

**Agenda**  
**Yorkville Public Library**  
**Michelle Pfister Meeting Room**  
**Board of Trustees**  
**November 13, 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
  - Correspondence, Donation, IGA, Lights
10. City Council Liaison
11. Standing Committees
  - Policy                      Personnel
  - Finance                    Community Relations
12. Unfinished Business
  - Thyssenkrupp Elevator Contract Renewal
13. New Business
  - Library Financials & Levy
  - Approve Early Closing (Dec 1<sup>st</sup>, 3pm) Staff Training
  - Approve Gale Database Renewal
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 9, 2017, 7:00pm  
902 Game Farm Road – Michelle Pfister Meeting Room

The meeting was called to order at 7:00pm by President Russ Walter and a quorum was established.

### **Roll Call:**

Theron Garcia-yes, Jason Hedman-yes, Carol LaChance-yes, Wamecca Rodriguez-yes, Russ Walter-yes, Susan Chacon-yes, Darren Crawford-yes, Krista Danis-yes

### **Library Personnel**

Elisa Topper, Library Director  
Shelley Augustine, Director Adult Services  
Dixie DeBord, Director Technical Services  
Sharyl Iwanski, Circulation Manager

### **Others Present:**

Alderman Jackie Milschewski, City Council Liaison  
Peggy Owens

### **Recognition of Visitors:**

President Walter recognized the staff, Ms. Milschewski and Ms. Owens.

### **Amendments to the Agenda:**

President Walter said a letter from City Administrator Bart Olson will be discussed under “City Council Liaison”. The temporary director pay given to Ms. Augustine and Ms. DeBord will be discussed under New Business.

### **Minutes:** August 30 and September 11, 2017

Mr. Hedman moved to approve both sets of minutes as presented and Ms. Garcia seconded the motion. Unanimous voice vote approval.

### **Correspondence:** None

### **Public Comment:** None

### **Staff Comment:** None

### **Report of the Treasurer:**

#### **Financial Statement**

Ms. Chacon presented the report and said the bills were straightforward. It was noted city staff had paid some of the bills with their credit cards while it was thought it was set up to pay with the library credit card. Additional books have been purchased and the handicapped door and the roof have

been repaired. About 96.8% of the yearly revenue has been received with the state grant still expected. There were also two payroll periods.

#### **Payment of Bills**

A motion was made and seconded by Trustees Rodriguez and Garcia, respectively, to pay the bills as follows:

\$20,406.01 Accounts Payable

\$29,483.98 Payroll

\$49,889.99 TOTAL

Roll call: Hedman-yes, LaChance-yes, Rodriguez-yes, Walter-yes, Chacon-yes, Crawford-yes, Danis-yes, Garcia-yes. Motion carried 8-0.

#### **Report of the Library Director:**

Ms. Topper thanked the Board for selecting her as the new Director and complimented the staff and the well-organized Friends group. She also had lunch with the department heads. Appointments have been scheduled with area library directors, Chamber of Commerce and school officials and she attended the department head meeting at city hall. Ms. Topper has an upcoming meeting with Bart Olson and Tim Evans regarding the inter-governmental agreement and referred to an article in the paper about that topic. On October 14<sup>th</sup> there will be a 'Donuts with the Director' reception. She said the HVAC system failed today and a cost proposal for the needed parts will be sent by the repair person. The electronic board discussed last month was replaced last week.

#### **City Council Liaison:**

Ms. Milschewski said the inter-governmental agreement was from 1997 and needs an update. The agreement listed various services the city says they perform for the library, however, Mr. Walter said staff has indicated most of those items are not done by the city. Mr. Walter also noted some of the items the city does perform. While the Board of Trustees was not made aware of any cost regarding the recent city building survey, the Board expressed concern that it has been stated that the library's share is \$30,000. The results of that survey have not been shared with the library.

The inter-governmental agreement is scheduled to be terminated in April 2018. Ms. Topper said she has a meeting with Mr. Olson and Mr. Evans later in the week and asked the Board what additional items the library would like done. Mr. Hedman and Ms. Milschewski said the Board should determine the library's needs and convey them to the city. Some Board members expressed concern that the library/city relationship changed after the Board rejected an offer for Mr. Evans to assume the Directorship. The Board said they were not informed the agreement would be discussed in city committee meetings, so Ms. Milschewski will inform the Board prior to this matter coming before Council. Ms. LaChance said Ms. Milschewski will be an asset to the Board.

#### **Standing Committees:**

##### **Policy**

To be discussed under New Business.

#### **Unfinished Business:**

##### **Elevator Inspection Companies: Thyssenkrupp & Suburban**

Ms. Topper was asked to review the elevator contracts and said Suburban quoted a monthly price of \$159 and Thyssenkrupp quoted a lowered price of \$175 from \$254 after a conversation with them. She recommended staying with Thyssenkrupp. She also negotiated them down to a 3-year contract from 5

years. Both companies said there would be a price increase with a new contract. The Board also discussed the 'level of service' in the contracts and what previous extra charges were incurred. If the next 12 months is pre-paid, there is a 3% discount. Mr. Hedman suggested putting a cap on the increase to not exceed 3% or cap it at \$175 per month. A final vote on the contract will be taken in November after verifying the monthly price and contract length.

### **New Business:**

#### **Watchguard Security Software Renewal**

Watchguard is the security software that runs on the computer firewall. The renewal is for 3 years, however, the Board can ask for an annual agreement. A motion was made by Ms. Garcia to approve the Watchguard security software renewal at \$2,378.75 and the motion was seconded by Ms. LaChance.

Roll call: LaChance-yes, Rodriguez-yes, Walter-yes, Chacon-yes, Crawford-yes, Danis-yes, Garcia-yes, Hedman-yes. Carried 8-0.

#### **Personnel Policy Revision**

Mr. Crawford reported the Personnel Committee had met to review the personnel policy since it had not been updated for 14 years. A copy was sent to all for potential changes. Changes included were: Ms. Elder's name was deleted as secretary, Ms. Rodriguez said a list of holidays needs to be listed, Mr. Walter noted that Mother's Day is an unpaid holiday and early closings on Good Friday and Wednesday prior to Thanksgiving will be listed on the website and in the policy book.

