

**Agenda
Yorkville Public Library
Michelle Pfister Meeting Room
Board of Trustees
November 14, 2016 - 7:00 P.M.
902 Game Farm Road**

- 1. Roll Call**
- 2. Recognition of Visitors**
- 3. Amendments to the Agenda**
- 4. Minutes**
- 5. Correspondence**
- 6. Public Comment**
- 7. Staff Comment**
- 8. Report of the Treasurer**
 - Financial Statement**
 - Payment of Bills**
 - Statistics**
- 9. Report of the Library Director**
- 10. City Council Liaison**
- 11. Standing Committees**
 - Policy**
 - Finance**
 - Personnel**
 - Community Relations**
- 12. Unfinished Business**
 - Update on Cost Cutting**
 - Painting Bid for Building**
 - Adopt a Sunday**
- 13. New Business**
 - Ordinance Regulation Reimbursement of Expenses**
 - Alcoholic Beverages Policy**
 - Fundraising Option for the Library**
- 14. Executive Session (if needed)**
 - 1. For the appointment, employment, compensation, discipline, performance or dismissal of specific employees of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee of the public body, or against legal counsel for the public body to determine its validity.**
- 15. Adjournment**

DRAFT

Yorkville Public Library
Board of Trustees
Monday, October 10, 2016, 7pm
902 Game Farm Road – Michelle Pfister Meeting Room

The meeting was called to order at 7:11pm by President Russ Walter with a quorum established.

Roll Call:

Barb Johnson-yes, Beth Gambro-yes, Russ Walter-yes, Susan Chacon-yes, Sandy Lindblom-yes
Absent: Kate Elder, Carol LaChance, Wamecca Rodriguez

Others Present:

Library Director Michelle Pfister Daniel Chacon
Alderman/Liaison Seaver Tarulis

Recognition of Visitors:

President Walter recognized the guests.

Amendments to the Agenda: None

Minutes: September 12, 2016

The minutes were approved as presented on a motion and second by Ms. Gambro and Ms. Johnson, respectively. Unanimous approval on voice vote.

Correspondence: None

Public Comment: None

Staff Comment:

Ms. Pfister said the children's librarians would like to use the outside children's area for programming and reading. They requested several cleaning tasks to be done in this area and may ask the Friends for assistance. It will be cleaned up this fall and Scott Sleezer has volunteers who will spread mulch. Ms. Gambro suggested a part time position or a person doing community service to perform weekly maintenance work. Other suggestions were a high school or Waubensee student or a retiree. It was decided to obtain cleanup cost proposals and keep this on the agenda for discussion.

Report of the Treasurer:

Bill List

Ms. Lindblom presented the highlights of this report which included bills from the 5K race held Labor Day weekend. In addition, there were two payrolls and the total disbursements were \$61,831.55.

Budget Report

Highlights: The budget percentages were summarized, subscriptions were \$681, most of the revenue has been received for the year and development fees of \$11,950 were received.

Cash Statement

Highlights: Property taxes are reflected in Operations, a bond payment will be made in December, money is being taken in for the mini-golf, \$300 from Gifts and Memorials will be used for a tree purchase.

Payment of Bills

Trustee Johnson moved to pay the bills as follows and Trustee Chacon seconded the motion.

\$ 7,742.14	Bills
\$26,670.19	Accounts Payable
\$35,161.36	Payroll
\$61,831.55	TOTAL DISBURSEMENTS

Roll call: Gambro-yes, Walter-yes, Chacon-yes, Lindblom-yes, Johnson-yes. Passed 5-0.

Report of the Library Director:

1. Monthly stats presented
2. \$98.70 in fines collected
3. Shelley promoted library on WSPY radio and TV
4. Friends meeting had 12 people and a budget was developed. Friends have spent \$11,703 on library. Book sale made \$6,787.55, additional money was made from extra days of sale.
5. Calendar was made for children's department
6. Donations to the library were listed
7. Inventory was done in kid's department—only 10 books missing,
8. Ms. Pfister issued a free library card for veteran who was 100% disabled, new law states 100% disabled veteran does not pay property taxes

City Council Liaison

Alderman Tarulis informed the Board about the Home Rule meeting at the City Hall. He said flexibility of government is one of the advantages of Home Rule and taxes are the biggest concern for residents. When the population reaches 25,000, the City automatically receives the benefits of Home Rule. He said a special census will be conducted. Home construction numbers were also discussed and many builders came to Yorkville due to the B.U.I.L.D. program.

Standing Committees:

Finance

Finance committee met and will discuss their meeting under New Business.

Unfinished Business:

Update on Cost Cutting

Will be discussed next month.

Painting Bid for Building

The RFP is included in the packet. Ms. Lindblom said this document is an RFP rather than a bid and she detailed the differences between them. Proposals can be opened any time and bids have a deadline and are opened on the same day. Concerns were also raised for required legal notices, dates that must be adhered to and changes in some of the language and dates. President Walter was asked to seek clarification.

Adopt a Sunday

Ms. Johnson will send the updated version of the proposed letter to all the Board members. President Walter said all Sundays should be sponsored prior to announcing the library will be open all months. Ms. Lindblom commented that this idea should be considered in the budget as well.

New Business:

Levy for FY 2017/18

The Finance Committee met prior to the regular meeting. The City has proposed taking the library out of the City levy, therefore making the library subject to the tax cap. If the library is included in the City budget, the library can retain the .15% levy. The City would like that amount lowered, however, Ms. Lindblom said the library is having a hard time meeting their financial obligations. State Statute says that the library sets their own levy. The Finance Committee recommended keeping the .15% levy within the City's levy. Mr. Johnson moved and Ms. Chacon seconded a motion to maintain the .15% levy. Passed unanimously by voice vote. Ms. Pfister was asked to draft a letter to the city stating the library's position. Board members will attend the Council meeting to present their case and asked Alderman Tarulis to notify them of the date.

Carpet and Window Quotes

Ms. Pfister got three bids for carpet cleaning (excluding the loft) and the lowest bid was \$4,284. The lowest bid for cleaning all windows inside and out was \$2,390. She said gutter cleaning is also needed. Ms. Johnson moved to accept the quotes of \$4,284 for carpet cleaning and \$2,390 for window cleaning. Ms. Lindblom seconded the motion.

Roll call: Gambro-yes, Walter-yes, Chacon-yes, Lindblom-yes, Johnson-yes. Passed 5-0.

Executive Session: None

Additional Business:

Alderman Tarulis was asked to remind Mayor Golinski that one Board member is still needed.

Adjournment:

There was no further business and the meeting was adjourned at 8:18pm.

Minutes respectfully submitted by
Marlys Young, Minute Taker

DATE: 10/18/16
TIME: 11:02:16
ID: AP225000.CBL

UNITED CITY OF YORKVILLE
MANUAL CHECK REGISTER

CHECK #	VENDOR # INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	CHECK DATE	ACCOUNT #	ITEM AMT
900036	FNBO	FIRST NATIONAL BANK OMAHA			10/25/16		
	102516-A.SIMMONS	09/30/16	01	KONICA-7/19-8/18 COPY CHARGES		82-820-54-00-5462	6.55
						INVOICE TOTAL:	6.55 *



DATE: 10/18/16
TIME: 11:02:16
ID: AP225000.CBL

UNITED CITY OF YORKVILLE
MANUAL CHECK REGISTER

CHECK #	VENDOR # INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	CHECK DATE	ACCOUNT #	ITEM AMT
900036	FNBO	FIRST NATIONAL BANK OMAHA			10/25/16		
	102516-M.EBERHARDT	09/30/16	01	TARGET-STORYTIME SUPPLIES		82-820-56-00-5671	50.93
			02	TARGET-HALLOWEEN SUPPLIES		82-820-56-00-5671	22.00
						INVOICE TOTAL:	72.93 *



DATE: 10/18/16
TIME: 11:02:16
ID: AP225000.CBL

UNITED CITY OF YORKVILLE
MANUAL CHECK REGISTER

CHECK #	VENDOR # INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	CHECK DATE	ACCOUNT #	ITEM AMT
900036	FNBO	FIRST NATIONAL BANK OMAHA			10/25/16		
	102516-M.PFISTER	09/30/16	01	OFFICE MAX-CASH BOX		82-820-56-00-5610	41.49
			02	AMAZON-BOOKS		82-820-56-00-5671	26.12
						INVOICE TOTAL:	67.61 *



