total Revenues	\$359,804.41	\$332,691.31	\$359,804.41	\$332,691.31	\$722,500.00	46.05%
Expenses						
Undesignated Expenses						
Human Resources						
Employer IMRF	\$26,956.64	\$30,812.29	\$26,956.64	\$30,812.29	\$380,000.00	8.11%
Employer FICA	\$25,582.47	\$28,573.20	\$25,582.47	\$28,573.20	\$350,000.00	8.16%
Total Human Resources	\$52,539.11	\$59,385.49	\$52,539.11	\$59,385.49	\$730,000.00	8.14%
Total Undesignated Expenses	\$52,539.11	\$59,385.49	\$52,539.11	\$59,385.49	\$730,000.00	8.14%
Total Expenses	\$52,539.11	\$59,385.49	\$52,539.11	\$59,385.49	\$730,000.00	8.14%
NET SURPLUS/(DEFICIT)	\$307,265.30	\$273,305.82	\$307,265.30	\$273,305.82	(\$7,500.00)	

Northbrook Public Library
Income Statement
May 2026

	PY Month	CY Month	PY YTD	CY YTD	CY Budget	8.33%
03 - Capital Improvements Fund						
Revenues						
Undesignated Revenue						
Interest Income	\$3,535.24	\$2,751.08	\$3,535.24	\$2,751.08	\$20,000.00	13.76%
Total Undesignated Revenue	\$3,535.24	\$2,751.08	\$36,843.49	\$2,751.08	\$20,000.00	13.76%
Transfers & Other Financing Sources						
Transfer from General fund	\$0.00	\$0.00	\$0.00	\$0.00	\$425,000.00	0.00%
Total Transfers & Other Financing Sources	\$0.00	\$0.00	\$0.00	\$0.00	\$425,000.00	0.00%
Total Revenues	\$3,535.24	\$2,751.08	\$3,535.24	\$2,751.08	\$445,000.00	0.62%
Expenses						
Undesignated Expenses						
Capital Projects & Bond Expenses						
Renovation/Repair	(\$2,832.00)	\$96,322.00	(\$2,832.00)	\$96,322.00	\$810,987.00	11.88%
Professional Fees	\$0.00	\$1,013.99	\$0.00	\$1,013.99	\$125,000.00	0.81%
Furniture & Equipment	\$0.00	\$0.00	\$0.00	\$0.00	\$75,000.00	0.00%
Total Capital & Bond Expenses	(\$2,832.00)	\$97,335.99	(\$2,832.00)	\$97,335.99	\$1,010,987.00	9.63%
Total Undesignated Expenses	(\$2,832.00)	\$97,335.99	(\$2,832.00)	\$97,335.99	\$1,010,987.00	9.63%
Total Expenses	(\$2,832.00)	\$97,335.99	(\$2,832.00)	\$97,335.99	\$1,010,987.00	9.63%
NET SURPLUS/(DEFICIT)	\$6,367.24	(\$94,584.91)	\$6,367.24	(\$94,584.91)	(\$565,987.00)	

Northbrook Public Library
Income Statement
May 2026

	PY Month	CY Month	PY YTD	CY YTD	CY Budget	8.33%
05 - Debt Service Fund						
Revenues						
Undesignated Revenue						
Property Tax Levy	\$392,977.87	\$356,233.83	\$392,977.87	\$356,233.83	\$770,950.00	46.21%
Total Undesignated Revenue	\$392,977.87	\$356,233.83	\$392,977.87	\$356,233.83	\$770,950.00	46.21%
Total Revenues	\$392,977.87	\$356,233.83	\$392,977.87	\$356,233.83	\$770,950.00	46.21%
Expenses						
Undesignated Expenses						
Capital Projects & Bond Expenses						
Interest Payments	\$162,500.00	\$152,975.00	\$162,500.00	\$152,975.00	\$305,950.00	50.00%
Principal Payments	\$0.00	\$0.00	\$0.00	\$0.00	\$465,000.00	0.00%
Total Capital & Bond Expenses	\$162,500.00	\$152,975.00	\$162,500.00	\$152,975.00	\$770,950.00	19.84%
Total Undesignated Expenses	\$162,500.00	\$152,975.00	\$162,500.00	\$152,975.00	\$770,950.00	19.84%
Total Expenses	\$162,500.00	\$152,975.00	\$162,500.00	\$152,975.00	\$770,950.00	19.84%
NET SURPLUS/(DEFICIT)	\$230,477.87	\$203,258.83	\$230,477.87	\$203,258.83	\$0.00	

MAY 2026 FINANCIAL SUMMARY

May marks the beginning of the new fiscal year. As a reminder, the General Fund budget is allocated evenly across all 12 months. However, actual revenues and expenditures are recorded on a cash basis, meaning they reflect when payments are received or made. This timing difference can create variances early in the fiscal year.

Total General Fund revenues collected to date is \$4,325,767.

- **Property Taxes:** 46.21% of property taxes have been collected
- **Fines, Fees, and Rentals:** Actual receipts were higher than projected during the budget process.

Total General Fund expenditures to date are \$816,508.

Several expenditure categories show variances to budget, primarily due to the timing of annual or multi-month payments being recorded early in the fiscal year:

- **CCS Shared Costs :** Higher than budget as the amount recorded represents approximately 2 months of expense.
- **Unemployment/Workers Compensation:** Higher than budget as the amount recorded represents approximately 10 months of expense.
- **Staff Development:** Higher than budget due to expenses being recorded when paid – ALA Conference Registration, Tuition Reimbursements
- **Software:** Higher than budget due to annual renewals being recorded in May.
- **Postage:** Higher than budget due to expense being recorded when paid- annual postage deposit
- **General Insurance:** Higher than budget as the amount recorded represents approximately 10 months of expense.
- **Telephone:** Higher than budget due to six months of RingCentral costs and the annual Comcast charges (for mobility lines and backup internet) being recorded in May.
- **Furniture, Equipment:** Higher than budget due to expense being recorded when incurred.
- **Equipment Rental & Maintenance:** Higher than budget due to full-year RFID and AMH maintenance fees being recorded in May.
- **Community Relations:** Higher than budget due to expense being recorded when paid – newsletter costs
- **Utilities** – Lower than budget due to expenses not being paid in May.

Northbrook Public Library
Bills, Charges and Transfers for Board of Trustee Approval
Month of May 2026

Operating Funds	
Library Claims List	\$ 233,423.46
Librarian's Claims List	\$ 19,452.87
Payroll	\$ 366,293.84
Fica/IMRF	\$ 59,385.49
ACH to IPBC	\$ 93,943.77
ACH to ADP	\$ 1,556.24
Transfer to Debt Service	\$ 153,000.00
Total Operating Funds	<u>\$ 927,055.67</u>
Capital Improvement Fund	
Claims List	\$ 109,585.99
	<u>\$ 109,585.99</u>
Debt Service Fund	
2013 B Interest Payment	\$ 6,600.00
2019 Interest Payment	\$ 50,250.00
2024 Interest Payment	\$ 96,125.00
Total Debt Service Fund	<u>\$ 152,975.00</u>
Grand Total Library	<u><u>\$ 1,189,616.66</u></u>

Northbrook Public Library
Bank Register Report
Northbrook Bank & Trust General Checking

Transaction Number	Transaction Date	Vendor	Amount	Description
27280	04/30/2026	VOID Wex Health Inc	(\$1,706.59)	Flexible Spending, Dedendant Care and Commuter Benefit Deposit
27282	05/21/2026	First Bankcard	\$10,016.64	Supplies
27283	05/21/2026	Kathryn Hall	\$610.90	Staff Development
27284	05/21/2026	Iris Sowlat Theatre Company	\$600.00	Programming
27285	05/21/2026	Linda Z's Sewing Center	\$5,802.99	Furniture & Equipment
27286	05/21/2026	Lynchpin Event Management LLC	\$2,502.50	Auditorium Rental & Programming
27287	05/21/2026	Alexa Muhly	\$750.00	Programming
27288	05/21/2026	Northbrook Symphony Orchestra	\$750.00	Programming
27289	05/21/2026	Old Town School of Folk Music	\$600.00	Programming
27290	05/21/2026	Steven Scott Szczablowski	\$600.00	Programming
27291	05/21/2026	T-Mobile	\$6,737.59	Materials - LOT
27292	05/21/2026	Wex Health Inc.	\$3,413.18	Flexible Spending, Dedendant Care and Commuter Benefit Deposit
27293	05/29/2026	ABM Industry Groups LLC	\$19,369.26	Professional Services - Facility Management
27294	05/29/2026	Amazon Capital Services	\$5,839.56	Supplies
27295	05/29/2026	B&H Photo-Video	\$9,871.92	Furniture & Equipment
27296	05/29/2026	Best Quality Cleaning	\$7,770.68	Contracted Services
27297	05/29/2026	Blue Iron Investigations and Security	\$6,353.75	Professional Services - Security
27298	05/29/2026	Chicago Backflow, Inc.	\$1,350.00	Contracted Services
27299	05/29/2026	Cintas	\$566.38	Janitorial Supplies
27300	05/29/2026	Colley Elevator Co.	\$750.00	Contracted Services
27301	05/29/2026	Continental Resources, Inc	\$43,490.50	Furniture & Equipment
27302	05/29/2026	Demco	\$1,252.78	Supplies
27303	05/29/2026	Dornfeld Piano Tuning	\$1,260.00	Equipment Rental & Maintenance
27304	05/29/2026	Adrienne Edwards	\$2,450.00	Staff Development - Tuition Reimbursement

Northbrook Public Library
Bank Register Report
Northbrook Bank & Trust General Checking

Transaction Number	Transaction Date	Vendor	Amount	Description
27305	05/29/2026	Gale/Cengage Learning Inc.	\$964.00	Materials
27306	05/29/2026	Geiger	\$1,347.50	Programming - Reading Program
27307	05/29/2026	Glenbrook HSD 225 - Business Services	\$5,514.12	Telephone - Internet
27308	05/29/2026	HR Source	\$1,995.00	Professional Services
27309	05/29/2026	Ingram Library Services	\$18,792.18	Materials
27310	05/29/2026	Library Ideas LLC	\$702.42	Materials
27311	05/29/2026	Mergent, Inc.	\$1,103.00	Materials
27312	05/29/2026	Midwest Tape LLC	\$7,671.05	Materials
27313	05/29/2026	Michelle Mistalski	\$817.50	Staff Development - Tuition Reimbursement
27314	05/29/2026	New York Times	\$3,276.00	Materials
27315	05/29/2026	North American Corp of Illinois	\$1,573.78	Janitorial Supplies
27316	05/29/2026	Outsource Solutions Group, Inc.	\$23,506.43	Professional Services & Software
27317	05/29/2026	Overdrive	\$2,780.20	Materials
27318	05/29/2026	Reserve Account	\$15,000.00	Postage
27319	05/29/2026	Scholastic Inc	\$1,229.30	Materials
27320	05/29/2026	Sterling Services, Inc.	\$740.00	Contracted Services
27321	05/29/2026	Symmetry Energy Solutions, LLC	\$3,890.00	Utilities
27322	05/29/2026	Tee Jay Service Company, Inc.	\$1,500.00	Contracted Services
27323	05/29/2026	TPM Graphics, Inc.	\$630.00	Programming - Reading Program
27324	05/29/2026	Vis-O-Graphic, Inc.	\$9,388.94	Community Relations

\$233,423.46

Northbrook Public Library
Bank Register Report
Northbrook Bank & Trust Librarian Checking

Transaction Number	Transaction Date	Vendor	Amount
55322	04/30/2026	VOID - Kate Hall	(\$408.98)
55348	05/04/2026	A-Z Mindfulness	\$150.00
55349	05/04/2026	Zbigniew Banas	\$275.00
55350	05/04/2026	Charlene Chausis	\$250.00
55351	05/04/2026	Chinese Intercultural, LLC	\$300.00
55352	05/04/2026	Sandra Cotler	\$75.00
55353	05/04/2026	Glenview Chess Club LLC	\$200.00
55354	05/04/2026	Glenview Chess Club LLC	\$300.00
55355	05/04/2026	Benjamin Goluboff	\$250.00
55356	05/04/2026	Happiness Forward LLC	\$150.00
55357	05/04/2026	Sarang Heo	\$150.00
55358	05/04/2026	Jayne Herring	\$450.00
55359	05/04/2026	Jeanette K. Licata	\$75.00
55360	05/04/2026	Kathleen Jo Zeigler Mitchem	\$350.00
55361	05/04/2026	NSYMCA Art Academy	\$40.00
55362	05/04/2026	Red Hill Birding	\$250.00
55364	05/04/2026	Susan Schinleber	\$200.00
55365	05/04/2026	Mardi Scott	\$75.00
55366	05/04/2026	Stories Matter Foundation	\$300.00
55367	05/04/2026	Teacher Dan	\$275.00
55368	05/04/2026	Teacher Dan	\$275.00
55369	05/04/2026	Richard T. Trauth	\$300.00
55370	05/04/2026	Robert Waterbury	\$50.00
55371	05/29/2026	A-Z Mindfulness	\$150.00
55372	05/29/2026	AAA Lock & Key Co.	\$11.00
55373	05/29/2026	Gregory Alexander	\$300.00
55374	05/29/2026	Max Allard	\$500.00
55375	05/29/2026	Ancel Glink P.C.	\$183.75
55376	05/29/2026	Zbigniew Banas	\$275.00
55377	05/29/2026	Zbigniew Banas	\$275.00
55378	05/29/2026	Raluca Barbu	\$250.00
55379	05/29/2026	Liz Becker	\$21.99
55380	05/29/2026	Best Buy Business Advantage Account	\$269.99
55381	05/29/2026	Charlene Chausis	\$250.00
55382	05/29/2026	Chicago Food Swap	\$350.00
55383	05/29/2026	Cooperative Computer Service	\$215.67
55384	05/29/2026	Ifat Deriwala	\$450.00
55385	05/29/2026	Displays2Go	\$82.94
55386	05/29/2026	Glenview Chess Club LLC	\$200.00
55387	05/29/2026	Glenview Chess Club LLC	\$300.00
55388	05/29/2026	Benjamin Goluboff	\$250.00
55389	05/29/2026	Graphic 14	\$359.10

Northbrook Public Library
Bank Register Report
Northbrook Bank & Trust Librarian Checking

Transaction Number	Transaction Date	Vendor	Amount
55390	05/29/2026	Halloran & Yauch, Inc.	\$340.70
55391	05/29/2026	Happiness Forward LLC	\$150.00
55392	05/29/2026	The Home Depot Credit Services	\$47.42
55393	05/29/2026	Illinois Heartland Library System-OCLC	\$15.26
55394	05/29/2026	Illinois Library Association	\$75.00
55395	05/29/2026	Illinois Office of the State Fire Marshall	\$400.00
55396	05/29/2026	Investor's Business Daily	\$209.00
55397	05/29/2026	K&M Printing Company	\$232.00
55398	05/29/2026	Kindermusik International	\$142.85
55399	05/29/2026	Korea Times of Midwest Inc.	\$400.00
55400	05/29/2026	Alisa Kusnitzow	\$150.00
55401	05/29/2026	Lechner Services	\$116.80
55402	05/29/2026	Libraries First	\$407.00
55403	05/29/2026	Terrence Lynch	\$300.00
55404	05/29/2026	Moneyletter.com	\$153.00
55405	05/29/2026	Kathryn Norregaard	\$420.00
55406	05/29/2026	Northbrook Hardware	\$85.93
55407	05/29/2026	Northbrook Park District	\$200.00
55408	05/29/2026	Ocooch Hardwoods	\$146.50
55409	05/29/2026	Old Town School of Folk Music	\$435.00
55410	05/29/2026	Old Town School of Folk Music	\$435.00
55411	05/29/2026	Panera, LLC	\$339.40
55412	05/29/2026	Petty Cash Custodian	\$6.03
55413	05/29/2026	Pitney Bowes Global Financial Services Inc.	\$165.54
55414	05/29/2026	Reds Garden Center	\$25.01
55415	05/29/2026	Olga Rudiak	\$300.00
55416	05/29/2026	Olga Rudiak	\$400.00
55417	05/29/2026	SenSource	\$420.00
55418	05/29/2026	Shelfwiz	\$159.30
55419	05/29/2026	Susan Shire	\$5.76
55420	05/29/2026	Showcases	\$194.40
55421	05/29/2026	Stories Matter Foundation	\$300.00
55422	05/29/2026	Sunset Food Mart, Inc.	\$482.34
55423	05/29/2026	Swank Motion Pictures Inc.	\$396.00
55424	05/29/2026	Today's Business Solutions, Inc.	\$381.75
55425	05/29/2026	Robert Waterbury	\$50.00
55426	05/29/2026	WET Solutions, Inc.'	\$513.58
55427	05/29/2026	WM Corporate Services Inc.	\$240.84
55428	05/29/2026	Yami Vending Inc.	\$604.00
55429	05/29/2026	Yellowstone Landscaping	\$582.00
			<u>\$19,452.87</u>

Northbrook Public Library
 Bank Register Report
 Northbrook Bank & Trust Capital Improvements

Transaction Number	Transaction Date	Vendor	Amount	Description
1963	05/21/2026	Total Automation Concepts, Inc.	\$88,167.00	Surveillance Camera Project
1964	05/29/2026	Atomatic Mechanical Services, Inc.	\$10,625.00	HVAC Repairs
1965	05/29/2026	Kloepfer Construction Inc	\$3,780.00	Building Repairs
1966	05/29/2026	ThirdWay, Inc.	\$7,013.99	Space Audit
			<u>\$109,585.99</u>	

Director's Report

June 2026

Agenda Items

7 Unfinished Business

7.1 Master Plan Project Update and Cost Estimate Discussion

In addition to the monthly Master Plan report, a memo on cost estimates from me and information from Pepper Construction is also included in the packet.

7.2 Finalize Executive Director Goals

We will go into closed session to finalize my goals for FY27

8 New Business

8.1 Review FY26 Illinois Public Library Annual Report

The IPLAR is included in the packet and I will be presenting highlights at the meeting.

11 Agenda Building

Next month, we will have the following on the agenda:

- Master Plan Project Update
- Quarterly Strategic Plan Check In

Board News

Peace Pole Dedication

We will be doing the dedication of the Rotary Peace Pole on Thursday, June 18 at 6:30 pm on the corner of Cedar and Cherry. Barbara Freeman will be on hand to take pictures and we have also invited legislators. This is the schedule of events:

1. Welcome- Kate Hall
2. Rotary Remarks- Donna Lee Gully
3. Library remarks- Board President Stacy Oliver
4. Guitarist plays

5. Thank you and photos with pole

July 4 Parade

Reminder about the Parade. We will have more detail the week of the parade on our exact spot in the lineup. Please remember to wear your summer reading t-shirts. Family and pets are welcome to join.

3:30pm: Line up along the parade route on Cherry Lane near Western Ave.

3:45pm: Parade staging closes

4:00pm: Parade kickoff

5:00pm: Parade finished (depending on our lineup position, we'll finish between 4:30-5:00)

Parade Route: The parade starts near Westmoor School, 2500 Cherry Lane, and ends at Village Hall, 1225 Cedar Lane (approximately a 0.7-mile route.)

Updates

CCS Leadership

Due to the unexpected departure of another library director, an opening for the CCS Governing Board President was made available. As this is something I have done in the past and requires typically only 1 hour a month, I have been voted in as CCS President for FY27. This will last from July 2026-June 2027.

Legislative Update

The Illinois legislative session ended on May 31. The ILA legislative priorities are still in process including advancing the eBook bill, increasing per capita funding, and providing OER funding for academic libraries. There is hope that we will be able to move items through the fall veto session.

Patron Feedback

We are now including the patron feedback in the link below. The most recent month's patron feedback is at the top of the page.

- [Northbrook Public Library Patron Feedback Link](#)

Connect with Our Community

Collections

- Cataloging Librarian Connie Liu and Technical Services Clerk Marina R. cataloged and processed over 2,100 items for the Youth Award Book collection over the past two months. This is an annual project that happens every spring when the award booklists switch over.
- Cataloging Librarian Sarah Kaminski continued reclassifying the CD collection, working closely with selectors and Circulation to balance shelving across the collection. As a result, patrons can now browse relabeled CDs alongside the rest of their respective collections.
- Beginning May 1, the library updated checkout and hold limits for patron library cards to improve access to materials, reduce long wait times, and align borrowing practices with other libraries in our consortium.

Outreach & Partnerships



- The library participated in the Northbrook Climate Action Day Resource Fair, which focused on sustainability, energy efficiency, and climate action initiatives. Staff members Cat Garcia, Linda Vering, Eric Flowers, and Brian Nelson represented the library, promoting upcoming sustainability programs and highlighting Library of Things items that support sustainability and the environment.
- Kelly Durov, as Liaison to the Friends, attended the May 12 Friends of the Library Board meeting and provided an update on the Master Plan project. The Friends recently received a \$76,000 bequest and began discussing options for this donation. Kelly will work with staff to identify projects and bring a proposal to the Friends' August Board meeting.

- The library welcomed 8th grade students from Northbrook schools on May 18 for Student Government Day.
- Kelly Durov and I visited a 5th grade classroom on May 15 to hear concerns from students who created a petition about computers in Youth Services.
- Kelly Durov and I toured Northbrook Park District's new Community Center and coordinated with the Friends to provide books for the June 4 Grand Opening.
- Adult Services librarian Debbie Siegel and Circulation Supervisor Colleen Reese represented the library at SeniorPLAYooza at the YMCA, an event for seniors focused on play, connection, and wellness.
- Circulation Supervisor Colleen Reese attended the Cove School Partnership Breakfast Celebration to support one of our student volunteers.
- School and Supported Services Librarian Julianne Medel provided a tour for Total Link on May 7.
- Early Childhood Librarian Amanda Lopez and Library Assistant Urye Min did outreach at St. Norbert's Preschool for 78 students.
- Julianne Medel and Elementary Librarian Jason Waclawik visited Hickory Point (357 students) and Westmoor (280 students) for Summer Reading presentations.
- I attended multiple library and intergovernmental networking events including the North Suburban Library Directors meeting, the quarterly Northbrook/Glenview lunch, individual lunches with multiple intergovernmental and library partners, and the monthly Chamber of Commerce meeting.

Programs

Summer Reading Challenge



- The 2026 Summer Reading Challenge runs June 1 through August 9. Registration on June 1 totaled 247 adults, 32 babies, and 352 youth and teens.
- Kick Off Week (June 1–7) features a library-wide estimation jar, a seed giveaway donated by the Northbrook Garden Club, and a Northbrook Symphony Orchestra family pass giveaway to the June 12 concert, Beethoven Lives Upstairs.