Vacation time will also be shown as "days" and evaluations and personal days were also updated. Ms. Rodriguez said there was a question on payouts for sick and vacation time. Language was changed to reflect that vacation time will be paid after a resignation, however, sick time will not be paid. The time will be referred to as days, not hours.

Mr. Crawford then moved to approve the revised personnel policy/benefits section and Ms. LaChance seconded. Approved by unanimous voice vote.

#### **Adult Internet Policy Revision**

Ms. DeBord said proposed changes had been made to this policy. The internet is now only available to holders of library cards. The proposed change would allow anyone 18 and over to have access and if they have no card, a guest pass will be issued. This would allow visitors and PADS participants to use the computer. There was a brief discussion about computer access if library fines are due. A motion to approve the updated internet and computer use policy was made by Ms. Chacon and seconded by Mr. Hedman. Unanimous verbal approval.

#### **Library Card Renewal Policy**

The current library cards are good for three years and Ms. Iwanski said there are 6,000 active patrons. She said 3 years is standard for most libraries and there would not be enough manpower to have annual subscriptions. No further action.

#### **Director Pay for Ms. DeBord and Ms. Augustine**

Mr. Walter said the temporary increases in pay for Ms. DeBord and Ms. Augustine while they assisted in the absence of a Director, will end effective October 15<sup>th</sup>. Mr. Walter moved to end the increases for Shelley and Dixie, as of October 15. Ms. Garcia seconded and it carried on a unanimous voice vote.

**Executive Session:** None

**Additional Business:** None

**Adjournment:**

There was no further business and the meeting was adjourned at 8:10pm on a motion by President Walter and second by Ms. LaChance. Unanimous voice vote approval.

Minutes respectfully submitted by  
Marlys Young, Minute Taker



# YORKVILLE PUBLIC LIBRARY

## CASH STATEMENT

### As of October 31, 2017

#### FISCAL YEAR 2018

		May 2017	June 2017	July 2017	August 2017	September 2017	October 2017	November 2017	December 2017	January 2018	February 2018	March 2018	April 2018
Library Operations	Old Second	\$ 349,886	\$ 533,078	\$ 504,996	\$ 485,272	\$ 742,421	\$ 724,470						
Building Development Fees	Old Second	20,004	21,754	21,732	23,660	34,099	35,016						
Library Operations	IMET *	8,837	8,837	8,837	8,837	8,837	8,837						
Library Operations	Illinois Funds	170,559	170,682	170,821	170,967	171,115	171,270						
Total:		\$ 549,286	\$ 734,351	\$ 706,386	\$ 688,736	\$ 956,471	\$ 939,593	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

\* Restricted

#### PAYROLL

1 <sup>ST</sup> PAY PERIOD		\$ 17,692	\$ 20,595	\$ 14,577	\$ 14,818	\$ 15,201	\$ 16,196						
2 <sup>ND</sup> PAY PERIOD		17,845	32,345	15,447	15,213	14,283	18,558						
3 <sup>RD</sup> PAY PERIOD		-	15,479	-	-	-	-						
Total		\$ 35,537	\$ 68,420	\$ 30,024	\$ 30,031	\$ 29,484	\$ 34,754	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -



**YORKVILLE PUBLIC LIBRARY  
FISCAL YEAR 2018 BUDGET REPORT  
For the Month Ending October 31, 2017**

		% of Fiscal Year								
ACCOUNT NUMBER	DESCRIPTION	8% May-17	17% June-17	25% July-17	33% August-17	42% September-17	50% October-17	Year-to-Date Totals	FISCAL YEAR 2018 BUDGET	% of Budget
<b>LIBRARY OPERATIONS REVENUES</b>										
<i>Taxes</i>										
82-000-40-00-4000	PROPERTY TAXES	52,665	272,734	10,239	23,713	265,842	11,974	637,167	645,867	98.65%
<i>Intergovernmental</i>										
82-000-41-00-4120	PERSONAL PROPERTY TAX	909	-	930	43	-	635	2,517	5,250	47.93%
82-000-41-00-4170	STATE GRANTS	-	-	-	-	-	-	-	17,200	0.00%
<i>Fines &amp; Forfeits</i>										
82-000-43-00-4330	LIBRARY FINES	1,289	654	1,649	604	294	515	5,004	8,000	62.55%
<i>Charges for Service</i>										
82-000-44-00-4401	LIBRARY SUBSCRIPTION CARDS	698	1,340	147	531	908	627	4,252	6,500	65.42%
82-000-44-00-4422	COPY FEES	248	226	401	520	341	276	2,013	2,500	80.50%
82-000-44-00-4439	PROGRAM FEES	60	108	170	25	65	30	458	1,000	45.78%
<i>Investment Earnings</i>										
82-000-45-00-4500	INVESTMENT EARNINGS	129	137	161	169	166	184	945	800	118.19%
<i>Miscellaneous</i>										
82-000-46-00-4690	REIMB-MISCELLANEOUS	-	-	-	691	-	-	691	-	0.00%
82-000-48-00-4820	RENTAL INCOME	170	150	109	-	200	200	829	2,000	41.45%
82-000-48-00-4824	DVD RENTAL INCOME	157	221	220	438	170	246	1,452	2,500	58.08%
82-000-48-00-4850	MISCELLANEOUS INCOME	26	125	68	269	1,041	10	1,539	1,000	153.90%
<i>Other Financing Sources</i>										
82-000-49-00-4901	TRANSFER FROM GENERAL	5,448	1,820	1,820	2,049	1,820	1,197	14,154	26,440	53.53%
<b>TOTAL REVENUES: LIBRARY</b>		<b>61,799</b>	<b>277,516</b>	<b>15,914</b>	<b>29,050</b>	<b>270,847</b>	<b>15,893</b>	<b>671,020</b>	<b>719,057</b>	<b>93.32%</b>

