

**Agenda**  
**Yorkville Public Library**  
**Michelle Pfister Meeting Room**  
**Board of Trustees**  
**April 10, 2017 - 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
9. Report of the Library Director
  - Statistics
10. City Council Liaison
11. Standing Committees
  - Policy
  - Finance
  - Personnel
  - Community Relations
12. Unfinished Business
  - Approve 2017/18 Library Budget
  - Painting Bid for Building
13. New Business
  - Public Notice
  - Participants in Public Act 92-1066/Non Resident Fee Card
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

**Yorkville Public Library**  
Board of Trustees  
Monday, March 13, 2017, 7:00pm  
902 Game Farm Road – Michelle Pfister Meeting Room

The meeting was called to order at 7:03pm by President Russ Walter.

**Roll Call:**

Sandy Lindblom-yes, Barb Johnson-yes, Wamecca Rodriguez-yes (arr. 7:07pm), Darren Crawford-yes, Russ Walter-yes, Kate Elder-yes, Susan Chacon-yes

Absent: Carol LaChance

**Others Present:**

Library Director Michelle Pfister  
Rob Fredrickson, Finance Director  
Seaver Tarulis, Alderman/Library Liaison  
Tom Lindblom, Consultant for Library Painting

**Recognition of Visitors:** President Walter recognized the guests.

**Amendments to the Agenda:**

President Walter requested to move Tom Lindblom's presentation forward. The 5K race will be discussed under New Business and Cost Cutting under Unfinished Business.

**Minutes:** February 13, 2017

Ms. Johnson moved and Ms. Lindblom seconded a motion to approve the minutes as presented. Unanimous voice vote approval.

**Correspondence:** None

**Public Comment:** None

**Staff Comment:** None

**Unfinished Business** (Out of sequence)

**Painting Bid for Building**

Mr. Lindblom said a revised RFP will be needed. Originally the library siding was stained (which has since faded) and the recent RFP also called for stain. After some careful thought, Mr. Lindblom contacted two contractors who both recommended Sherwin Williams paint vs. stain. Another contractor also recommended paint. City staff said paint should not be applied over stain so Mr. Lindblom contacted Ms. Willrett at the City. She advised that since the Board had approved one set of specifications, the original RFP could not be changed at this time. In order to follow procedure,

Mr. Lindblom rewrote the specs and changed the dates. He asked the Board for approval of these revisions to begin the bid process. He gave the following schedule: March 20<sup>th</sup> for publication of notice in paper, April 18 proposals due and opened at 2pm and May 8 for approval at the Library Board meeting. Ms. Johnson moved and Mr. Walter seconded a motion to approve the revised RFP. Carried by unanimous voice vote.

**Report of the Treasurer:**

Treasurer Sandy Lindblom presented the following:

**Check Register**

She highlighted some of the bills and noted that OCLC is 'on-line computer catalog'. Ms. Rodriguez questioned if the OCLC billing is monthly. Ms. Pfister explained that patrons pay the charges for books requested through OCLC and the money is deposited into miscellaneous income. The total bills were \$7,521.57 and there were also two payrolls for total disbursements of \$56,265.97.

**Budget Report**

The budget is at 83% for the FY. No additional property taxes were received and the budget is at 94% of the revenue. Ms. Lindblom said many of the categories are well below the budget except for outside repair and maintenance. Development fees of \$2,100 were also received.

**Gifts & Memorials**

The total in this fund is \$7,437.81, most of which is from the Friends. The Friends also presented another check to the library on this date bringing the total to nearly \$10,000.

**Cash Statement**

Mr. Fredrickson pointed out that the Library will have a Fund Balance of about \$500,000 at the end of the FY.

**Payment of Bills**

Trustee Johnson moved to pay the bills as follows and Trustee Elder seconded the motion:

\$19,891.53 Accounts Payable  
\$36,374.44 Payroll  
\$56,265.97 TOTAL

Roll call: Johnson-yes, Crawford-yes, Walter-yes, Elder-yes, Chacon-yes, Rodriguez-yes, Lindblom-yes.

Motion carried 7-0.

**Report of the Library Director:**

Library Director Pfister presented the following:

1. Monthly statistics were reported
2. Two staff members were on WSPY to speak about programs
3. Held department staff meeting
4. All 3 book clubs will hold joint meeting in July to discuss book. Friends and Threads also invited.
5. Had March calendar for kids' programs.
6. Will have spring cleanup in May
7. Sound Inc. replaced 6 cameras lost on windy day, covered under contract
8. Presented spreadsheet detailing mini-golf proceeds

### **City Council Liaison**

Alderman Tarulis said the City is going to do a study of all city-owned buildings including the library. The condition of various systems (air conditioning, roof, plumbing, parking lot, etc.) will be studied and a report made as to when the system/item may need repair. President Walter said lighting might be part of the building study since it is a large expense. The study will be completed in 3-4 months and is no cost to the library.

### **Standing Committees:**

#### **Personnel**

Mr. Walter said there will be an upcoming meeting of the Personnel committee.

### **Unfinished Business:**

#### **Approve 2017/18 Library Budget**

The proposed budget had been given to all Board members and Ms. Lindblom discussed the changes. Ms. Lindblom recommended approving the budget which is a deficit budget for the FY. Mr. Fredrickson said there are actually three budgets to approve: operating costs, debt service, library capital. It was noted that the deficit would be \$100,000 through the year 2022, which he said would be sustainable for two years due to the reserves. Cash flow issues might be apparent by 2020.

Ms. Elder had concerns about a deficit budget. She said more cuts could be made in the operating budget such as the elevator company which has been overcharging. She said a deficit budget should not be approved and the Board owes it to the taxpayers to make the cuts. She said the vendors should be contacted each year to re-negotiate rates and the Board should treat this budget like a household budget. Ms. Johnson said this budget reflects what the Board should be doing and continued cuts should not be made. Ms. Lindblom said there had been a deficit budget the last two years and they came out even. Ms. Rodriguez felt cuts could be made using creative methods.

The cost of health insurance was discussed and an HSA was suggested. The insurance costs for 4 full time employees is \$84,000. As a salaried school librarian, Ms. Rodriguez said she is aware that librarians work more than their regular hours, but questioned the salary increases. She suggested adding another full time person rather than having a \$50,000 salary increase in the budget. She also suggested cutting e-read at \$600 per year due to low usage. Ms. Rodriguez said she believes the community values people/employees and additional open hours more than e-read. Ms. Elder posed the question whether employees would want an increase now or have a job in three years if a deficit budget is approved.

Ms. Rodriguez also questioned the IT consultant. His salary is \$60/hour at 16 hours per month. Ms. Elder said the Board should look at each line item and ask for discounts for paying upfront for services. She would like to see more free programs where possible. She also said the staff could be asked to help cut costs and streamline processes. Ms. Lindblom said she is concerned with staff morale.

In conclusion, it was decided to table the budget and hold another Finance Committee meeting. Ms. Elder moved and Ms. Chacon seconded a motion to table the budget until then. The motion carried on a voice vote with two opposed. Ms. Elder asked if Ms. Pfister could call alternative companies for supply costs and elevator companies. Ms. Rodriguez said there should be more discussion regarding another full time person and the associated costs. The Finance Committee will meet on Wednesday, April 5<sup>th</sup> at 7pm. President Walter said all Board members should attend this meeting.

**New Business:**

**5K Race**

A sponsor will be needed for the 5K race which will be held on Labor Day weekend. Ms. Rodriguez said the timekeeper, Racetime, will need to be paid. She will call them to inquire about sponsorship and Ms. Elder will contact Boombah and Naperville Running Co. At least \$1500 in sponsors is needed. Following complaints from registrants, Ms. Rodriguez said a 1-step registration process is needed. The book sale will also be held the same weekend.

**Additional Business:** None

**Executive Session:** None

**New Business**

**Adjournment:**

There was no further business and Ms. Elder moved to adjourn the meeting. Adjourned at 8:42pm.