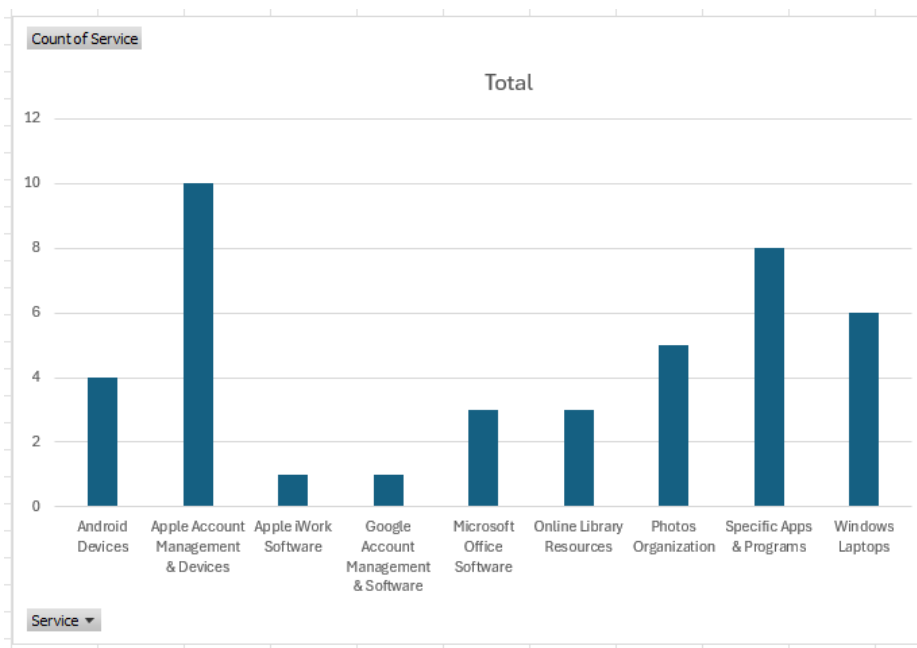
- Youth and Teen Reading Challenge coupon donors include Culver's, Portillo's, the Chicago Stars, McDonald's, Lazy Dog, the Northbrook Park District, Dunkin', and Affy Tapple, with a prize book at the final stop.

- Youth and Teen grand prizes include a 24" bicycle from George Garner Cyclery, a \$100 SkyZone gift card, mini golf coupons and prizes from Puttshack, a family painting experience from The Painted Penguin, White Sox tickets, a premium birthday package from Funtopia, and library-purchased prizes including a \$100 Book Bin gift card, a Nintendo Switch 2, a Fujifilm Polaroid bundle, a Radio Flyer trike, and a wooden barbecue set.



Adult Services Programs

- On May 26, the library welcomed Northbrook Symphony Music Director Mina Zikri, along with Thomas Nickell and Vladimir Gebe, for a discussion on tonality and human thinking. The trio concluded by performing Shostakovich's 5 Pieces for Two Violins and Piano. The program drew 25 patrons and received positive feedback.
- Adult Services Librarian Jill Franklin hosted "The Holocaust and the Art of Samuel Bak," analyzing the work of Holocaust survivor Samuel Bak, enhanced by a photography poster exhibit. The program created a meaningful sense of connection and belonging among the audience.
- The AS Tech Team decided to remove 'Chromebook' help from our 1:1 Tech Appointments services and replace it with "Specific Apps & Programs" on April 1, and it has now become the second most popular service to select behind Apple Account Management & Devices this year (starting Jan 2026).



Youth Services Programs

- YS Library Assistants Urye Min and Sean Collins facilitated a Little Explorers program for 51 children ages 2–6 focused on magnets.
- Youth Services staff have been learning Mahjong in preparation for summer Drop-In Mahjong programs and future intergenerational programming.

Art Pops on 5.11



Korean Storytime on 5/22

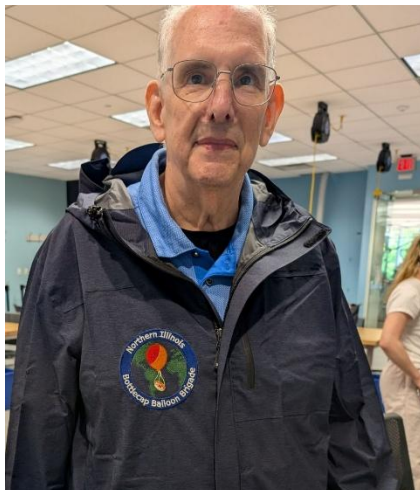


Pokemon Club on 5/18



Collaboratory Projects

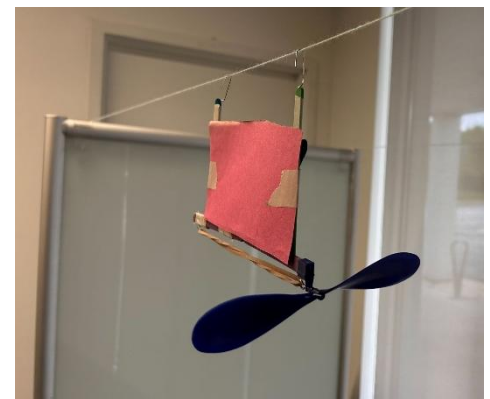
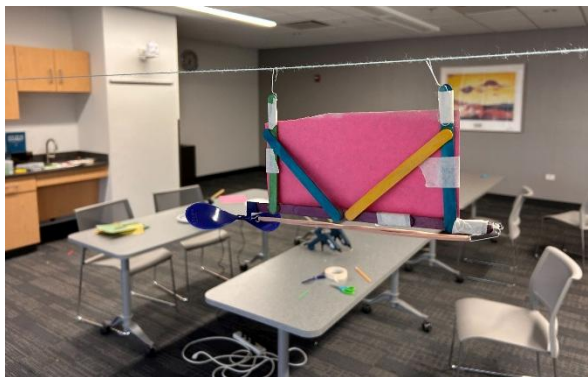
- Daniel Choi, Maker Specialist, assisted a patron who was new to sublimation.
- Maker Specialist Dylan McDowell worked with a returning patron to embroider the logo for his pico ballooning group onto a jacket. Dylan also hosted a “Yarn Pom Pom Birds” program.



- Eric Flowers, Maker Specialist, worked with a patron who coordinated several classes of students to draw thank-yous for their teachers. The hand-drawn art was scanned and etched on boards as a year-end gift for every teacher in the grade. It was a great way to craft a gift with the student's personal touch!



- Eric also hosted a Zipline Racers program for grades 3-5. The participants followed instructions to build the core frame and propeller setup, then altered parts of the design like the height, hooks, siding, and rubber bands and raced them to determine the fastest.



- New part-time Maker Specialist, Lo Horan, has already assisted a patron in using the laser to etch onto a wine glass. Lo learned how to insert the wine glass, level it, and prepare the glass for etching. The patron was very excited that this was their first patron project. Taking this photo was actually her idea!



- Megan Hollister, Maker Specialist, helped a patron with acrylic etching/cutouts for her son's bar mitzvah. Megan also taught a program on creating photo frames using air dry clay:



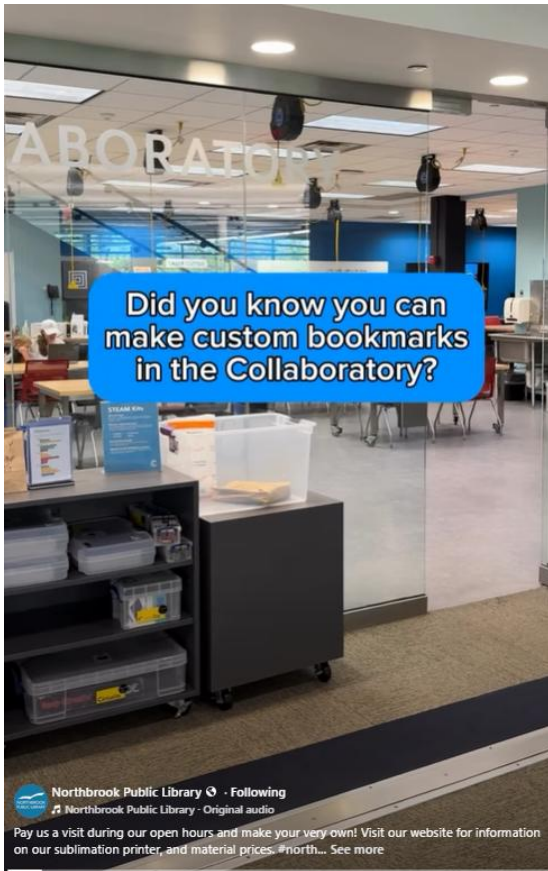
Social Media



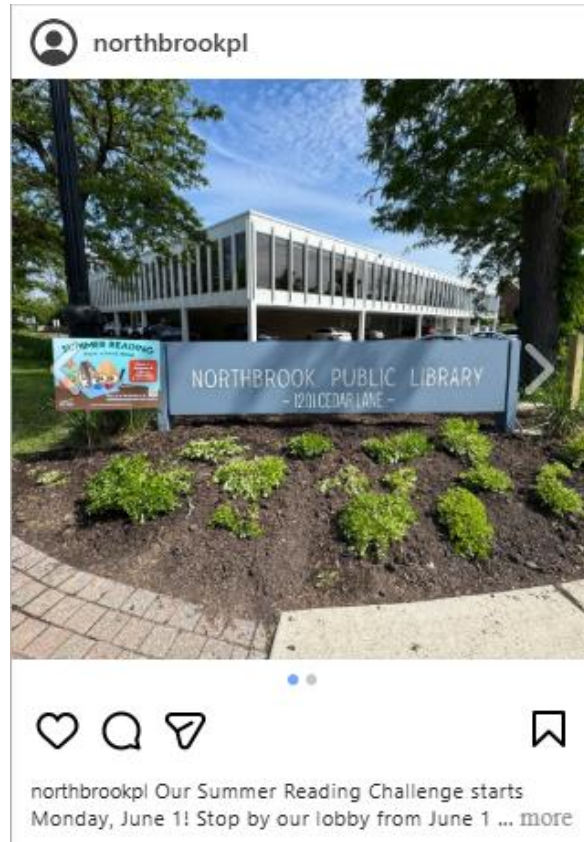
Facebook: Summer Reading Challenge, 5/14/26
Views: 2.8K / Interactions: 63



Facebook: Student Government Day, 5/20/26
Views: 2.4K / Interactions: 34



Instagram Bookmarks (Video) 4/11/26
Views: 1.9K / Interactions: 92



Instagram: Summer Reading Challenge, 5/29/26
Views: 1.1K / Interactions: 52

Build an Inclusive Culture

CE & Training

- The Staff Development Day Committee hosted a successful annual Staff Development Day on Friday, May 8. Presenter topics included improvisation and customer service, AI, EDI, and collection development, with afternoon breakout sessions including a nature walk, sound bath, and creative journaling. The day also celebrated staff milestone anniversaries and reflected on the library's annual accomplishments and strategic priorities ahead. The committee will reconvene in June to debrief, review the post-event staff survey, and begin planning for 2027.
- Mallory Edgar from 5th Star Collective provided the first two data training sessions on Evaluation Planning and Survey Design to staff. The next trainings will take place this fall and focus on quantitative and qualitative data analysis. The trainings are being used to help staff do more analysis for the strategic plan projects and other programming and services.

- Technical Services Clerk Seyoung L. attended a book repair workshop on May 16.
- Circulation Supervisor Colleen Reese and Circulation Clerk Carolan S. attended the Reaching Forward North Conference.

Personnel

Hires

- Lo Horan – Part-time Maker Services Specialist. New position.
- Kathie Krukowski – Part-time Circulation Clerk (CIRC). Replacement.
- Julia Bogen – Part-time Circulation Clerk (CIRC). Replacement.
- Zoey Godnik – Youth Services Summer Reading Aide (re-hire).
- Alex Gerstein – Youth Services Summer Reading Aide (re-hire).
- Maddy Kim – Youth Services Summer Reading Aide (re-hire).
- Kaya Ibardaloza – Youth Services Summer Reading Aide (re-hire).

Change in Position and/or Status

- None

Departures

- Laurie Prioletti – Human Resources Manager, retired after 19+ years of service.
- Donna Beach – Circulation Assistant Manager retired after almost 10 years of service.
- Adna Mujovic – Circulation Clerk, seasonal work ended.
- Sean Collins – Youth Services Library Assistant, accepted a full-time position at another library

HR Support

In May 2026, HR Manager Laurie Prioletti retired from the Northbrook Public Library. Staff held several celebrations to recognize Laurie's considerable achievements and dedication to the Northbrook Public Library over her 19+ years of service. While HR Director Becky Moore and I work to identify Laurie's replacement, the Library has contracted with HR Source on temporary HR Support.

Final Insurance Rates

In May 2026, HR Director Becky Moore oversaw a successful benefits Open Enrollment for full-time benefits eligible employees and eligible retirees. Once again, employees completed Open Enrollment online via the PlanSource self-service portal, with all plan changes taking effect in July 2026.

Final Rates:

https://drive.google.com/file/d/1DZktMb4n96UEHKvgYBRvLROit0Vgrja_/view?usp=drive_link

Plan	Initial 2026 Increase	Revised 2026 Increase after Plan Changes Approved by Board
PPO – Blue Choice Option 1	22.90%	18.40%
PPO – Blue Choice Option 2	22.90%	15.57%
PPO – HDHP with HSA	22.90%	10.40%
HMO Illinois	12.80%	10.73%
Blue Advantage HMO	12.80%	10.77%
Dental (adult orthodontia added)	5.15%	5.15%
Vision (rate lock through 2028)	0%	0%

Create Spaces to Belong

Safety

- The library is concluding its engagement with Joffe Emergency Services. Recorded training modules on the Emergency Operations Plan, Incident Command System, and de-escalation have been received and Kelly Durov will work with the management team, the Safety and Security Committee, and PIC staff to incorporate this training into onboarding and departmental safety training going forward.

Operations

- Kelly Durov accepted a role on the ILA Intellectual Freedom committee and will start a 3-year term in July.
- I am starting my last year on the ILA Public Policy Committee.

Volunteer

- Application submissions for the 2026 Teen Volunteer Program closed on Monday, May 25 with 110 applicants. Teen Volunteers opportunities include:
 - Chess & Mahjong Group (Jason Waclawik, Kim Yen, and Taylor Keahey)
 - Craft Group (Amanda Lopez and Kim Yen)
 - Early Learning Through Play Group (Sara Chase and Urye Min)
 - Garden Group (Miles Schwartz, Sarah Kaminski, and Felicity Dzianott)
 - Little Free Library Group (Julianne Medel and Megan Hollister)
 - Program Prep Group (Liz Becker)
 - Video Group (Stephanie Bremner, Cat Garcia, and Princess Gonzalez Esparza)
 - YA Book Group (Stephanie Bremner)
 - Summer Reading Desk Volunteers
 - Department Volunteers
 - Program Volunteers
- Volunteer onboarding was active in May: three Northbrook Repairs volunteers onboarded and volunteered May 2, plus new volunteers for Transcriptions, Microphone Runners, Little Free Library, and Korean Language Storytime. Home Delivery and Technology Programs volunteers will onboard in early June.

Facilities

- Surveillance camera project is complete. Over 60 cameras installed, staff access granted, and system documentation in place for IT and Facilities to maintain.
- Old speed bumps in the patron lot were removed and replaced with new ones.
- Two roof openings on the SW corner found and closed to prevent bird entry; situation will be monitored.
- Facilities staff continued training on HVAC system operations and maintenance, lockout/tagout procedures, Angus PM system, and building rounds standardization.

Technology

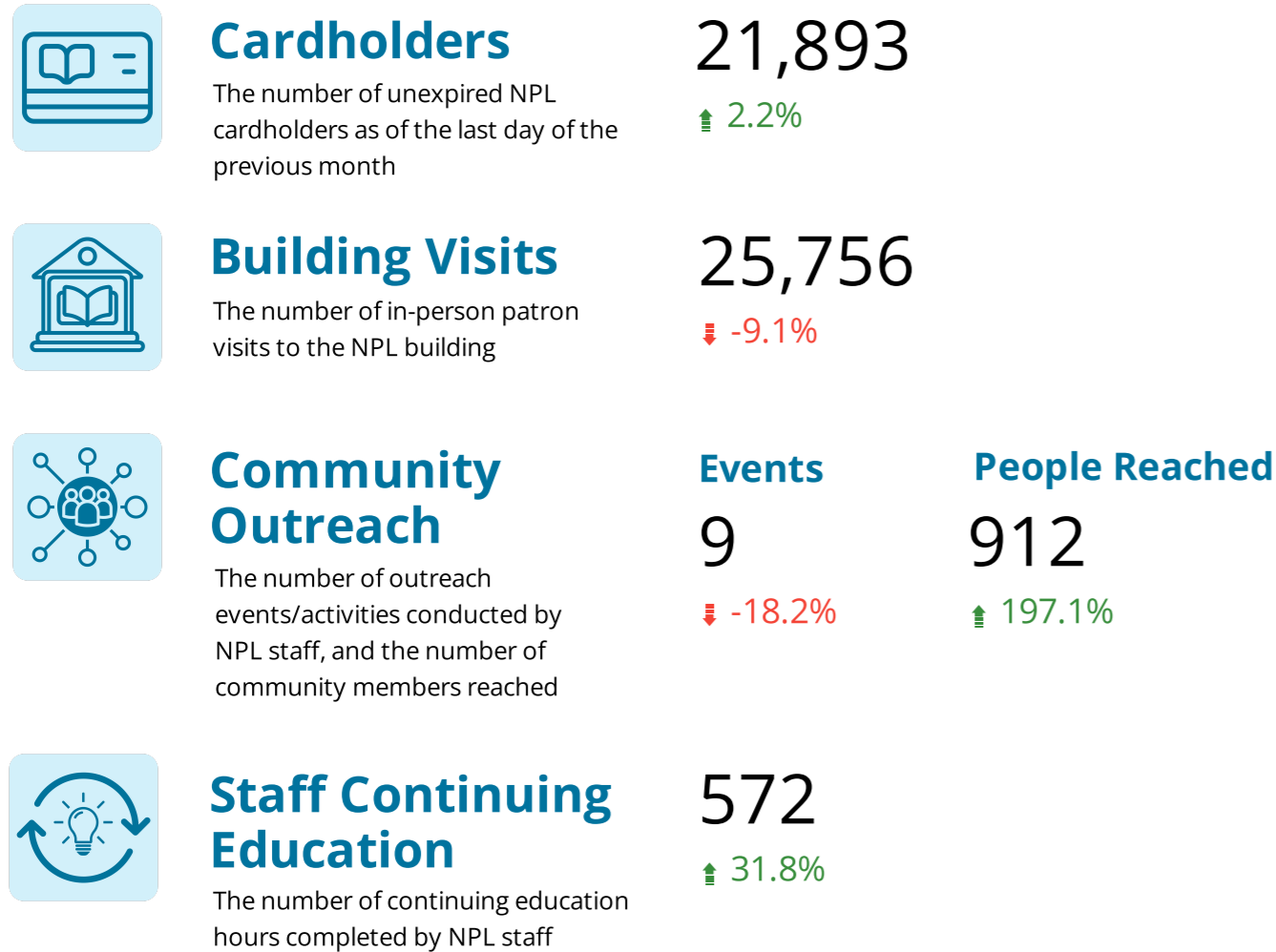
The library will transition to AT&T as its ISP provider beginning June 1, 2026. The project is progressing and a smooth transition is expected. This is accompanied by a transition from EZproxy to OCLC for new e-resources.

Kate Hall, Executive Director

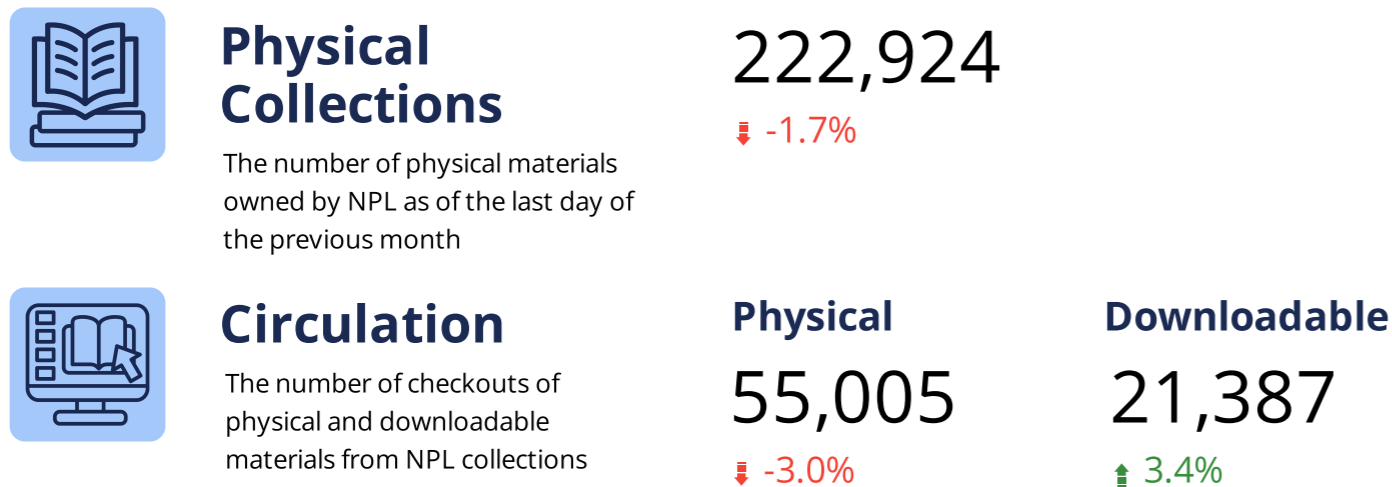
Fiscal Year-to-Date Statistics Dashboard

This dashboard displays fiscal year-to-date (FYTD) statistics for key data categories tracked by the Northbrook Public Library (NPL). Alongside the definition of each statistic, an FYTD total is provided, with an indicator denoting the percentage change comparing the current FYTD total to the same time period the previous fiscal year.