**LIBRARY OPERATIONS EXPENDITURES**

<i>Salaries &amp; Wages</i>										
82-820-50-00-5010	SALARIES & WAGES	16,338	36,858	12,468	12,468	12,468	16,218	106,817	223,828	47.72%
82-820-50-00-5015	PART-TIME SALARIES	15,098	23,061	14,223	14,230	13,721	14,491	94,825	232,689	40.75%
<i>Benefits</i>										
82-820-52-00-5212	RETIREMENT PLAN CONTRIBUTION	1,761	3,973	1,344	1,344	1,344	1,748	11,515	24,435	47.12%
82-820-52-00-5214	FICA CONTRIBUTION	2,339	4,527	1,989	1,990	1,951	2,297	15,093	34,263	44.05%
82-820-52-00-5216	GROUP HEALTH INSURANCE	13,349	4,104	4,808	4,617	4,418	4,796	36,092	88,996	40.55%
82-820-52-00-5222	GROUP LIFE INSURANCE	67	22	28	28	28	28	201	403	49.79%
82-820-52-00-5223	DENTAL INSURANCE	404	443	253	338	338	338	2,113	5,550	38.08%
82-820-52-00-5224	VISION INSURANCE	117	33	46	46	46	46	333	670	49.65%
82-820-52-00-5230	UNEMPLOYMENT INSURANCE	92	-	-	229	-	229	549	1,000	54.90%
82-820-52-00-5231	LIABILITY INSURANCE	5,356	1,820	1,820	1,820	1,820	968	13,605	25,440	53.48%
<i>Contractual Services</i>										
82-820-54-00-5412	TRAINING & CONFERENCES	-	-	-	-	-	-	-	500	0.00%



**YORKVILLE PUBLIC LIBRARY  
FISCAL YEAR 2018 BUDGET REPORT  
For the Month Ending October 31, 2017**

ACCOUNT NUMBER	DESCRIPTION	% of Fiscal Year						Year-to-Date Totals	FISCAL YEAR 2018 BUDGET	% of Budget
		8% May-17	17% June-17	25% July-17	33% August-17	42% September-17	50% October-17			
82-820-54-00-5415	TRAVEL & LODGING	-	-	-	42	-	-	42	600	6.92%
82-820-54-00-5426	PUBLISHING & ADVERTISING	-	-	100	-	-	-	100	100	100.00%
82-820-54-00-5440	TELECOMMUNICATIONS	-	-	518	-	1,127	-	1,644	6,000	27.41%
82-820-54-00-5452	POSTAGE & SHIPPING	-	294	-	7	13	27	341	500	68.25%
82-820-54-00-5460	DUES & SUBSCRIPTIONS	-	1,717	11	468	11	728	2,935	12,000	24.46%
82-820-54-00-5462	PROFESSIONAL SERVICES	877	3,691	1,510	5,107	1,483	942	13,611	40,000	34.03%
82-820-54-00-5466	LEGAL SERVICES	-	-	-	-	-	-	-	2,000	0.00%
82-820-54-00-5468	AUTOMATION	-	-	-	3,147	373	3,147	6,667	20,000	33.33%
82-820-54-00-5480	UTILITIES	-	-	362	384	337	502	1,586	8,480	18.70%
82-820-54-00-5495	OUTSIDE REPAIR & MAINTENANCE	513	6,560	2,865	-	25,800	1,415	37,153	50,000	74.31%
82-820-54-00-5498	PAYING AGENT FEES	-	1,100	-	589	-	-	1,689	1,700	99.32%
<i>Supplies</i>										
82-820-56-00-5610	OFFICE SUPPLIES	-	302	570	392	13	1,008	2,286	8,000	28.57%
82-820-56-00-5620	OPERATING SUPPLIES	-	1,500	96	664	-	978	3,238	10,000	32.38%
82-820-56-00-5671	LIBRARY PROGRAMMING	-	193	23	-	32	62	310	1,000	30.98%
82-820-56-00-5685	DVD'S	-	138	49	55	-	-	242	500	48.36%
82-820-56-00-5686	BOOKS	-	11	-	13	-	22	46	1,500	3.05%
82-820-99-00-9983	TRANSFER TO LIB DEBT SERVICE	-	-	-	-	-	-	-	3,000	0.00%
<b>TOTAL FUND REVENUES</b>		<b>61,799</b>	<b>277,516</b>	<b>15,914</b>	<b>29,050</b>	<b>270,847</b>	<b>15,893</b>	<b>671,020</b>	<b>719,057</b>	<b>93.32%</b>
<b>TOTAL FUND EXPENDITURES</b>		<b>56,311</b>	<b>90,348</b>	<b>43,082</b>	<b>47,976</b>	<b>65,323</b>	<b>49,990</b>	<b>353,030</b>	<b>803,154</b>	<b>43.96%</b>
<b>FUND SURPLUS (DEFICIT)</b>		<b>5,488</b>	<b>187,168</b>	<b>(27,167)</b>	<b>(18,926)</b>	<b>205,525</b>	<b>(34,097)</b>	<b>317,991</b>	<b>(84,097)</b>	

**LIBRARY DEBT SERVICE REVENUES**

83-000-40-00-4000	PROPERTY TAXES	62,037	321,269	12,061	27,932	313,150	14,105	750,555	757,396	99.10%
83-000-45-00-4500	INVESTMENT EARNINGS	0	0	2	70	227	240	540	-	0.00%
83-000-49-00-4982	TRANSFER FROM LIB OPS	-	-	-	-	-	-	-	3,000	0.00%
<b>TOTAL REVENUES: LIBRARY DEBT SERVICE</b>		<b>62,037</b>	<b>321,269</b>	<b>12,064</b>	<b>28,002</b>	<b>313,378</b>	<b>14,345</b>	<b>751,095</b>	<b>760,396</b>	<b>98.78%</b>

**LIBRARY DEBT SERVICE EXPENDITURES**

<i>2006 Bond</i>										
83-830-84-00-8000	PRINCIPAL PAYMENT	-	-	-	-	-	-	-	50,000	0.00%
83-830-84-00-8050	INTEREST PAYMENT	-	13,681	-	-	-	-	13,681	27,363	50.00%