DATE: 10/18/16
TIME: 11:02:16
ID: AP225000.CBL

UNITED CITY OF YORKVILLE
MANUAL CHECK REGISTER

CHECK #	VENDOR # INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	CHECK DATE	ACCOUNT #	ITEM AMT
900036	FNBO	FIRST NATIONAL BANK OMAHA			10/25/16		
	102516-S.AUGUSTINE	09/30/16	01	LOW-COST ADULT PROGRAMMING		82-820-54-00-5412	30.00
			02	IDEAS SEMINAR REGISTRATION		** COMMENT **	
						INVOICE TOTAL:	30.00 *
	102516-S.IWANSKI	09/30/16	01	BOOK CLUB POSTAGE		82-820-54-00-5452	200.86
						INVOICE TOTAL:	200.86 *
						Total Amount Paid :	\$377.95

DATE: 11/09/16
TIME: 07:40:03
PRG ID: AP215000.WOW

UNITED CITY OF YORKVILLE
CHECK REGISTER

CHECK DATE: 11/14/16

CHECK #	VENDOR #	INVOICE NUMBER	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	ITEM AMT
104259	ADSALARM	ALARM DETECTION SYSTEMS INC					
	217537-100916		10/09/16	01	NOV 2016 - OCT 2017 ALARM	82-820-54-00-5462	340.44
				02	SERVICES	** COMMENT **	
					INVOICE TOTAL:		340.44 *
					CHECK TOTAL:		340.44
104260	BAKTAY	BAKER & TAYLOR					
	2032333714		09/29/16	01	BOOKS	84-840-56-00-5686	627.55
					INVOICE TOTAL:		627.55 *
	2032343725		10/04/16	01	BOOKS	82-820-56-00-5686	325.18
					INVOICE TOTAL:		325.18 *
	2032367449		10/12/16	01	BOOKS	84-840-56-00-5686	854.28
					INVOICE TOTAL:		854.28 *
	2032380074		10/18/16	01	BOOKS	82-820-56-00-5686	821.24
					INVOICE TOTAL:		821.24 *
	2032393708		10/24/16	01	BOOKS	84-840-56-00-5686	668.75
					INVOICE TOTAL:		668.75 *
	2032400913		10/26/16	01	BOOKS	84-840-56-00-5686	363.71
					INVOICE TOTAL:		363.71 *
	2032403571		10/27/16	01	BOOKS	84-840-56-00-5686	556.98
					INVOICE TOTAL:		556.98 *
	B27931330		10/14/16	01	DVD	82-820-56-00-5685	7.38
					INVOICE TOTAL:		7.38 *
					CHECK TOTAL:		4,225.07
104261	CAMBRIA	CAMBRIA SALES COMPANY INC.					

82-820 LIBRARY OPERATIONS

83-830 LIBRARY DEBT SERVICE

84-840 LIBRARY CAPITAL

DATE: 11/09/16
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PRG ID: AP215000.WOW

UNITED CITY OF YORKVILLE
CHECK REGISTER

CHECK DATE: 11/14/16

CHECK #	VENDOR #	INVOICE NUMBER	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	ITEM AMT	
104261	CAMBRIA	CAMBRIA SALES COMPANY INC.						
	38146		10/25/16	01	PAPER TOWEL, GARBAGE LINERS,	82-820-56-00-5620	202.28	
				02	VACUUM BAGS, WINDEX	** COMMENT **		
					INVOICE TOTAL:		202.28 *	
	38165		11/01/16	01	SOAP, CLOROX WIPES	82-820-56-00-5620	107.96	
					INVOICE TOTAL:		107.96 *	
					CHECK TOTAL:		310.24	
104262	DEMCO	DEMCO, INC.						
	5980474		10/07/16	01	BOOK STICKERS, BOOKMARKS	82-820-56-00-5610	26.35	
					INVOICE TOTAL:		26.35 *	
					CHECK TOTAL:		26.35	
104263	EBSCO	EBSCO INDUSTRIES, INC.						
	1000044047-1		10/18/16	01	EBSCO PACKAGE RENEWAL	82-820-54-00-5460	1,268.00	
					INVOICE TOTAL:		1,268.00 *	
					CHECK TOTAL:		1,268.00	
104264	MIDWTAPE	MIDWEST TAPE						
	94369988		09/30/16	01	DVDS	82-820-56-00-5685	79.96	
					INVOICE TOTAL:		79.96 *	
	94396795		10/08/16	01	DVDS	82-820-56-00-5685	85.96	
					INVOICE TOTAL:		85.96 *	
	94397251		10/08/16	01	AUDIO BOOKS	84-840-56-00-5683	64.98	
					INVOICE TOTAL:		64.98 *	
	94414430		10/14/16	01	DVD	82-820-56-00-5685	22.99	
					INVOICE TOTAL:		22.99 *	

82-820 LIBRARY OPERATIONS

83-830 LIBRARY DEBT SERVICE

84-840 LIBRARY CAPITAL

DATE: 11/09/16
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UNITED CITY OF YORKVILLE
CHECK REGISTER

CHECK DATE: 11/14/16

CHECK #	VENDOR #	INVOICE NUMBER	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	ITEM AMT
104264	MIDWTAPE	MIDWEST TAPE					
	94422387		10/18/16	01	AUDIO BOOKS	84-840-56-00-5683	114.97
					INVOICE TOTAL:		114.97 *
	94440417		10/24/16	01	AUDIO BOOKS	84-840-56-00-5683	79.98
					INVOICE TOTAL:		79.98 *
	94442307		10/24/16	01	DVDS	82-820-56-00-5685	44.98
					INVOICE TOTAL:		44.98 *
	94453076		10/27/16	01	DVD	82-820-56-00-5685	22.99
					INVOICE TOTAL:		22.99 *
	94456362		10/28/16	01	AUDIO BOOKS	84-840-56-00-5683	59.98
					INVOICE TOTAL:		59.98 *
	94456496		10/28/16	01	DVD SECURITY CASES	82-820-56-00-5610	147.99
					INVOICE TOTAL:		147.99 *
	94464375		10/31/16	01	DVDS	82-820-56-00-5685	37.98
					INVOICE TOTAL:		37.98 *
					CHECK TOTAL:		762.76
104265	PFISTERM	PFISTER, MICHAEELEN					
	102716		10/27/16	01	PRAIRIE CAT DELEGATES ASSEMBLY	82-820-54-00-5415	44.28
				02	MEETING MILEAGE REIMBURSEMENT	** COMMENT **	
					INVOICE TOTAL:		44.28 *
					CHECK TOTAL:		44.28
104266	SECOND	SECOND CHANCE CARDIAC SOLUTION					
	16-010-271		10/28/16	01	AED ANNUAL INSPECTION	82-820-54-00-5495	225.90
					INVOICE TOTAL:		225.90 *
					CHECK TOTAL:		225.90

82-820 LIBRARY OPERATIONS

83-830 LIBRARY DEBT SERVICE

84-840 LIBRARY CAPITAL

DATE: 11/09/16
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UNITED CITY OF YORKVILLE
CHECK REGISTER

CHECK DATE: 11/14/16

CHECK #	VENDOR #	INVOICE NUMBER	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	ITEM AMT
104267	SOUND	SOUND INCORPORATED					
	R145191		10/12/16	01	NOV-JAN MAINTENANCE CONTRACT	82-820-54-00-5462	876.90
					INVOICE TOTAL:		876.90 *
					CHECK TOTAL:		876.90
104268	TERCARPE	TERRY'S CARPET CLEANING					
	102616		10/26/16	01	CLEANING OF LIBRARY CARPETS	82-820-54-00-5495	4,284.00
					INVOICE TOTAL:		4,284.00 *
					CHECK TOTAL:		4,284.00
104269	THYSSEN	THYSSENKRUPP ELEVATOR CORP					
	3002817662		10/01/16	01	10/01-12/31 ELEVATOR	82-820-54-00-5462	743.28
				02	MAINTENANCE	** COMMENT **	
					INVOICE TOTAL:		743.28 *
					CHECK TOTAL:		743.28
104270	TODAYS	TODAY'S BUSINESS SOLUTIONS INC					
	101716-45		10/18/16	01	JULY-SEPT FAXING	82-820-54-00-5462	25.44
					INVOICE TOTAL:		25.44 *
	4384		11/02/16	01	SCAN SYSTEM ANNUAL LICENSE	82-820-54-00-5462	795.00
					INVOICE TOTAL:		795.00 *
					CHECK TOTAL:		820.44
104271	TRICO	TRICO MECHANICAL SERVICE GROUP					
	4053		10/26/16	01	REPLACED BOILER PUMP SEALS	82-820-54-00-5495	3,197.10
					INVOICE TOTAL:		3,197.10 *
					CHECK TOTAL:		3,197.10