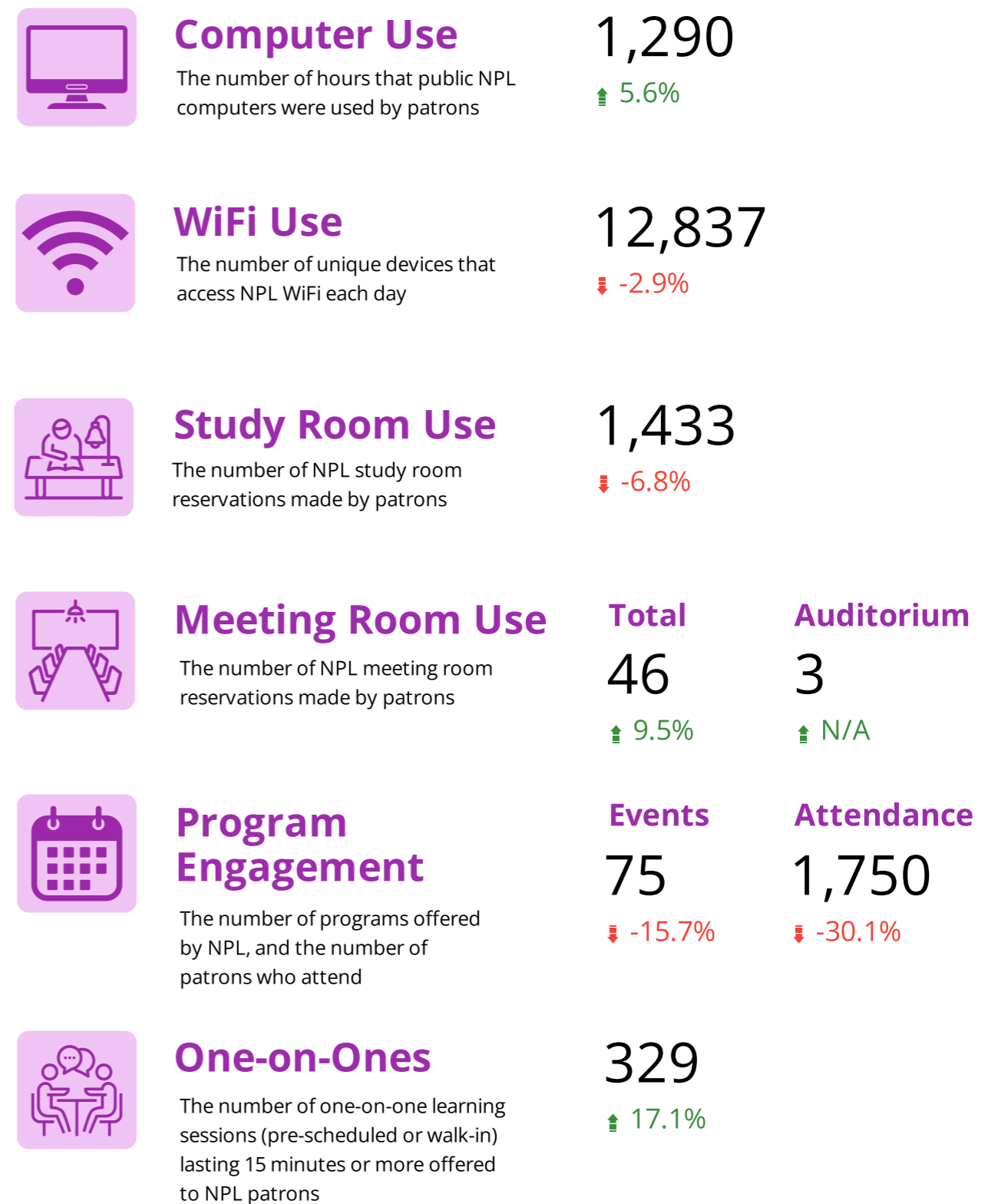
Connecting with Our Community



Sharing Books & Materials



Using Spaces & Services



Monthly Statistics Dashboard (Page 1 of 3)

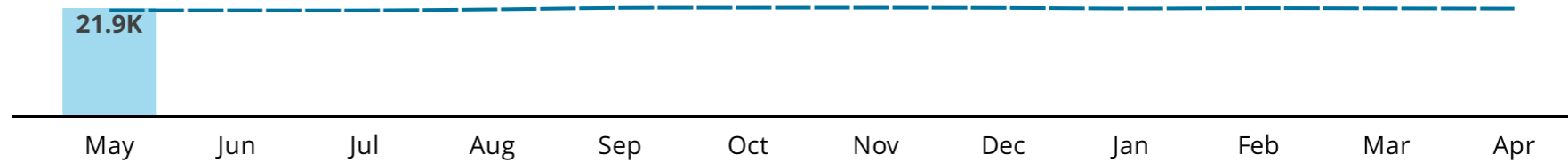
This dashboard displays monthly statistics for key data categories tracked by the Northbrook Public Library (NPL). For each statistic, a combo chart displays the current fiscal year's data as light blue columns and the previous fiscal year's data as a dark blue dashed line, for comparison purposes. A fiscal year-to-date (FYTD) total is also provided to the right of each combo chart, with an indicator denoting the percentage change comparing the current FYTD total to the same time period the previous fiscal year.

Connecting with Our Community



Cardholders

The number of unexpired NPL cardholders as of the last day of the previous month



FYTD Totals

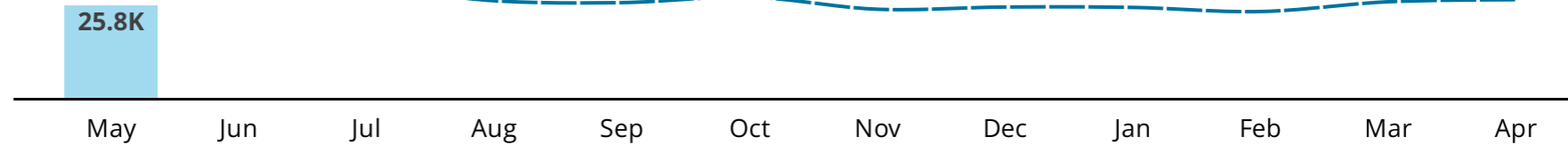
21,893

↑ 2.2%



Building Visits

The number of in-person patron visits to the NPL building



25,756

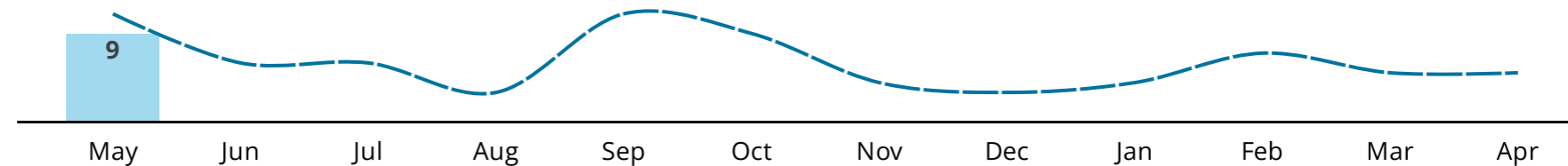
↓ -9.1%



Community Outreach

The number of outreach events/activities conducted by NPL staff, and the number of community members reached

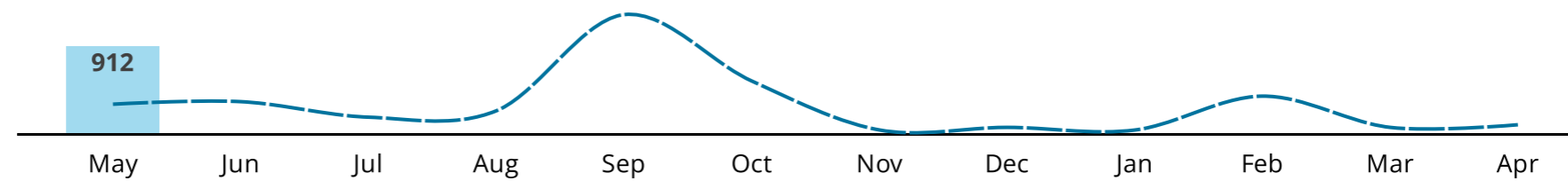
Events



9

↓ -18.2%

People Reached



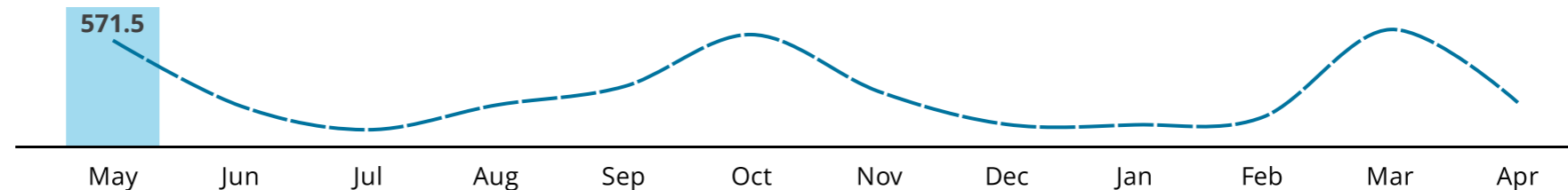
912

↑ 197.1%



Staff Continuing Education

The number of continuing education hours completed by NPL staff



572

↑ 31.8%

Monthly Statistics Dashboard (Page 2 of 3)

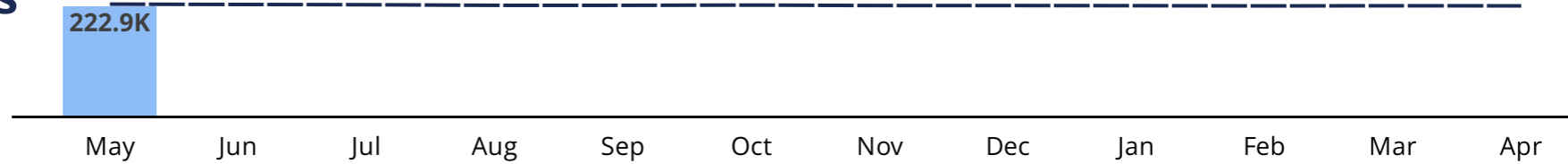
This dashboard displays monthly statistics for key data categories tracked by the Northbrook Public Library (NPL). For each statistic, a combo chart displays the current fiscal year's data as light green or light purple columns and the previous fiscal year's data as a dark green or dark purple dashed line, for comparison purposes. A fiscal year-to-date (FYTD) total is also provided to the right of each combo chart, with an indicator denoting the percentage change comparing the current FYTD total to the same time period the previous fiscal year.

Sharing Books & Materials



Physical Collections

The number of physical materials owned by NPL as of the last day of the previous month



FYTD Totals

222,924
↓ -1.7%



Circulation

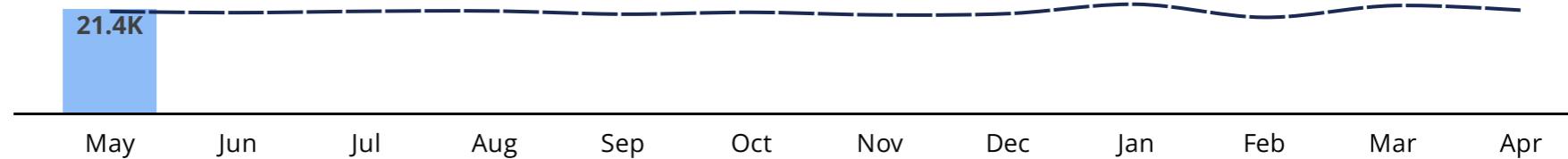
The number of checkouts of physical and downloadable materials from NPL collections

Physical



55,005
↓ -3.0%

Downloadable



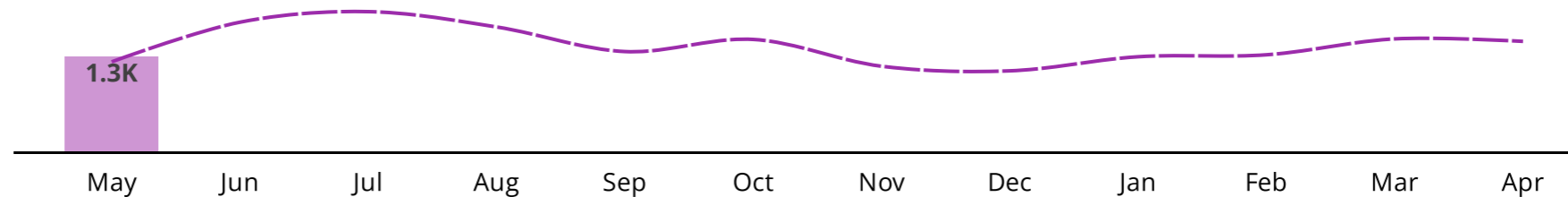
21,387
↑ 3.4%

Using Spaces & Services



Computer Use

The number of hours that public NPL computers were used by patrons

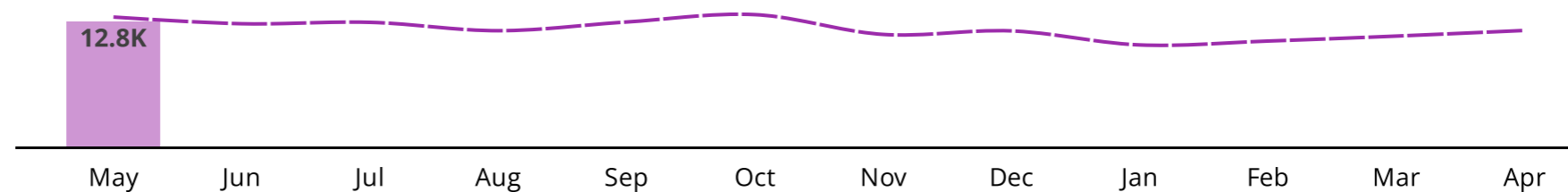


1,290
↑ 5.6%



WiFi Use

The number of unique devices that access NPL WiFi each day



12,837
↓ -2.9%

Monthly Statistics Dashboard (Page 3 of 3)

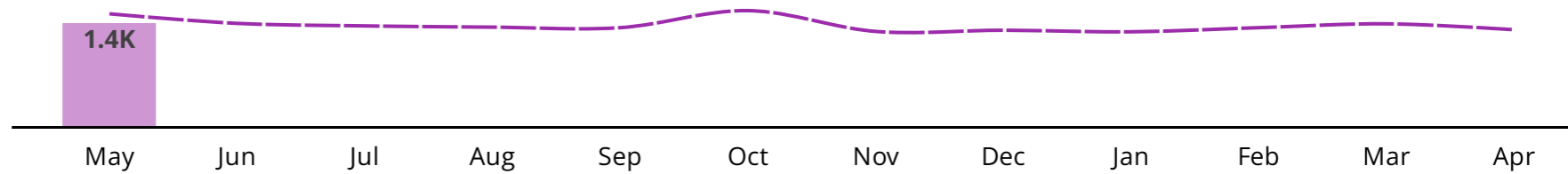
This dashboard displays monthly statistics for key data categories tracked by the Northbrook Public Library (NPL). For each statistic, a combo chart displays the current fiscal year's data as light purple columns and the previous fiscal year's data as a dark purple dashed line, for comparison purposes. A fiscal year-to-date (FYTD) total is also provided to the right of each combo chart, with an indicator denoting the percentage change comparing the current FYTD total to the same time period the previous fiscal year.

Using Spaces & Services



Study Room Use

The number of NPL study room reservations made by patrons



FYTD Totals

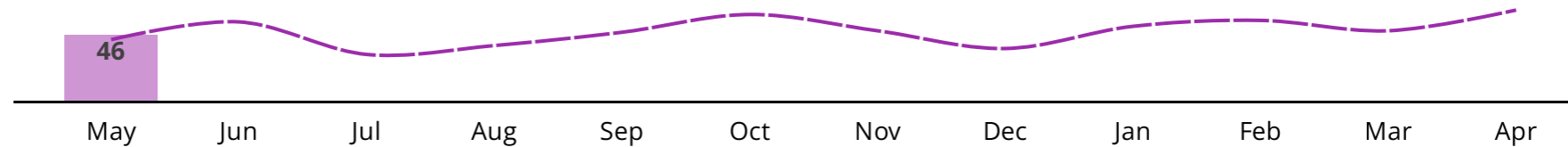
1,433

↓ -6.8%



Meeting Room Use

The number of NPL meeting room reservations made by patrons



46

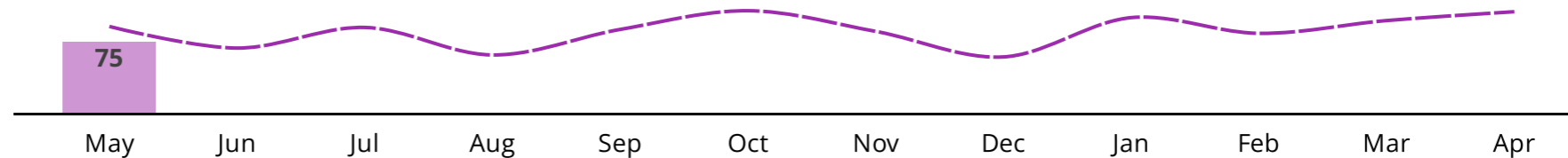
↑ 9.5%



Program Engagement

The number of programs offered by NPL, and the number of patrons who attend

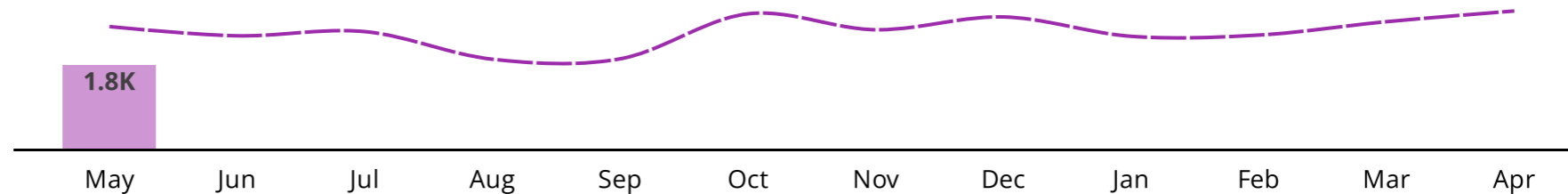
Events



75

↓ -15.7%

Attendance



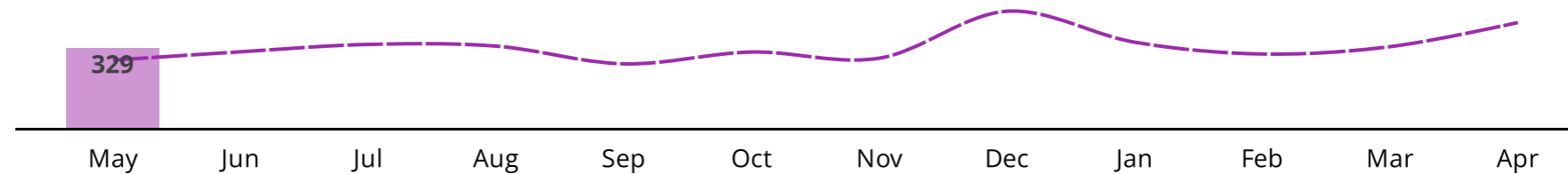
1,750

↓ -30.1%



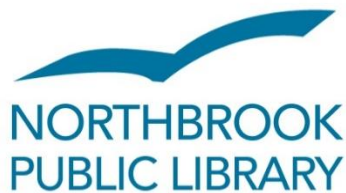
One-on-Ones

The number of one-on-one learning sessions (pre-scheduled or walk-in) lasting 15 minutes or more offered to NPL patrons



329

↑ 17.1%



Memorandum

DATE: June 5, 2026

TO: Board of Trustees

FROM: Kate Hall, Executive Director, and Anna Amen, Finance & Operations Director

RE: Master Plan Cost Estimates

As you will read in the memo from Pepper Construction, we have received preliminary cost estimates based on the work that has been discussed for the 2nd and 3rd floors, including behind-the-scenes work on our building systems. The estimate has come in at \$30 million. Recognizing that this is substantially higher than what we were originally estimating, we would like to discuss options with the board.

Options for Consideration

Capital Improvement Fund

The library will have approximately \$10 million in its Capital Improvement Fund which will go towards the project. Part of the project will include building system upgrades which are laid out in the [FY27 Facility Plan](#). We currently budget \$425,000 annually to fund CIF to cover expenses for building repairs and capital projects.

Bond Issuance

A bond remains on the table and was part of our original plan. Given the revised cost estimate, the borrowing amount would be higher than originally anticipated. The specific amount would depend on how much of the project cost is offset by the Capital Improvement Fund and, if awarded, any grant funds.

Scale Back the Project

The scope of the renovation could be reduced to fit within a budget the board deems acceptable. This would require prioritizing which elements of the 2nd and 3rd floor work — building systems, accessibility improvements, safety, technology, and space reconfiguration — are addressed in this phase versus deferred.

Grant Funding

Anna and I have begun researching grant opportunities. It is worth noting that many grant programs weigh eligibility or scoring toward low-income communities, which may limit our competitiveness for some programs. The options identified to date are below.

Program	Administering Agency	Notes
Illinois State Library Live and Learn Construction Grant	Illinois State Library (Secretary of State)	Maximum award \$125,000. Annual deadline: January 15.
Public Library Construction Act Grant	Illinois State Library (Secretary of State)	Covers up to 35% of eligible construction and furniture costs. Funding is appropriated year to year and is not available every year. Annual deadline: April 15.
ComEd Energy Efficiency Rebates and Incentives	Commonwealth Edison (ComEd)	Pepper Construction is reviewing eligible rebates, cost-matching, and incentives related to lighting and building systems upgrades.
Rebuild Illinois Public Infrastructure (RIPI)	IL Dept. of Commerce and Economic Opportunity (DCEO)	Awards ranged from \$500,000 to \$5 million. Current allocation is closed. Monitoring for a new competitive round in FY2026–2031
Other Grants and Donations	Civic, Service Organizations, Friends of the Library, Library Foundation, restricted funds	We could potentially apply for grants and donations that would range from \$20,000-\$300,000.

We will also reach out to legislators once the board has provided direction to determine if there are other funding opportunities open. We look forward to hearing the board's thoughts.

Master Plan Update

Date: May 2026

Current Phase: Pre-Design

Overall Status: ● On Track

Next Major Milestone: Completion of Pre-Design – September 17, 2026

Executive Summary

The master plan project is currently in the Pre-Design phase, which focuses on assessment, engagement, and early planning work. The project is on schedule, with schematic design work anticipated to begin in September 2026.

Key Progress Since Last Meeting

- Kate & Anna shared compilation of Community, Board, Staff feedback with staff
- Kate & Anna shared additional feedback with architects and reviewed additional drawings
- Managers started reviewing Space Audit to discuss potential ideas to test out prior to construction and saw some of the design scheme drafts from the architects
- Pepper Construction provided a preliminary cost estimate which Anna, Kate, and Architects reviewed.

Project Timeline Overview

[Access the Google Sheet Master Plan Timeline](#)

- Pre-Design: Jan 1, 2026 – Sept 17, 2026

- Design: Sept 17, 2026 – Sept 17, 2027
- Bid Phase: Sept 20, 2027 – Nov 26, 2027
- Procurement: Nov 26, 2027 – Jan 25, 2028
- Construction: Jan 25, 2028 – July 23, 2029

Upcoming Milestones (Next 60–90 Days)

- June 2026
 - Start preliminary budget development
 - Work with architects on updating master plan for August presentation
- July 2026
 - Gather feedback on initial draft plan ideas from staff
 - Continue to work with architects on updating master plan for August presentation to board
- August 2026
 - Get rough cost estimates from Pepper Construction
 - Present plan ideas to Board for review
- September 2026
 - Board approves final pre-design plan
 - We enter into design development phase where architects work with us to take the master plan concepts and create detailed drawings and specifications for the construction project.

Board Action or Input Needed

At This Meeting

- We have prepared information for the board so we can discuss the cost estimates we have received. We are looking for direction from the board on next steps based on the cost estimates.

Coming Soon

- Review of draft designs in August

June 11, 2026

Northbrook Public Library is heading toward new and exciting spaces for its' patrons and staff. Recently Pepper Construction was brought into conversation with the Library and Product Architecture + Design to discuss upcoming renovation plans. Product has already presented over ten different conceptual schemes and space plans that have been collectively reviewed by the project team.