**YORKVILLE PUBLIC LIBRARY  
FISCAL YEAR 2018 BUDGET REPORT  
For the Month Ending October 31, 2017**

% of Fiscal Year		8%	17%	25%	33%	42%	50%	Year-to-Date	FISCAL YEAR 2018		
ACCOUNT NUMBER	DESCRIPTION	May-17	June-17	July-17	August-17	September-17	October-17	Totals	BUDGET	% of Budget	
2013 Refunding Bond											
83-830-99-00-8000	PRINCIPAL PAYMENT	-	-	-	-	-	-	-	520,000	0.00%	
83-830-99-00-8050	INTEREST PAYMENT	-	81,516	-	-	-	-	81,516	163,033	50.00%	
TOTAL FUND REVENUES		62,037	321,269	12,064	28,002	313,378	14,345	751,095	760,396	98.78%	
TOTAL FUND EXPENDITURES		-	95,198	-	-	-	-	95,198	760,396	12.52%	
FUND SURPLUS (DEFICIT)		62,037	226,072	12,064	28,002	313,378	14,345	655,897	-		

**LIBRARY CAPITAL REVENUES**

84-000-42-00-4214	DEVELOPMENT FEES	6,150	7,000	4,200	12,650	4,700	5,600	40,300	35,000	115.14%
84-000-45-00-4500	INVESTMENT EARNINGS	1	1	1	1	1	1	6	10	62.60%
<b>TOTAL REVENUES: LIBRARY CAPITAL</b>		<b>6,151</b>	<b>7,001</b>	<b>4,201</b>	<b>12,651</b>	<b>4,701</b>	<b>5,601</b>	<b>40,306</b>	<b>35,010</b>	<b>115.13%</b>

**LIBRARY CAPITAL EXPENDITURES**

84-840-54-00-5460	E-BOOK SUBSCRIPTIONS	-	-	128	-	-	-	128	3,500	3.64%
84-840-56-00-5635	COMPUTER EQUIPMENT & SOFTWARE	-	862	3,894	-	-	-	4,756	15,000	31.71%
84-840-56-00-5683	AUDIO BOOKS	-	1,001	150	-	-	-	1,151	-	0.00%
84-840-56-00-5684	COMPACT DISCS & OTHER MUSIC	-	-	-	-	-	-	-	-	0.00%
84-840-56-00-5685	DVD'S	-	18	91	205	69	46	429	-	0.00%
84-840-56-00-5686	BOOKS	-	2,466	2,717	2,068	2,143	3,738	13,132	16,500	79.59%
<b>TOTAL FUND REVENUES</b>		<b>6,151</b>	<b>7,001</b>	<b>4,201</b>	<b>12,651</b>	<b>4,701</b>	<b>5,601</b>	<b>40,306</b>	<b>35,010</b>	<b>115.13%</b>
<b>TOTAL FUND EXPENDITURES</b>		<b>-</b>	<b>4,347</b>	<b>6,979</b>	<b>2,273</b>	<b>2,212</b>	<b>3,784</b>	<b>19,595</b>	<b>35,000</b>	<b>55.99%</b>
<b>FUND SURPLUS (DEFICIT)</b>		<b>6,151</b>	<b>2,654</b>	<b>(2,778)</b>	<b>10,378</b>	<b>2,489</b>	<b>1,817</b>	<b>20,711</b>	<b>10</b>	

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		05/01/2017		BEGINNING BALANCE					3,077.05
	GJ-170531LB	06/02/2017	08	May 2017 Deposits					300.00
TOTAL PERIOD 01 ACTIVITY								0.00	300.00
02	AP-170612B	06/06/2017	01	BOOKS	BAKER & TAYLOR	104361	2032897995	52.18	
		06/06/2017	02	NAME PLATES	KING & SONS MONUMENT	104364	051717	180.00	
	AP-170625	06/19/2017	148	AMAZON-PRINTER, PRINTER	FIRST NATIONAL BANK	900046	062517-M.PFISTER	436.17	
		06/19/2017	149	TARGET-TARGUS CASES	FIRST NATIONAL BANK	900046	062517-S.AUGUSTINE	99.98	
	GJ-170630LB	07/05/2017	08	June 2017 Deposits					2,675.23
TOTAL PERIOD 02 ACTIVITY								768.33	2,675.23
03	AP-170710	07/05/2017	01	BOOKS	BAKER & TAYLOR	104377	2032916077	31.02	
		07/05/2017	02	BOOKS	BAKER & TAYLOR	104377	2032937543	51.15	
		07/05/2017	03	BOOKS	BAKER & TAYLOR	104377	2032944087	14.95	
		07/05/2017	04	BOOKS	BAKER & TAYLOR	104377	2032946730	34.61	
		07/05/2017	05	BOOKS	BAKER & TAYLOR	104377	2032960762	287.41	
		07/05/2017	06	BOOKS	BAKER & TAYLOR	104377	2032963290	9.77	
		07/05/2017	07	BOOKS	BAKER & TAYLOR	104377	2032970774	65.53	
		07/05/2017	08	07/19/17 NATURE'S ARCHITECTS	FOREST PARK NATURE C	104380	071917	135.00	
	GJ-170731LB	08/01/2017	08	July 2017 Deposits					2.00
TOTAL PERIOD 03 ACTIVITY								629.44	2.00
04	AP-170814	08/09/2017	01	BOOKS	BAKER & TAYLOR	104390	2032988056	212.74	
		08/09/2017	02	BOOKS	BAKER & TAYLOR	104390	2032994518	13.80	
		08/09/2017	03	BOOKS	BAKER & TAYLOR	104390	2033005997	74.38	
		08/09/2017	04	BOOKS	BAKER & TAYLOR	104390	2033019466	273.87	
		08/09/2017	05	BOOKS	BAKER & TAYLOR	104390	2033029979	143.42	
		08/09/2017	06	BOOKS	BAKER & TAYLOR	104390	2033032006	350.87	
		08/09/2017	07	BOOKS	BAKER & TAYLOR	104390	2033048611	112.15	
		08/09/2017	08	DVD	MIDWEST TAPE	104396	95229398	22.99	
		08/09/2017	09	AUDIO BOOK	MIDWEST TAPE	104396	95254126	39.99	
		08/09/2017	10	DVD, AUDIO BOOK	MIDWEST TAPE	104396	95273332	69.98	
	GJ-170831LB	09/01/2017	08	August 2017 Deposits					385.00
	GJ-170903RC	09/05/2017	02	RC Aug 2017 Lib Deposits					277.00
TOTAL PERIOD 04 ACTIVITY								1,314.19	662.00
05	AP-170911	09/06/2017	01	BOOKS	BAKER & TAYLOR	104403	2033052718	24.46	
		09/06/2017	02	BOOKS	BAKER & TAYLOR	104403	2033074220	74.42	
		09/06/2017	03	BOOKS	BAKER & TAYLOR	104403	2033092389	86.13	
		09/06/2017	04	BOOKS	BAKER & TAYLOR	104403	2033096069	155.34	
		09/06/2017	05	BOOKS	BAKER & TAYLOR	104403	2033111556	110.03	
		09/06/2017	06	2 MEMORIAL BRICKS	KING & SONS MONUMENT	104406	082317	60.00	
		09/06/2017	07	DVD	MIDWEST TAPE	104407	95284174	14.99	
		09/06/2017	08	AUDIO BOOK	MIDWEST TAPE	104407	95311530	39.99	
		09/06/2017	09	AUDIO BOOK	MIDWEST TAPE	104407	95326184	39.99	
		09/06/2017	10	AUDIO BOOKS	MIDWEST TAPE	104407	95344286	69.98	
		09/06/2017	11	BOKK-IT 5K TIMING	RACE TIME	104410	N0902	481.81	
	AP-170925M	09/19/2017	165	TARGET-PRIZES FOR SUMMER	FIRST NATIONAL BANK	900050	092517-J.WEISS	32.87	