82-820 LIBRARY OPERATIONS

83-830 LIBRARY DEBT SERVICE

84-840 LIBRARY CAPITAL

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UNITED CITY OF YORKVILLE
CHECK REGISTER

CHECK DATE: 11/14/16

CHECK #	VENDOR #	INVOICE NUMBER	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	ITEM AMT
104272	WALTERR	RUSSELL W. WALTER					
	090116-MEARDS		09/01/16	01	RECYCLE & TRASH BINS	82-820-56-00-5620	60.11
					INVOICE TOTAL:		60.11 *
	090316-CIRCLE K		09/01/16	01	ICE	82-820-56-00-5620	9.47
					INVOICE TOTAL:		9.47 *
	101116-FRYS		10/11/16	01	CORDS	84-840-56-00-5635	70.64
					INVOICE TOTAL:		70.64 *
					CHECK TOTAL:		140.22
104273	WAREHOUS	WAREHOUSE DIRECT					
	3253441-0		11/02/16	01	TONER	82-820-56-00-5610	345.97
					INVOICE TOTAL:		345.97 *
					CHECK TOTAL:		345.97
104274	YOUNGM	MARLYS J. YOUNG					
	101016		10/26/16	01	10/10/16 MEETING MINUTES	82-820-54-00-5462	63.00
					INVOICE TOTAL:		63.00 *
					CHECK TOTAL:		63.00
					TOTAL AMOUNT PAID:		17,673.95

82-820 LIBRARY OPERATIONS

83-830 LIBRARY DEBT SERVICE

84-840 LIBRARY CAPITAL



UNITED CITY OF YORKVILLE

PAYROLL SUMMARY

October 7, 2016

	REGULAR	OVERTIME	TOTAL	IMRF	FICA	TOTALS
ADMINISTRATION	\$ 16,345.68	\$ -	16,345.68	\$ 1,703.53	\$ 776.23	\$ 18,825.44
FINANCE	9,378.44	-	9,378.44	1,028.82	724.96	\$ 11,132.22
POLICE	104,390.90	1,971.65	106,362.55	553.72	7,810.71	\$ 114,726.98
COMMUNITY DEV.	12,657.06	-	12,657.06	1,198.12	919.81	\$ 14,774.99
STREETS	12,901.29	85.19	12,986.48	1,380.45	952.94	\$ 15,319.87
WATER	14,062.61	306.40	14,369.01	1,522.12	1,038.35	\$ 16,929.48
SEWER	8,020.19	-	8,020.19	868.49	609.68	\$ 9,498.36
PARKS	17,130.41	175.70	17,306.11	1,739.45	1,280.84	\$ 20,326.40
RECREATION	13,476.53	-	13,476.53	1,133.63	995.42	\$ 15,605.58
LIBRARY	15,981.91	-	15,981.91	855.55	1,195.06	\$ 18,032.52
TOTALS		\$ 2,538.94	\$ 226,883.96	\$ 11,983.88	\$ 16,304.00	\$ 255,171.84

TOTAL PAYROLL \$ 255,171.84



UNITED CITY OF YORKVILLE PAYROLL SUMMARY October 21, 2016

	REGULAR	OVERTIME	TOTAL	IMRF	FICA	TOTALS
MAYOR & LIQ. COM.	\$ 908.34	\$ -	\$ 908.34	\$ -	\$ 69.49	\$ 977.83
CLERK	583.34	-	583.34	8.85	44.61	636.80
TREASURER	83.34	-	83.34	8.85	6.36	98.55
ALDERMAN	3,900.00	-	3,900.00	-	291.91	4,191.91
ADMINISTRATION	16,337.68	-	16,337.68	1,703.54	775.63	18,816.85
FINANCE	8,628.43	-	8,628.43	917.21	644.64	10,190.28
POLICE	101,075.78	3,324.03	104,399.81	575.49	7,622.65	112,597.95
COMMUNITY DEV.	13,735.68	-	13,735.68	1,345.30	1,002.34	16,083.32
STREETS	12,901.28	-	12,901.28	1,371.40	946.41	15,219.09
WATER	14,507.60	461.43	14,969.03	1,538.60	1,084.25	17,591.88
SEWER	8,020.18	-	8,020.18	852.55	598.20	9,470.93
PARKS	16,941.90	207.64	17,149.54	1,742.85	1,268.85	20,161.24
RECREATION	12,977.43	-	12,977.43	1,133.63	957.25	15,068.31
LIBRARY	16,556.04	-	16,556.04	855.56	1,239.00	18,650.60

TOTALS \$ 227,157.02 \$ 3,993.10 \$ 231,150.12 \$ 12,053.83 \$ 16,551.59 \$ 259,755.54

TOTAL PAYROLL \$ 259,755.54



YORKVILLE LIBRARY BOARD

BILL LIST SUMMARY

Monday, November 14, 2016

ACCOUNTS PAYABLE

Library CC Check Register (<i>Pages 1-4</i>)	10/25/2016	\$377.95
Library Check Register (<i>Pages 5 - 9</i>)	11/14/2016	\$17,673.95
Guardian -October 2016 dental insurance	10/11/2016	\$440.48
Eye Med - October 2016 Vision Ins.	10/11/2016	\$54.24
IPRF -November 2016 Workers Comp	10/11/2016	\$890.89
Glatfelter Liability Ins. - Installment #10	10/11/2016	\$866.80
Dearborne National - November 2016 Life Ins	10/25/2016	\$33.60
DAC - October 2016 HRA Fees	10/25/2016	\$12.00
BCBS - November 2016 Health Insurance	10/25/2016	\$5,785.96
TOTAL BILLS PAID:		\$26,135.87

PAYROLL

	<u>DATE</u>	
Bi-weekly (<i>Page 10</i>)	10/07/2016	\$18,032.52
Bi-weekly (<i>Page 11</i>)	10/21/2016	\$18,650.60
TOTAL PAYROLL:		\$36,683.12

TOTAL DISBURSEMENTS:	\$62,818.99
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FISCAL YEAR 2017 BUDGET REPORT
For the Month Ending October 31, 2016

% of Fiscal Year		8%	17%	25%	33%	42%	50%	Year-to-Date Totals	FISCAL YEAR 2017	
ACCOUNT NUMBER	DESCRIPTION	May-16	June-16	July-16	August-16	September-16	October-16	Totals	BUDGET	% of Budget
LIBRARY OPERATIONS REVENUES										
Taxes										
82-000-40-00-4000	PROPERTY TAXES	61,391	244,019	20,045	20,796	262,622	8,776	617,649	644,719	95.80%
Intergovernmental										
82-000-41-00-4120	PERSONAL PROPERTY TAX	882	-	959	112	-	872	2,826	5,250	53.82%
82-000-41-00-4170	STATE GRANTS	-	13,044	-	-	-	-	13,044	17,200	75.83%
Fines & Forfeits										
82-000-43-00-4330	LIBRARY FINES	459	511	443	1,185	362	1,021	3,981	9,300	42.81%
Charges for Service										
82-000-44-00-4401	LIBRARY SUBSCRIPTION CARDS	365	588	305	492	681	1,078	3,509	7,500	46.78%
82-000-44-00-4422	COPY FEES	275	200	187	184	194	165	1,205	3,000	40.15%
82-000-44-00-4439	PROGRAM FEES	44	80	181	42	110	79	536	1,000	53.60%
Investment Earnings										
82-000-45-00-4500	INVESTMENT EARNINGS	58	67	71	77	78	88	439	350	125.42%
Miscellaneous										
82-000-48-00-4820	RENTAL INCOME	115	275	76	300	175	200	1,141	2,000	57.05%
82-000-48-00-4824	DVD RENTAL INCOME	187	257	249	199	198	220	1,310	5,000	26.20%
82-000-48-00-4850	MISCELLANEOUS INCOME	78	95	55	48	738	512	1,527	500	305.32%
Other Financing Sources										
82-000-49-00-4901	TRANSFER FROM GENERAL	5,276	1,757	1,757	1,991	1,757	1,758	14,296	36,068	39.64%
TOTAL REVENUES: LIBRARY		69,131	260,893	24,329	25,423	266,916	14,770	661,462	731,887	90.38%