Conceptual plans are focused around providing a quality building entrance flow and enhanced patron experience as they disperse and settle into their choice space of the library. Navigation efficiencies, accessible access to all floors, acoustic considerations, right-setting placement and proximity of the various library programs, and open floor plans that capitalize on the abundant daylight available on the second and third floors are all on the forefront of the design.

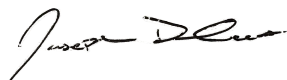
Planning also includes upgrades to critical infrastructure that is often overlooked, yet felt, in the final patron experience – listening to the Library's requests conceptual estimates include upgrades and replacement to the existing mechanical, electrical, plumbing and fire protection systems. Notable mechanical upgrades include replacing the building's original boilers, updating system controls, replacement of two rooftop units, and converting the remainder of the building to LED lighting.

Partnering with the Library and Product, Pepper offered to provide a conceptual estimate to align conceptual schemes (A4, A5 and B) with an anticipated project cost. Proposed renovations total at 61,350 square feet including the first floor's main corridor and lobby areas, as well as a full interior renovation of the second and third floors. Estimates for three different schemes indicate a total project cost range between \$29 and \$32 million, assuming a construction start in the year of 2027.

This price aligns with similar construction costs for renovated spaces in the current market, and similarly with like Library projects that are underway in the general area according to Product Architecture + Design. The estimate range above includes an allowance for the Library's soft costs, as well as design and construction contingencies.

As the Northbrook Public Library continues to provide the best experience for its' patrons and staff, alongside Product Architecture + Design, Pepper Construction looks forward to our continued partnership in this coming transformation.

Respectfully,



Joseph DiCicco
Senior Project Manager
Pepper Construction Company

June 11, 2026

Conceptual Project Estimate Range Summary

Below is an executive summary of the conceptual project estimates provided for schemes A4, A5, and B. The chart below also includes columns indicating how the projected range was determined. Ranges reflect what is reported in the letter addressing the Northbrook Public Library Board, dated 6.11.2026.

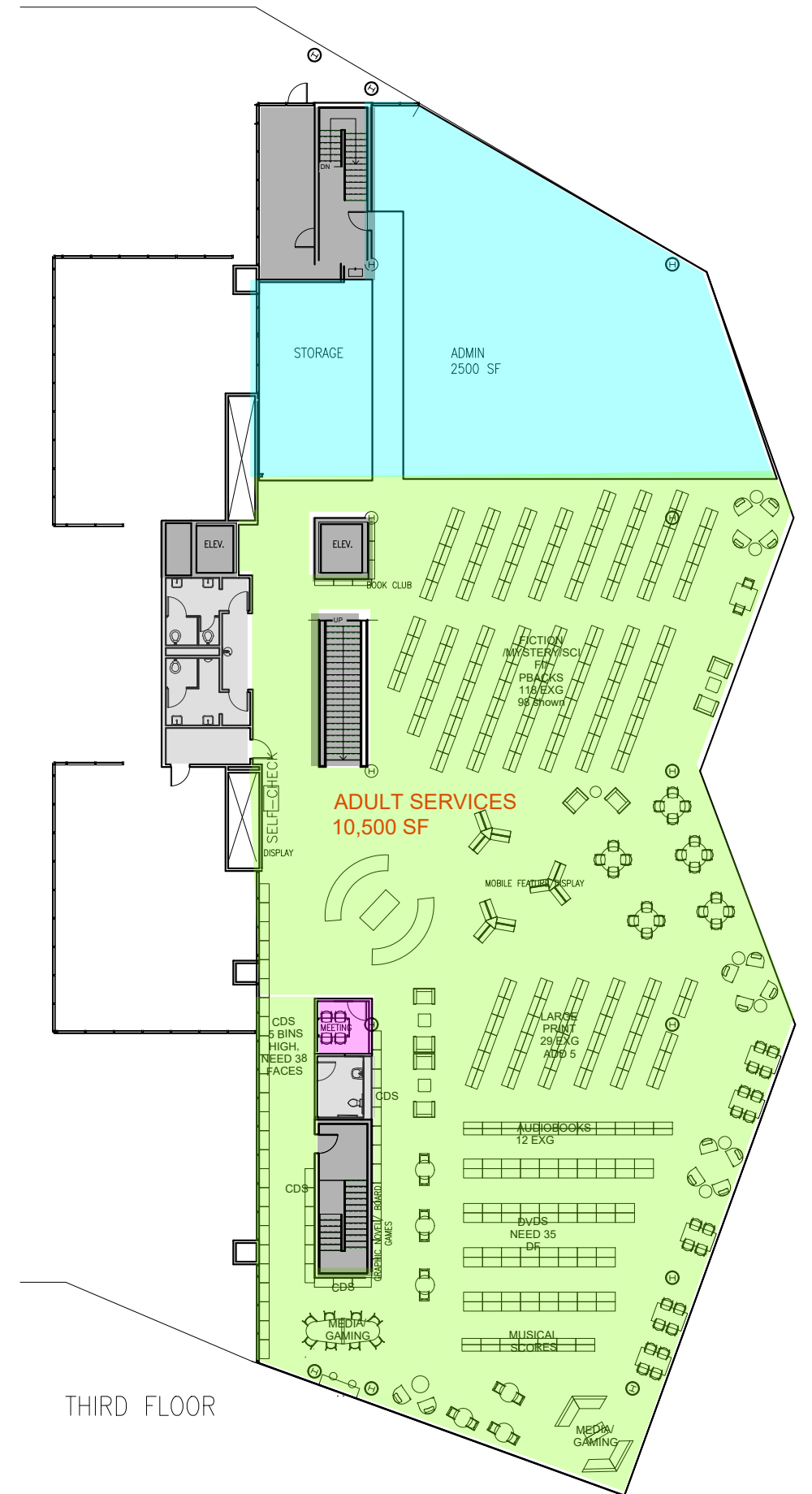
	Base Total Est.	Alt#1, 3, 4, 5	Total	Range (- 4%)	Range (+ 4%)
Scheme A4	\$26,822,054	\$3,345,972	\$30,168,026	\$29,007,717	\$31,374,747
Scheme A5	\$26,957,542	\$3,345,972	\$30,303,514	\$29,137,994	\$31,515,655
Scheme B	\$27,143,319	\$3,345,972	\$30,489,291	\$29,316,626	\$31,708,863

Respectfully,

Joseph DiCicco
Senior Project Manager
Pepper Construction Company



SECOND FLOOR

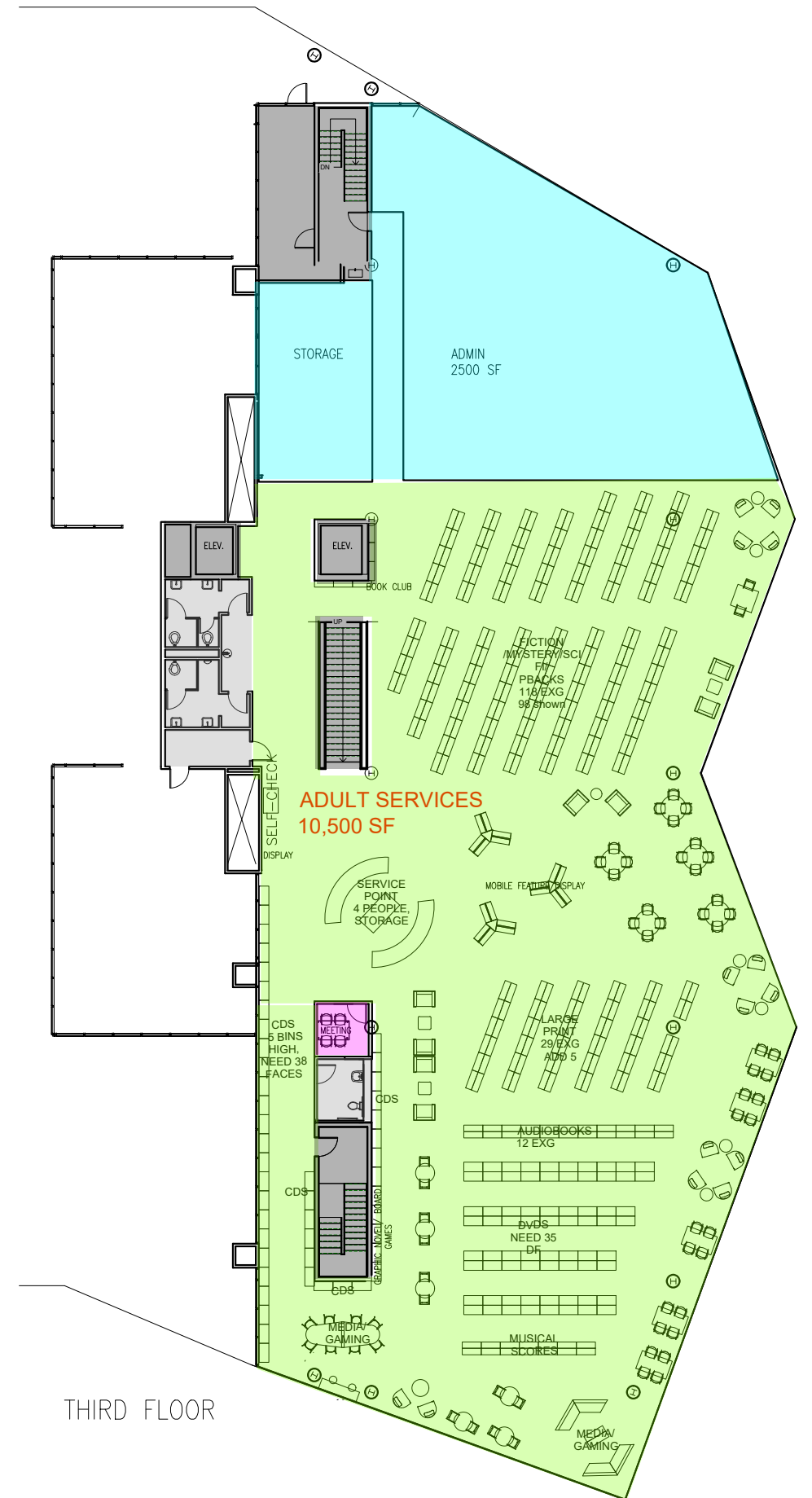


THIRD FLOOR

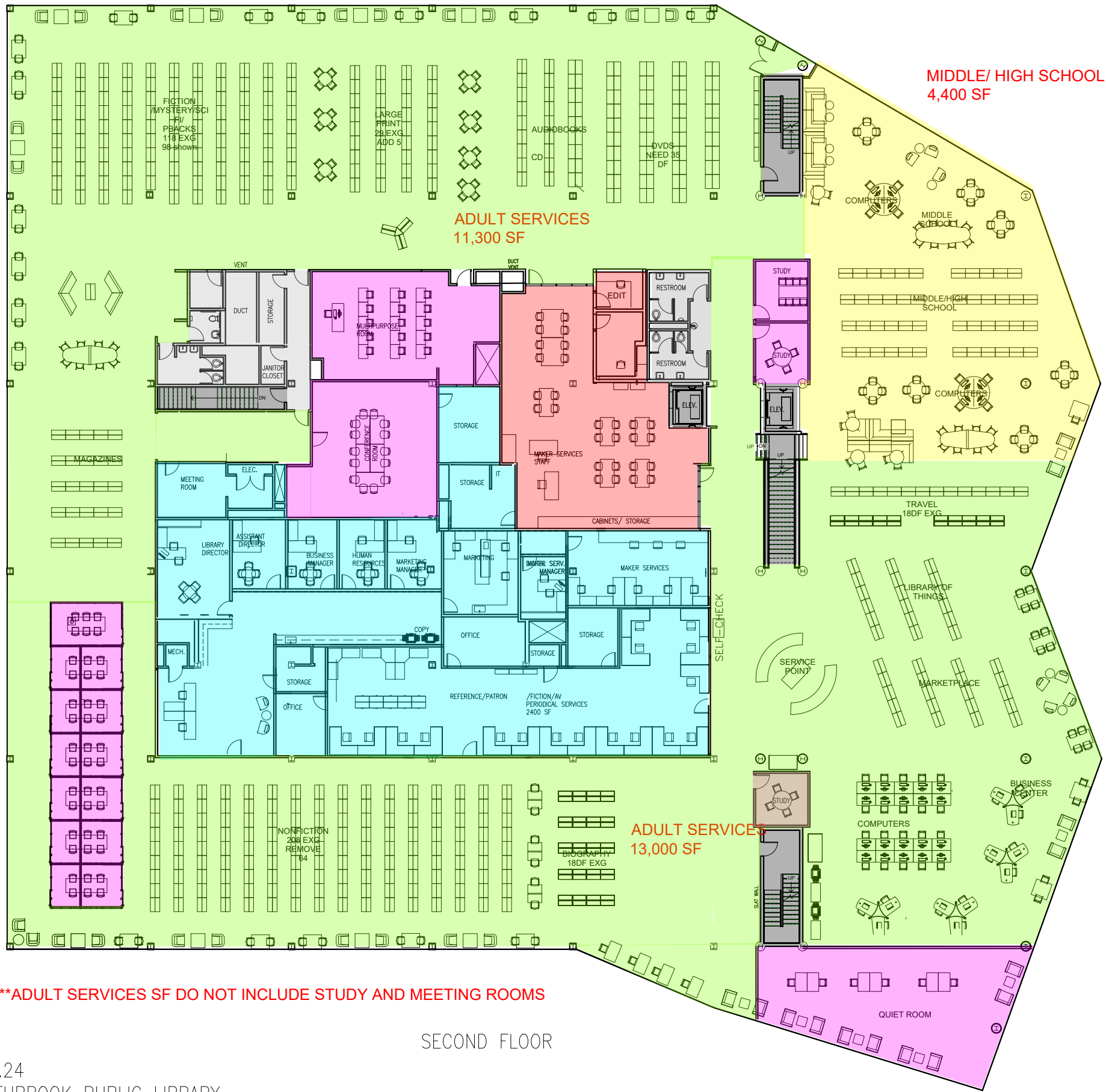


****ADULT SERVICES SF DO NOT INCLUDE STUDY AND MEETING ROOMS**

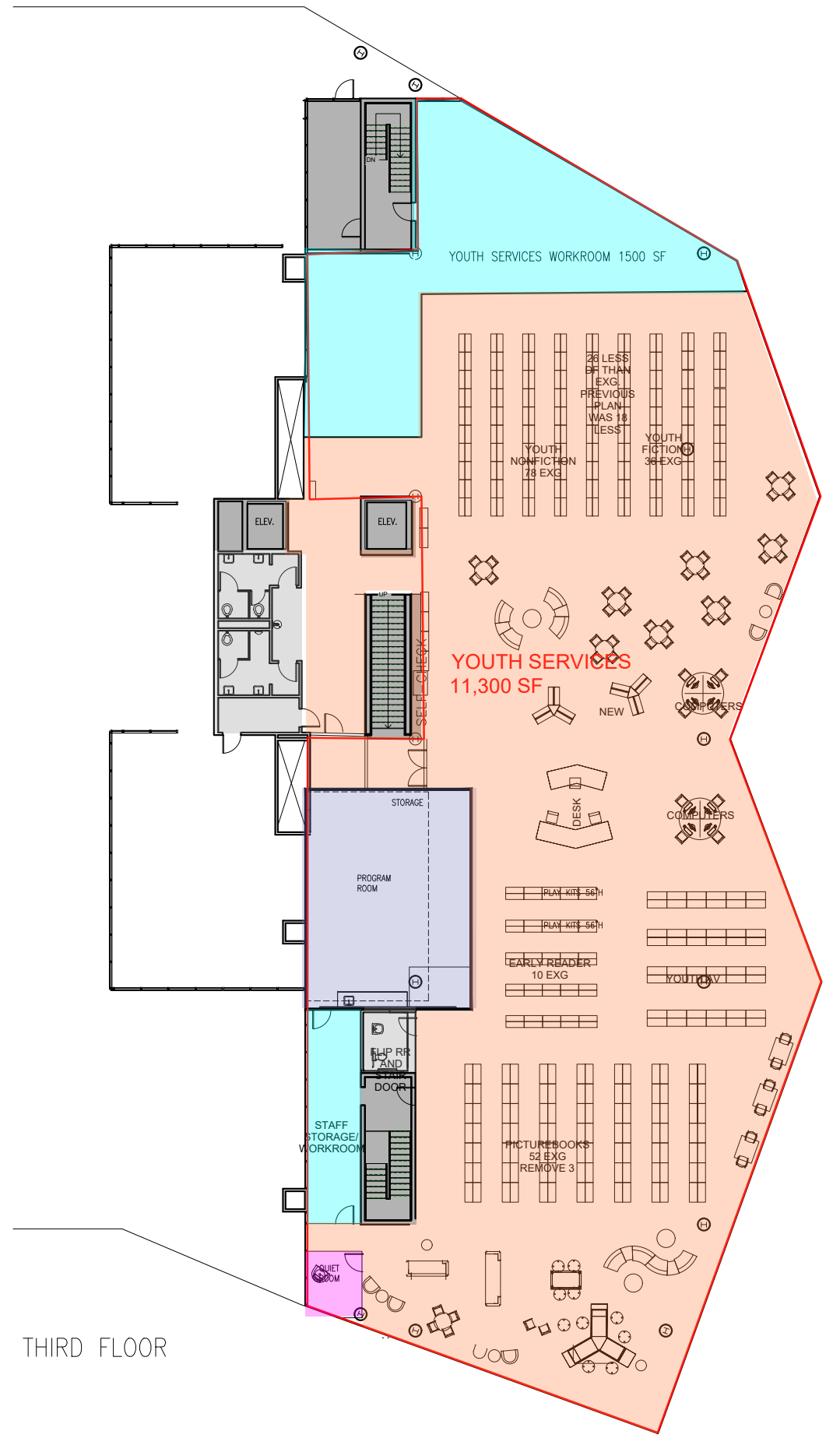
SECOND FLOOR



THIRD FLOOR



SECOND FLOOR



THIRD FLOOR

MIDDLE SCHOOL
2700 SF



SECOND FLOOR



THIRD FLOOR



Rev Desc: Conceptual Design Estimate
 Rev Date: 6/3/2026

**Northbrook Public Library: Interior Renovations
 Estimate Summary and Detail Combined Report**

SubJob	Description	Area	WM	Total Cost	Cost/QTY
A04	Scheme A4	61,350	SF	\$21,907,741	\$357.09 /SF
XXX	Management Reimbursables	61,350	SF	\$1,578,151	\$25.72 /SF
YYY	Preconstruction Services	1	LS	\$50,000	\$50,000.00 /LS
ZZZ	Owner Soft Costs	1	LS	\$3,286,161	\$3,286,161.18 /LS
	Job Total	61,350	LS	\$26,822,054	\$437.20 /SF



Northbrook Public Library: Interior Renovations
Estimate Summary and Detail Combined Report

CP	Description	Total Cost	Cost/QTY	Comments
A04 - Scheme A4		61,350	SF	
0150	TEMPORARY CONSTRUCTION	\$301,373	\$4.91	
0220	FIELD ENGINEERING & LAYOUT	\$7,500	\$0.12	
0242	SELECTIVE DEMOLITION	\$549,975	\$8.96	
0844	CURTAIN WALL AND GLAZED ASSEMBLIES	\$75,000	\$1.22	
0900	FINISHES	\$7,841,850	\$127.82	
0929	GYPSUM DRYWALL	\$5,000	\$0.08	
1220	WINDOW TREATMENTS	\$0	\$0.00	
1240	FURNISHINGS AND ACCESSORIES	\$0	\$0.00	
1420	ELEVATORS	\$35,000	\$0.57	
2100	FIRE PROTECTION	\$460,830	\$7.51	
2200	PLUMBING	\$483,320	\$7.88	
2300	HVAC	\$2,884,890	\$47.02	
2600	ELECTRICAL	\$2,430,450	\$39.62	
2700	COMMUNICATIONS	\$386,750	\$6.30	
2800	ELECTRONIC SAFETY & SECURITY INFRASTRUCTURE	\$184,050	\$3.00	
8000	OSHA SAFETY	\$92,025	\$1.50	
8110	PERMITS & FEES	\$0	\$0.00	
9200	CONSTRUCTION REIMBURSABLES	\$333,548	\$5.44	
SubJob	A04 - Scheme A4 Subtotal	\$16,071,560	\$261.97	
	Escalation 7.00%	\$1,125,009		
	Design Contingency 10.00%	\$1,719,657		
	Construction Contingency 10.00%	\$1,891,623		
	P&P Bond 1.50%	\$312,118		
	GL 1.20%	\$253,440		
	Fee 2.50%	\$534,335		
	Sub Job A04 Total	\$21,907,741	\$357.09	



Northbrook Public Library: Interior Renovations
Estimate Summary and Detail Combined Report

Ctrl Phase	Description	QTY	W/M	Cost/ WM	Total Cost	Cost/SF	Comments
A04 - Scheme A4							61,350 SF
0150 - TEMPORARY CONSTRUCTION							
	Temporary Walls, Phase 1	2,395	SF	\$7.50	\$17,963		
	Temporary Walls, Phase 2	5,781	SF	\$7.50	\$43,358		
	Temporary Walls, Phase 3	1,819	SF	\$7.50	\$13,643		
	Temporary Walls, Phase 4	1,631	SF	\$7.50	\$12,233		
	Temporary Walls, Phase 5	1,230	SF	\$7.50	\$9,225		
	Temporary Walls, Phase 6	490	SF	\$7.50	\$3,675		
	Temporary Walls, Phase 7	1,776	SF	\$7.50	\$13,320		
	Temporary Walls, Phase 8	521	SF	\$7.50	\$3,908		
	Equipment Costs	61,350	SF	\$1.00	\$61,350		
	Consumables/Miscellaneous Material	61,350	SF	\$2.00	\$122,700		
0150 - TEMPORARY CONSTRUCTION Total					\$301,373	\$4.91	
0220 - FIELD ENGINEERING & LAYOUT							
	Building Layout	3	DA	\$2,500.00	\$7,500		
0220 - FIELD ENGINEERING & LAYOUT Total					\$7,500	\$0.12	
0242 - SELECTIVE DEMOLITION							
	Demo New Elevator Door Opening at Level 2	1	LS	\$2,000.00	\$2,000		
	Load, Haul & Disposal of Building Demo Debris	1,127	CY	\$75.00	\$84,525		
	Demolition Roll-off Dumpster, 30 CY (5 Ton Max), 19ftL x	38	EA	\$475.00	\$18,050		
	Demolition	41,645	SF	\$7.00	\$291,515		
	Demolition of Light Reno Areas	3,730	SF	\$5.00	\$18,650		
	Demolition, Third Floor	14,605	SF	\$7.00	\$102,235		
	Demolition, Third Floor Light Reno Areas	1,370	SF	\$5.00	\$6,850		
	Demolition of Light Reno Areas at Level 1	5,230	SF	\$5.00	\$26,150		Main Corridors and Vestibules Only
0242 - SELECTIVE DEMOLITION Total					\$549,975	\$8.96	
0844 - CURTAIN WALL AND GLAZED ASSEMBLIES							
	3rd Floor Window Repair Allowance	1	LS	\$75,000.00	\$75,000		
0844 - CURTAIN WALL AND GLAZED ASSEMBLIES Total					\$75,000	\$1.22	
0900 - FINISHES							
	Adult Services	11,080	SF	\$100.00	\$1,108,000		Built-in Seating, Service Desk, ACT, Carpet,
	Conference Room	360	SF	\$445.00	\$160,200		1 Wall Storefront w/ AL/GL D/F/H, Walls, ACT,
	Corridors	3,520	SF	\$75.00	\$264,000		Walls, ACT, Carpet, & Paint
	Corridor/Vestibule Refresh Allowance at Level 1	5,230	SF	\$150.00	\$784,500		Walls, ACT, Carpet, & Paint
	IT	25	SF	\$300.00	\$7,500		1-HR Rated Walls, D/F/H, Sealed Concrete, ACT