DATE: 10/27/17  
TIME: 12:39:24  
ID: AP225000.CBL

UNITED CITY OF YORKVILLE  
MANUAL CHECK REGISTER

CHECK #	VENDOR # INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	CHECK DATE	ACCOUNT #	ITEM AMT
900051	FNBO	FIRST NATIONAL BANK OMAHA			10/25/17		
	102517-M.EBERHARDT	09/30/17	01	TARGET-PLATES, SNACKS, PET TOY		82-820-56-00-5671	37.03
						INVOICE TOTAL:	37.03 *



UNITED CITY OF YORKVILLE  
MANUAL CHECK REGISTER

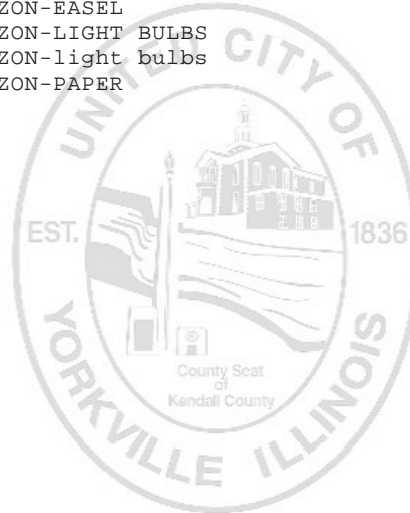
CHECK #	VENDOR # INVOICE #	INVOICE DATE	ITEM # DESCRIPTION	CHECK DATE	ACCOUNT #	ITEM AMT
900051	FNBO FIRST NATIONAL BANK OMAHA			10/25/17		
	102517-A.SIMMONS	09/30/17	24 KONICA-7/19-8/18 COPIER CHARGE		82-820-54-00-5462	8.04
AAAAAA						AAAAt€H
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DATE: 10/27/17  
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UNITED CITY OF YORKVILLE  
MANUAL CHECK REGISTER

CHECK #	VENDOR # INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	CHECK DATE	ACCOUNT #	ITEM AMT
900051	FNBO	FIRST NATIONAL BANK OMAHA			10/25/17		
	102517-D.DEBORD	09/30/17	01	MENARDS-BATTERIES, CLEANING		82-820-56-00-5620	68.45
			02	SUPPLIES, BUG SPRAY, WATER		** COMMENT **	
			03	AMAZON PRIME MONTHLY		82-820-54-00-5460	10.99
			04	MEMBERSHIP FEE		** COMMENT **	
			05	AMAZON-EASEL		82-820-56-00-5671	24.96
			06	AMAZON-LIGHT BULBS		82-820-56-00-5620	27.99
			07	AMAZON-light bulbs		82-820-56-00-5620	21.00
			08	AMAZON-PAPER		82-820-56-00-5610	403.60
						INVOICE TOTAL:	556.99 *