LIBRARY OPERATIONS EXPENDITURES

<i>Salaries & Wages</i>											
82-820-50-00-5010	SALARIES & WAGES		15,825	18,021	24,145	16,097	16,097	16,097	106,282	217,309	48.91%
82-820-50-00-5015	PART-TIME SALARIES		15,965	15,531	23,542	16,531	15,027	16,441	103,037	201,825	51.05%
<i>Benefits</i>											
82-820-52-00-5212	RETIREMENT PLAN CONTRIBUTION		1,682	1,916	2,567	1,711	1,711	1,711	11,298	23,470	48.14%
82-820-52-00-5214	FICA CONTRIBUTION		2,377	2,512	3,593	2,441	2,326	2,434	15,683	31,448	49.87%
82-820-52-00-5216	GROUP HEALTH INSURANCE		11,742	4,565	5,600	5,832	5,501	5,554	38,794	83,960	46.21%
82-820-52-00-5222	GROUP LIFE INSURANCE		34	67	34	-	67	34	235	403	58.36%
82-820-52-00-5223	DENTAL INSURANCE		440	440	440	440	440	440	2,643	5,638	46.88%
82-820-52-00-5224	VISION INSURANCE		54	54	54	54	54	54	325	651	49.99%
82-820-52-00-5230	UNEMPLOYMENT INSURANCE		-	-	-	233	-	-	233	2,500	9.32%
82-820-52-00-5231	LIABILITY INSURANCE		5,276	1,757	1,757	1,757	1,757	1,758	14,063	33,568	41.90%
<i>Contractual Services</i>											
82-820-54-00-5412	TRAINING & CONFERENCES		300	-	-	-	-	30	330	500	66.00%
82-820-54-00-5415	TRAVEL & LODGING		-	164	-	41	-	41	246	600	40.95%



FISCAL YEAR 2017 BUDGET REPORT
For the Month Ending October 31, 2016

ACCOUNT NUMBER	DESCRIPTION	% of Fiscal Year						Year-to-Date Totals Totals	FISCAL YEAR 2017	
		8% May-16	17% June-16	25% July-16	33% August-16	42% September-16	50% October-16		BUDGET	% of Budget
82-820-54-00-5426	PUBLISHING & ADVERTISING	-	-	-	-	-	-	-	100	0.00%
82-820-54-00-5440	TELECOMMUNICATIONS	-	-	776	-	490	-	1,266	6,000	21.09%
82-820-54-00-5452	POSTAGE & SHIPPING	-	-	19	-	-	201	220	500	43.95%
82-820-54-00-5460	DUES & SUBSCRIPTIONS	-	1,725	-	306	3,903	-	5,934	12,000	49.45%
82-820-54-00-5462	PROFESSIONAL SERVICES	3,580	3,193	2,106	2,439	1,737	729	13,784	29,000	47.53%
82-820-54-00-5466	LEGAL SERVICES	-	-	-	-	-	-	-	2,000	0.00%
82-820-54-00-5468	AUTOMATION	-	-	3,158	-	-	3,158	6,316	35,000	18.05%
82-820-54-00-5480	UTILITIES	-	-	-	-	-	-	-	16,281	0.00%
82-820-54-00-5495	OUTSIDE REPAIR & MAINTENANCE	496	2,451	5,196	-	-	2,193	10,335	25,000	41.34%
82-820-54-00-5498	PAYING AGENT FEES	-	1,100	589	-	-	-	1,689	2,190	77.10%
<i>Supplies</i>										
82-820-56-00-5610	OFFICE SUPPLIES	-	965	881	828	786	477	3,937	8,000	49.21%
82-820-56-00-5620	OPERATING SUPPLIES	-	2,014	346	1,511	38	1,116	5,024	8,000	62.80%
82-820-56-00-5671	LIBRARY PROGRAMMING	-	155	91	109	137	99	592	1,000	59.24%
82-820-56-00-5685	DVD'S	-	122	174	142	124	110	672	2,000	33.58%
82-820-56-00-5686	BOOKS	-	-	-	1,190	1,493	1,592	4,275	5,000	85.51%
82-820-99-00-9983	TRANSFER TO LIB DEBT SERVICE	-	-	-	-	-	-	-	3,000	0.00%
TOTAL FUND REVENUES		69,131	260,893	24,329	25,423	266,916	14,770	661,462	731,887	90.38%
TOTAL FUND EXPENDITURES		57,770	56,752	75,069	51,663	51,690	54,269	347,213	756,943	45.87%
FUND SURPLUS (DEFICIT)		11,361	204,141	(50,740)	(26,240)	215,226	(39,499)	314,249	(25,056)	
BEGINNING FUND BALANCE								499,355		
FUND SURPLUS (DEFICIT)								314,249		
ENDING RESERVED FUND BALANCE								334,198		
ENDING UNRESERVED FUND BALANCE								479,406		
ENDING TOTAL FUND BALANCE								813,604		

LIBRARY DEBT SERVICE REVENUES

83-000-40-00-4000	PROPERTY TAXES	73,129	290,675	23,877	24,772	260,578	62,711	735,744	749,771	98.13%
83-000-45-00-4500	INVESTMENT EARNINGS	-	-	5	5	-	-	10	-	0.00%
83-000-49-00-4982	TRANSFER FROM LIB OPS	-	-	-	-	-	-	-	3,000	0.00%
TOTAL REVENUES: LIBRARY DEBT SERVICE		73,129	290,675	23,882	24,777	260,578	62,711	735,754	752,771	97.74%



FISCAL YEAR 2017 BUDGET REPORT
For the Month Ending October 31, 2016

ACCOUNT NUMBER	DESCRIPTION	% of Fiscal Year	8%	17%	25%	33%	42%	50%	Year-to-Date Totals Totals	FISCAL YEAR 2017	
		May-16	June-16	July-16	August-16	September-16	October-16	BUDGET		% of Budget	
LIBRARY DEBT SERVICE EXPENDITURES											
2006 Bond											
83-830-84-00-8000	PRINCIPAL PAYMENT	-	-	-	-	-	-	-	-	50,000	0.00%
83-830-84-00-8050	INTEREST PAYMENT	-	14,869	-	-	-	-	-	14,869	29,738	50.00%
2013 Refunding Bond											
83-830-99-00-8000	PRINCIPAL PAYMENT	-	-	-	-	-	-	-	-	500,000	0.00%
83-830-99-00-8050	INTEREST PAYMENT	-	86,516	-	-	-	-	-	86,516	173,033	50.00%
TOTAL FUND REVENUES		73,129	290,675	23,882	24,777	260,578	62,711		735,754	752,771	97.74%
TOTAL FUND EXPENDITURES		-	101,385	-	-	-	-		101,385	752,771	13.47%
FUND SURPLUS (DEFICIT)		73,129	189,290	23,882	24,777	260,578	62,711		634,369	-	

LIBRARY CAPITAL REVENUES

84-000-42-00-4214	DEVELOPMENT FEES		3,100	3,500	3,750	8,550	11,950	2,550	33,400	20,000	167.00%
84-000-42-00-4224	RENEW PROGRAM PERMIT		-	200	-	-	-	-	200	-	0.00%
84-000-45-00-4500	INVESTMENT EARNINGS		1	1	1	1	1	1	5	10	50.60%
84-000-48-00-4850	MISCELLANEOUS INCOME		-	-	-	-	-	-	-	-	0.00%
TOTAL REVENUES: LIBRARY CAPITAL			3,101	3,701	3,751	8,551	11,951	2,551	33,605	20,010	167.94%