Northbrook Public Library: Interior Renovations
Estimate Summary and Detail Combined Report

Ctrl Phase	Description	QTY	W/M	Cost/ WM	Total Cost	Cost/SF	Comments
A04 - Scheme A4							61,350 SF
	Maker Services Staff	1,180	SF	\$135.00	\$159,300		1 Wall Storefront w/ AL/GL D/F/H, Walls, ACT,
	Maker Services Storage	460	SF	\$100.00	\$46,000		Walls, ACT, Carpet, & Paint
	Meeting Rooms	980	SF	\$550.00	\$539,000		1 Wall Storefront w/ AL/GL D/F/H, Walls, ACT,
	Middle/High School	3,975	SF	\$85.00	\$337,875		Built-in Seating, Service Desk, ACT, Carpet,
	Multipurpose Room	820	SF	\$135.00	\$110,700		1 Wall Storefront w/ AL/GL D/F/H, Walls, ACT,
	Program Room	1,140	SF	\$100.00	\$114,000		Walls, ACT, Carpet, & Paint
	Quiet Rooms	550	SF	\$135.00	\$74,250		1 Wall Storefront w/ AL/GL D/F/H, Walls, ACT,
	Reference/Patron/Fiction/AV Periodical Services	2,490	SF	\$135.00	\$336,150		1 Wall Storefront w/ AL/GL D/F/H, Walls, ACT,
	Restrooms	280	SF	\$190.00	\$53,200		Walls, Tile, GB Ceiling, Toilet Partitions, Toilet
	Shaft	115	SF	\$200.00	\$23,000		2-HR Rated Walls Included
	Storage	130	SF	\$100.00	\$13,000		Walls, ACT, Carpet, & Paint
	Study	140	SF	\$550.00	\$77,000		1 Wall Storefront w/ AL/GL D/F/H, Walls, ACT,
	Youth Services	12,450	SF	\$100.00	\$1,245,000		Built-in Seating, Service Desk, ACT, Carpet,
	Youth Services Workroom	1,950	SF	\$155.00	\$302,250		1 Wall Storefront w/ AL/GL D/F/H, Walls, ACT,
	Electric, Light Reno	25	SF	\$50.00	\$1,250		D/F/H to Remain; New Paint, Flooring, ACT
	Elevator, Light Reno	155	SF	\$75.00	\$11,625		Flooring and Ceiling Replacement Only
	Janitor's Closet, Light Reno	50	SF	\$50.00	\$2,500		D/F/H to Remain; New Paint, Flooring, ACT
	Maker Services Staff, Light Reno	1,925	SF	\$65.00	\$125,125		Walls, ACT, Carpet, & Paint
	Mechanical, Light Reno	35	SF	\$50.00	\$1,750		D/F/H to Remain; New Paint, Flooring, ACT
	Restrooms, Public, Light Reno	430	SF	\$170.00	\$73,100		Tile, GB Ceiling, Toilet Partitions, Toilet
	Shaft, Light Reno	335	SF	\$0.00	\$0		Existing Walls to Remain
	Stair, Light Reno	775	SF	\$50.00	\$38,750		D/F/H to Remain; New Paint, Flooring, ACT
	Admin, Third Floor	2,505	SF	\$190.00	\$475,950		D/F/H, Walls, Carpet, ACT, Paint Similar to Layout on
	Adult Services, Third Floor	10,885	SF	\$100.00	\$1,088,500		Built-in Seating, Service Desk, ACT, Carpet,
	Corridors, Third Floor	210	SF	\$75.00	\$15,750		Walls, ACT, Carpet, & Paint
	Meeting Rooms, Third Floor	75	SF	\$550.00	\$41,250		1 Wall Storefront w/ AL/GL D/F/H, Walls, ACT,
	Restrooms, Third Floor	90	SF	\$190.00	\$17,100		Walls, Tile, GB Ceiling, Toilet Partitions, Toilet
	Storage, Third Floor	840	SF	\$100.00	\$84,000		Walls, ACT, Carpet, & Paint



Northbrook Public Library: Interior Renovations
Estimate Summary and Detail Combined Report

Ctrl Phase	Description	QTY	W/M	Cost/ WM	Total Cost	Cost/SF	Comments
A04 - Scheme A4							61,350 SF
	Elevator, Third Floor Light Reno	125	SF	\$75.00	\$9,375		Flooring and Ceiling Replacement Only
	Restrooms, Public, Third Floor Light Reno	420	SF	\$170.00	\$71,400		Tile, GB Ceiling, Toilet Partitions, Toilet
	Shaft, Third Floor Light Reno	235	SF	\$0.00	\$0		Existing Walls to Remain
	Stair, Third Floor Light Reno	590	SF	\$50.00	\$29,500		D/F/H to Remain; New Paint, Flooring, ACT
0900 - FINISHES Total					\$7,841,850	\$127.82	
0929 - GYPSUM DRYWALL							
	Infill Elevator Opening at Level 2	1	LS	\$5,000.00	\$5,000		
0929 - GYPSUM DRYWALL Total					\$5,000	\$0.08	
1220 - WINDOW TREATMENTS							
	Window Treatments	0	NI	\$0.00	\$0		Not Included
1220 - WINDOW TREATMENTS Total					\$0	\$0.00	
1240 - FURNISHINGS AND ACCESSORIES							
	Furnishings & Accessories	0	NI	\$0.00	\$0		Not Included
1240 - FURNISHINGS AND ACCESSORIES Total					\$0	\$0.00	
1420 - ELEVATORS							
	Elevator Modification Allowance for L2 Opening	1	LS	\$35,000.00	\$35,000		Assumed Existing Elevator has Operating Doors at 2
1420 - ELEVATORS Total					\$35,000	\$0.57	
2100 - FIRE PROTECTION							
	Fire Protection	41,645	SF	\$7.00	\$291,515		
	Fire Protection, Light Reno Areas	3,730	SF	\$7.00	\$26,110		
	Fire Protection, Third Floor	14,605	SF	\$7.00	\$102,235		
	Fire Protection, Third Floor Light Reno Areas	1,370	SF	\$7.00	\$9,590		
	Fire Protection, Light Reno Areas at Level 1	5,230	SF	\$6.00	\$31,380		Main Corridors and Vestibules Only
	Fire Pump	0	NI	\$0.00	\$0		Not Included
	Reconfiguration of Existing Mains	0	NI	\$0.00	\$0		Not Included
	RPZ	0	NI	\$0.00	\$0		Not Included
2100 - FIRE PROTECTION Total					\$460,830	\$7.51	
2200 - PLUMBING							
	Plumbing	41,365	SF	\$2.50	\$103,413		
	Restrooms	280	SF	\$270.00	\$75,600		New Fixture Replacement
	Plumbing, Light Reno Areas	3,300	SF	\$1.50	\$4,950		
	Restrooms, Light Reno Areas	430	SF	\$270.00	\$116,100		New Fixture Replacement
	Plumbing, Light Reno Areas at Level 1	5,230	SF	\$1.50	\$7,845		Main Corridors and Vestibules Only
	Plumbing, Third Floor	14,515	SF	\$2.50	\$36,288		
	Restrooms, Third Floor	90	SF	\$270.00	\$24,300		New Fixture Replacement



Northbrook Public Library: Interior Renovations
Estimate Summary and Detail Combined Report

Ctrl Phase	Description	QTY	W/M	Cost/ WM	Total Cost	Cost/SF	Comments
A04 - Scheme A4							61,350 SF
	Plumbing, Third Floor Light Reno Areas	950	SF	\$1.50	\$1,425		
	Restrooms, Third Floor Light Reno Areas	420	SF	\$270.00	\$113,400		New Fixture Replacement
2200 - PLUMBING Total					\$483,320	\$7.88	
2300 - HVAC							
	HVAC	41,645	SF	\$30.00	\$1,249,350		
	HVAC, Light Reno Areas	3,730	SF	\$30.00	\$111,900		
	HVAC, Third Floor	14,605	SF	\$30.00	\$438,150		
	HVAC, Third Floor Light Reno Areas	1,370	SF	\$30.00	\$41,100		
	HVAC, Upgrade BAS to DDC - Levels 2 and 3	61,350	SF	\$10.00	\$613,500		
	HVAC, Upgrade BAS to DDC - Level 1	25,399	SF	\$10.00	\$253,990		
	HVAC, Light Reno Areas at Level 1	5,230	SF	\$30.00	\$156,900		Main Corridors and Vestibules Only
	Existing Condition Allowance for BAS on Level 1	1	LS	\$20,000.00	\$20,000		
2300 - HVAC Total					\$2,884,890	\$47.02	
2600 - ELECTRICAL							
	Electrical	41,645	SF	\$40.00	\$1,665,800		
	Electrical, Light Reno Areas	3,730	SF	\$20.00	\$74,600		
	Electrical, Third Floor	14,605	SF	\$40.00	\$584,200		
	Electrical, Third Floor Light Reno Areas	1,370	SF	\$20.00	\$27,400		
	Electrical, Replace Lighting with LED on Level 1	5,230	SF	\$15.00	\$78,450		Main Corridors and Vestibules Only
2600 - ELECTRICAL Total					\$2,430,450	\$39.62	
2700 - COMMUNICATIONS							
	Low Voltage Allowance	41,645	SF	\$5.00	\$208,225		
	Low Voltage Allowance, Light Reno Areas	3,730	SF	\$5.00	\$18,650		
	Low Voltage Allowance, Third Floor	14,605	SF	\$5.00	\$73,025		
	Low Voltage Allowance, Third Floor Light Reno Areas	1,370	SF	\$5.00	\$6,850		
	Low Voltage Allowance, New IDF Rooms on Levels 2,3	2	EA	\$40,000.00	\$80,000		
2700 - COMMUNICATIONS Total					\$386,750	\$6.30	
2800 - ELECTRONIC SAFETY & SECURITY INFRASTRUCTURE							
	Safety and Security Allowance	41,645	SF	\$3.00	\$124,935		
	Safety and Security Allowance, Light Reno Areas	3,730	SF	\$3.00	\$11,190		
	Safety and Security Allowance, Third Floor	14,605	SF	\$3.00	\$43,815		
	Safety and Security Allowance, Third Floor Light	1,370	SF	\$3.00	\$4,110		



Northbrook Public Library: Interior Renovations
Estimate Summary and Detail Combined Report

Ctrl	Description	QTY	W/M	Cost/ WM	Total Cost	Cost/SF	Comments
A04 - Scheme A4							61,350 SF
2800 - ELECTRONIC SAFETY & SECURITY INFRASTRUCTURE Total					\$184,050	\$3.00	
8000 - OSHA SAFETY							
	OSHA Safety	61,350	SF	\$1.50	\$92,025		
8000 - OSHA SAFETY Total					\$92,025	\$1.50	
8110 - PERMITS & FEES							
	Permits and Fees	0	NI	\$0.00	\$0		Not Included
8110 - PERMITS & FEES Total					\$0	\$0.00	
9200 - CONSTRUCTION REIMBURSABLES							
	General Clean-up	57	WK	\$5,000.00	\$285,000		Full-Time Laborer
	Final Clean-up	61,350	SF	\$0.35	\$21,473		
	Roll-off Dumpster, 30 CY (5 Ton Max), 19ftL x 7ftWx 6ftH	57	EA	\$475.00	\$27,075		(1) Per Week
9200 - CONSTRUCTION REIMBURSABLES Total					\$333,548	\$5.44	
SubJob A04 - Scheme A4 Subtotal					\$16,071,560		
	Escalation		7.00%		\$1,125,009		
	Design Contingency		10.00%		\$1,719,657		
	Construction Contingency		10.00%		\$1,891,623		
	P&P Bond		1.50%		\$312,118		
	GL		1.20%		\$253,440		
	Fee		2.50%		\$534,335		
Sub Job A04 Total					\$21,907,741	357.09 /SF	



**Northbrook Public Library: Interior Renovations
 Estimate Summary and Detail Combined Report**

CP	Description	Total Cost	Cost/QTY	Comments
XXX - Management Reimbursables		61,350	SF	
9100	MANAGEMENT REIMBURSABLES	\$1,463,930	\$23.86	
9200	CONSTRUCTION REIMBURSABLES	\$57,473	\$0.94	
SubJob	XXX - Management Reimbursables Subtotal	\$1,521,403	\$24.80	
	GL 1.20%	\$18,257		
	Fee 2.50%	\$38,491		
	Sub Job XXX Total	\$1,578,151	\$25.72	



Northbrook Public Library: Interior Renovations
Estimate Summary and Detail Combined Report

Ctrl	Description	QTY	W/M	Cost/ WM	Total Cost	Cost/SF	Comments
XXX - Management Reimbursables							61,350 SF
9100 - MANAGEMENT REIMBURSABLES							
	Management Reimbursables	57	WK	\$25,682.98	\$1,463,930		
9100 - MANAGEMENT REIMBURSABLES Total					\$1,463,930	\$23.86	
9200 - CONSTRUCTION REIMBURSABLES							
	Construction Reimbursables	57	WK	\$1,008.30	\$57,473		
9200 - CONSTRUCTION REIMBURSABLES Total					\$57,473	\$0.94	
SubJob XXX - Management Reimbursables Subtotal					\$1,521,403		
	GL		1.20%		\$18,257		
	Fee		2.50%		\$38,491		
Sub Job XXX Total					\$1,578,151	25.72 /SF	



Northbrook Public Library: Interior Renovations
Estimate Summary and Detail Combined Report

CP	Description	Total Cost	Cost/QTY	Comments
YYY - Preconstruction Services		1	LS	
9300	PRECONSTRUCTION SERVICES	\$50,000	\$50,000.00	
SubJob	YYY - Preconstruction Services Subtotal	\$50,000	\$50,000.00	
	Sub Job YYY Total	\$50,000	\$50,000.00	



Northbrook Public Library: Interior Renovations
Estimate Summary and Detail Combined Report

Ctrl	Phase	Description	QTY	W/M	Cost/ WM	Total Cost	Cost/SF	Comments
	YYY - Preconstruction Services							
	1 LS							
	9300 - PRECONSTRUCTION SERVICES							
		Preconstruction Services	2	EA	\$25,000.00	\$50,000		
		9300 - PRECONSTRUCTION SERVICES Total				\$50,000	\$50,000.00	
		SubJob YYY - Preconstruction Services Subtotal				\$50,000		
		Sub Job YYY Total				\$50,000	50,000.00 /SF	



Northbrook Public Library: Interior Renovations
Estimate Summary and Detail Combined Report

CP	Description	Total Cost	Cost/QTY	Comments
ZZZ - Owner Soft Costs		1	LS	
9990	SOFT COSTS	\$3,286,161	\$3,286,161.18	
SubJob	ZZZ - Owner Soft Costs Subtotal	\$3,286,161	\$3,286,161.18	
	Sub Job ZZZ Total	\$3,286,161	\$3,286,161.18	



Northbrook Public Library: Interior Renovations
Estimate Summary and Detail Combined Report

Ctrl	Description	QTY	W/M	Cost/ WM	Total Cost	Cost/SF	Comments
ZZZ - Owner Soft Costs							1 LS
9990 - SOFT COSTS							
	Soft Costs	1	LS	\$3,286,161.18	\$3,286,161		
				9990 - SOFT COSTS Total	\$3,286,161	\$3,286,161.18	
				SubJob ZZZ - Owner Soft Costs Subtotal	\$3,286,161		
				Sub Job ZZZ Total	\$3,286,161	3,286,161.18 /SF	



Rev Desc: Conceptual Design Estimate
 Rev Date: 6/3/2026

**Northbrook Public Library: Interior Renovations
 Estimate Summary and Detail Combined Report**

SubJob	Description	Area	WM	Total Cost	Cost/QTY
A05	Scheme A5	61,350	SF	\$22,025,557	\$359.01 /SF
XXX	Management Reimbursables	61,350	SF	\$1,578,151	\$25.72 /SF
YYY	Preconstruction Services	1	LS	\$50,000	\$50,000.00 /LS
ZZZ	Owner Soft Costs	1	LS	\$3,303,834	\$3,303,833.57 /LS
	Job Total	61,350	LS	\$26,957,542	\$439.41 /SF



Rev Desc: Conceptual Design Estimate
 Rev Date: 6/3/2026

**Northbrook Public Library: Interior Renovations
 Estimate Summary and Detail Combined Report**

SubJob	Description	Area	WM	Total Cost	Cost/QTY
B01	Scheme B	61,350	SF	\$22,187,103	\$361.65 /SF
XXX	Management Reimbursables	61,350	SF	\$1,578,151	\$25.72 /SF
YYY	Preconstruction Services	1	LS	\$50,000	\$50,000.00 /LS
ZZZ	Owner Soft Costs	1	LS	\$3,328,065	\$3,328,065.38 /LS
	Job Total	61,350	LS	\$27,143,319	\$442.43 /SF



Rev Desc: Conceptual Design Estimate
 Rev Date: 6/3/2026

**Northbrook Public Library: Interior Renovations
 Estimate Summary and Detail Combined Report**

SubJob	Description	Area	WM	Total Cost	Cost/QTY	
T01	Alt #1: New Single Elevator	1	LS	\$860,112	\$860,112.31	/LS
T02	Alt #2: New Escalator	1	LS	\$449,522	\$449,521.75	/LS
T03	Alt #3: Stairwell Relocation	1	LS	\$733,615	\$733,614.54	/LS
T04	Alt #4: Replacement of (2) Boilers	1	LS	\$283,533	\$283,532.54	/LS
T05	Alt #5: Replacment of (2) RTUs	1	LS	\$1,468,712	\$1,468,712.17	/LS
	Job Total	61,350	LS	\$3,795,493	\$61.87	/SF



Northbrook Public Library: Interior Renovations
Estimate Summary and Detail Combined Report

CP	Description	Total Cost	Cost/QTY	Comments
T01 - Alt #1: New Single Elevator		1	LS	
0150	TEMPORARY CONSTRUCTION	\$59,000	\$59,000.00	
0242	SELECTIVE DEMOLITION	\$14,850	\$14,850.00	
0300	CONCRETE	\$92,500	\$92,500.00	
0510	STRUCTURAL METAL FRAMING	\$110,000	\$110,000.00	
0710	DAMPPROOFING AND WATERPROOFING	\$7,500	\$7,500.00	
0900	FINISHES	\$2,250	\$2,250.00	
0929	GYPSUM DRYWALL	\$36,630	\$36,630.00	
0968	CARPET	\$10,500	\$10,500.00	
1420	ELEVATORS	\$225,000	\$225,000.00	
2100	FIRE PROTECTION	\$5,000	\$5,000.00	
2200	PLUMBING	\$5,000	\$5,000.00	
2300	HVAC	\$15,000	\$15,000.00	
2600	ELECTRICAL	\$27,500	\$27,500.00	
3100	EARTHWORK	\$20,250	\$20,250.00	
SubJob	T01 - Alt #1: New Single Elevator Subtotal	\$630,980	\$630,980.00	
	Escalation 7.00%	\$44,169		
	Design Contingency 10.00%	\$67,515		
	Construction Contingency 10.00%	\$74,266		
	P&P Bond 1.50%	\$12,254		
	GL 1.20%	\$9,950		
	Fee 2.50%	\$20,978		
	Sub Job T01 Total	\$860,112	\$860,112.31	



Northbrook Public Library: Interior Renovations
Estimate Summary and Detail Combined Report

Ctrl	Description	QTY	W/M	Cost/ WM	Total Cost	Cost/SF	Comments
T01 - Alt #1: New Single Elevator							1 LS
0150 - TEMPORARY CONSTRUCTION							
	Temporary Walls, 3 Floors	3,600	SF	\$15.00	\$54,000		
	Fall Protection, 2 Openings	200	LF	\$25.00	\$5,000		
0150 - TEMPORARY CONSTRUCTION Total					\$59,000	\$59,000.00	
0242 - SELECTIVE DEMOLITION							
	Load, Haul & Disposal of Building Demo Debris	5	CY	\$90.00	\$450		
	Demolition Roll-off Dumpster, 30 CY (5 Ton Max), 19ftL x	2	EA	\$475.00	\$950		
	Saw Cut Concrete	80	LF	\$50.00	\$4,000		
	Slab on Grade/Slab on Metal Deck Demo	270	SF	\$35.00	\$9,450		
0242 - SELECTIVE DEMOLITION Total					\$14,850	\$14,850.00	
0300 - CONCRETE							
	Mat Slab at Elevator	8	CY	\$2,000.00	\$16,000		
	Concrete Foundation Walls, 1'-4"W x 5'-0"H at Elevator Pit	8	CY	\$3,000.00	\$24,000		
	Slab on Grade Repair at Elevator Pit	525	SF	\$100.00	\$52,500		
0300 - CONCRETE Total					\$92,500	\$92,500.00	
0510 - STRUCTURAL METAL FRAMING							
	Structural Steel Modification Allowance	2	FL	\$50,000.00	\$100,000		
	Elevator Hoisting Beam	1	EA	\$10,000.00	\$10,000		
0510 - STRUCTURAL METAL FRAMING Total					\$110,000	\$110,000.00	
0710 - DAMPPROOFING AND WATERPROOFING							
	Membrane Sheet Waterproofing - Elevator Pits	1	EA	\$7,500.00	\$7,500		
0710 - DAMPPROOFING AND WATERPROOFING Total					\$7,500	\$7,500.00	
0900 - FINISHES							
	Elevator Mechanical Room Allowance	90	SF	\$25.00	\$2,250		Walls, Sealed Concrete, & Paint
0900 - FINISHES Total					\$2,250	\$2,250.00	
0929 - GYPSUM DRYWALL							
	16inoc 2 Hr Rated Wall 6in MS Gyp 2S 1L Insulation + Seal	1,221	SF	\$30.00	\$36,630		
0929 - GYPSUM DRYWALL Total					\$36,630	\$36,630.00	
0968 - CARPET							
	Flooring Repair Allowance	525	SF	\$20.00	\$10,500		
0968 - CARPET Total					\$10,500	\$10,500.00	
1420 - ELEVATORS							
	Elevator, Passenger Gearless Traction, 3500 lb Capacity (Per	3	ST	\$75,000.00	\$225,000		