UNITED CITY OF YORKVILLE  
MANUAL CHECK REGISTER

ALL PRINTING-1,000  
 NESS CARDS

AGE FOR MAILING BOOKS

AA

EST. 1836

YORKVILLE ILLINOIS

County Seat  
 of  
 Kendall County

DATE: 11/06/17  
TIME: 07:47:35  
PRG ID: AP215000.WOW

UNITED CITY OF YORKVILLE  
CHECK REGISTER

CHECK DATE: 11/13/17

CHECK #	VENDOR #	INVOICE NUMBER	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	ITEM AMT
104426	BAKTAY	BAKER & TAYLOR					
	2033191873		09/29/17	01	BOOKS	82-000-24-00-2480	14.95
				02	BOOKS	84-840-56-00-5686	349.60
						INVOICE TOTAL:	364.55 *
	2033210465		10/06/17	01	BOOKS	82-000-24-00-2480	14.94
				02	BOOKS	84-840-56-00-5686	419.60
						INVOICE TOTAL:	434.54 *
	2033221759		10/12/17	01	BOOKS	84-840-56-00-5686	1,324.67
						INVOICE TOTAL:	1,324.67 *
	2033231304		10/17/17	01	BOOK	82-000-24-00-2480	14.94
				02	BOOKS	84-840-56-00-5686	930.99
						INVOICE TOTAL:	945.93 *
	2033245448		10/23/17	01	BOOK	82-000-24-00-2480	15.53
				02	BOOKS	84-840-56-00-5686	322.62
						INVOICE TOTAL:	338.15 *
						CHECK TOTAL:	3,407.84
104427	DAIKIN	DAIKIN APPLIED					
	3158351		10/23/17	01	CHILLER REPAIR	82-820-54-00-5495	345.00
						INVOICE TOTAL:	345.00 *
	3158560		10/25/17	01	REPLACED FAILED CONTROL BOARD	82-820-54-00-5495	2,900.00
				02	AS PER PROPOSAL DATED 6/16/17	** COMMENT **	
						INVOICE TOTAL:	2,900.00 *
						CHECK TOTAL:	3,245.00
104428	DEBORDD	DEBORD, DIXIE					
	101817		10/18/17	01	CATALOGING WORKSHOP & MARC	82-820-54-00-5415	74.68

82-820 LIBRARY OPERATIONS

83-830 LIBRARY DEBT SERVICE

84-840 LIBRARY CAPITAL



DATE: 11/06/17  
TIME: 07:47:35  
PRG ID: AP215000.WOW

UNITED CITY OF YORKVILLE  
CHECK REGISTER

CHECK DATE: 11/13/17

CHECK #	VENDOR #	INVOICE NUMBER	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	ITEM AMT
104428	DEBORDD	DEBORD, DIXIE					
	101817		10/18/17	02	MEETING MILEAGE REIMBURSEMENT	** COMMENT ** INVOICE TOTAL:	74.68 *
	102517		10/25/17	01	DELEGATES ASSEMBLY MILEAGE	82-820-54-00-5415	40.45
				02	REIMBURSEMENT	** COMMENT ** INVOICE TOTAL:	40.45 *
					CHECK TOTAL:		115.13
104429	DEMCO	DEMCO, INC.					
	6239598		10/24/17	01	CLASSIFICATION LABELS, BOOK	82-820-56-00-5610	103.95
				02	JACKETS, BOOKMARKS	** COMMENT ** INVOICE TOTAL:	103.95 *
					CHECK TOTAL:		103.95
104430	EBSCO	EBSCO INDUSTRIES, INC.					
	1000065991-1		10/17/17	01	ONLINE NOVELIST RENEWAL	82-820-54-00-5460	1,331.00
					INVOICE TOTAL:		1,331.00 *
					CHECK TOTAL:		1,331.00
104431	FRSTINSU	FIRST INSURANCE GROUP OF IL					
	32S564463-100617		10/06/17	01	NEW TREASURER BOND ANNUAL	82-820-54-00-5462	568.00
				02	PREMIUM FOR SUSAN CHACON	** COMMENT ** INVOICE TOTAL:	568.00 *
					CHECK TOTAL:		568.00
104432	LLWCONSU	LLOYD WARBER					
	10421		08/02/17	01	JULY 2017 ON-SITE IT SUPPORT	82-820-54-00-5462	720.00
					INVOICE TOTAL:		720.00 *

82-820 LIBRARY OPERATIONS

83-830 LIBRARY DEBT SERVICE

84-840 LIBRARY CAPITAL

DATE: 11/06/17  
TIME: 07:47:35  
PRG ID: AP215000.WOW

UNITED CITY OF YORKVILLE  
CHECK REGISTER

CHECK DATE: 11/13/17

CHECK #	VENDOR #	INVOICE NUMBER	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	ITEM AMT
104432	LLWCONSU	LLOYD WARBER					
	10423		10/02/17	01	AUG 2017 ON-SITE IT SUPPORT	82-820-54-00-5462	720.00
					INVOICE TOTAL:		720.00 *
					CHECK TOTAL:		1,440.00
104433	MIDWTAPE	MIDWEST TAPE					
	95446667		10/02/17	01	DVD	84-840-56-00-5685	17.99
					INVOICE TOTAL:		17.99 *
	95467108		10/09/17	01	DVD	84-840-56-00-5685	23.99
					INVOICE TOTAL:		23.99 *
	95481997		10/13/17	01	DVD	82-000-24-00-2480	22.99
				02	DVDS	84-840-56-00-5685	55.96
					INVOICE TOTAL:		78.95 *
	95509775		10/23/17	01	DVD	82-000-24-00-2480	23.99
				02	DVDS	84-840-56-00-5685	23.98
				03	AUDIO BOOKS	84-840-56-00-5683	144.96
					INVOICE TOTAL:		192.93 *
	95530036		10/31/17	01	DVDS	82-000-24-00-2480	45.98
				02	AUDIO BOOKS	84-840-56-00-5683	24.98
					INVOICE TOTAL:		70.96 *
					CHECK TOTAL:		384.82
104434	RAILS	RAILS					
	4568		10/03/17	01	ERASD ILLINOIS MEMBERSHIP FEE	84-840-54-00-5460	127.50
					INVOICE TOTAL:		127.50 *
					CHECK TOTAL:		127.50