LIBRARY CAPITAL EXPENDITURES

84-840-54-00-5406	RENEW PROGRAM		-	200	-	-	-	-	200	-	0.00%
84-840-54-00-5460	E-BOOK SUBSCRIPTIONS		-	-	161	-	-	161	322	3,500	9.20%
84-840-56-00-5635	COMPUTER EQUIPMENT & SOFTWARE		-	-	-	3,081	6,956	-	10,037	-	0.00%
84-840-56-00-5683	AUDIO BOOKS		-	325	110	598	205	-	1,238	-	0.00%
84-840-56-00-5684	COMPACT DISCS & OTHER MUSIC		-	-	-	-	-	-	-	-	0.00%
84-840-56-00-5685	DVD'S		-	-	-	-	-	-	-	-	0.00%
84-840-56-00-5686	BOOKS		-	1,518	369	1,029	16	1,523	4,456	8,395	53.08%
TOTAL FUND REVENUES			3,101	3,701	3,751	8,551	11,951	2,551	33,605	20,010	167.94%
TOTAL FUND EXPENDITURES			-	2,043	640	4,709	7,177	1,684	16,253	11,895	136.64%
FUND SURPLUS (DEFICIT)			3,101	1,657	3,111	3,842	4,774	867	17,352	8,115	

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UNITED CITY OF YORKVILLE
 GENERAL LEDGER ACTIVITY REPORT

PAGE: 1
 F-YR: 17

ACTIVITY THROUGH FISCAL PERIOD 06

PER.	JOURNAL #	ENTRY DATE	ITEM	TRANSACTION DESCRIPTION	VENDOR	CHECK	INVOICE	DEBIT	CREDIT
82-000-24-00-2480	(L)	ESCROW -	MEMORIALS & GIFTS						
01		05/01/2016		BEGINNING BALANCE					6,071.73
	AP-160525	05/17/2016	08	CONSTANT CONTACT PURCHASE	FIRST NATIONAL BANK	900028	052516-S.AUGUSTINE	45.00	
	GJ-160531LB	06/06/2016	08	May 2016 Deposits					1,640.00
				TOTAL PERIOD 01 ACTIVITY				45.00	1,640.00
02	AP-160613	06/08/2016	01	BOOKS	BAKER & TAYLOR	104185	2032016411	322.21	
		06/08/2016	02	BOOKS	BAKER & TAYLOR	104185	2032033560	381.79	
		06/08/2016	03	07/14/16 SUMMER READING	DALE OBROCHTA	104191	071416	350.00	
		06/08/2016	04	8 RAGLAN JERSEYS	THE LOGO SHIRT FACTO	104195	G25225	159.92	
	AP-160625	06/16/2016	95	AMAZON-BOOKS, CAMERA	FIRST NATIONAL BANK	900030	062516-M.PFISTER	237.45	
		06/16/2016	96	CONSTANT CONTACT NEWSLETTER	FIRST NATIONAL BANK	900030	062516-M.PFISTER	333.00	
		06/16/2016	97	CONSTANT CONTACT TOOLKIT	FIRST NATIONAL BANK	900030	062516-S.AUGUSTINE	45.00	
	GJ-160630LB	07/05/2016	08	June 206 Deposits					265.94
				TOTAL PERIOD 02 ACTIVITY				1,829.37	265.94
03	AP-160711	07/06/2016	01	BOOKS	BAKER & TAYLOR	104208	2032045926	611.37	
		07/06/2016	02	BOOKS	BAKER & TAYLOR	104208	2032064689	296.28	
	GJ-160731LB	08/02/2016	08	July 2016 Deposits					102.00
				TOTAL PERIOD 03 ACTIVITY				907.65	102.00
04	AP-160808	08/01/2016	01	BOOKS	BAKER & TAYLOR	104219	2032097018	343.39	
		08/01/2016	02	BOOKS	BAKER & TAYLOR	104219	2032125964	495.37	
		08/01/2016	03	BOOKS	BAKER & TAYLOR	104219	2032142803	379.17	
		08/01/2016	04	2015 STATE BAR SUPPLEMENT	WEST PUBLISHING CORP	104231	834323773	86.06	
	AP-160825	08/15/2016	193	AMAZON-BOOKS	FIRST NATIONAL BANK	900034	082516-M.PFISTER	42.05	
		08/15/2016	194	BOOKS	FIRST NATIONAL BANK	900034	082516-M.PFISTER	32.04	
	GJ-160831LB	09/01/2016	08	August 2016 Deposits					881.94
				TOTAL PERIOD 04 ACTIVITY				1,378.08	881.94
05	AP-160912	09/06/2016	01	BOOKS	SCHOLASTIC BOOK CLUB	104240	W3679214BF	575.89	
		09/06/2016	02	10/06/16 MAGIC SHOW	ROB THOMPSON	104242	100616	350.00	
	AP-160925	09/15/2016	182	TARGET-GIFTCARDS	FIRST NATIONAL BANK	900035	092516-S.AUGUSTINE	100.00	
	GJ-160930LB	10/03/2016	08	Sept 2016 Deposit					925.00
				TOTAL PERIOD 05 ACTIVITY				1,025.89	925.00
06	GJ-161021NF	11/01/2016	01	NSF GILLESPIE/DONATION				50.00	
	GJ-161031LB	11/01/2016	08	Oct 2016 Deposits					1,550.00
				TOTAL PERIOD 06 ACTIVITY				50.00	1,550.00
				TOTAL ACCOUNT ACTIVITY				5,235.99	5,364.88
				ENDING BALANCE					6,200.62
				GRAND TOTAL				0.00	6,200.62
				TOTAL DIFFERENCE				0.00	6,200.62



YORKVILLE PUBLIC LIBRARY
CASH STATEMENT
As of October 31, 2016

FISCAL YEAR 2017

		May 2016	June 2016	July 2016	August 2016	September 2016	October 2016	November 2016	December 2016	January 2017	February 2017	March 2017	April 2017
Library Operations	Old Second	\$ 365,618	\$ 535,824	\$ 502,514	\$ 475,971	\$ 692,498	\$ 714,939						
Building Development Fees	Old Second	14,797	17,705	18,926	17,968	19,342	29,609						
Library Operations	IMET *	8,837	8,837	8,837	8,837	8,837	8,837						
Library Operations	Illinois Funds	171,550	184,641	184,693	171,540	169,947	170,006						
Library Debt Service	Illinois Funds	10	(14,859)	(14,859)	-	-	-						
Total:		\$ 560,812	\$ 732,148	\$ 700,111	\$ 674,316	\$ 890,624	\$ 923,390						

* Restricted

PAYROLL

1ST PAY PERIOD		\$ 17,710	\$ 20,265	\$ 18,004	\$ 18,326	\$ 18,055	\$ 18,033						
2ND PAY PERIOD		18,139	17,714	17,386	18,454	17,107	18,651						
3RD PAY PERIOD		-	-	18,458	-	-	-						
Total		\$ 35,849	\$ 37,979	\$ 53,847	\$ 36,780	\$ 35,161	\$ 36,683						

October 2016

October 2016 Circ by Transaction Type	All Trans actions	Checkout + Renewals	Check-outs	Renewals	All Holds Placed	Holds Filled	Check ins	Usage
Yorkville Public Library - YKBB-4	12,830	6,050	5,072	978	363	1,203	5,214	0

Yorkville borrowed 1,003 items from other libraries.

Yorkville lent 613 items to other libraries.

363 items were checked out by reciprocal borrowers at Yorkville.

102 patrons were added.

433 items were added.

615 OMNI e-books were checked out.

183 OMNI audio books were checked out.

2 OMNI videos were streamed.

199 OMNI users in October.

23 Illinois E-read books were checked out.

17 Illinois E-audio books were checked out.

22 Illinois E-read users in October.

Patrons paid \$177.15 through e-commerce in October.