Northbrook Public Library: Interior Renovations
Estimate Summary and Detail Combined Report

Ctrl	Phase	Description	QTY	W/M	Cost/ WM	Total Cost	Cost/SF	Comments
T01 - Alt #1: New Single Elevator								1 LS
1420 - ELEVATORS Total						\$225,000	\$225,000.00	
2100 - FIRE PROTECTION								
		Fire Protection in Elevator Shaft	1	LS	\$5,000.00	\$5,000		
2100 - FIRE PROTECTION Total						\$5,000	\$5,000.00	
2200 - PLUMBING								
		Elevator Pit Pump	1	EA	\$5,000.00	\$5,000		
2200 - PLUMBING Total						\$5,000	\$5,000.00	
2300 - HVAC								
		CRAC Unit, 2-Ton Split System	1	EA	\$15,000.00	\$15,000		
2300 - HVAC Total						\$15,000	\$15,000.00	
2600 - ELECTRICAL								
		Electrical (Interior Lights, Alarm, etc.)	1	LS	\$7,500.00	\$7,500		
		Mechanical Power, Elevator Connections	1	EA	\$20,000.00	\$20,000		
2600 - ELECTRICAL Total						\$27,500	\$27,500.00	
3100 - EARTHWORK								
		Structural Hand Excavation	78	CY	\$150.00	\$11,700		
		Structural Backfill with Imported Stone - Tight Areas	58	TN	\$75.00	\$4,350		
		Dispose Structural Excavation Spoils Off Site	78	CY	\$50.00	\$3,900		
		Spread SOG Stone Base, 6-inch Depth	5	TN	\$60.00	\$300		
3100 - EARTHWORK Total						\$20,250	\$20,250.00	
SubJob T01 - Alt #1: New Single Elevator Subtotal						\$630,980		
		Escalation		7.00%		\$44,169		
		Design Contingency		10.00%		\$67,515		
		Construction Contingency		10.00%		\$74,266		
		P&P Bond		1.50%		\$12,254		
		GL		1.20%		\$9,950		
		Fee		2.50%		\$20,978		
Sub Job T01 Total						\$860,112	860,112.31 /SF	



Northbrook Public Library: Interior Renovations
Estimate Summary and Detail Combined Report

CP	Description	Total Cost	Cost/QTY	Comments
T02 - Alt #2: New Escalator		1	LS	
0150	TEMPORARY CONSTRUCTION	\$28,875	\$28,875.00	
0242	SELECTIVE DEMOLITION	\$30,895	\$30,895.00	
0510	STRUCTURAL METAL FRAMING	\$0	\$0.00	
1430	ESCALATORS AND MOVING WALKS	\$250,000	\$250,000.00	
2100	FIRE PROTECTION	\$0	\$0.00	
2200	PLUMBING	\$0	\$0.00	
2300	HVAC	\$0	\$0.00	
2600	ELECTRICAL	\$20,000	\$20,000.00	
SubJob	T02 - Alt #2: New Escalator Subtotal	\$329,770	\$329,770.00	
	Escalation 7.00%	\$23,084		
	Design Contingency 10.00%	\$35,285		
	Construction Contingency 10.00%	\$38,814		
	P&P Bond 1.50%	\$6,404		
	GL 1.20%	\$5,200		
	Fee 2.50%	\$10,964		
	Sub Job T02 Total	\$449,522	\$449,521.75	



Northbrook Public Library: Interior Renovations
Estimate Summary and Detail Combined Report

Ctrl	Description	QTY	W/M	Cost/ WM	Total Cost	Cost/SF	Comments
T02 - Alt #2: New Escalator							1 LS
0150 - TEMPORARY CONSTRUCTION							
	Temporary Walls, 2 Floors	1,800	SF	\$15.00	\$27,000		
	Fall Protection, 1 Opening	75	LF	\$25.00	\$1,875		
0150 - TEMPORARY CONSTRUCTION Total					\$28,875	\$28,875.00	
0242 - SELECTIVE DEMOLITION							
	Metal Pan Stair Demo (Per Riser)	28	EA	\$300.00	\$8,400		
	Drywall Partition Demo	852	SF	\$25.00	\$21,300		
	Load, Haul & Disposal of Building Demo Debris	8	CY	\$90.00	\$720		
	Demolition Roll-off Dumpster, 30 CY (5 Ton Max), 19ftL x	1	EA	\$475.00	\$475		
0242 - SELECTIVE DEMOLITION Total					\$30,895	\$30,895.00	
0510 - STRUCTURAL METAL FRAMING							
	Structural Steel Modification Allowance	0	NI	\$0.00	\$0		Not Included, Existing Stair Opening to be Used
0510 - STRUCTURAL METAL FRAMING Total					\$0	\$0.00	
1430 - ESCALATORS AND MOVING WALKS							
	Escalator Allowance	1	LS	\$250,000.00	\$250,000		Assume No Structural Modifications Required
1430 - ESCALATORS AND MOVING WALKS Total					\$250,000	\$250,000.00	
2100 - FIRE PROTECTION							
	Fire Protection	0	NI	\$0.00	\$0		Not Included
2100 - FIRE PROTECTION Total					\$0	\$0.00	
2200 - PLUMBING							
	Plumbing	0	NI	\$0.00	\$0		Not Included
2200 - PLUMBING Total					\$0	\$0.00	
2300 - HVAC							
	HVAC	0	NI	\$0.00	\$0		Not Included
2300 - HVAC Total					\$0	\$0.00	
2600 - ELECTRICAL							
	Mechanical Power, Escalator Connections	1	EA	\$20,000.00	\$20,000		
2600 - ELECTRICAL Total					\$20,000	\$20,000.00	



Northbrook Public Library: Interior Renovations
Estimate Summary and Detail Combined Report

SubJob T02 - Alt #2: New Escalator Subtotal		\$329,770	
Escalation	7.00%	\$23,084	
Design Contingency	10.00%	\$35,285	
Construction Contingency	10.00%	\$38,814	
P&P Bond	1.50%	\$6,404	
GL	1.20%	\$5,200	
Fee	2.50%	\$10,964	
Sub Job T02 Total		\$449,522	449,521.75 /SF



Northbrook Public Library: Interior Renovations
Estimate Summary and Detail Combined Report

CP	Description	Total Cost	Cost/QTY	Comments
T03 - Alt #3: Stairwell Relocation		1	LS	
0150	TEMPORARY CONSTRUCTION	\$41,300	\$41,300.00	
0242	SELECTIVE DEMOLITION	\$110,190	\$110,190.00	
0300	CONCRETE	\$37,500	\$37,500.00	
0510	STRUCTURAL METAL FRAMING	\$100,000	\$100,000.00	
0550	METAL FABRICATIONS	\$126,000	\$126,000.00	
0610	ROUGH CARPENTRY	\$3,000	\$3,000.00	
0811	METAL DOORS AND FRAMES	\$10,200	\$10,200.00	
0929	GYPSUM DRYWALL	\$60,000	\$60,000.00	
0965	RESILIENT FLOORING	\$9,636	\$9,636.00	
0968	CARPET	\$3,100	\$3,100.00	
0991	PAINTING	\$7,650	\$7,650.00	
0997	SPECIAL COATINGS	\$5,025	\$5,025.00	
2100	FIRE PROTECTION	\$2,400	\$2,400.00	
2200	PLUMBING	\$0	\$0.00	
2300	HVAC	\$0	\$0.00	
2600	ELECTRICAL	\$18,000	\$18,000.00	
3100	EARTHWORK	\$4,180	\$4,180.00	
SubJob	T03 - Alt #3: Stairwell Relocation Subtotal	\$538,181	\$538,181.00	
	Escalation 7.00%	\$37,673		
	Design Contingency 10.00%	\$57,585		
	Construction Contingency 10.00%	\$63,344		
	P&P Bond 1.50%	\$10,452		
	GL 1.20%	\$8,487		
	Fee 2.50%	\$17,893		
	Sub Job T03 Total	\$733,615	\$733,614.54	



Northbrook Public Library: Interior Renovations
Estimate Summary and Detail Combined Report

Ctrl	Description	QTY	W/M	Cost/ WM	Total Cost	Cost/SF	Comments
T03 - Alt #3: Stairwell Relocation							1 LS
0150 - TEMPORARY CONSTRUCTION							
	Temporary Walls, 3 Floors	2,520	SF	\$15.00	\$37,800		
	Fall Protection, 2 Openings	140	LF	\$25.00	\$3,500		
0150 - TEMPORARY CONSTRUCTION Total					\$41,300	\$41,300.00	
0242 - SELECTIVE DEMOLITION							
	Metal Pan Stair Demo (Per Riser)	84	EA	\$250.00	\$21,000		
	Remove Doors & Frames, Single	3	EA	\$150.00	\$450		
	Drywall Partition Demo	2,400	SF	\$25.00	\$60,000		
	Load, Haul & Disposal of Building Demo Debris	56	CY	\$90.00	\$5,040		
	Demolition Roll-off Dumpster, 30 CY (5 Ton Max), 19ftL x	2	EA	\$475.00	\$950		
	Saw Cut Concrete	140	LF	\$50.00	\$7,000		
	Slab on Grade/Slab on Metal Deck Demo	450	SF	\$35.00	\$15,750		
0242 - SELECTIVE DEMOLITION Total					\$110,190	\$110,190.00	
0300 - CONCRETE							
	Mat Slab at Elevator	11	CY	\$2,000.00	\$22,000		
	Slab on Grade Repair at Elevator Pit	155	SF	\$100.00	\$15,500		
0300 - CONCRETE Total					\$37,500	\$37,500.00	
0510 - STRUCTURAL METAL FRAMING							
	Structural Steel Modification Allowance	2	FL	\$50,000.00	\$100,000		
0510 - STRUCTURAL METAL FRAMING Total					\$100,000	\$100,000.00	
0550 - METAL FABRICATIONS							
	Metal Pan Stairs with Picket Guardrail	84	RS	\$1,500.00	\$126,000		
0550 - METAL FABRICATIONS Total					\$126,000	\$126,000.00	
0610 - ROUGH CARPENTRY							
	Install Doors, Frames, and Hardware, Single	3	EA	\$1,000.00	\$3,000		
0610 - ROUGH CARPENTRY Total					\$3,000	\$3,000.00	
0811 - METAL DOORS AND FRAMES							
	Rated Door, Frame, & Hardware, Single	3	EA	\$3,400.00	\$10,200		
0811 - METAL DOORS AND FRAMES Total					\$10,200	\$10,200.00	
0929 - GYPSUM DRYWALL							
	16inoc 2 Hr Rated Wall 3-5/8in MS Gyp 2S 1L Insulation + Seal	2,400	SF	\$25.00	\$60,000		
0929 - GYPSUM DRYWALL Total					\$60,000	\$60,000.00	



Northbrook Public Library: Interior Renovations
Estimate Summary and Detail Combined Report

Ctrl	Description	QTY	W/M	Cost/ WM	Total Cost	Cost/SF	Comments
T03 - Alt #3: Stairwell Relocation							1 LS
0965 - RESILIENT FLOORING							
	Rubber Stair Treads	336	LF	\$16.00	\$5,376		
	Rubber Stair Risers	336	LF	\$10.00	\$3,360		
	Rubber Stair Landings	90	SF	\$10.00	\$900		
0965 - RESILIENT FLOORING Total					\$9,636	\$9,636.00	
0968 - CARPET							
	Flooring Repair Allowance at Level 1	155	SF	\$20.00	\$3,100		
0968 - CARPET Total					\$3,100	\$3,100.00	
0991 - PAINTING							
	Paint Walls	4,800	SF	\$1.50	\$7,200		
	Paint Door & Frame, Single	3	EA	\$150.00	\$450		
0991 - PAINTING Total					\$7,650	\$7,650.00	
0997 - SPECIAL COATINGS							
	Paint Exposed Ceiling	675	SF	\$3.00	\$2,025		
	Paint Metal Pan Stairs	3	FL	\$1,000.00	\$3,000		
0997 - SPECIAL COATINGS Total					\$5,025	\$5,025.00	
2100 - FIRE PROTECTION							
	Fire Protection in Stairwell	3	EA	\$800.00	\$2,400		
2100 - FIRE PROTECTION Total					\$2,400	\$2,400.00	
2200 - PLUMBING							
	Plumbing	0	NI	\$0.00	\$0		Not Included
2200 - PLUMBING Total					\$0	\$0.00	
2300 - HVAC							
	HVAC	0	NI	\$0.00	\$0		Not Included
2300 - HVAC Total					\$0	\$0.00	
2600 - ELECTRICAL							
	Electrical (Interior Lights, Alarm, etc.)	3	FL	\$6,000.00	\$18,000		
2600 - ELECTRICAL Total					\$18,000	\$18,000.00	
3100 - EARTHWORK							
	Structural Hand Excavation	17	CY	\$150.00	\$2,550		
	Structural Backfill with Imported Stone - Tight Areas	4	TN	\$75.00	\$300		
	Dispose Structural Excavation Spoils Off Site	17	CY	\$50.00	\$850		
	Spread SOG Stone Base, 6-inch Depth	8	TN	\$60.00	\$480		
3100 - EARTHWORK Total					\$4,180	\$4,180.00	



Northbrook Public Library: Interior Renovations
Estimate Summary and Detail Combined Report

SubJob T03 - Alt #3: Stairwell Relocation Subtotal		\$538,181	
Escalation	7.00%	\$37,673	
Design Contingency	10.00%	\$57,585	
Construction Contingency	10.00%	\$63,344	
P&P Bond	1.50%	\$10,452	
GL	1.20%	\$8,487	
Fee	2.50%	\$17,893	
Sub Job T03 Total		\$733,615	733,614.54 /SF



**Northbrook Public Library: Interior Renovations
 Estimate Summary and Detail Combined Report**

CP	Description	Total Cost	Cost/QTY	Comments
T04 - Alt #4: Replacement of (2) Boilers		1	LS	
2300	HVAC	\$208,000	\$208,000.00	
SubJob	T04 - Alt #4: Replacement of (2) Boilers Subtotal	\$208,000	\$208,000.00	
	Escalation 7.00%	\$14,560		
	Design Contingency 10.00%	\$22,256		
	Construction Contingency 10.00%	\$24,482		
	P&P Bond 1.50%	\$4,039		
	GL 1.20%	\$3,280		
	Fee 2.50%	\$6,915		
	Sub Job T04 Total	\$283,533	\$283,532.54	



Northbrook Public Library: Interior Renovations
Estimate Summary and Detail Combined Report

Ctrl	Phase	Description	QTY	W/M	Cost/ WM	Total Cost	Cost/SF	Comments
T04 - Alt #4: Replacement of (2) Boilers								1 LS
2300 - HVAC								
		HVAC, Replace (2) Boilers	5,200	MBH	\$40.00	\$208,000		
						2300 - HVAC Total	\$208,000	\$208,000.00
SubJob T04 - Alt #4: Replacement of (2) Boilers Subtotal						\$208,000		
				Escalation	7.00%	\$14,560		
				Design Contingency	10.00%	\$22,256		
				Construction Contingency	10.00%	\$24,482		
				P&P Bond	1.50%	\$4,039		
				GL	1.20%	\$3,280		
				Fee	2.50%	\$6,915		
Sub Job T04 Total						\$283,533	283,532.54 /SF	



Northbrook Public Library: Interior Renovations
Estimate Summary and Detail Combined Report

CP	Description	Total Cost	Cost/QTY	Comments
T05 - Alt #5: Replacment of (2) RTUs		1	LS	
2300	HVAC	\$1,077,450	\$1,077,450.00	
SubJob	T05 - Alt #5: Replacment of (2) RTUs Subtotal	\$1,077,450	\$1,077,450.00	
	Escalation 7.00%	\$75,422		
	Design Contingency 10.00%	\$115,287		
	Construction Contingency 10.00%	\$126,816		
	P&P Bond 1.50%	\$20,925		
	GL 1.20%	\$16,991		
	Fee 2.50%	\$35,822		
	Sub Job T05 Total	\$1,468,712	\$1,468,712.17	



Northbrook Public Library: Interior Renovations
Estimate Summary and Detail Combined Report

Ctrl	Phase	Description	QTY	W/M	Cost/ WM	Total Cost	Cost/SF	Comments
	T05 - Alt #5: Replacment of (2) RTUs							1 LS
	2300 - HVAC							
		HVAC, Replace (2) RTUs	43,098	CFM	\$25.00	\$1,077,450		
		2300 - HVAC Total				\$1,077,450	\$1,077,450.00	
		SubJob T05 - Alt #5: Replacment of (2) RTUs Subtotal				\$1,077,450		
		Escalation		7.00%		\$75,422		
		Design Contingency		10.00%		\$115,287		
		Construction Contingency		10.00%		\$126,816		
		P&P Bond		1.50%		\$20,925		
		GL		1.20%		\$16,991		
		Fee		2.50%		\$35,822		
		Sub Job T05 Total				\$1,468,712	1,468,712.17 /SF	

Northbrook Public Library
Interior Finish Takeoff Detail
June 3, 2026



Item Description	Takeoff Quantity	Takeoff Unit	Subs Unit Price	Subs Total	Note	
Youth Services						11200 SF
FINISH CARPENTRY AND MILLWORK				56,800.00		\$ 5.07
Work Desks		NI			By Owner	
Built-in Seating		NI			By Owner	
Self-Supported Countertop	12	SF	150	1,800.00		
Service Desk	22	LF	2,500.00	55,000.00		
FIREPROOFING						\$ -
Spray-on Fireproofing		NI			Not Included	
JOINT SEALANTS				11,200.00		
Caulking & Sealants	11,200.00	SF	1	11,200.00		
ENTRANCES AND STOREFRONTS				86,000.00		\$ 7.68
Aluminum Framed Glass Storefront System	260	SF	150	39,000.00		
Aluminum Framed Glass Door, Single	1	EA	10,000.00	10,000.00		
Aluminum Framed Glass Door, Double	1	PR	20,000.00	20,000.00		
Auto Operators	2	EA	8,500.00	17,000.00		
GLASS AND GLAZING						\$ -
Miscellaneous Glass and Glazing		NI			Not Included	
GYPSON BOARD				11,221.00		\$ 1.00
Patch Existing Walls to Remain	3,007.00	SF	3	9,021.00		
Interior Drywall Bulkhead & Soffit	22	LF	100	2,200.00		
ACOUSTICAL CEILINGS				504,000.00		\$ 45.00
Acoustical Ceiling Tile and Grid, 2ft x 2ft, Square Edge	11,200.00	SF	15	168,000.00		
Soffit/Ceiling Premium Allowance, 50%	5,600.00	SF	60	336,000.00		
MOISTURE MITIGATION						\$ -
Moisture Mitigation		IN			Included in 9500 Allowances	
CARPETING				56,000.00		\$ 5.00
Floor Prep Work For Carpet Flooring		IN			Included in 9500 Allowances	
Carpet Tile	11,200.00	SF	5	56,000.00		
PAINTING AND COATINGS				10,284.00		\$ 0.92
Paint Drywall Walls	6,580.00	SF	1.5	9,870.00	Paint Applied to 10'-0"H	
Paint Door and Frame, Single	1	EA	150	150		
Paint Drywall Bulkheads/Soffits	132	SF	2	264		
LIBRARY EQUIPMENT				296,500.00		\$ 26.47
Library Shelving Allowance	1,186.00	LF	150	177,900.00		
Shelving Install	1,186.00	LF	100	118,600.00		
FURNISHINGS AND ACCESSORIES						\$ -
Furnishings & Accessories		NI			Not Included	
ALLOWANCES				72,800.00		\$ 6.50
Floor Preparation Allowance	11,200.00	SF	6.5	72,800.00		
Youth Services Total	11,200.00	SF	98.64	1,104,805.00		
Adult Services						11080 SF
FINISH CARPENTRY AND MILLWORK				87,500.00		\$ 7.90
Work Desks		NI			By Owner	
Built-in Seating		NI			By Owner	

Service Desk	35	LF	2,500.00	87,500.00		
FIREPROOFING						\$ -
Spray-on Fireproofing		NI			Not Included	
JOINT SEALANTS				11,080.00		\$ 1.00
Caulking & Sealants	11,080.00	SF	1	11,080.00		
GLASS AND GLAZING						\$ -
Miscellaneous Glass and Glazing		NI			Not Included	
GYPSON BOARD				14,972.00		\$ 1.35
Patch Existing Walls to Remain	3,824.00	SF	3	11,472.00		
Interior Drywall Bulkhead & Soffit	35	LF	100	3,500.00		
ACOUSTICAL CEILINGS				498,600.00		\$ 45.00
Acoustical Ceiling Tile and Grid, 2ft x 2ft, Square Edge	11,080.00	SF	15	166,200.00		
Soffit/Ceiling Premium Allowance, 50%	5,540.00	SF	60	332,400.00		
MOISTURE MITIGATION						\$ -
Moisture Mitigation		IN			Included in 9500 Allowances	
CARPETING				55,400.00		\$ 5.00
Floor Prep Work For Carpet Flooring		IN			Included in 9500 Allowances	
Carpet Tile	11,080.00	SF	5	55,400.00		
PAINTING AND COATINGS				11,160.00		\$ 1.01
Paint Drywall Walls	6,960.00	SF	1.5	10,440.00	Paint Applied to 10'-0"H	
Paint Door and Frame, Double	1	EA	300	300		
Paint Drywall Bulkheads/Soffits	210	SF	2	420		
LIBRARY EQUIPMENT				321,500.00		\$ 29.02
Library Shelving Allowance	1,286.00	LF	150	192,900.00		
Shelving Install	1,286.00	LF	100	128,600.00		
FURNISHINGS AND ACCESSORIES						\$ -
Furnishings & Accessories		NI			Not Included	
ALLOWANCES				72,020.00		\$ 6.50
Floor Preparation Allowance	11,080.00	SF	6.5	72,020.00		
Adult Services Total	11,080.00	SF	96.77	1,072,232.00		

Middle/High School						3975 SF
FINISH CARPENTRY AND MILLWORK				25,000.00		\$ 6.29
Work Desks		NI			By Owner	
Built-in Seating		NI			By Owner	
Service Desk	10	LF	2,500.00	25,000.00		
FIREPROOFING						\$ -
Spray-on Fireproofing		NI			Not Included	
JOINT SEALANTS				3,975.00		\$ 1.00
Caulking & Sealants	3,975.00	SF	1	3,975.00		
GLASS AND GLAZING						\$ -
Miscellaneous Glass and Glazing		NI			Not Included	
GYPSON BOARD				3,925.00		\$ 0.99
Patch Existing Walls to Remain	975	SF	3	2,925.00		
Interior Drywall Bulkhead & Soffit	10	LF	100	1,000.00		
ACOUSTICAL CEILINGS				178,875.00		\$ 45.00
Acoustical Ceiling Tile and Grid, 2ft x 2ft, Square Edge	3,975.00	SF	15	59,625.00		
Soffit/Ceiling Premium Allowance, 50%	1,987.50	SF	60	119,250.00		
MOISTURE MITIGATION						\$ -
Moisture Mitigation		IN			Included in 9500 Allowances	
CARPETING				19,875.00		\$ 5.00
Floor Prep Work For Carpet Flooring		IN			Included in 9500 Allowances	