Minutes respectfully submitted by  
Marlys Young, Minute Taker

DATE: 03/20/17  
TIME: 08:47:56  
ID: AP225000.CBL

UNITED CITY OF YORKVILLE  
MANUAL CHECK REGISTER

CHECK #	VENDOR # INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	CHECK DATE	ACCOUNT #	ITEM AMT
900041	FNBO	FIRST NATIONAL BANK OMAHA			03/25/17		
	032517-A.SIMMONS	02/28/17	01	ALARM DETECTION ANNUAL		82-820-54-00-5462	827.40
			02	MAINTENANCE RENEWAL		** COMMENT **	
			15	KONICA-12/19/16-1/18/17 COPY		82-820-54-00-5462	4.47
			16	CHARGES		** COMMENT **	
						INVOICE TOTAL:	831.87*



DATE: 03/20/17  
TIME: 08:47:56  
ID: AP225000.CBL

UNITED CITY OF YORKVILLE  
MANUAL CHECK REGISTER

CHECK #	VENDOR # INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	CHECK DATE	ACCOUNT #	ITEM AMT
900041	FNBO	FIRST NATIONAL BANK OMAHA			03/25/17		
	032517-J.WEISS	02/28/17	01	TARGET-STORYTIME SUPPLIES		82-820-56-00-5671	34.78
			02	NCG CINEMAS GIFT CARDS		82-820-56-00-5671	15.00
						INVOICE TOTAL:	49.78 *



DATE: 03/20/17  
 TIME: 08:47:56  
 ID: AP225000.CBL

UNITED CITY OF YORKVILLE  
 MANUAL CHECK REGISTER

CHECK #	VENDOR # INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	CHECK DATE	ACCOUNT #	ITEM AMT
900041	FNBO	FIRST NATIONAL BANK OMAHA			03/25/17		
	032517-M.EBERHARDT	02/28/17	01	TARGET-SUPPLIES FOR YOUTH DEPT		82-820-56-00-5671	47.16
						INVOICE TOTAL:	47.16 *
	032517-M.PFISTER	02/28/17	01	AMAZON-INK CARTRIDGE		82-820-56-00-5610	23.34
			02	AMAZON-BOOKS, DRY ERASE BOARD		82-000-24-00-2480	75.01
			03	AMAZON-CRAYONS, LABELS, INK		82-820-56-00-5610	96.01
			04	CARTRIDGE		** COMMENT **	
			05	DELL-8 NEW COMPUTERS		84-840-56-00-5635	4,666.37
						INVOICE TOTAL:	4,860.73 *



DATE: 03/20/17  
TIME: 08:47:56  
ID: AP225000,CBL

UNITED CITY OF YORKVILLE  
MANUAL CHECK REGISTER

CHECK #	VENDOR # INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	CHECK DATE	ACCOUNT #	ITEM AMT
900041	FNBO	FIRST NATIONAL BANK OMAHA			03/25/17		
	032517-R.WRIGHT	02/28/17	09	RUSHCOPLEY-EMPLOYEE TESTING		82-820-54-00-5462	40.00
						INVOICE TOTAL:	40.00*

TOTAL AMOUNT PAID: \$5,829.54



DATE: 04/04/17  
 TIME: 14:47:26  
 PRG ID: AP215000.WOW

UNITED CITY OF YORKVILLE  
 CHECK REGISTER

CHECK DATE: 04/10/17

CHECK #	VENDOR #	INVOICE NUMBER	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	ITEM AMT
104322	AMPERAGE	AMPERAGE ELECTRICAL SUPPLY INC					
	0686343-IN		02/28/17	01	BALLASTS	82-820-56-00-5620	638.80
						INVOICE TOTAL:	638.80 *
						CHECK TOTAL:	638.80
104323	BAKTAY	BAKER & TAYLOR					
	0002939519		03/06/17	01	RETURNED BOOK CREDIT	84-840-56-00-5686	-17.59
						INVOICE TOTAL:	-17.59 *
	20326396205		03/07/17	01	BOOKS	82-000-24-00-2480	484.81
						INVOICE TOTAL:	484.81 *
	2032661679		02/21/17	01	BOOKS	84-840-56-00-5686	854.13
						INVOICE TOTAL:	854.13 *
	2032671537		02/23/17	01	BOOKS	84-840-56-00-5686	718.66
						INVOICE TOTAL:	718.66 *
	2032680488		02/28/17	01	BOOKS	84-840-56-00-5686	751.61
						INVOICE TOTAL:	751.61 *
	2032705630		03/09/17	01	BOOKS	82-000-24-00-2480	1,230.60
						INVOICE TOTAL:	1,230.60 *
	2032711531		03/13/17	01	BOOKS	82-000-24-00-2480	921.25
						INVOICE TOTAL:	921.25 *
	2032715165		03/14/17	01	BOOKS	82-000-24-00-2480	488.06
						INVOICE TOTAL:	488.06 *
	2032729790		03/21/17	01	BOOKS	84-840-56-00-5686	561.09
						INVOICE TOTAL:	561.09 *
						CHECK TOTAL:	5,992.62

DATE: 04/04/17  
 TIME: 14:47:26  
 PRG ID: AP215000.WOW

UNITED CITY OF YORKVILLE  
 CHECK REGISTER

CHECK DATE: 04/10/17

CHECK #	VENDOR #	INVOICE NUMBER	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	ITEM AMT
104324	BUGGITER	BUG GIT-ERS LLC					
	3639		03/08/17	01	MARCH 2017 PEST CONTROL	82-820-54-00-5462	75.00
						INVOICE TOTAL:	75.00 *
						CHECK TOTAL:	75.00
104325	CAMBRIA	CAMBRIA SALES COMPANY INC.					
	38557		03/20/17	01	TOILET TISSUE, PAPER TOWEL,	82-820-56-00-5620	526.15
				02	GARBAGE BAGS, VACUUM BAGS,	** COMMENT **	
				03	WINDEX, AIR FRESHNERS, DOOR	** COMMENT **	
				04	STOPS, SOAP, BOWL CLEANER	** COMMENT **	
						INVOICE TOTAL:	526.15 *
						CHECK TOTAL:	526.15
104326	DEBORDD	DEBORD, DIXIE					
	032817		03/28/17	01	PRAIRIE CAT MEETING MINLEAGE	82-820-54-00-5415	32.10
				02	REIMBURSEMENT	** COMMENT **	
						INVOICE TOTAL:	32.10 *
						CHECK TOTAL:	32.10
104327	DEMCO	DEMCO, INC.					
	6087133		03/13/17	01	CD/DVD ALBUMS, TAPE, LABELS,	82-820-56-00-5610	338.30
				02	BOOK TAPE	** COMMENT **	
						INVOICE TOTAL:	338.30 *
						CHECK TOTAL:	338.30
104328	ELEVATOR	ELEVATOR INSPECTION SERVICE					
	67278		03/24/17	01	MARCH 2017 ELEVATOR INSPECTION	82-820-54-00-5462	75.00
						INVOICE TOTAL:	75.00 *
						CHECK TOTAL:	75.00

DATE: 04/04/17  
 TIME: 14:47:26  
 PRG ID: AP215000.WOW

UNITED CITY OF YORKVILLE  
 CHECK REGISTER

CHECK DATE: 04/10/17

CHECK #	VENDOR #	INVOICE NUMBER	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	ITEM AMT
104329	FVFS	FOX VALLEY FIRE & SAFETY					
	IN00068439		02/27/17	01	FIRE ALARM SYSTEM ANNUAL	82-820-54-00-5462	1,001.00
				02	INSPECTION	** COMMENT **	
					INVOICE TOTAL:		1,001.00 *
					CHECK TOTAL:		1,001.00
104330	LLWCONSU	LLW CONSULTING INC.					
	10408		03/06/17	01	JAN-FEB 2017 ONSITE IT SUPPORT	82-820-54-00-5462	1,470.00
					INVOICE TOTAL:		1,470.00 *
	10411		03/27/17	01	MARCH ON-SITE IT SUPPORT	82-820-54-00-5462	1,080.00
					INVOICE TOTAL:		1,080.00 *
					CHECK TOTAL:		2,550.00
104331	MENLAND	MENARDS - YORKVILLE					
	74253		03/20/17	01	NAPKINS, CLOROZ WIPES, SPOONS,	82-820-56-00-5620	66.22
				02	PLATES	** COMMENT **	
					INVOICE TOTAL:		66.22 *
					CHECK TOTAL:		66.22
104332	MIDWTAPE	MIDWEST TAPE					
	94828132		03/03/17	01	DVDS	84-840-56-00-5685	40.98
					INVOICE TOTAL:		40.98 *
	94844413		03/09/17	01	DVD SECURITY CASES	82-820-56-00-5610	147.99
					INVOICE TOTAL:		147.99 *
	94851822		03/11/17	01	AUDIO BOOKS	84-840-56-00-5683	109.97
				02	DVDS	84-840-56-00-5685	86.96
					INVOICE TOTAL:		196.93 *