October		
Public Relations	Kendall Country Record - Beacon News Sun Times- WSBY- City of Yorkville Flyer – Yorkville Patch	
Meetings, Workshop	Circulation – Iwanski Webinar – Managing Library Technology -Augustine Conference- Low Cost Adult Programming- Augustine PrairieCAT Delegates Assembly Pfister	
Programs, Activities	Number Attending	
Adult Programs	Evening Book Club	5
	Lunch Time Book Club	7
	Men's Book Club	9
	Friends Meeting	10
	Threads and More	12
	Creative Writing –Lisa Macaione	7
	EBook Drop-in-Help	8
	Creative Coloring	7
	The Golden Age of the Accordion	
	Howard Manthei	25
Young Adult Programs	Teen Meeting -TAG (2 programs)	15
	Pre-teen Coloring	5
	Anime Monday (3 Programs)	15
	Plarn - Jessica Faedtke	4
	Anime Monday (3 Programs)	15
Children Programs	Drop-In Story Time	15
	Lapsit	13
	Tots and Toddlers (2 programs)	55
	Read with Paws	4
	Afternoon Read (4 Programs)	19
	Ice Cream Book Club	7
	Lego Club	10
	Lego Club Duplo (2programs)	30
	Book Club (Grade K-12 programs)	6
	Book Club (Grades 3-5 – 2 programs)	10
	Magic the Gathering	8
	Book Activities	17
	Stories in the Park	65
	Mystery Program	12
	Panera Story Time (2 Programs)	33
	Literacy Center	8
	Home School Murder Mystery	19
	4H Drone Discovery (K-2)	18

4HDrone Discovery (3-6)	32
Community Story Time	7
Movies Night (2 Programs)	23
Magic Program	61

Meeting Room

Library 14- Rent 4 -City 4

Patron Count

5471

Proctored Test

2

Teens Volunteers

Juleah Richardson, Mikayla Mika, Jasmin Fillipi, Jozelle
Fillipi Morgan Rutsay, Naytona Faedtke, Nicholas
Markoutsis, Brantley Osbourne

Adult Volunteers

JoAnn Britton
Friends cleaning adult shelves
Log in over 600 hours since January

Gifts and Memorials

“ADOPT A SUNDAY”

October 12, 2016

Dear Community Leaders,

The Yorkville Public Library needs help! We have been operating under a very restricted budget since the 2008 recession. As a Public Library, the only main source of revenue is property tax, which has dropped considerably since the new library was opened. To balance the budget we were forced to cut our hours of operation and this has negatively affected the service we provide to our patrons; especially working parents. Currently, our library is open from 10:00 a.m. – 7:00 p.m. Monday through Thursday; Friday, 10:00 a.m. - 5:00 p.m.; Saturday, 10:00 a.m. – 4:00 p.m.; and closed on Sunday. After reviewing a survey conducted by the City of Yorkville, it has become clear to the Library Board that we need to make every effort to extend our evening hours and to open the library on Sunday during the school year. The cost of opening the library with minimal staff is \$300.00. With the help of Yorkville businesses, service organizations, and the community at large, we are hoping to implement a new program called, “Adopt a Sunday”. If you would be willing to pick a Sunday and provide funding for that Sunday, we will publicize your donation with a banner and a letter of your support in our local newspaper. If you are not able to completely adopt one Sunday, any donation will be used in combination with other donors to stay open on Sundays as often as we are able to fund.

We hope that you will consider this opportunity to keep the doors of our library open to all who need it! Please contact our Library Director, Michelle Pfister, at 630-553-4354 to place your name/business/organization on the “Adopt A Sunday” calendar !

Thank you very much for your support!

The Yorkville Public Library Board of Trustees

Barb Johnson
Vice President
Yorkville Public Library Board of Trustee
630-553-7389

Ordinance Regulation Reimbursement of Travel, Meal, and Lodging Expenses

1. **Requirement.** This Ordinance is adopted by the Board of Library trustees of the Yorkville Public Library responsive to the requirements of the Local Government Travel Expense Control Act (the Act) 50 ILCS 1250/1.
2. **Reimbursable Rates.** The Yorkville Library shall reimburse permitted expenses as set forth on the attached Exhibit A.
3. **Reimbursement Request Form.** The Yorkville Library shall only approve reimbursement of expenses if a Library Trustee or employee submits expenses on the Yorkville Library Reimbursement Request Form (Exhibit B).
4. **Entertainment Expenses.** The Library shall not reimburse any Library Trustee or employee for any entertainment expense unless such expense is ancillary to the purpose of the program or event.
5. **Board Approval of Certain Reimbursable.** The following expenses for travel, meals, and lodging may be approved only by a roll call vote at an open meeting of the Board of Library Trustees:
 - a. Any reimbursable expenses of an employee that exceeds the maximum allowed:
 - b. Any reimbursable expenses of a Library Trustee.
6. **Forms.** The Library Director is authorized to develop such additional forms as the Library Director deems helpful with this Resolution and The Act.
7. **Conflict.** All resolutions or part of resolutions conflicting with any provision of this Resolution be and the same are repealed.
8. **Effective Date.** This Resolution shall be in full force and effect from and after its adoption.

Adopted November 14, 2016, pursuant to roll call vote as follows:

AYES: _____

NAYS: _____

ABSENT: _____

Russell Walter, President, Board of Library Trustees
of the Yorkville Public Library

Barbara Johnson, Secretary, Board of Library Trustees of the Yorkville Public Library.

Exhibit A

Permitted Travel Expenses

The Library shall reimburse expenses, including transportation, meals, and lodging which are reasonable necessary for Library business. Examples of expenses which may be reimbursed include expenses for conferences, meetings, or any other event or programs consistent with the Library's mission.

The maximum reimbursable amount are as follow:

Maximum Reimbursable Rates for Transportation

<u>Air Travel</u>	<u>Lowest Reasonable Rate (Coach)</u>
<u>Auto</u>	<u>IRS standard mileage at the time of reimbursement</u>
<u>Rental Car</u>	<u>Lowest Reasonable rate (midsize vehicle)</u>
<u>Rail or Bus</u>	<u>Lowest reasonable rate (cost should not exceed airfare</u>
<u>Taxi, Shuttle, Rideshare, or</u>	
<u>Public Transportation</u>	<u>Actual reasonable rate</u>

Maximum Reimbursable Rates for Meals

<u>Breakfast</u>	<u>\$10.00</u>
<u>Lunch</u>	<u>\$15.00</u>
<u>Dinner</u>	<u>\$20.00</u>

Maximum Reimbursable Rates for Lodging

<u>Chicago Area</u>	<u>\$150.00</u>
---------------------	-----------------

Outside of Chicago Areas as approved by the Board

All employees are required to submit receipts. All employees seeking reimbursement for mileage must have MapQuest directions attached to the reimbursement claim form showing mileage from Yorkville Library to their desired destination.

No alcoholic beverages, whether or not consumption occurs during meal-time may be paid for by the library board.



Reimbursement Form

Full Name: _____

Position/Title: _____

Date of Request: _____

Event: _____

Lodging Expenses Length of Stay From: _____ To: _____ = \$ _____

Meal Expenses

Date: _____ ☐ Breakfast ☐ Lunch ☐ Dinner = \$ _____

Date: _____ ☐ Breakfast ☐ Lunch ☐ Dinner = \$ _____

Date: _____ ☐ Breakfast ☐ Lunch ☐ Dinner = \$ _____

Toll Expense

Date: _____ Toll Charge(s) _____ \$ _____

Date: _____ Toll Charge(s) _____ \$ _____

Date: _____ Toll Charge(s) _____ \$ _____

2016 Mileage Expenses

Date: _____ Total Miles: _____ x \$0.54/Mile = \$ _____

Date: _____ Total Miles: _____ x \$0.54/Mile = \$ _____

Date: _____ Total Miles: _____ x \$0.54/Mile = \$ _____

Parking Expenses

Date: _____ Parking Charge(s) _____ \$ _____

Date: _____ Parking Charge(s) _____ \$ _____

Date: _____ Parking Charge(s) _____ \$ _____

Total Reimbursement _____ \$ _____

All employees are required to submit receipts. All employees seeking reimbursement for mileage must have MapQuest directions attached to the reimbursement claim form showing mileage from Yorkville Library to their desired destination. No alcoholic beverages, whether or not consumption occurs during meal-time may be paid for by the library board.