Carpet Tile	3,975.00	SF	5	19,875.00		
PAINTING AND COATINGS				4,095.00		\$ 1.03
Paint Drywall Walls	2,650.00	SF	1.5	3,975.00	Paint Applied to 10'-0"H	
Paint Drywall Bulkheads/Soffits	60	SF	2	120		
LIBRARY EQUIPMENT				70,250.00		\$ 17.67
Library Shelving Allowance	281	LF	150	42,150.00		
Shelving Install	281	LF	100	28,100.00		
FURNISHINGS AND ACCESSORIES						\$ -
Furnishings & Accessories		NI			Not Included	
ALLOWANCES				25,837.50		\$ 6.50
Floor Preparation Allowance	3,975.00	SF	6.5	25,837.50		
Middle/High School Total	3,975.00	SF	83.48	331,832.50		

Meeting Rooms						980 SF
FINISH CARPENTRY AND MILLWORK						\$ -
Work Desks		NI			By Owner	
FIREPROOFING				3,920.00		\$ 4.00
Spray-on Fireproof Patching	980	SF	4	3,920.00		
JOINT SEALANTS				980		\$ 1.00
Caulking & Sealants	980	SF	1	980		
ENTRANCES AND STOREFRONTS				418,600.00		\$ 427.14
Aluminum Framed Glass Storefront System	1,924.00	SF	150	288,600.00		
Aluminum Framed Glass Door, Single	13	EA	10,000.00	130,000.00		
GLASS AND GLAZING						\$ -
Miscellaneous Glass and Glazing		NI			Not Included	
GYP SUM BOARD				47,806.00		\$ 48.78
16inoc Stand Wall 3-5/8in MS Gyp 2S 1L Insulation No Seal	1,767.00	SF	18	31,806.00		
Interior Drywall Bulkhead & Soffit	160	LF	100	16,000.00		
ACOUSTICAL CEILINGS				44,100.00		\$ 45.00
Acoustical Ceiling Tile and Grid, 2ft x 2ft, Square Edge	980	SF	15	14,700.00		
Soffit/Ceiling Premium Allowance, 50%	490	SF	60	29,400.00		
MOISTURE MITIGATION						\$ -
Moisture Mitigation		IN			Included in 9500 Allowances	
CARPETING				4,900.00		\$ 5.00
Floor Prep Work For Carpet Flooring		IN			Included in 9500 Allowances	
Carpet Tile	980	SF	5	4,900.00		
PAINTING AND COATINGS				7,221.00		\$ 7.37
Paint Drywall Walls	3,534.00	SF	1.5	5,301.00	Paint Applied to 10'-0"H	
Paint Drywall Bulkheads/Soffits	960	SF	2	1,920.00		
FURNISHINGS AND ACCESSORIES						\$ -
Furnishings & Accessories		NI			Not Included	
ALLOWANCES				6,370.00		\$ 6.50
Floor Preparation Allowance	980	SF	6.5	6,370.00		
Meeting Rooms Total	980	SF	544.79	533,897.00		

Conference Rooms						360 SF
FINISH CARPENTRY AND MILLWORK						\$ -
Work Desks		NI			By Owner	
FIREPROOFING				1,440.00		\$ 4.00
Spray-on Fireproof Patching	360	SF	4	1,440.00		

JOINT SEALANTS				360		\$ 1.00
Caulking & Sealants	360	SF	1	360		
ENTRANCES AND STOREFRONTS				124,250.00		\$ 345.14
Aluminum Framed Glass Storefront System	695	SF	150	104,250.00		
Aluminum Framed Glass Door, Single	2	EA	10,000.00	20,000.00		
GLASS AND GLAZING						\$ -
Miscellaneous Glass and Glazing		NI			Not Included	
GYPNUM BOARD				11,110.00		\$ 30.86
16inoc Stand Wall 3-5/8in MS Gyp 2S 1L Insulation No Seal	295	SF	18	5,310.00		
Interior Drywall Bulkhead & Soffit	58	LF	100	5,800.00		
ACOUSTICAL CEILINGS				16,200.00		\$ 45.00
Acoustical Ceiling Tile and Grid, 2ft x 2ft, Square Edge	360	SF	15	5,400.00		
Soffit/Ceiling Premium Allowance, 50%	180	SF	60	10,800.00		
MOISTURE MITIGATION						\$ -
Moisture Mitigation		IN			Included in 9500 Allowances	
CARPETING				1,800.00		\$ 5.00
Floor Prep Work For Carpet Flooring		IN			Included in 9500 Allowances	
Carpet Tile	360	SF	5	1,800.00		
PAINTING AND COATINGS				1,581.00		\$ 4.39
Paint Drywall Walls	590	SF	1.5	885	Paint Applied to 10'-0"H	
Paint Drywall Bulkheads/Soffits	348	SF	2	696		
FURNISHINGS AND ACCESSORIES						\$ -
Furnishings & Accessories		NI			Not Included	
ALLOWANCES				2,340.00		\$ 6.50
Floor Preparation Allowance	360	SF	6.5	2,340.00		
Conference Rooms Total	360	SF	441.89	159,081.00		

Admin Suite					2455	SF
ROUGH CARPENTRY				7,000.00		\$ 2.85
Install Doors, Frames, and Hardware, Single	7	EA	1,000.00	7,000.00		
FINISH CARPENTRY AND MILLWORK				114,625.00		\$ 46.69
Work Desks		NI			By Owner	
Base Cabinet	50	LF	350	17,500.00		
Solid Surface Countertop	100	SF	125	12,500.00		
Upper Cabinet	50	LF	275	13,750.00		
Self-Supported Solid Surface Countertop	72.5	SF	150	10,875.00		
Service Desk	24	LF	2,500.00	60,000.00		
FIREPROOFING				9,820.00		\$ 4.00
Spray-on Fireproof Patching	2,455.00	SF	4	9,820.00		
JOINT SEALANTS				2,455.00		\$ 1.00
Caulking & Sealants	2,455.00	SF	1	2,455.00		
DOORS, FRAMES AND HARDWARE				20,800.00		\$ 8.47
Door, Frame, & Hardware, Single	8	EA	2,600.00	20,800.00		
ENTRANCES AND STOREFRONTS				55,150.00		\$ 22.46
Aluminum Framed Glass Storefront System	301	SF	150	45,150.00		
Aluminum Framed Glass Door, Single	1	EA	10,000.00	10,000.00		
GLASS AND GLAZING				3,500.00		\$ 1.43

Miscellaneous Glass and Glazing	7	EA	500	3,500.00		
GYPSUM BOARD				89,296.00		\$ 36.37
16inoc Stand Wall 3-5/8in MS Gyp 2S 1L Insulation No Seal	4,822.00	SF	18	86,796.00		
Interior Drywall Bulkhead & Soffit	25	LF	100	2,500.00		
ACOUSTICAL CEILINGS				110,475.00		\$ 45.00
Acoustical Ceiling Tile and Grid, 2ft x 2ft, Square Edge	2,455.00	SF	15	36,825.00		
Soffit/Ceiling Premium Allowance, 50%	1,227.50	SF	60	73,650.00		
MOISTURE MITIGATION						\$ -
Moisture Mitigation		IN			Included in 9500 Allowances	
CARPETING				12,275.00		\$ 5.00
Floor Prep Work For Carpet Flooring		IN			Included in 9500 Allowances	
Carpet Tile	2,455.00	SF	5	12,275.00		
PAINTING AND COATINGS				15,816.00		\$ 6.44
Paint Drywall Walls	9,644.00	SF	1.5	14,466.00	Paint Applied to 10'-0"H	
Paint Door & Frame, Single	7	EA	150	1,050.00		
Paint Drywall Bulkheads/Soffits	150	SF	2	300		
FURNISHINGS AND ACCESSORIES						\$ -
Furnishings & Accessories		NI			Not Included	
ALLOWANCES				15,957.50		\$ 6.50
Floor Preparation Allowance	2,455.00	SF	6.5	15,957.50		
Admin Suite Total	2,455.00	SF	186.22	457,169.50		

Maker Services Reno					1925	SF
TEMPORARY CONSTRUCTION				5,840.00		\$ 3.03
Protect Existing AL/GL D/F/H	2	EA	400	800		
Protect Existing Storefront Walls	336	SF	15	5,040.00		
FINISH CARPENTRY AND MILLWORK						\$ -
Self-Supported Countertop		NI			Not Included	
Storage Cabinet Allowance		NI			Not Included	
FIREPROOFING						\$ -
Spray-on Fireproofing		NI			Not Included	
JOINT SEALANTS						\$ -
Caulking & Sealants		NI			Not Included	
ENTRANCES AND STOREFRONTS						\$ -
Aluminum Framed Glass Storefront System		NI			Not Included	
Aluminum Framed Glass Door, Single		NI			Not Included	
GLASS AND GLAZING						\$ -
Miscellaneous Glass and Glazing		NI			Not Included	
GYPSUM BOARD						\$ -
Patch Existing Walls to Remain		NI			Not Included	
Interior Drywall Bulkhead & Soffit		NI			Not Included	
ACOUSTICAL CEILINGS				86,625.00		\$ 45.00
Acoustical Ceiling Tile and Grid, 2ft x 2ft, Square Edge	1,925.00	SF	15	28,875.00		
Soffit/Ceiling Premium Allowance, 50%	962.5	SF	60	57,750.00		
MOISTURE MITIGATION						\$ -
Moisture Mitigation		IN			Included in 9500 Allowances	
CARPETING				9,625.00		\$ 5.00
Floor Prep Work For Carpet Flooring		IN			Included in 9500 Allowances	
Carpet Tile	1,925.00	SF	5	9,625.00		

PAINTING AND COATINGS				5,337.00		\$ 2.77
Paint Drywall Walls	3,034.00	SF	1.5	4,551.00	Paint Applied to 10'-0"H	
Paint Drywall Bulkheads/Soffits	168	SF	2	336		
Paint D/F/H Existing to Remain	3	EA	150	450		
FURNISHINGS AND ACCESSORIES						\$ -
Furnishings & Accessories		NI			Not Included	
ALLOWANCES				12,512.50		\$ 6.50
Floor Preparation Allowance	1,925.00	SF	6.5	12,512.50		
Maker Services Reno Total	1,925.00	SF	62.31	119,939.50		

Program Room					975	SF
ROUGH CARPENTRY				1,000.00		\$ 1.03
Install Doors, Frames, and Hardware, Single	1	EA	1,000.00	1,000.00		
FINISH CARPENTRY AND MILLWORK				10,500.00		\$ 10.77
Base Cabinet	12	LF	350	4,200.00		
Solid Surface Countertop	24	SF	125	3,000.00		
Upper Cabinet	12	LF	275	3,300.00		
FIREPROOFING				3,900.00		\$ 4.00
Spray-on Fireproof Patching	975	SF	4	3,900.00		
JOINT SEALANTS				975		\$ 1.00
Caulking & Sealants	975	SF	1	975		
DOORS, FRAMES AND HARDWARE				2,600.00		\$ 2.67
Door, Frame, & Hardware, Single	1	EA	2,600.00	2,600.00		
GLASS AND GLAZING				500		\$ 0.51
Miscellaneous Glass and Glazing	1	EA	500	500		
GYPSUM BOARD				20,109.00		\$ 20.62
Patch Existing Walls to Remain	175	SF	3	525		
16inoc Stand Wall 3-5/8in MS Gyp 2S 1L Insulation No Seal	1,088.00	SF	18	19,584.00		
ACOUSTICAL CEILINGS				43,875.00		\$ 45.00
Acoustical Ceiling Tile and Grid, 2ft x 2ft, Square Edge	975	SF	15	14,625.00		
Soffit/Ceiling Premium Allowance, 50%	487.5	SF	60	29,250.00		
MOISTURE MITIGATION						\$ -
Moisture Mitigation		IN			Included in 9500 Allowances	
CARPETING				4,875.00		\$ 5.00
Floor Prep Work For Carpet Flooring		IN			Included in 9500 Allowances	
Carpet Tile	975	SF	5	4,875.00		
PAINTING AND COATINGS				3,676.50		\$ 3.77
Paint Drywall Walls	2,351.00	SF	1.5	3,526.50	Paint Applied to 10'-0"H	
Paint Door & Frame, Single	1	EA	150	150		
FURNISHINGS AND ACCESSORIES						\$ -
Furnishings & Accessories		NI			Not Included	
ALLOWANCES				6,337.50		\$ 6.50
Floor Preparation Allowance	975	SF	6.5	6,337.50		
Program Room Total	975	SF	100.87	98,348.00		

Youth Work Room					1275	SF
FINISH CARPENTRY AND MILLWORK						\$ -
Work Desks		NI			By Owner	
FIREPROOFING				5,100.00		\$ 4.00
Spray-on Fireproof Patching	1,275.00	SF	4	5,100.00		
JOINT SEALANTS				1,275.00		\$ 1.00

Caulking & Sealants	1,275.00	SF	1	1,275.00		
DOORS, FRAMES AND HARDWARE						
Door, Frame, & Hardware, Single		NI			Not Included	\$ -
ENTRANCES AND STOREFRONTS				94,100.00		\$ 73.80
Aluminum Framed Glass Storefront System	494	SF	150	74,100.00		
Aluminum Framed Glass Door, Single	2	EA	10,000.00	20,000.00		
GLASS AND GLAZING						\$ -
Miscellaneous Glass and Glazing		NI			Not Included	
GYPSUM BOARD				18,017.00		\$ 14.13
Patch Existing Walls to Remain	235	SF	3	705		
16inoc Stand Wall 3-5/8in MS Gyp 2S 1L Insulation No Seal	734	SF	18	13,212.00		
Interior Drywall Bulkhead & Soffit	41	LF	100	4,100.00		
ACOUSTICAL CEILINGS				57,375.00		\$ 45.00
Acoustical Ceiling Tile and Grid, 2ft x 2ft, Square Edge	1,275.00	SF	15	19,125.00		
Soffit/Ceiling Premium Allowance, 50%	637.5	SF	60	38,250.00		
MOISTURE MITIGATION						\$ -
Moisture Mitigation		IN			Included in 9500 Allowances	
CARPETING				6,375.00		\$ 5.00
Floor Prep Work For Carpet Flooring		IN			Included in 9500 Allowances	
Carpet Tile	1,275.00	SF	5	6,375.00		
PAINTING AND COATINGS				3,196.50		\$ 2.51
Paint Drywall Walls	1,703.00	SF	1.5	2,554.50	Paint Applied to 10'-0"H	
Paint Door & Frame, Single	1	EA	150	150		
Paint Drywall Bulkheads/Soffits	246	SF	2	492		
FURNISHINGS AND ACCESSORIES						\$ -
Furnishings & Accessories		NI			Not Included	
ALLOWANCES				8,287.50		\$ 6.50
Floor Preparation Allowance	1,275.00	SF	6.5	8,287.50		
Youth Work Room Total	1,275.00	SF	151.94	193,726.00		

Adult Work Room						2855 SF
FINISH CARPENTRY AND MILLWORK						\$ -
Work Desks		NI			By Owner	
FIREPROOFING				11,420.00		\$ 4.00
Spray-on Fireproof Patching	2,855.00	SF	4	11,420.00		
JOINT SEALANTS				2,855.00		\$ 1.00
Caulking & Sealants	2,855.00	SF	1	2,855.00		
DOORS, FRAMES AND HARDWARE						\$ -
Door, Frame, & Hardware, Single		NI			Not Included	
ENTRANCES AND STOREFRONTS				169,950.00		\$ 59.53
Aluminum Framed Glass Storefront System	933	SF	150	139,950.00		
Aluminum Framed Glass Door, Single	3	EA	10,000.00	30,000.00		
GLASS AND GLAZING						\$ -
Miscellaneous Glass and Glazing		NI			Not Included	
GYPSUM BOARD				27,744.00		\$ 9.72
Patch Existing Walls to Remain	1,134.00	SF	3	3,402.00		
16inoc Stand Wall 3-5/8in MS Gyp 2S 1L Insulation No Seal	919	SF	18	16,542.00		

Interior Drywall Bulkhead & Soffit	78	LF	100	7,800.00		
ACOUSTICAL CEILINGS				128,475.00		\$ 45.00
Acoustical Ceiling Tile and Grid, 2ft x 2ft, Square Edge	2,855.00	SF	15	42,825.00		
Soffit/Ceiling Premium Allowance, 50%	1,427.50	SF	60	85,650.00		
MOISTURE MITIGATION						\$ -
Moisture Mitigation		IN			Included in 9500 Allowances	
CARPETING				14,275.00		\$ 5.00
Floor Prep Work For Carpet Flooring		IN			Included in 9500 Allowances	
Carpet Tile	2,855.00	SF	5	14,275.00		
PAINTING AND COATINGS				5,694.00		\$ 1.99
Paint Drywall Walls	2,972.00	SF	1.5	4,458.00	Paint Applied to 10'-0"H	
Paint Door & Frame, Single	2	EA	150	300		
Paint Drywall Bulkheads/Soffits	468	SF	2	936		
FURNISHINGS AND ACCESSORIES						\$ -
Furnishings & Accessories		NI			Not Included	
ALLOWANCES				18,557.50		\$ 6.50
Floor Preparation Allowance	2,855.00	SF	6.5	18,557.50		
Adult Work Room Total	2,855.00	SF	132.74	378,970.50		

Public Restroom Reno						420 SF
ROUGH CARPENTRY				3,200.00		\$ 7.62
Install Toilet Accessories	32	EA	100	3,200.00		
FIREPROOFING						\$ -
Spray-on Fireproof Patching		NI			Not Included	
JOINT SEALANTS				420		\$ 1.00
Caulking & Sealants	420	SF	1	420		
DOORS, FRAMES AND HARDWARE						\$ -
Door, Frame, & Hardware, Single		NI			Not Included	
GLASS AND GLAZING						\$ -
Miscellaneous Glass and Glazing		NI			Not Included	
GYPSUM BOARD				12,108.00		\$ 28.83
Patch Existing Walls to Remain	1,236.00	SF	3	3,708.00		
GB Ceiling	420	SF	20	8,400.00		
HARD TILE				35,180.00		\$ 83.76
Floor Prep Work For Hard Tile Flooring		IN			Included in 9500 Allowances	
Quarry Tile Floor	420	SF	20	8,400.00		
Quarry Tile Base	103	LF	20	2,060.00		
Porcelain Wall Tile, 8'-0"H	824	SF	30	24,720.00		
MOISTURE MITIGATION						\$ -
Moisture Mitigation		IN			Included in 9500 Allowances	
PAINTING AND COATINGS				2,154.00		
Paint Drywall Walls	1,236.00	SF	1.5	1,854.00	Paint Applied to 10'-0"H	
Paint Door & Frame, Single	2	EA	150	300		
TOILET, TUB, AND SHOWER COMPARTMENTS				7,300.00		\$ 17.38
Toilet Partition, Standard, Floor Mounted, Stainless Steel	1	EA	2,300.00	2,300.00		
Toilet Partition, Handicap, Floor Mounted, Stainless Steel	2	EA	2,500.00	5,000.00		
TOILET, BATH, AND LAUNDRY ACCESSORIES				6,450.00		\$ 15.36
Feminine Napkin Disposal Unit	2	EA	50	100		
Toilet Seat Cover Dispenser, Manual	3	EA	30	90		

Bath Mirror, 36in x 24in	4	EA	300	1,200.00		
Soap Dispenser, Manual	4	EA	75	300		
Bath Tissue Dispenser, Double Roll	3	EA	150	450		
Hand Towel Dispenser & Waste Receptacle Unit	4	EA	400	1,600.00		
Hand Dryer, Electric	2	EA	800	1,600.00		
Grab Bars, Handicap Toilet	6	EA	150	900		
Coat/Robe Hook	3	EA	20	60		
Mop Holder Strip	1	EA	150	150		
FURNISHINGS AND ACCESSORIES						
Furnishings & Accessories		NI			Not Included	\$ -
PLUMBING				112,000.00		\$ 266.67
Water Closet Fixture, Flush Valve, Piping & Fittings	3	EA	15,000.00	45,000.00		
Wallhung Lavatory Fixture, Piping & Fittings	4	EA	10,000.00	40,000.00		
Urinal Fixture, Flush Valve, Piping & Fittings	1	EA	7,500.00	7,500.00		
Janitor Service Sink Fixture, Faucet, Piping & Fittings	1	EA	5,000.00	5,000.00		
Bottle Filler Fountain	1	EA	7,500.00	7,500.00		
Floor Drain	2	EA	3,500.00	7,000.00		
ALLOWANCES				2,730.00		\$ 6.50
Floor Preparation Allowance	420	SF	6.5	2,730.00		
Public Restroom Reno Total	420	SF	432.24	181,542.00		

	Item	2026 Report Answer (5/1/25 - 4/30/26)	2025 Report Answer (5/1/2024-4/30/2025)
	IDENTIFICATION (1.1-1.31)		
1.4a	Legal Name of Library	Northbrook Public Library	Northbrook Public Library
1.5a	Facility Street Address	1201 Cedar Lane	1201 Cedar Lane
1.6a	Facility City	Northbrook	Northbrook
1.7a	Facility Zip	60062	60062
1.8a	Mailing Address	1201 Cedar Lane	1201 Cedar Lane
1.9a	Mailing City	Northbrook	Northbrook
1.10a	Mailing Zip	60062	60062
1.11a	Library Telephone Number	847-272-6224	847-272-6224
1.12a	Library Fax Number	847-272-5364	847-272-5362
1.13	Website	www.northbrook.info	http://www.northbrook.info
1.14	Library Director's Name	Kate Hall	Kate Hall
1.15	Library Director's Title	Executive Director	Executive Director
1.16	Library Director's E-mail	khall@northbrook.info	khall@northbrook.info
1.17a	Type of library	Village	Village
1.18	Is the main library a combined public and school library?	No	No
1.19	Does your library contract with another library to receive all your library services?	No	No
1.21a	County in which the administrative entity is located	Cook	Cook
1.22a	Did the administrative entity's legal service area boundaries change during the past year?	No	No
1.23a	Population residing in tax base (Use latest official federal census figure)	35,222	35,222
1.25a	This library is currently a member of what Illinois library system?	RAILS	RAILS
1.26	Does this library have an organized collection of printed or other library materials, or a combination thereof?	Yes	Yes
1.27	Does this library have paid staff?	Yes	Yes
1.28	Does this library have an established schedule in which services of the staff are available to the public?	Yes	Yes
1.29	Does the library have the facilities necessary to support such a collection, staff, and schedule?	Yes	Yes
1.30	Is this library supported in whole or in part with public funds?	Yes	Yes
1.31	Does this public library meet all the criteria of the FSCS public library definition?	Yes	Yes
	SERVICE OUTLETS (2.1-2.14)		
2.1a	Total number of bookmobiles	0	0
2.1b	Total number of branch libraries	0	0
2.2a	Are any of the branch libraries a combined public and school library?	No	No
2.6a	Street Address	1201 Cedar Lane	1201 Cedar Lane
2.7a	City	Northbrook	Northbrook
2.8a	Zip Code	60062	60062
2.9a	County	Cook	Cook