DATE: 04/04/17  
 TIME: 14:47:26  
 PRG ID: AP215000.WOW

UNITED CITY OF YORKVILLE  
 CHECK REGISTER

CHECK DATE: 04/10/17

CHECK #	VENDOR #	INVOICE NUMBER	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	ITEM AMT
104332	MIDWTAPE	MIDWEST TAPE					
	94874214		03/18/17	01	DVDS	84-840-56-00-5685	86.96
				02	AUDIO BOOKS	84-840-56-00-5683	146.96
						INVOICE TOTAL:	233.92 *
	94902572		03/29/17	01	DVD	84-840-56-00-5685	22.99
						INVOICE TOTAL:	22.99 *
						CHECK TOTAL:	642.81
104333	MOVIEUSA	SWANK MOTION PICTURES, INC.					
	2305406		03/01/17	01	ANNUAL COPYRIGHT COMPLIANCE	82-000-24-00-2480	226.00
				02	SITE LICENSE RENEWAL	** COMMENT **	
				03	ANNUAL COPYRIGHT COMPLIANCE	82-820-56-00-5671	200.00
				04	SITE LICENSE RENEWAL	** COMMENT **	
						INVOICE TOTAL:	426.00 *
						CHECK TOTAL:	426.00
104334	OESTREIC	OESTREICH SALES & SERVICE, INC					
	219558		04/03/17	01	INSTALL POLE COVER	82-820-54-00-5495	371.50
						INVOICE TOTAL:	371.50 *
						CHECK TOTAL:	371.50
104335	ORIENTAL	ORIENTAL TRADING CO INC					
	682784039-01		03/17/17	01	STAMPS, PUPPETS, RUBBER DUCKS	82-000-24-00-2480	110.95
						INVOICE TOTAL:	110.95 *
						CHECK TOTAL:	110.95
104336	PRAIRCAT	PRAIRIECAT					

DATE: 04/04/17  
 TIME: 14:47:26  
 PRG ID: AP215000.WOW

UNITED CITY OF YORKVILLE  
 CHECK REGISTER

CHECK DATE: 04/10/17

CHECK #	VENDOR #	INVOICE NUMBER	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	ITEM AMT
104336	PRAIRCAT	PRAIRIECAT					
	5309		04/01/17	01	APR-JUN 2017 E-READER FEES	84-840-54-00-5460	161.00
				02	APR-JUN 2017 PARTICIPATION FEE	82-820-54-00-5468	3,158.18
					INVOICE TOTAL:		3,319.18 *
					CHECK TOTAL:		3,319.18
104337	SOURCONE	SOURCE ONE OFFICE PRODUCTS					
	416440		03/03/17	01	FAX PAPER, RIBBON	84-840-56-00-5635	111.85
				02	DRY ERASE BOARD, ERASER,	82-000-24-00-2480	69.99
				03	MAGNETS	** COMMENT **	
					INVOICE TOTAL:		181.84 *
					CHECK TOTAL:		181.84
104338	THYSSEN	THYSSENKRUPP ELEVATOR CORP					
	3003110549		04/01/17	01	APR 2017 ELEVATOR MAINTENANCE	82-820-54-00-5462	256.30
				02	MAY-JUN 2017 ELEVATOR	82-000-14-00-1400	512.62
				03	MAINTENANCE	** COMMENT **	
					INVOICE TOTAL:		768.92 *
					CHECK TOTAL:		768.92
104339	TRICO	TRICO MECHANICAL SERVICE GROUP					
	4137		03/18/17	01	CHANGED ALL FILTERS, SERVICED	82-820-54-00-5462	1,500.00
				02	BOILERS & HUMIDIFIER	** COMMENT **	
					INVOICE TOTAL:		1,500.00 *
					CHECK TOTAL:		1,500.00
104340	YOUNGM	MARLYS J. YOUNG					
	031317		03/31/17	01	03/13/17 MEETING MINUTES	82-820-54-00-5462	76.25
					INVOICE TOTAL:		76.25 *
					CHECK TOTAL:		76.25

DATE: 04/04/17  
TIME: 14:47:26  
PRG ID: AP215000.WOW

UNITED CITY OF YORKVILLE  
CHECK REGISTER

CHECK DATE: 04/10/17

CHECK #	VENDOR #	INVOICE NUMBER	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	ITEM AMT	
104341	YOURCARP	YOUR CARPENTER & HANDYMAN						
	529657		03/10/17	01	INSTALL TOW MAGIC ERASE BOARDS	82-820-54-00-5495	95.00	
				02	AND REPAIR BOOKSHELF END CAP	** COMMENT **		
					INVOICE TOTAL:		95.00 *	
					CHECK TOTAL:		95 00	
					TOTAL AMOUNT PAID:		18,787.64	



**UNITED CITY OF YORKVILLE  
PAYROLL SUMMARY  
March 10, 2017**

	<u>REGULAR</u>	<u>OVERTIME</u>	<u>TOTAL</u>	<u>IMRF</u>	<u>FICA</u>	<u>TOTALS</u>
<b>ADMINISTRATION</b>	\$ 15,408.44	\$ -	15,408.44	\$ 1,661.03	\$ 1,134.81	\$ 18,204.28
<b>FINANCE</b>	8,864.97	-	8,864.97	987.98	684.31	\$ 10,537.26
<b>POLICE</b>	107,674.56	3,148.19	110,822.75	561.54	8,229.33	\$ 119,613.62
<b>COMMUNITY DEV.</b>	14,620.22	-	14,620.22	1,389.78	1,085.15	\$ 17,095.15
<b>STREETS</b>	13,401.36	-	13,401.36	1,444.66	987.55	\$ 15,833.57
<b>WATER</b>	14,512.56	1,393.70	15,906.26	1,714.68	1,161.09	\$ 18,782.03
<b>SEWER</b>	8,520.12	-	8,520.12	934.63	646.85	\$ 10,101.60
<b>PARKS</b>	16,845.73	-	16,845.73	1,815.98	1,245.61	\$ 19,907.32
<b>RECREATION</b>	13,515.96	-	13,515.96	1,161.68	998.45	\$ 15,676.09
<b>LIBRARY</b>	15,295.23	-	15,295.23	867.62	1,138.12	\$ 17,300.97
<b>TOTALS</b>	\$ 228,659.15	\$ 4,541.89	\$ 233,201.04	\$ 12,539.58	\$ 17,311.27	\$ 263,051.89
<b>TOTAL PAYROLL</b>						<b>\$ 263,051.89</b>