82-820 LIBRARY OPERATIONS

83-830 LIBRARY DEBT SERVICE

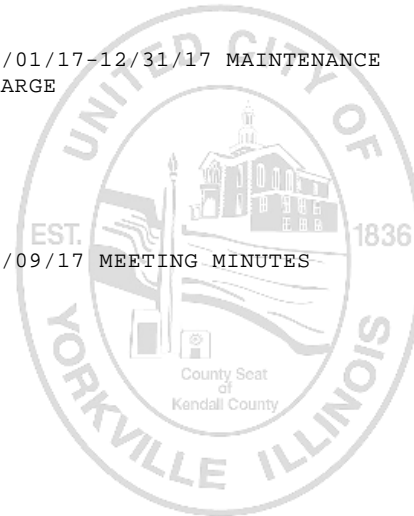
84-840 LIBRARY CAPITAL

DATE: 11/06/17  
TIME: 07:47:35  
PRG ID: AP215000.WOW

UNITED CITY OF YORKVILLE  
CHECK REGISTER

CHECK DATE: 11/13/17

CHECK #	VENDOR #	INVOICE NUMBER	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	ITEM AMT
104435	SOUND	SOUND INCORPORATED					
	R151859		10/12/17	01	11/01/17-01/31/18 MAINTENANCE	82-820-54-00-5495	876.90
				02	CONTRACT CHARGE FOR CCTV	** COMMENT **	
					INVOICE TOTAL:		876.90 *
					CHECK TOTAL:		876.90
104436	THYSSEN	THYSSENKRUPP ELEVATOR CORP					
	3003447034		10/01/17	01	10/01/17-12/31/17 MAINTENANCE	82-820-54-00-5495	768.92
				02	CHARGE	** COMMENT **	
					INVOICE TOTAL:		768.92 *
					CHECK TOTAL:		768.92
104437	YOUNGM	MARLYS J. YOUNG					
	100917		10/24/17	01	10/09/17 MEETING MINUTES	82-820-54-00-5462	64.25
					INVOICE TOTAL:		64.25 *
					CHECK TOTAL:		64.25
					TOTAL AMOUNT PAID:		12,433.31





## UNITED CITY OF YORKVILLE PAYROLL SUMMARY October 6, 2017

	REGULAR	OVERTIME	TOTAL	IMRF	FICA	TOTALS
ADMINISTRATION	\$ 16,535.24	\$ -	16,535.24	\$ 1,782.51	\$ 848.17	\$ 19,165.92
FINANCE	10,020.01	-	10,020.01	1,096.33	752.25	\$ 11,868.59
POLICE	100,983.44	6,168.84	107,152.28	583.94	7,957.46	\$ 115,693.68
COMMUNITY DEV.	15,864.55	-	15,864.55	1,643.42	1,183.10	\$ 18,691.07
STREETS	13,066.43	21.30	13,087.73	1,410.86	964.02	\$ 15,462.61
WATER	14,543.52	70.24	14,613.76	1,542.22	1,061.06	\$ 17,217.04
SEWER	8,171.35	-	8,171.35	897.04	619.16	\$ 9,687.55
PARKS	19,335.49	-	19,335.49	2,084.37	1,421.54	\$ 22,841.40
RECREATION	15,359.76	-	15,359.76	1,250.82	1,151.73	\$ 17,762.31
<b>LIBRARY</b>	<b>14,319.65</b>	<b>-</b>	<b>14,319.65</b>	<b>806.75</b>	<b>1,069.23</b>	<b>\$ 16,195.63</b>
<b>TOTALS</b>	<b>\$ 228,199.44</b>	<b>\$ 6,260.38</b>	<b>\$ 234,459.82</b>	<b>\$ 13,098.26</b>	<b>\$ 17,027.72</b>	<b>\$ 264,585.80</b>
<b>TOTAL PAYROLL</b>						<b>\$ 264,585.80</b>



# UNITED CITY OF YORKVILLE

## PAYROLL SUMMARY

### October 22, 2017

	REGULAR	OVERTIME	TOTAL	IMRF	FICA	TOTALS
MAYOR & LIQ. COM.	\$ 1,043.34	\$ -	\$ 1,043.34	\$ -	\$ 79.82	\$ 1,123.16
CLERK	583.34	-	583.34	8.98	44.61	636.93
TREASURER	83.34	-	83.34	8.98	6.36	98.68
ALDERMAN	4,980.00	-	4,980.00	-	369.69	5,349.69
ADMINISTRATION	16,535.23	-	16,535.23	1,782.51	810.85	19,128.59
FINANCE	10,240.01	-	10,240.01	1,103.87	757.62	12,101.50
POLICE	105,584.81	2,110.53	107,695.34	583.94	7,964.59	116,243.87
COMMUNITY DEV.	15,567.56	-	15,567.56	1,627.25	1,148.90	18,343.71
STREETS	13,066.45	53.24	13,119.69	1,414.31	966.48	15,500.48
WATER	15,301.04	115.45	15,416.49	1,547.09	1,122.46	18,086.04
SEWER	8,171.35	-	8,171.35	880.87	607.68	9,659.90
PARKS	17,389.89	227.11	17,617.00	1,899.11	1,290.09	20,806.20
RECREATION	13,973.11	-	13,973.11	1,136.39	1,038.03	16,147.53
<b>LIBRARY</b>	<b>16,388.94</b>	<b>-</b>	<b>16,388.94</b>	<b>941.50</b>	<b>1,227.56</b>	<b>18,558.00</b>

**TOTALS** \$ 238,908.41 \$ 2,506.33 \$ 241,414.74 \$ 12,934.80 \$ 17,434.74 \$ 271,784.28

**TOTAL PAYROLL**

**\$ 271,784.28**



## YORKVILLE LIBRARY BOARD

### BILL LIST SUMMARY

Monday, November 13, 2017

#### ACCOUNTS PAYABLE

Library CC Check Register ( <i>Pages 1 - 4</i> )	10/25/2017	\$734.86
Library Check Register - ( <i>Pages 5 - 8</i> )	11/13/2017	\$12,433.31
Illinois State Police-Background Checks	10/10/2017	\$27.00
Sunlife - Oct 2017 Dental Ins	10/10/2017	\$338.01
IPRF -Nov 2017 Workers Comp	10/10/2017	\$967.96
First on-Profit - 4th Qtr Unemployment Ins	10/24/2017	\$228.55
Illinois State Police-Background Checks	10/24/2017	\$27.00
Dearborne National - Nov 2017 Life Ins	10/24/2017	\$27.84
Dearborne National - Nov 2017 Vision Ins	10/24/2017	\$45.71
Nicor -08/31-10/02 services	10/24/2017	\$502.12
BCBS - Nov 2017 Health Insurance	10/24/2017	\$4,691.15
<b>TOTAL BILLS PAID:</b>		<hr/> \$20,023.51