	Item	2026 Report Answer (5/1/25 - 4/30/26)	2025 Report Answer (5/1/2024-4/30/2025)
2.10a	Telephone	847-272-6224	847-272-6224
2.11a	Square Footage of Outlet	87,223	87,223
2.12	Total public service hours per year for this service outlet	3,446	3,439
2.13	Total number of weeks, during the fiscal year, this service outlet was open for service to the public	52	52
2.14	Total annual attendance/visits in the outlet	319,148	304,538
ANNUAL REPORT DATA (3.1-3.7)			
3.1	Fiscal Year Start Date	05/01/2025	05/01/2024
3.2	Fiscal Year End Date	4/30/2026	04/30/2025
3.3	Number of months in this fiscal year	12	12
3.4	Name of person preparing this annual report	Kate Hall	Kelly Durov
3.5	Telephone Number of Person Preparing Report	847-272-6224	847-272-7074
3.6	Fax Number	847-272-5362	847-272-5362
3.7	E-mail Address	khall@northbrook.info	kdurov@northbrook.info
REFERENDA (4.1-4.7)			
4.1a	Was your library involved in a referendum during the fiscal year reporting period?	No	No
4.1b	How many referenda was your library involved in?	N/A	N/A
4.2	Referendum Type	N/A	N/A
4.4	Referendum Date	N/A	N/A
4.5	Passed or Failed?	N/A	N/A
4.6	If passed, enter the effective date	N/A	N/A
4.7	Referendum ballot language documentation	N/A	N/A
CURRENT LIBRARY BOARD (5.1-5.3)			
5.1	Total number of board seats	7	7
5.2	Total number of vacant board seats	0	1
5.3	This public library board of trustees attests that the current board is legally established, organized, and the terms of office for library trustees are all unexpired.	Yes	Yes
5.5	FIRST MEMBER Name	Stacy Oliver	Stacy Oliver
5.6	Trustee Position	President	President
5.5	SECOND MEMBER Name	Janet Spector	Janet Spector Bishop
5.6	Trustee Position	Vice President	Vice-President
5.5	THIRD MEMBER Name	Nimesh Patel	Barbara Unikel
5.6	Trustee Position	Treasurer	Other
5.5	FOURTH MEMBER Name	Barbara Unikel	Maura Crisham
5.5	FIFTH MEMBER Name	Maura Crisham	Howard Jay Glaubinger
5.6	Trustee Position	Other	(resigned 2/20/2025)
5.5	SIXTH MEMBER Name	Adam Bazer	Jami Xu
5.5	Trustee Position	Other	Other
5.5	SEVENTH MEMBER Name	Bryce Budin	Nimesh Patel

	Item	2026 Report Answer (5/1/25 - 4/30/26)	2025 Report Answer (5/1/2024-4/30/2025)
5.6	Trustee Position	Other	Other
FACILITY/FACILITIES (6.1-6.3b)			
6.1	Total number of meeting rooms	4	4
6.2	Total number of times meeting room(s) used by the public during the fiscal year	572	461
6.3	Total number of study rooms	18	18
6.3b	Total number of times study room(s) used by the public during the fiscal year	16,578	14,859
ASSETS AND LIABILITIES (7.1-7.13)			
7.1	What is the estimated current fair market value for the library's real estate (land and buildings including garages, sheds, etc.)?	\$43,990,512	\$42,709,235
7.2	During the last fiscal year, did the library acquire any real and/or personal property?	N	No
7.3	If yes: Purchase	N/A	N/A
7.4	If yes: Legacy	N/A	N/A
7.5	If yes: Gift	N/A	N/A
7.6	If yes: Other	N/A	N/A
7.7	If yes: Provide a general description of the property acquired.	N/A	N/A
7.8	Does your library have fiscal accumulations (reserve funds, outstanding fund balances, etc.)?	Yes	Yes
7.9	IF YES, then provide a statement that details the dollar amount(s) and the reason(s) for the fiscal accumulations.	7,969,440 - is being held in capital improvement fund as a reserve for building repair and mainteance / improvements	\$7,602,336 is being held in capital improvement fund as a reserve for building repair and maintenance / improvements
7.10	Does your library have any outstanding liabilities including bonds, judgments, settlements, etc.?	Yes	Yes
7.11	IF YES, what is the total amount of the outstanding liabilities?	9,562,450	10,332,450
7.12	IF YES, then prepare a statement that identifies each outstanding liability and its specific dollar amount.	2013B - 343,200; 2019 - 4,047,500; 2024 - 5,171,750	2013 B - 689,200; 2019 - 4,279,250; 2024 - 5,364,000
OPERATING RECEIPTS BY SOURCE (8.1-8.21)			
LOCAL GOVERNMENT			
8.1	Local government (includes all local government funds designated by the community, district, or region and available for expenditure by the public library, except capital income from bond sales which must be reported in 12.1a only)	\$9,462,092	\$8,801,146
8.1a	Is this library's annual tax levy/fiscal appropriation subject to tax caps [the Property Tax Extension Limitation Law, 35 ILCS 200/18-185, et seq.]?	No	No
8.1b	Local government funds for the ensuing or upcoming/current fiscal year (includes all local government funds designated by the community, district, or region and available for expenditure by the public library, except capital income from bond sales.)	\$10,052,700	\$9,574,000
STATE GOVERNMENT			
8.2	Per capita grant	\$51,952	\$51,952

	Item	2026 Report Answer (5/1/25 - 4/30/26)	2025 Report Answer (5/1/2024-4/30/2025)
8.3	Equalization aid grant	\$0	\$0
8.4	Personal property replacement tax	\$195,264	\$203,844
8.5	Other State Government funds received	N/A	0
8.6	If Other, please specify	N/A	N/A
8.7	Total State Government Funds	\$247,216	\$255,796
FEDERAL GOVERNMENT			
8.8	LSTA funds received	N/A	\$100,000
8.9	E-Rate funds received	N/A	0
8.10	Other federal funds received	N/A	0
8.11	If Other, please specify	N/A	N/A
8.12	Total Federal Government Funds	\$0	\$100,000
OTHER INCOME			
8.13	Monetary Gifts and Donations	\$799,491	\$727,189
8.14	Other receipts intended to be used for operating expenditures	\$97,878	\$132,605
8.15	Total all other receipts	\$897,369	\$859,794
8.16	Other non-capital receipts placed in reserve funds	N/A	N/A
TOTAL OPERATING RECEIPTS			
8.17	Total receipts	\$10,606,677	\$10,016,736
SAFEGUARDING OF LIBRARY FUNDS			
8.18a	The library safeguards its funds using which option?	Insurance Policy/Instrument	Insurance Policy/Instrument
8.18b	Proof of Insurance for Library Funds	COI from Cook & Kocher	ACORD Form 20250512-124528.pdf
8.19	What is the coverage amount of either the surety bond OR the insurance policy/insurance instrument?	\$1,000,000	\$1,000,000
8.20	Is the amount of the surety bond, insurance policy or other insurance instrument in compliance with library law?	Yes	Yes
8.21	The designated custodian of the library's funds is:	Library Treasurer	Library Treasurer
STAFF EXPENDITURES (9.1-9.3)			
9.1	Salaries and wages for all library staff	\$4,730,477	\$4,457,779
9.2a	Fringe benefits, for all library staff, paid for from either the library's or the municipal corporate authority's appropriation	\$1,668,366	\$1,512,681
9.3	Total Staff Expenditures	\$6,398,843	\$5,970,460
COLLECTION EXPENDITURES (10.1-10.4)			
10.1	Print Materials Expenditures	\$342,617	\$323,805
10.2	Electronic Content Expenditures	\$495,681	\$477,479
10.3a	Other Physical Materials (CD, DVD, other) Expenditures	\$132,200	\$133,281
10.3b	List what is considered in Other Materials	audio books, video games, music, DVD/BluRay, Library of things	audio books, video games, music, DVD/BluRay, Library of things

	Item	2026 Report Answer (5/1/25 - 4/30/26)	2025 Report Answer (5/1/2024-4/30/2025)
10.4	Total Collection Expenditures	\$970,498	\$934,565
	OTHER OPERATING EXPENDITURES (11.1-11.2)		
11.1	All other operating expenditures not included above (supplies, utilities, legal fees, etc.)	\$3,255,245	\$3,644,228
11.2	Total operating expenditures	\$10,624,586	\$10,549,253
	CAPITAL REVENUE AND EXPENDITURES (12.1-12.7)		
	CAPITAL REVENUE		
12.1a	Local Government: Capital Income from Bond Sales	N/A	N/A
12.1b	Local Government: Other	N/A	N/A
12.1c	Total Local Government	\$0	\$0
12.2	State Government	N/A	N/A
12.3	Federal Government	N/A	N/A
12.4	Other Capital Revenue	N/A	N/A
12.5	If Other, please specify	N/A	N/A
12.6	Total Capital Revenue	\$0	\$0
	CAPITAL EXPENDITURES		
12.7	Total Capital Expenditures	\$483,776	\$476,829
	PERSONNEL (13.1-13.46)		
13.1-13.4	Group A Personnel	See IPLAR Personnel Data	
13.5	Total Group A: FTE ALA-MLS	23.93	22.43
13.6-13.10	Group B Personnel	See IPLAR Personnel Data	
13.11	Total Group B: FTE Other Librarians	2.63	6.30
13.12	Total FTE Librarians	26.56	28.73
	GROUP C: This category includes full-time and part-time professional staff without the title of librarian and administrative support specialists (personnel director, business manager, public relations, other non-library specialists), information technology professionals (IT director, webmaster) and other technical and clerical employees.		
13.13	Total hours worked in a typical week by all Group C employees	1,321	1,115
13.14	Minimum hourly rate actually paid	\$16.33	\$15.25
13.15	Maximum hourly rate actually paid	\$68.42	\$65.79
13.16	Total FTE Group C employees	33.03	27.88
	GROUP D: This category includes full-time and part-time pages or shelvers.		
13.17	Total hours worked in a typical week by all Group D employees	156	156
13.18	Minimum hourly rate actually paid	\$16.67	\$15.70
13.19	Maximum hourly rate actually paid	\$34.90	\$19.48
13.20	Total FTE Group D employees	3.90	3.90
	GROUP E: This category includes full-time and part-time building maintenance, security or plant operation employees.		

	Item	2026 Report Answer (5/1/25 - 4/30/26)	2025 Report Answer (5/1/2024-4/30/2025)
13.21	Total hours worked in a typical week by all Group E employees	35	143
13.22	Minimum hourly rate actually paid	\$17.24	\$17.02
13.23	Maximum hourly rate actually paid	\$42.37	\$48.02
13.24	Total FTE Group E employees	0.88	3.58
13.25	Total FTE Other Paid Employees from Groups C, D, and E	37.80	35.35
13.26	Total FTE Paid Employees	64.36	64.08
13.27- 13.33	Library Vacancies	NONE	1 Adult Services Librarian (35 hrs/wk, 6 weeks, \$53,628-\$77,462)
13.34- 13.39	Newly Created Librarian Positions	NONE	NONE
13.40- 13.46	Eliminated Librarian Positions	NONE	NONE
SERVICE HOURS/LIBRARY VISITS (14.1-14.1a)			
14.1	Total annual visits/attendace in the library	319,148	304,538
14.1a	Library Visits Reporting Method	Annual Count	Annual Count
PROGRAMS AND ATTENDANCE (15.1-15.39a)			
15.1	Number of Synchronous Programs for Children Ages 0-5	193	197
15.2	Attendance at Synchronous Programs for Children Ages 0-5	7,763	12,290
15.3	Number of Children's Asynchronous/Self-Directed Activities Ages 0-5	12	12
15.4	Participants at Children's Asynchronous/Self-Directed Activities Ages 0-5	4,800	4,800
15.5	Number of Synchronous Programs for Children Ages 6-11	173	94
15.6	Attendance at Synchronous Programs for Children Ages 6-11	4,306	827
15.7	Number of Children's Asynchronous/Self-Directed Activities Ages 6-11	47	0
15.8	Participants at Children's Asynchronous/Self-Directed Activities Ages 6-11	5,438	0
15.9	Number of Synchronous Program Sessions for Young Adults Ages 12-18	34	27
15.10	Attendance at Synchronous Programs for Young Adults Ages 12-18	1,521	1,327
15.11	Number of Young Adult Asynchronous/Self-Directed Activities Ages 12-18	1	1
15.12	Participants at Young Adult Asynchronous/Self-Directed Activities Ages 12-18	85	23
15.13	Number of Synchronous Program Sessions for Adults Ages 19 and Older	603	360
15.14	Attendance at Synchronous Programs for Adults Ages 19 and Older	15,035	12,415
15.15	Number of Adult Asynchronous/Self-Directed Activities Ages 19 and Older	19	0
15.16	Participants at Adult Asynchronous/Self-Directed Activities Ages 19 and Older	46,218	0
15.17	Number of Synchronous Programs for General Interest (All Ages)	16	132
15.18	Attendance at Synchronous Programs for General Interest (All Ages)	245	7,129
15.19	Number of Asynchronous/Self-Directed Activities for General Interest (All Ages)	0	25
15.20	Participants at Asynchronous/Self-Directed Activities for General Interest (All Ages)	0	5,229
15.21	Total Number of Synchronous Programs	1,019	810
15.22	Total Attendance at Synchronous Programs	28,870	33,988

	Item	2026 Report Answer (5/1/25 - 4/30/26)	2025 Report Answer (5/1/2024-4/30/2025)
15.23	Total Number of Asynchronous/Self-Directed Activities	79	38
15.24	Total Participants at Asynchronous/Self-Directed Activities	56,541	10,052
ONSITE, OFFSITE, AND VIRTUAL - ALL GROUP PROGRAMS BY TYPE (15.29-15.36)			
15.29	Synchronous In-person Onsite Program Sessions	941	698
15.30	Synchronous In-person Onsite Program Attendance	27,697	32,264
15.31	Synchronous In-person Offsite Program Sessions	7	8
15.32	Synchronous In-person Offsite Program Attendance	225	232
15.33	Synchronous Virtual Program Sessions	71	104
15.34	Synchronous Virtual Program Session Attendance	948	1,492
15.35	Total Synchronous Program Sessions	1,019	810
15.36	Total Synchronous Program Session Attendance	28,870	33,988
ASYNCHRONOUS VIRTUAL PRESENTATIONS (15.37-15.38)			
15.37	Total Number of Asynchronous/Virtual Program Presentations	7	5
15.38	Total Views of Asynchronous/Virtual Program Presentations	290	370
REGISTERED USERS (16.1-16.4)			
16.1	Number of Unexpired Resident Users Cards	21,303	20,877
16.2a	Number of Unexpired Non-resident Users Cards	482	531
16.2a(1)	Of the total in 16.2a, how many Cards for Kids Act cards were issued?	344	383
16.2a(2)	Of the total in 16.2a, how many Disabled Veterans cards were issued?	8	5
16.2b	Total amount of fees collected from sale of non-resident user's cards	\$26,228	\$26,509
16.3	Total number of registered cards	21,785	21,408
16.4	Is your library's registered user/patron file purged a minimum of one time every three years?	Yes	Yes
16.5	Does the library charge overdue fines to any users when they fail to return physical print materials by the date due?	No	No
16.6	Did your library board adopt a policy for the expanded Cards for Kids Act to include all children 18 and under?	Yes	Yes
RESOURCES OWNED (17.1-17.6d)			
17.1	Print Materials (Books Held at end of the fiscal year)	174,181	180,837
17.2	Current Print Serial Subscriptions	280	292
17.3	Total Print Materials	174,461	181,129
17.4	Audio Recordings: Physical Units Held at end of the fiscal year	21,218	22,512
17.5	DVDs/Videos: Physical Units Held at end of the fiscal year	20,772	23,802
17.6	Other Circulating Physical Items	4,513	1,376
17.7	Total Physical Items	220,684	228,527
ELECTRONIC MATERIALS & COLLECTIONS (17.8-17.25)			
17.8	Did your library provide access to e-Books purchased solely by the library?	Yes	Yes
17.9	Did your library provide access to e-Books purchased via a consortium, cooperative, or other similar group at the local, regional, or state level?	Yes	Yes

	Item	2026 Report Answer (5/1/25 - 4/30/26)	2025 Report Answer (5/1/2024-4/30/2025)
17.10	Did your library provide access to e-Books provided by the State Library at no or minimal cost to your library?	No	No
17.11	Did your library provide access to e-Serials purchased solely by the library?	Yes	Yes
17.12	Did your library provide access to e-Serials purchased via a consortium, cooperative, or other similar group at the local, regional, or state level?	Yes	Yes
17.13	Did your library provide access to e-Serials provided by the State Library at no or minimal cost to your library?	No	No
17.14	Did your library provide access to e-Audio purchased solely by the library?	Yes	Yes
17.15	Did your library provide access to e-Audio purchased via a consortium, cooperative, or other similar group at the local, regional, or state level?	Yes	Yes
17.16	Did your library provide access to e-Audio provided by the State Library at no or minimal cost to your library?	No	No
17.17	Did your library provide access to e-Video purchased solely by the library?	Yes	Yes
17.18	Did your library provide access to e-Video purchased via a consortium, cooperative, or other similar group at the local, regional, or state level?	Yes	Yes
17.19	Did your library provide access to e-Video provided by the State Library at no or minimal cost to your library?	No	No
17.20	Did your library provide access to research databases purchased solely by the library?	Yes	Yes
17.21	Did your library provide access to research databases purchased via a consortium, cooperative, or other similar group at the local, regional, or state level?	Yes	Yes
17.22	Did your library provide access to research databases provided by the State Library at no or minimal cost to the administrative entity?	Yes	Yes
17.23	Did your library provide access to online learning platforms purchased solely by the library?	Yes	Yes
17.24	Did your library provide access to online learning platforms purchased via a consortium, cooperative, or other similar group at the local, regional, or state level?	Yes	Yes
17.25	Did your library provide access to online learning platforms provided by the State Library at no or minimal cost to your library?	Yes	Yes
USE OF RESOURCES (18.1-18.19)			
18.1	Circulation of Adult Physical Material	295,304	304,746
18.2	Circulation of Young Adult Physical Material	24,020	24,978
18.3	Circulation of Children's Physical Material	364,241	375,343
18.4	Total number of physical materials loaned	683,565	705,067
18.5	Books- Physical	553,554	565,766
18.6	Videos/DVDs- Physical	66,699	73,535
18.7	Audios (include music)- Physical	26,491	27,497
18.8	Magazines/Periodicals- Physical	5,288	5,587
18.9	Other Items- Physical	31,533	32,682
18.10	Physical Item Circulation	683,565	705,067

	Item	2026 Report Answer (5/1/25 - 4/30/26)	2025 Report Answer (5/1/2024-4/30/2025)
18.11	Did your library offer automatic renewal for any physical materials during the reporting period?	Yes	Yes
18.12	e-Book Circulation	106,832	110,181
18.13	e-Serial Circulation	29,987	36,687
18.14	e-Audio Circulation	94,838	83,735
18.15	e-Video Circulation	16,314	15,082
18.16	Use of Electronic Materials	247,971	245,685
18.17	Total Circulation of Materials	931,536	950,752
18.18	Interlibrary Loans Provided TO other libraries	37,656	37,836
18.19	Interlibrary Loans Received FROM other libraries	41,410	38,091
18.2	If your library purchases research databases and online learning platforms, list the total use:	260,491	N/A
PATRON SERVICES (19.1-19.2)			
19.1	Total Annual Reference Transactions	20,904	34,788
19.1a	Reference Transactions Reporting Method	Annual Estimate Based on Typical Week(s)	Annual Estimate Based on Typical Week(s)
19.2	Total Annual One-on-One Tutorials	4,058	9,703
AUTOMATION (20.1-20.5)			
20.1	Total number of ALL computers in the library	212	193
20.2	Total number of PUBLIC USE (Internet and non-Internet accessible) computers in the library	77	40
20.3	Is your library's catalog automated?	Yes	Yes
20.4	Is your library's catalog accessible via the web?	Yes	Yes
20.5	Does your library have a telecommunications messaging device for the hearing impaired?	Yes	Yes
INTERNET (21.1-21.8)			
21.1	Does your library have Internet access?	Yes	Yes
21.2a	Maximum speed of library Internet connection	100-500 Mbs	Other (specify)
21.2b	If "Other," please specify	N/A	500 Mbs
21.3	Monthly cost of library's internet access	\$460.00	\$512.00
21.4	Number of Internet Computers Available for Public Use	61	35
21.5	Number of Uses (Sessions) of Public Internet Computers Per Year	15,472	14,857
21.5a	Reporting Method for Number of Uses of Public Internet Computers Per Year	Annual Count	Annual Count
21.6	Wireless Sessions Per Year	144,198	120,754
21.6a	Reporting Method for Wireless Sessions	Annual Count	Annual Count
21.7	Does your library utilize internet filters on some or all of the public access computers?	No	No
21.8	Does your library provide instruction (workshops, classess) to patrons on the use of the Internet?	105,159	Yes

	Item	2026 Report Answer (5/1/25 - 4/30/26)	2025 Report Answer (5/1/2024-4/30/2025)
	E-RATE (22.1-22.3) E-Rate is the commonly used name for the Schools and Libraries Program of the Universal Service Fund, which is administered by the Universal Service Administrative Company (USAC) under the direction of the Federal Communications Commission (FCC). The program provides discounts to assist schools and libraries in the United States to obtain affordable telecommunications and Internet access.		
22.1	Did your library apply directly for E-rate discounts for the fiscal year?	No	No
22.2a	If YES, did your library apply for Category 1, Category 2 or both?	N/A	N/A
22.2b	IF YES, what is the dollar amount that your library was awarded for the fiscal year report period?	N/A	N/A
22.3	If NO, why did your library NOT participate in the E-rate program?	Board feels strongly that we do not want to filter	exploring for next year due to rising internet service costs
	STAFF & TRUSTEE DEVELOPMENT & TRAINING (23.1-23.3)		
23.1	How much money did your library spend on staff and trustee development and training this fiscal year? (Round answer to the nearest whole dollar.)	\$80,187	\$76,310
23.2	Does the above amount include travel expenses?	Yes	Yes
23.3	How many total hours of training did employees receive this year?	2,729	2,452
23.4	How many total hours of training did trustees receive this year?	Unknown	N/A
	COMMENTS AND SUGGESTIONS (24.1-24.3)		
24.1	Are there any other factors that may have affected your library's annual report data of which you would like to make us aware?	No	N/A
24.2	Are there any unique programs or services your library provided during the report period of which you would like to make us aware?	One Book One Northbrook	N/A
24.3	Please provide any comments, suggestions or concerns about the Illinois Public Library Annual Report (IPLAR).		N/A