**UNITED CITY OF YORKVILLE  
PAYROLL SUMMARY  
March 24, 2017**

	<u>REGULAR</u>	<u>OVERTIME</u>	<u>TOTAL</u>	<u>IMRF</u>	<u>FICA</u>	<u>TOTALS</u>
MAYOR & LIQ. COM.	\$ 908.34	\$ -	\$ 908.34	\$ -	\$ 69.49	\$ 977.83
CLERK	583.34	-	583.34	8.98	44.61	636.93
TREASURER	83.34	-	83.34	8.98	6.36	98.68
ALDERMAN	3,500.00	-	3,500.00	-	261.31	3,761.31
ADMINISTRATION	14,840.36	-	14,840.36	1,586.00	1,091.36	17,517.72
FINANCE	8,864.97	-	8,864.97	955.64	661.37	10,481.98
POLICE	97,804.17	2,911.34	100,715.51	561.54	7,433.17	108,710.22
COMMUNITY DEV.	14,512.23	-	14,512.23	1,389.78	1,076.89	16,978.90
STREETS	12,901.29	800.66	13,701.95	1,477.06	1,008.74	16,187.75
WATER	15,686.45	176.43	15,862.88	1,710.02	1,159.37	18,732.27
SEWER	8,020.19	-	8,020.19	864.58	596.67	9,481.44
PARKS	16,845.73	-	16,845.73	1,815.98	1,244.38	19,906.09
RECREATION	13,936.14	-	13,936.14	1,161.66	1,028.69	16,126.49
LIBRARY	16,535.78	-	16,535.78	867.62	1,233.02	18,636.42
<b>TOTALS</b>	<b>\$ 225,022.33</b>	<b>\$ 3,888.43</b>	<b>\$ 228,910.76</b>	<b>\$ 12,407.84</b>	<b>\$ 16,915.43</b>	<b>\$ 258,234.03</b>

**TOTAL PAYROLL                    \$ 258,234.03**



**YORKVILLE LIBRARY BOARD**

**BILL LIST SUMMARY**

**Monday, April 10, 2017**

**ACCOUNTS PAYABLE**

Library CC Check Register <i>(Pages 1 - 4)</i>	03/25/2017	\$5,829.54
Library Check Register <i>(Pages 5 - 10)</i>	04/10/2017	\$18,787.64
Guardian - March 2017 dental insurance	03/14/2017	\$440.48
IPRF -April 2017 Workers Comp	03/14/2017	\$1,017.90
IPRF -2017 Audit for Workers Comp	03/14/2017	\$750.94
Eye Med - March 2017 Vision Ins.	03/14/2017	\$54.24
DAC - March 2017 ADMIN Data Feed	03/14/2017	\$1.25
DAC - March 2017 FSA Fees	03/14/2017	\$3.09
DAC - March 2017 HRA Fees	03/14/2017	\$12.36
Nicor-01/31-03/03 2017 Service	03/28/2017	\$1,227.65
Dearborne National - April 2017 Life Ins	03/28/2017	\$33.60
BCBS - April 2017 Health Insurance	03/28/2017	\$5,785.96

**TOTAL BILLS PAID:** \$33,944.65

**PAYROLL**

	<u>DATE</u>	
Bi-weekly <i>(Page 11)</i>	03/10/2017	\$17,300.97
Bi-weekly <i>(Page 12)</i>	03/24/2017	\$18,636.42

**TOTAL PAYROLL:** \$35,937.39

**TOTAL DISBURSEMENTS:** \$69,882.04

DATE: 04/04/2017  
 TIME: 15:24:42  
 ID: GL440000.WOW

UNITED CITY OF YORKVILLE  
 GENERAL LEDGER ACTIVITY REPORT

F-YR: 17

ACTIVITY THROUGH FISCAL PERIOD 11

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
07	GJ-161130LB	12/01/2016	07	Nov 2016 Deposits					2,164.09
	GJ-61114RC2	11/14/2016	01	RC Wnd Crk Inv#195848-Tree				395.00	
TOTAL PERIOD 07 ACTIVITY								395.00	2,164.09
08	AP-161226M	12/21/2016	175	STORYTIME HOLIDAY SUPPLIES	FIRST NATIONAL BANK	900038	122616-J.WEISS	104.39	
		12/21/2016	176	NCG CINEMA-GIFT CARD	FIRST NATIONAL BANK	900038	122616-M.EBERHARDT	25.00	
	GJ-161231LB	01/03/2017	08	December 2016 Deposits					485.00
TOTAL PERIOD 08 ACTIVITY								129.39	485.00

ACTIVITY THROUGH FISCAL PERIOD 11

PER.	JOURNAL #	ENTRY DATE	ITEM	TRANSACTION DESCRIPTION	VENDOR	CHECK	INVOICE	DEBIT	CREDIT
82-000-24-00-2480 (L) ESCROW - MEMORIALS & GIFTS									
09	AP-170109	01/04/2017	01	BOOKS	BAKER & TAYLOR	104284	2032485436	455.31	
	AP-170125	01/23/2017	197	JEWEL-STORYTIME PROGRAM	FIRST NATIONAL BANK	900039	012517-J.WEISS	48.31	
		01/23/2017	198	ALDI-STORYTIME PROGRAM	FIRST NATIONAL BANK	900039	012517-J.WEISS	89.93	
		01/23/2017	199	DOLLAR TREE-CANDY	FIRST NATIONAL BANK	900039	012517-M.EBERHARDT	9.00	
		01/23/2017	200	NCG-MOVIE GIFT CARDS FOR	FIRST NATIONAL BANK	900039	012517-M.EBERHARDT	45.00	
		01/23/2017	201	JEWEL-SUPPLIES FOR SANTA	FIRST NATIONAL BANK	900039	012517-M.PFISTER	105.70	
		01/23/2017	202	DOLLAR TREE-CHRISTMAS CANDY	FIRST NATIONAL BANK	900039	012517-S.AUGUSTINE	18.49	
	GJ-170131LB	02/01/2017	08	Jan 2017 Deposits					150.00
TOTAL PERIOD 09 ACTIVITY								771.74	150.00
10	AP-170213	02/07/2017	01	BOOKS	BAKER & TAYLOR	104293	2032537820	365.77	
	GJ-170228LB	03/01/2017	08	Feb 2017 Deposits					100.00
TOTAL PERIOD 10 ACTIVITY								365.77	100.00
11	AP-170313	03/02/2017	01	BOOKS	BAKER & TAYLOR	104313	2032597278	407.65	
		03/02/2017	02	BOOKS	BAKER & TAYLOR	104313	2032607364	624.88	
	AP-170325M	03/20/2017	154	AMAZON-BOOKS, DRY ERASE BOARD	FIRST NATIONAL BANK	900041	032517-M.PFISTER	75.01	
	GJ-170331LB	04/03/2017	07	March 2017 Deposits					3,938.00
TOTAL PERIOD 11 ACTIVITY								1,107.54	3,938.00
TOTAL ACCOUNT ACTIVITY								8,005.43	12,201.97
ENDING BALANCE									10,268.27
GRAND TOTAL								0.00	10,268.27
TOTAL DIFFERENCE								0.00	10,268.27