Employee Signature

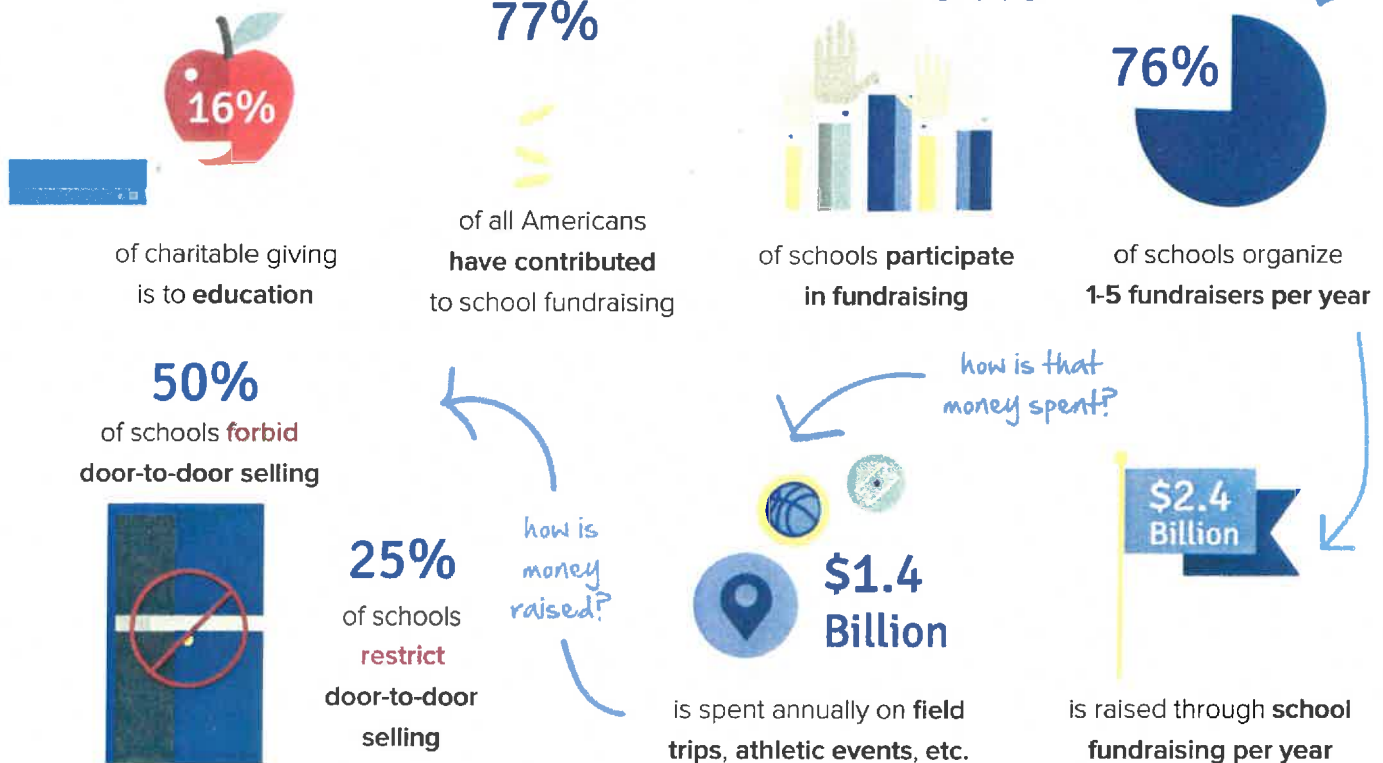
Department Head/Designee Signature

Get Smart About School Fundraising

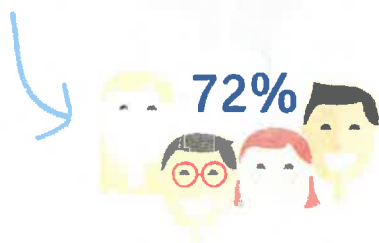
With so many options available, choosing the right school fundraising program can be an overwhelming task. Understanding the landscape can help you decide what makes sense for your school. Know the facts and raise more money with less effort.



The facts about school fundraising...



where does most of the money come from?



of proceeds come from **family and friends**

Fundraising Fatigue...

Many schools hold more fundraisers than the average American is willing to participate in.

When adding up extracurricular activities such as sports, music groups, religious affiliations, etc. you begin to exhaust donors.



Constant requests can wear down your network

Your Fundraising Options...



Sponsorship fundraising means making a donation toward a cause or the greater good.

- "Thons" (walk-a-thons, jog-a-thons, etc.)
- Cash gift/ donations
- Crowd fundraising



Product and Event Fundraising means spending disposable income on nice-to-have items or experiences.

- Candy
- Bake sales
- Cookie dough
- Auctions
- School Swag
- Gift wrap
- Car washes



Ongoing fundraising optimizes the money you already spend on things you need.

Scrip

- Groceries
- Gas
- Retail items

Products

- Box Tops
- Labels
- Receipts

Good feelings

Something extra

Something you need



Things You Should Consider...

Product Fundraising

Individual product fundraisers generate on average nearly **\$3,100** each time they're held

73% of product sales come from **school parents, students, and donations**

Crowd Fundraising

308 online donation platforms support over **1 million projects**

An online donation site **typically costs**

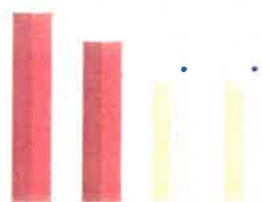
3-9 percent of the amount raised

Online fundraising campaigns last an **average of 8 weeks**



Event Fundraising

Event fundraising can be a profitable **one time initiative**



28 - Auctions

22 - "Thons"

17 - Breakfast/Dinners

17 - Special Events



6 - Scrip

6 - Product Sales

1 - Online Campaign

events typically require the most volunteers

Ongoing Fundraisers

The most popular **year-round** school fundraisers are:

- Scrip fundraising
- Collecting box tops
- Collecting product labels
- Supermarket receipts



did you know that scrip is an effective ongoing fundraiser?

Scrip Fundraising



55%

of participants **benefit personally** from scrip rebate earnings

Top **3 things schools like best** about scrip over other types of fundraisers:



1. Families **don't have to sell** anything
2. It's fundraising while **shopping**
3. What you get is **worth what you pay**

Scrip is an **incredibly flexible** fundraising program. It can be:

- Online or paper order forms
- Short term or long term
- Managed without requiring lots of volunteer time



46%

prefer using scrip for their shopping rather than credit cards



Scrip is Fundraising While You Shop®. This amazingly effective fundraising program works for any school, church, team, club or other nonprofit! Scrip turns everyday shopping into cash for your organization when families use retail gift cards to pay for everyday purchases instead of the usual credit/debit card, cash or check.

Contact us:

www.shopwithscrip.com

800-727-4715

fundraising@shopwithscrip.com

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Sources: onlinegrad.marygrove.edu | aflds.org | naesp.org | nptrust.org | gotriquest.com | educationworld.com | statista.com | inc.com

SENIOR SERVICES & YORKVILLE LIBRARY

PARTIES, CRAFTS, CARDS, & GAMES

OFFERED BY THE: SENIOR SERVICES ASSOCIATES, INC.

Located at the Beecher Community Building (908 Game Farm Rd, Yorkville) | For more information, call 630-553-5777

SENIOR SERVICES LUNCH BUNCH BUS TRIPS

Once a month Senior Services in the Beecher Center on Game Farm Road will get a group of seniors together and take a trip to go out to eat! We usually follow it up with a small shopping excursion on the way back. Please join us; we are sure the trip there will be a lot of fun! Cost of the meal is on you the bus cost is listed below. Space is limited to the first 12 people signed up. Registration is required and on a first-come-first serve basis.