**YORKVILLE PUBLIC LIBRARY  
FISCAL YEAR 2017 BUDGET REPORT  
For the Month Ending March 31, 2017**

ACCOUNT NUMBER	DESCRIPTION	% of Fiscal Year												Year-to-Date Total	FISCAL YEAR 2017 BUDGET	% of Budget
		0%	17%	25%	33%	42%	50%	58%	67%	75%	83%	92%				
		May-16	June-16	July-16	August-16	September-16	October-16	November-16	December-16	January-17	February-17	March-17				
<b>LIBRARY OPERATIONS REVENUES</b>																
<i>Taxes</i>																
82-000-40-00-4000	PROPERTY TAXES	61,391	244,019	20,045	20,796	262,622	8,776	8,533	-	-	-	-	626,183	644,719	97.12%	
<i>Intergovernmental</i>																
82-000-41-00-4120	PERSONAL PROPERTY TAX	882	-	959	112	-	872	-	232	863	-	554	4,475	5,250	85.24%	
82-000-41-00-4170	STATE GRANTS	-	13,044	-	-	-	-	-	-	-	-	-	13,044	17,200	75.83%	
<i>Fines &amp; Forfeits</i>																
82-000-43-00-4330	LIBRARY FINES	459	511	443	1,185	362	1,021	424	261	1,047	538	582	6,834	9,300	73.48%	
<i>Charges for Service</i>																
82-000-44-00-4401	LIBRARY SUBSCRIPTION CARDS	365	588	305	492	681	1,078	-	636	794	580	-	5,518	7,500	73.58%	
82-000-44-00-4422	COPY FEES	275	200	187	184	194	165	197	114	349	210	333	2,408	3,000	80.25%	
82-000-44-00-4439	PROGRAM FEES	44	80	181	42	110	79	36	54	74	37	111	848	1,000	84.80%	
<i>Investment Earnings</i>																
82-000-45-00-4500	INVESTMENT EARNINGS	58	67	71	77	78	88	90	89	75	70	120	883	350	252.28%	
<i>Miscellaneous</i>																
82-000-46-00-4690	REIMB-MISCELLANEOUS	-	-	-	-	-	-	-	1,433	708	-	-	2,141	-	0.00%	
82-000-48-00-4820	RENTAL INCOME	115	275	76	300	175	200	250	200	151	200	108	2,050	2,000	102.50%	
82-000-48-00-4824	DVD RENTAL INCOME	187	257	249	199	198	220	145	150	164	196	295	2,260	5,000	45.21%	
82-000-48-00-4850	MISCELLANEOUS INCOME	78	95	55	48	738	512	47	145	-	82	19	1,820	500	363.96%	
<i>Other Financing Sources</i>																
82-000-49-00-4901	TRANSFER FROM GENERAL	5,276	1,757	1,757	1,991	1,757	1,758	891	1,426	3,587	2,074	1,769	24,044	36,068	66.66%	
<b>TOTAL REVENUES: LIBRARY</b>		<b>69,131</b>	<b>260,893</b>	<b>24,329</b>	<b>25,423</b>	<b>266,916</b>	<b>14,770</b>	<b>10,614</b>	<b>4,740</b>	<b>7,812</b>	<b>3,988</b>	<b>3,891</b>	<b>692,506</b>	<b>731,887</b>	<b>94.62%</b>	
<b>LIBRARY OPERATIONS EXPENDITURES</b>																
<i>Salaries &amp; Wages</i>																
82-820-50-00-5010	SALARIES & WAGES	15,825	18,021	24,145	16,097	16,097	16,097	16,097	24,145	16,097	16,097	16,097	194,816	217,309	89.65%	
82-820-50-00-5015	PART-TIME SALARIES	15,965	15,531	23,542	16,531	15,027	16,441	14,739	22,571	12,956	16,140	15,734	185,177	201,825	91.75%	
<i>Benefits</i>																
82-820-52-00-5212	RETIREMENT PLAN CONTRIBUTION	1,682	1,916	2,567	1,711	1,711	1,711	1,711	2,567	1,735	1,735	1,735	20,781	23,470	88.54%	
82-820-52-00-5214	FICA CONTRIBUTION	2,377	2,512	3,593	2,441	2,326	2,434	2,304	3,519	2,159	2,402	2,371	28,437	31,448	90.43%	
82-820-52-00-5216	GROUP HEALTH INSURANCE	11,742	4,565	5,600	5,832	5,501	5,554	5,187	7,180	6,748	6,187	8,959	73,056	83,960	87.01%	
82-820-52-00-5222	GROUP LIFE INSURANCE	34	67	34	-	67	34	34	34	34	34	34	403	403	100.05%	
82-820-52-00-5223	DENTAL INSURANCE	440	440	440	440	440	440	440	440	440	440	440	4,845	5,638	85.94%	
82-820-52-00-5224	VISION INSURANCE	54	54	54	54	54	54	54	54	54	54	54	597	651	91.65%	
82-820-52-00-5230	UNEMPLOYMENT INSURANCE	-	-	-	233	-	-	-	-	-	241	-	474	2,500	18.96%	
82-820-52-00-5231	LIABILITY INSURANCE	5,276	1,757	1,757	1,757	1,757	1,758	891	1,426	3,587	1,834	1,769	23,570	33,568	70.21%	
<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	44	-	-	43	-	333	600	55.52%	
82-820-54-00-5426	PUBLISHING & ADVERTISING	-	-	-	-	-	-	-	-	-	-	-	-	100	0.00%	
82-820-54-00-5440	TELECOMMUNICATIONS	-	-	776	-	490	-	1,033	-	-	1,151	-	3,450	6,000	57.50%	
82-820-54-00-5452	POSTAGE & SHIPPING	-	-	19	-	-	201	-	-	178	-	-	398	500	79.56%	
82-820-54-00-5460	DUES & SUBSCRIPTIONS	-	1,725	-	306	3,903	-	1,268	-	-	1,573	130	8,905	12,000	74.21%	
82-820-54-00-5462	PROFESSIONAL SERVICES	3,580	3,193	2,106	2,439	1,737	729	2,919	869	5,234	2,422	1,258	26,485	29,000	91.33%	



**YORKVILLE PUBLIC LIBRARY  
FISCAL YEAR 2017 BUDGET REPORT  
For the Month Ending March 31, 2017**

ACCOUNT NUMBER	DESCRIPTION	% of Fiscal Year												Year-to-Date Totals	FISCAL YEAR 2017 BUDGET	% of Budget
		0%	17%	25%	33%	42%	50%	58%	67%	75%	83%	92%				
		May-16	June-16	July-16	August-16	September-16	October-16	November-16	December-16	January-17	February-17	March-17				
82-820-54-00-5466	LEGAL SERVICES	-	-	-	-	-	-	-	-	-	-	-	-	-	2,000	0.00%
82-820-54-00-5468	AUTOMATION	-	-	3,158	-	-	3,158	-	-	3,158	-	-	-	9,475	35,000	27.07%
82-820-54-00-5480	UTILITIES	-	-	-	-	-	-	-	3,225	725	3,735	1,228	-	8,912	16,281	54.74%
82-820-54-00-5495	OUTSIDE REPAIR & MAINTENANCE	496	2,451	5,196	-	-	2,193	7,707	5,070	-	3,340	271	-	26,724	25,000	106.89%
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	520	246	359	1,185	797	-	7,044	8,000	88.05%
82-820-56-00-5620	OPERATING SUPPLIES	-	2,014	346	1,511	38	1,116	1,548	739	-	510	471	-	8,293	8,000	103.66%
82-820-56-00-5671	LIBRARY PROGRAMMING	-	155	91	109	137	99	21	-	76	86	97	-	873	1,000	87.28%
82-820-56-00-5685	DVD'S	-	122	174	142	124	110	302	23	18	70	-	-	1,085	2,000	54.24%
82-820-56-00-5686	BOOKS	-	-	-	1,190	1,493	1,592	1,146	427	-	-	-	-	5,849	5,000	116.97%
82-820-99-00-9983	TRANSFER TO LIB DEBT SERVICE	-	-	-	-	-	-	-	-	-	-	-	-	-	3,000	0.00%
<b>TOTAL FUND REVENUES</b>		<b>69,131</b>	<b>260,893</b>	<b>24,329</b>	<b>25,423</b>	<b>266,916</b>	<b>14,770</b>	<b>10,614</b>	<b>4,740</b>	<b>7,812</b>	<b>3,988</b>	<b>3,891</b>		<b>692,506</b>	<b>731,887</b>	<b>94.62%</b>
<b>TOTAL FUND EXPENDITURES</b>		<b>57,770</b>	<b>56,752</b>	<b>75,069</b>	<b>51,663</b>	<b>51,690</b>	<b>54,269</b>	<b>57,966</b>	<b>72,535</b>	<b>53,559</b>	<b>59,281</b>	<b>51,446</b>		<b>641,999</b>	<b>756,943</b>	<b>84.81%</b>
<b>FUND SURPLUS (DEFICIT)</b>		<b>11,361</b>	<b>204,141</b>	<b>(50,740)</b>	<b>(26,240)</b>	<b>215,226</b>	<b>(39,499)</b>	<b>(47,353)</b>	<b>(67,795)</b>	<b>(46,747)</b>	<b>(55,293)</b>	<b>(47,555)</b>		<b>50,507</b>	<b>(25,056)</b>	
<b>BEGINNING FUND BALANCE</b>														<b>499,355</b>		
<b>FUND SURPLUS (DEFICIT)</b>														<b>50,507</b>		
<b>ENDING RESERVED FUND BALANCE</b>															<b>334,198</b>	
<b>ENDING UNRESERVED FUND BALANCE</b>															<b>215,664</b>	
<b>ENDING TOTAL FUND BALANCE</b>														<b>549,862</b>		
<b>LIBRARY DEBT SERVICE REVENUES</b>																
83-000-40-00-4000	PROPERTY TAXES	73,129	290,675	23,877	24,772	260,578	62,711	10,165	-	-	-	-	-	745,908	749,771	99.48%
83-000-45-00-4500	INVESTMENT EARNINGS	-	-	5	5	-	-	201	113	315	-	0	-	640	-	0.00%
83-000-49-00-4982	TRANSFER FROM LIB OPS	-	-	-	-	-	-	-	-	-	-	-	-	-	3,000	0.00%
<b>TOTAL REVENUES: LIBRARY DEBT SERVICE</b>		<b>73,129</b>	<b>290,675</b>	<b>23,882</b>	<b>24,777</b>	<b>260,578</b>	<b>62,711</b>	<b>10,366</b>	<b>113</b>	<b>315</b>	<b>-</b>	<b>0</b>		<b>746,548</b>	<b>752,771</b>	<b>99.17%</b>
<b>LIBRARY DEBT SERVICE EXPENDITURES</b>																
<i>2006 Bond</i>																
83-830-84-00-8000	PRINCIPAL PAYMENT	-	-	-	-	-	-	-	50,000	-	-	-	-	50,000	50,000	100.00%
83-830-84-00-8050	INTEREST PAYMENT	-	14,869	-	-	-	-	-	14,869	-	-	-	-	29,738	29,738	100.00%
<i>2013 Refunding Bond</i>																
83-830-99-00-8000	PRINCIPAL PAYMENT	-	-	-	-	-	-	-	500,000	-	-	-	-	500,000	500,000	100.00%
83-830-99-00-8050	INTEREST PAYMENT	-	86,516	-	-	-	-	-	86,516	-	-	-	-	173,033	173,033	100.00%
<b>TOTAL FUND REVENUES</b>		<b>73,129</b>	<b>290,675</b>	<b>23,882</b>	<b>24,777</b>	<b>260,578</b>	<b>62,711</b>	<b>10,366</b>	<b>113</b>	<b>315</b>	<b>-</b>	<b>0</b>		<b>746,548</b>	<b>752,771</b>	<b>99.17%</b>
<b>TOTAL FUND EXPENDITURES</b>		<b>-</b>	<b>101,385</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>651,385</b>	<b>-</b>	<b>-</b>	<b>-</b>		<b>752,770</b>	<b>752,771</b>	<b>100.00%</b>
<b>FUND SURPLUS (DEFICIT)</b>		<b>73,129</b>	<b>189,290</b>	<b>23,882</b>	<b>24,777</b>	<b>260,578</b>	<b>62,711</b>	<b>10,366</b>	<b>(651,272)</b>	<b>315</b>	<b>-</b>	<b>0</b>		<b>(6,222)</b>	<b>-</b>	



**YORKVILLE PUBLIC LIBRARY  
FISCAL YEAR 2017 BUDGET REPORT  
For the Month Ending March 31, 2017**

ACCOUNT NUMBER	DESCRIPTION	% of Fiscal Year												Year-to-Date Totals	FISCAL YEAR 2017 BUDGET	% of Budget
		8%	17%	25%	33%	42%	50%	58%	67%	75%	83%	92%				
		May-16	June-16	July-16	August-16	September-16	October-16	November-16	December-16	January-17	February-17	March-17				
<b>LIBRARY CAPITAL REVENUES</b>																
84-000-42-00-4214	DEVELOPMENT FEES	3,100	3,500	3,750	8,550	11,950	2,530	4,000	2,900	1,950	2,100	5,800	50,150	20,000	250.75%	
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	1	1	1	1	1	11	10	109.30%	
<b>TOTAL REVENUES: LIBRARY CAPITAL</b>		<b>3,101</b>	<b>3,701</b>	<b>3,751</b>	<b>8,551</b>	<b>11,951</b>	<b>2,551</b>	<b>4,001</b>	<b>2,901</b>	<b>1,951</b>	<b>2,101</b>	<b>5,801</b>	<b>50,361</b>	<b>20,010</b>	<b>251.68%</b>	
<b>LIBRARY CAPITAL EXPENDITURES</b>																
84-840-54-00-5406	RENEW PROGRAM	-	200	-	-	-	-	-	-	-	-	-	200	-	0.00%	
84-840-54-00-5460	E-BOOK SUBSCRIPTIONS	-	-	161	-	-	161	-	-	161	3,000	-	3,483	3,500	99.51%	
84-840-56-00-5635	COMPUTER EQUIPMENT & SOFTWARE	-	-	-	3,081	6,956	-	71	-	-	62	5,035	15,205	-	0.00%	
84-840-56-00-5683	AUDIO BOOKS	-	325	110	598	205	-	320	160	70	151	369	2,308	-	0.00%	
84-840-56-00-5684	COMPACT DISCS & OTHER MUSIC	-	-	-	-	-	-	-	-	-	-	-	-	-	0.00%	
84-840-56-00-5685	DVD'S	-	-	-	-	-	-	-	75	739	225	361	1,400	-	0.00%	
84-840-56-00-5686	BOOKS	-	1,518	369	1,029	16	1,523	3,071	2,505	2,556	2,418	3,454	18,460	8,395	219.90%	
<b>TOTAL FUND REVENUES</b>		<b>3,101</b>	<b>3,701</b>	<b>3,751</b>	<b>8,551</b>	<b>11,951</b>	<b>2,551</b>	<b>4,001</b>	<b>2,901</b>	<b>1,951</b>	<b>2,101</b>	<b>5,801</b>	<b>50,361</b>	<b>20,010</b>	<b>251.68%</b>	
<b>TOTAL FUND EXPENDITURES</b>		<b>-</b>	<b>2,043</b>	<b>640</b>	<b>4,709</b>	<b>7,177</b>	<b>1,684</b>	<b>3,462</b>	<b>2,740</b>	<b>3,526</b>	<b>5,855</b>	<b>9,220</b>	<b>41,056</b>	<b>11,895</b>	<b>345.15%</b>	
<b>FUND SURPLUS (DEFICIT)</b>		<b>3,101</b>	<b>1,657</b>	<b>3,111</b>	<b>3,842</b>	<b>4,774</b>	<b>867</b>	<b>539</b>	<b>161</b>	<b>(1,575)</b>	<b>(3,754)</b>	<b>(3,418)</b>	<b>9,305</b>	<b>8,115</b>		

DATE: 04/04/2017  
 TIME: 15:24:42  
 ID: GL440000.WOW

UNITED CITY OF YORKVILLE  
 GENERAL LEDGER ACTIVITY REPORT

F-YR: 17

ACTIVITY THROUGH FISCAL PERIOD 11

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
07	GJ-161130LB	12/01/2016	07	Nov 2016 Deposits					2,164.09
	GJ-61114RC2	11/14/2016	01	RC Wnd Crk Inv#195848-Tree				395.00	
TOTAL PERIOD 07 ACTIVITY								395.00	2,164.09
08	AP-161226M	12/21/2016	175	STORYTIME HOLIDAY SUPPLIES	FIRST NATIONAL BANK	900038	122616-J.WEISS	104.39	
		12/21/2016	176	NCG CINEMA-GIFT CARD	FIRST NATIONAL BANK	900038	122616-M.EBERHARDT	25.00	
	GJ-161231LB	01/03/2017	08	December 2016 Deposits					485.00
TOTAL PERIOD 08 ACTIVITY								129.39	485.00