- Thursday, December 1st, Wildberry Pancakes and Café - Schaumburg, Cost for the bus is \$15.00; we will depart at 9:32 AM
- Thursday, January 5th, South Moon BBQ - Sandwich Cost for the bus is \$3.00; we will depart at 10:32 am
- Thursday, February 2nd, Gen Hoe Restaurant - Geneva Cost for the bus is \$8.00; we will depart at 10:36 am
- Thursday, March 2nd, Jason's Deli - Naperville Cost for the bus is \$8.00; we will depart at 10:22 am
- Thursday, April 6th, Crusade Burger Bar - Yorkville Cost for the bus is \$3.00; we will depart at 10:44 am

Reservations; pick up and drop off all happen at Senior Services Associates, 908 Game Farm Road, Yorkville. To RSVP or for more information call 630-553-5777.

SENIOR SERVICES "WALKING CLUB" SMALL BUS TRIPS

Once a month Senior Services in the Beecher Center on Game Farm Road we will be boarding their small bus to head out to different venues. Any senior is welcome to join us but space on the bus is limited to the first 12 who sign up. There will be a stop for lunch along the way and that cost is not included in the cost listed below. Registration is required and on a first-come-first serve basis.

- Thursday, December 8th, Christkindlmarket, Naper Settlement Cost for the bus is \$8.00; we will depart at 10:08 am
- Thursday, January 12th, Fashion Outlet of Chicago, Rosemont Cost for the bus is \$15.00; we will depart at 8:42 am
- There will be no Walking Club in February since we are going to the Jacob Henry Mansion.
- Thursday, March 9th, Pleasant Prairie Premium Outlet, Pleasant Prairie, Wisconsin Cost for the bus is \$23.00; we will depart at 8:16 am
- Thursday, April 13th, Lincoln Park Zoo, Chicago Cost for the bus is \$20.00; we will depart at 8:22 am

Reservations; pick up and drop off all happen at Senior Services Associates, 908 Game Farm Road, Yorkville. To RSVP or for more information call 630-553-5777.

MOVIE CLUB

Do you enjoy going to the movies with a group of friends? If so, come join us once a month. We will be going to lunch and then head to the movies. The cost of lunch and movie is not included in the cost listed below. Registration is required and on a first-come-first serve basis.

- Thursday, December 15th, Lunch will be at Pomegranate Restaurant - Aurora. Cost of the bus is \$5.00 and we will depart at 10:14 am
 - Thursday, January 19th, Lunch will be at Orchard Café - Oswego Cost of the bus is \$3.00 and we will depart at 10:42 am
 - Thursday, February 9th, Lunch will be at Mike & Denise's - Yorkville Cost of the bus is \$3.00 and we will depart at 10:43 am
 - Thursday, March 16th, Lunch will be at Two Brothers Roundhouse - Aurora. Cost of the bus is \$5.00 and we will depart at 10:14 am
 - Thursday, April 20th, Lunch will be at Dearborn Café - Sandwich Cost of the bus is \$3.00 and we will depart at 10:36 am
- Reservations; pick up and drop off all happen at Senior Services Associates, 908 Game Farm Road, Yorkville. To RSVP or for more information call 630-553-5777.

TRIPS

Senior Services Associates at 908 Game Farm Road in Yorkville will be offering a variety of trips each month. The cost is for the bus only.

- Monday, January 23rd, Discover the Eagles Trolley Tour The bus will depart at 9:26 am. The cost of the bus, lunch at The Starved Rock Lodge and trolley tour will be \$38.00.
 - Thursday, February 16th, An Afternoon with Mr. & Mrs. Lincoln The bus will depart at 10:57 am. The cost of the bus, lunch at the Jacob Henry Mansion, show, and a self-guided tour of the mansion will be \$58.00.
 - Thursday, March 23rd, Chicago Flower and Garden Show The bus will depart at 8:13 am. The cost of the bus and entrance into the show will be \$30.00.
 - Thursday, April 27th, Volo Museum The bus will depart at 8:22 am. The cost of the bus is \$18.00. We will depart at 8:16 am. The museum is currently \$15.00 for admission and the Volo Country Village is free.
- Reservations; pick up and drop off all happen at Senior Services Associates, 908 Game Farm Road, Yorkville. To RSVP or for more information call 630-553-5777.

YORKVILLE PUBLIC LIBRARY

902 Game Farm Rd, Yorkville | 630-553-4354 | www.yorkville.lib.il.us

Mini-Golf in the Library

Sunday, January 29, 2017 10:00 - 4:00

Come play 18 decorated holes of mini-golf during the cold of winter. Fun for all ages. Featuring the 19th Hole with activities: Lego corner, craft table, book corner, coloring table for kids and adults, refreshment table with cookies, popcorn, and beverages. There will be a "People's Choice Award" for best decorations and many gift basket raffles. Tickets for Mini Golf will go on sale Dec. 5. These are great gifts at only \$5 per person. Raffle items will be displayed the first week in January; tickets will be \$1 each or 6 for \$5.

Adult Creative Writing Group

Meets on the 4th Tuesday of each month at 7:00 pm

Come join this group of people who are passionate about words - artistically, professionally or personally. Its intent is to create a positive, encouraging, honest, and fun atmosphere that will support and motivate each other to achieve excellence in writing. Come see what it's all about! To be placed on the mailing list, contact the Adult Reference Desk.

"Threads" and More Group

Meets on the first Tuesday of each month from 10:00-12:00

This group is a combination of people who like to knit, crochet, quilt, sew, or needlepoint. No registration needed. Just bring your unfinished project to work on during the meeting. This is a great time to meet fellow "threaders" for a creativity blast!

Creative Coloring for Grown-Ups

Meets on the 3rd Wednesday of each month from 10:30 - 12:00

Explore your creativity and let your inner artist reign during this stress-free and relaxing time of coloring designs from the popular coloring books for grown-ups. All materials are provided, but you are welcome to bring your own supplies if preferred. This program is intended for adults 18 and older and no registration is required.

Friends of the Library

Meetings are held on the 2nd Monday of each month @ 10:00 am

The Friends of the Library are a group of individuals that promote the Yorkville Public Library as a cultural and educational asset to the community. They support and cooperate with the library in developing, maintaining, and enhancing facilities, resources, and services of the library.

Men's Book Club - This group meets on the Third Thursday of each month at 7:00

Evening Book Club - This group meets on the 2nd Thursday of each month at 7:00

"Lunch Bunch" Book Club - This group meets on the 2nd Wednesday of each month at 12:00

Read with Paws - On the 4th Saturday of each month come read your favorite book to a furry friend. This program is for all ages. Appointments start at 10:30. Please register at the Youth Service desk.

Drop in Story Time - The 1st Friday of the month from 10:30 - 11:00 the Yorkville Junior Women's Club volunteers their time to read stories to children of all ages. No registration is needed.

Lapsit - The last Wednesday of each month at 10:30 we present and interactive time through songs, finger plays, stories for babies and their parent.

PLARN - The 3rd Saturday of the month join us to create PLARN mats for the homeless. All ability levels are welcome, ages 8 years old and older. Please register at the Youth Service desk.

Movies @ the Library - Get a group of friends and family together to see a free movie at the library! See our website for more information.

Ice Cream Book Club - Meets one Saturday each month. Participants need to read a chapter book of their choice. Then come prepared to give a brief summary of the book and if they would recommend the book. They will receive a dish of ice cream (cookies or popcorn in the winter) during the program. There is a fee of \$1.00. Please register at the Youth Service desk.

Tots & Toddlers - This bi-monthly program is geared toward your little ones and their parents. It consists of a theme and fun activities centered around that theme. Register at the Youth Service desk.

Lego Club - This program meets one Saturday a month from 10:30 - 11:00 for kids ages 6 and older to come in and create their own "works of art" made out of Legos. We then display their creations in the Youth Department. Please register at the Youth Service desk.

Lego Duplo - This program meets two times each month from 10:30-11:00 for the younger kids. They make their own "works of art" made out of Duplo's. We then display their creations in the Youth Department. Please register at the Youth Service desk.

Literacy Centers - This drop-in program is on the 3rd Friday of every month for ages 3 - 6 with a parent any time from 10:30 - 2:00. This program gives children ample opportunity to practice the very important skills of listening, reading, writing and speaking. This program enables the child to develop a liking for reading and writing and builds their confidence in the use of language.

For information on other programs offered at the library visit their website at www.yorkville.lib.il.us or call (630)553-4354.