ACTIVITY THROUGH FISCAL PERIOD 11

PER.	JOURNAL #	ENTRY DATE	ITEM	TRANSACTION DESCRIPTION	VENDOR	CHECK	INVOICE	DEBIT	CREDIT
82-000-24-00-2480 (L) ESCROW - MEMORIALS & GIFTS									
09	AP-170109	01/04/2017	01	BOOKS	BAKER & TAYLOR	104284	2032485436	455.31	
	AP-170125	01/23/2017	197	JEWEL-STORYTIME PROGRAM	FIRST NATIONAL BANK	900039	012517-J.WEISS	48.31	
		01/23/2017	198	ALDI-STORYTIME PROGRAM	FIRST NATIONAL BANK	900039	012517-J.WEISS	89.93	
		01/23/2017	199	DOLAR TREE-CANDY	FIRST NATIONAL BANK	900039	012517-M.EBERHARDT	9.00	
		01/23/2017	200	NGC-MOVIE GIFT CARDS FOR	FIRST NATIONAL BANK	900039	012517-M.EBERHARDT	45.00	
		01/23/2017	201	JEWEL-SUPPLIES FOR SANTA	FIRST NATIONAL BANK	900039	012517-M.PFISTER	105.70	
		01/23/2017	202	DOLLAR TREE-CHRISTMAS CANDY	FIRST NATIONAL BANK	900039	012517-S.AUGUSTINE	18.49	
	GJ-170131LB	02/01/2017	08	Jan 2017 Deposits					150.00
TOTAL PERIOD 09 ACTIVITY								771.74	150.00
10	AP-170213	02/07/2017	01	BOOKS	BAKER & TAYLOR	104293	2032537820	365.77	
	GJ-170228LB	03/01/2017	08	Feb 2017 Deposits					100.00
TOTAL PERIOD 10 ACTIVITY								365.77	100.00
11	AP-170313	03/02/2017	01	BOOKS	BAKER & TAYLOR	104313	2032597278	407.65	
		03/02/2017	02	BOOKS	BAKER & TAYLOR	104313	2032607364	624.88	
	AP-170325M	03/20/2017	154	AMAZON-BOOKS, DRY ERASE BOARD	FIRST NATIONAL BANK	900041	032517-M.PFISTER	75.01	
	GJ-170331LB	04/03/2017	07	March 2017 Deposits					3,938.00
TOTAL PERIOD 11 ACTIVITY								1,107.54	3,938.00
TOTAL ACCOUNT ACTIVITY								8,005.43	12,201.97
ENDING BALANCE									10,268.27
GRAND TOTAL								0.00	10,268.27
TOTAL DIFFERENCE								0.00	10,268.27



**YORKVILLE PUBLIC LIBRARY  
CASH STATEMENT  
As of March 31, 2017**

**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
<b>Library Operations</b>	<b>Old Second</b>	\$ 365,618	\$ 535,824	\$ 502,514	\$ 475,971	\$ 692,498	\$ 714,939	\$ 679,458	\$ 611,958	\$ 567,205	\$ 445,062	\$ 399,447	
<b>Building Development Fees</b>	<b>Old Second</b>	14,797	17,705	18,926	17,968	19,342	29,609	28,698	29,959	29,335	25,430	22,978	
<b>Library Operations</b>	<b>IMET *</b>	8,837	8,837	8,837	8,837	8,837	8,837	8,837	8,837	8,837	8,837	8,837	
<b>Library Operations</b>	<b>Illinois Funds</b>	171,550	184,641	184,693	171,540	169,947	170,006	170,068	105,262	105,314	170,235	170,336	
<b>Library Debt Service</b>	<b>Illinois Funds</b>	10	(14,859)	(14,859)	-	-	-	-	-	-	-	-	
<b>Total:</b>		\$ 560,812	\$ 732,148	\$ 700,111	\$ 674,316	\$ 890,624	\$ 923,390	\$ 887,061	\$ 756,016	\$ 710,691	\$ 649,564	\$ 601,598	

\* Restricted

**PAYROLL**

<b>1<sup>ST</sup> PAY PERIOD</b>		\$ 17,710	\$ 20,265	\$ 18,004	\$ 18,326	\$ 18,055	\$ 18,033	\$ 18,101	\$ 17,624	\$ 15,721	\$ 18,013	\$ 17,301	
<b>2<sup>ND</sup> PAY PERIOD</b>		18,139	17,714	17,386	18,454	17,107	18,651	16,750	18,286	17,226	18,361	18,636	
<b>3<sup>RD</sup> PAY PERIOD</b>		-	-	18,458	-	-	-	-	16,892	-	-	-	
<b>Total</b>		\$ 35,849	\$ 37,979	\$ 53,847	\$ 36,780	\$ 35,161	\$ 36,683	\$ 34,851	\$ 52,802	\$ 32,947	\$ 36,374	\$ 35,937	

March 2017

March 2017 Circ by Transaction Type	All Transactions	Check-out + Renewals	Check-outs	Renewals	All Holds Placed	Holds Filled	Check ins	Usage
Yorkville Public Library - YKBB-4	15,063	7,250	6,236	1,014	481	1,545	5,787	0

Yorkville borrowed 1,301 items from other libraries.

Yorkville lent 692 items to other libraries.

275 items were checked out to Reciprocal Borrowers at Yorkville.

148 patrons were added.

426 items were added.

642 OMNI e-books were checked out.

217 OMNI audio books were checked out.

2 OMNI videos were streamed.

219 OMNI users.

33 Illinois e-Read books were checked out.

21 Illinois e-Read audio books were checked out.

18 Illinois e-Read users.

Patrons paid \$313.60 through e-commerce in March.

<b>March</b>		
<b>Public Relations</b>	Kendall Country Record - Beacon News Sun Times- WSBY- – Yorkville Patch	
<b>Meetings, Workshop Programs, Activities</b>	PrairieCat User Group –DeBord - Iwanski	
<b>Adult Programs</b>	<b>Number Attending</b>	
	Evening Book Club	5
	Lunch Time Book Club	5
	Men’s Book Club	7
	Friends Meeting	11
	Threads and More	10
	Creative Writing (2 times)	15
	EBook Drop-in-Help	4
	Queen Elizabeth Friends Program	20
<b>Young Adult Programs</b>	Teen Meeting -TAG (3 programs)	28
	Anime Monday	12
	Plarn	2
<b>Children Programs</b>	Drop-In Story Time	15
	Lapsit	4
	Tots and Toddlers (2 programs)	30
	Afternoon Read (4 programs)	18
	Spanish Story Time	5
	Lego Club Duplo (2 programs)	26
	Book Club (Grade 1-2 (2 programs)	17
	Book Club (Grades 3-5 (1 programs)	12
	Beginner Readers	5
	Ice Cream Book Club	12
	Panera Story Time	14
	Literacy Center	24
	Movies at the Library	26
	Spanish Storytime	5
	Girl Scout Tour	26
	Read with Paws	6
	Life Size Candyland Game	32
<b>Meeting Room</b>	Library 12- Rent 4-City 2	
<b>Patron Count</b>	6366	
<b>Proctored Test</b>	2	
<b>Teens Volunteers</b>	Juleah Richardson, Mikayla Mika, Jasmin Fillipi, Jozelle Fillipi, Morgan Rutsay, Brantley Osbourne, Breanna English	
<b>Adult Volunteers</b>	Marta Duran, Lisa Macaione, Jessica Faedtke	
<b>Gifts and Memorials</b>		

# ***PUBLIC NOTICE***

By action of the Yorkville Public Library Board of Trustees, the Library Board will meet on the second Monday of each month at 7:00 P.M. at the Library located at 902 Game Farm Road.

Fiscal Year 2017 / 2018.

## **2017**

May	8
June	12
July	10
August	14
September	11
October	9
November	13
December	11

## **2018**

January	8
February	12
March	12
April	9

# ***PUBLIC NOTICE***

By action of the Yorkville Public Library Board of Trustees, the Library will be closed the following holidays for the fiscal year 2017 / 2018

## 2017

Mother's Day	May 14	Sunday
Memorial Day	May 29	Monday
Independence Day	July 4	Tuesday
Labor Day	September 4	Monday
Veteran's Day	November 11	Saturday
Thanksgiving Eve	November 22	closing at 5:00 p.m.
Thanksgiving	November 23	Thursday
Christmas Eve	December 23	Saturday (observed)
Christmas Eve	December 24	Sunday
Christmas Day	December 25	Monday
New Year's Eve	December 30	Saturday (observed)
New Year's Eve	December 31	Sunday

## 2018

New Year's Day	January 1	Monday
Martin Luther King Day	January 15	Monday
Presidents Day	February 19	Monday
Good Friday	March 30	Friday
		Closing at 1:00 p.m.
Easter Sunday	April 1	Sunday

## C. Hours

The library shall be open the following hours:

Monday	10:00 a.m.	7:00 p.m.
Tuesday	10:00 a.m.	7:00 p.m.
Wednesday	10:00 a.m.	7:00 p.m.
Thursday	10:00 a.m.	7:00p.m.
Friday	10:00 a.m.	5:00 p.m.
Saturday	10:00 a.m.	4:00 p.m
Sunday	1:00 p.m.	4:00 p.m. September - May

Or as determined by the Library Director and Library Board.

## D. Holidays

The library will be closed on the following holidays:

Memorial Day	New Years Eve
Independence Day	New Years Day
Labor Day	Martin Luther King Day
Veterans Day	Presidents Day
Thanksgiving Eve (closing at 5:00 p.m.)	Good Friday (closing at 1:00 p.m.)
Thanksgiving Day	Christmas Eve
Christmas Day	
Easter (not a paid holiday)	Mother's Day (not a paid holiday)

In the event that any holiday falls on a Sunday, the library will be closed Sunday and the following Monday. Full time staff scheduled to work on Good Friday will be paid for a full day.



Account Number	Description	FY 2015	FY 2016	FY 2017	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022
		Actual	Actual	Adopted	Projected	Proposed	Projected	Projected	Projected	Projected
82-820-54-00-5495	OUTSIDE REPAIR & MAINTENANCE	46,085	19,962	25,000	30,000	50,000	50,000	50,000	50,000	50,000
82-820-54-00-5498	PAYING AGENT FEES	1,689	1,689	2,190	1,689	1,700	1,700	1,700	1,700	1,700
82-820-56-00-5610	OFFICE SUPPLIES	5,257	9,240	8,000	8,000	8,000	8,000	8,000	8,000	8,000
82-820-56-00-5620	OPERATING SUPPLIES	9,338	11,210	8,000	10,000	10,000	10,000	10,000	10,000	10,000
82-820-56-00-5635	COMPUTER EQUIPMENT & SOFTWARE	-	-	-	-	-	-	-	-	-
82-820-56-00-5671	LIBRARY PROGRAMMING	1,209	1,030	1,000	1,000	1,000	1,000	1,000	1,000	1,000
82-820-56-00-5676	EMPLOYEE RECOGNITION	-	-	-	-	-	-	-	-	-
82-820-56-00-5684	COMPACT DISCS & OTHER MUSIC	-	-	-	-	-	-	-	-	-
82-820-56-00-5685	DVD'S	1,340	2,427	2,000	2,000	500	2,000	2,000	2,000	2,000
82-820-56-00-5686	BOOKS	-	-	5,000	5,849	1,500	10,000	10,000	10,000	10,000
82-820-99-00-9983	TRANSFER TO LIBRARY DEBT SERVICE	3,487	3,102	3,000	6,652	3,000	3,000	3,000	3,000	3,000
	<b>Expenditures</b>	<b>723,876</b>	<b>665,207</b>	<b>756,943</b>	<b>715,122</b>	<b>803,154</b>	<b>822,611</b>	<b>832,773</b>	<b>843,695</b>	<b>855,435</b>
	<b>Surplus(Deficit)</b>	<b>(4,391)</b>	<b>32,673</b>	<b>(25,056)</b>	<b>(18,786)</b>	<b>(84,097)</b>	<b>(89,111)</b>	<b>(84,479)</b>	<b>(80,247)</b>	<b>(76,461)</b>
	<b>Fund Balance</b>	<b>466,683</b>	<b>499,355</b>	<b>435,726</b>	<b>480,569</b>	<b>396,472</b>	<b>307,361</b>	<b>222,882</b>	<b>142,635</b>	<b>66,174</b>
		<i>64.47%</i>	<i>75.07%</i>	<i>57.56%</i>	<i>67.20%</i>	<i>49.36%</i>	<i>37.36%</i>	<i>26.76%</i>	<i>16.91%</i>	<i>7.74%</i>



Account Number	Description	FY 2015 Actual	FY 2016 Actual	FY 2017 Adopted	FY 2017 Projected	FY 2018 Proposed	FY 2019 Projected	FY 2020 Projected	FY 2021 Projected	FY 2022 Projected
<b><u>Library Capital</u></b>										
84-000-42-00-4214	DEVELOPMENT FEES	25,325	35,350	20,000	50,000	35,000	35,000	35,000	35,000	35,000
84-000-42-00-4224	RENEW PROGRAM PERMITS	-	750	-	-	-	-	-	-	-
84-000-45-00-4500	INVESTMENT EARNINGS	11	8	10	10	10	10	10	10	10
84-000-48-00-4850	MISCELLANEOUS INCOME	13	10	-	-	-	-	-	-	-
	<b>Revenue</b>	<b>25,349</b>	<b>36,118</b>	<b>20,010</b>	<b>50,010</b>	<b>35,010</b>	<b>35,010</b>	<b>35,010</b>	<b>35,010</b>	<b>35,010</b>
84-840-54-00-5406	RENEW PROGRAM	-	750	-	-	-	-	-	-	-
84-840-54-00-5460	E-BOOKS SUBSCRIPTION	3,093	3,508	3,500	3,500	3,500	3,500	3,500	3,500	3,500
84-840-56-00-5635	COMPUTER EQUIPMENT & SOFTWARE	16,428	1,311	-	10,108	15,000	15,000	15,000	15,000	15,000
84-840-56-00-5683	AUDIO BOOKS	2,467	1,237	-	2,500	-	-	-	-	-
84-840-56-00-5684	COMPACT DISCS & OTHER MUSIC	-	-	-	-	-	-	-	-	-
84-840-56-00-5685	DVD'S	1,250	394	-	2,000	-	-	-	-	-
84-840-56-00-5686	BOOKS	16,267	26,826	8,395	22,000	16,500	16,510	16,510	16,510	16,510
	<b>Expenditures</b>	<b>39,505</b>	<b>34,026</b>	<b>11,895</b>	<b>40,108</b>	<b>35,000</b>	<b>35,010</b>	<b>35,010</b>	<b>35,010</b>	<b>35,010</b>
	<b>Surplus(Deficit)</b>	<b>(14,156)</b>	<b>2,092</b>	<b>8,115</b>	<b>9,902</b>	<b>10</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
	<b>Fund Balance</b>	<b>12,714</b>	<b>14,087</b>	<b>28,944</b>	<b>23,989</b>	<b>23,999</b>	<b>23,999</b>	<b>23,999</b>	<b>23,999</b>	<b>23,999</b>

**Library**

**Cash Flow - Surplus(Deficit)**

Library Ops	(4,391)	32,673	(25,056)	(18,786)	(84,097)	(89,111)	(84,479)	(80,247)	(76,461)
Library Debt Service	-	-	-	-	-	-	-	-	-
Library Capital	(14,156)	2,092	8,115	9,902	10	-	-	-	-
	(18,547)	34,765	(16,941)	(8,884)	(84,087)	(89,111)	(84,479)	(80,247)	(76,461)

**Cash Flow - Fund Balance**

Library Ops	466,683	499,355	435,726	480,569	396,472	307,361	222,882	142,635	66,174
Library Debt Service	-	-	-	-	-	-	-	-	-
Library Capital	12,714	14,087	28,944	23,989	23,999	23,999	23,999	23,999	23,999
	479,397	513,442	464,670	504,558	420,471	331,360	246,881	166,634	90,173

FISCAL YEAR 2018 - PROJECTED BUDGETED NUMBERS

LIBRARY

Detail

82-820-50-00-5010	SALARIES & WAGES	223,828
82-820-50-00-5015	PART-TIME SALARIES	232,689
82-820-52-00-5212	RETIREMENT PLAN CONTRIBUTION	24,435
82-820-52-00-5214	FICA CONTRIBUTION	34,263
82-820-52-00-5216	GROUP HEALTH INSURANCE	88,996
82-820-52-00-5222	GROUP LIFE INSURANCE	403
82-820-52-00-5223	DENTAL INSURANCE	5,550
82-820-52-00-5224	VISION INSURANCE	<u>670</u>
		610,834