#### PAYROLL

	<u>DATE</u>	
Bi-weekly ( <i>Page 9</i> )	10/06/2017	\$16,195.63
Bi-weekly ( <i>Page 10</i> )	10/20/2017	\$18,558.00
<b>TOTAL PAYROLL:</b>		<hr/> \$34,753.63

<b>TOTAL DISBURSEMENTS:</b>	<hr/> <b>\$54,777.14</b> <hr/>
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## **LIBRARY DIRECTOR REPORT—OCTOBER 2017**

**Public Relations** Newspaper article, Kendall Record, 10/12/17  
WSPY Interview/Director/Board President Airing 11/9/17

**Meetings** Council Meeting with Board President 10/10/17  
IGA Meeting 10/11/17 (Olson/Evans/Topper)  
Lunch with Michele Pfeister 10/12/17  
Donuts with the Director Reception 10-14/17  
Coffee Conversation: Senator Rezin/Mayor Golinski 10/17/17  
Meeting with Sugar Grove Director 10/23/17  
Meeting with Plano Director 10/24/17  
Meeting with Oswego Director 10/25/17  
Meeting with Superintendent Shimp 11/3/17  
Meeting with Board Member Krista Davis 11/3/17  
DeBoard Marc Mtg 10/18/17, Delegates Assembly 10/25/17  
Iwanski Prairie Cat Mtg 11/8/17  
Regular library managers meetings weekly

**Programs, Activities**  
**Adult Programs**

**Number Attending**  
Evening Book Club 6  
Lunch Time Book Club 5  
Men's Book Club 3  
Friends Meeting 12  
Threads and More 6  
Creative Writing 12  
Medicare Seminar 12  
Author Talk 35  
Community Book Discussion (2) 15  
Donuts with the Director Reception 30

**TOTAL ADULT ATTENDANCE 136**

**Young Adult Programs** Teen Meeting -TAG 9

**TOTAL YA ATTENDANCE 9**

**Children Programs** Drop-In Story Time 21  
Tots and Toddlers (2 programs) 57  
Afternoon/Morning Read (3 programs) 12

Lego Club Duplo (2) 18  
 Lego Club 12  
 Book Club (Grades 3-5) 10  
 Beginner Readers 3  
 Panera Story Time 43  
 Literacy Center 15  
 Movie 22  
 Read with Paws 10  
 Lapsit 7

**TOTAL CHILDREN'S ATTENDANCE 230**

Passive programs included: Football helmet decorating, leaf man craft, Halloween color page, Guess the Candy Corn, Pumpkin Decorating and Vote.

**Computer Use**

Adult 328  
 Young Adult 34  
 Children 20  
 Express 39

**TOTAL COMPUTER USE 421**

**Teen Volunteers** Morgan Rutsay, Mikayla Mika, Mark Sanford, Juleah Richardson, Naytona Faeddtke, Rachel Robinette, Halle Jones, Dana Malinowski, Sydney Klebenow, Skyler Krantz, Brantley Osbourne and Jareet Faedtk.

**Adult Volunteers** Theron Garcia (Dance Party), Marta Duran (Spanish Storytime), Fox Valley Therapy Dogs (Read with Paws).

**Meeting Room** 3 Rentals, 14 Library Programs  
**Patron Count** 5502  
**Proctored Test** 1

**Gifts and Memorials** A donation in the amount of \$500 for the purchase of books in the Christian Literature genre. Donor asked to remain anonymous.



**Elisa Topper**

12:21 PM

**From:** Rob Fredrickson <rfredrickson@yorkville.il.us>  
**Sent:** Friday, November 3, 2017 11:28 AM  
**To:** Russ Walter  
**Cc:** Elisa Topper; Bart Olson  
**Subject:** RE: Library Financials  
**Attachments:** FYE 2017 Library Budget Report - Unaudited.pdf; 2017 Property Tax Levy - Public Hearing - Ex A.pdf

Hi Russ,

Please see below for a link to the City's CAFR (i.e. Audit Report):

12:21 PM

<http://www.yorkville.il.us/ArchiveCenter/ViewFile/Item/2308>

Reports pertaining to the Library can be found on pages 8, 11, 72 & 83-85. The combined Library Fund finished FY 2017 with a deficit of \$5,201 – reducing fund balance from \$514,162 to \$508,961. I've also attached a budget report showing FY-2017 final numbers that I created before the auditors performed final fieldwork. It says unaudited – but the numbers are final.

As you are aware, typically the Library board sends a letter (signed by the Treasurer) to the City stating the amount they would like to levy for Library Operations. As shown in the second attachment, I currently estimate (based on CPI and new construction EAV provided by Kendall County) that the Library would be able to levy \$672,505 under PTELL. This would be an increase of \$26,951 (4.2%) over the previous year's extension.

2:1 PM

Thanks,

Rob

1:7

ing

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**From:** Russ Walter [mailto:russ.walter@yorkville.lib.il.us]  
**Sent:** Friday, November 03, 2017 10:53 AM  
**To:** Rob Fredrickson  
**Subject:** RE: Library Financials

hey

OK. I take it you won't be attending our meeting as a regular thing. No big deal.

i.

PM

I do know that the levy process is on the horizon. Are there any figures you can share? I was also thinking that the audit was complete and wondered if there was anything we needed to know.

Have a great weekend

Russ Walter  
Board Trustee  
Yorkville Public Library  
902 Game Farm Road  
Yorkville, IL 60560  
630-553-4354

re'

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**From:** Rob Fredrickson [mailto:rfredrickson@yorkville.il.us]  
**Sent:** Friday, November 03, 2017 10:46 AM

01

Special Revenue		Capital Projects		Totals
Library	Parks and Recreation	Citywide Capital	Nonmajor	
537,324	623,678	1,089,146	1,419,862	8,625,800
1,405,987	-	-	-	4,507,309
273	2,949	123,426	3,671	441,490
909	-	-	37,048	2,537,758
-	-	524,009	15,711	545,366
-	-	-	-	510,484
6,608	24,289	-	6,767	188,128
1,951,101	650,916	1,736,581	1,483,059	17,356,335
15,330	68,121	203,854	43,430	1,191,451
-	-	76,053	-	76,053
-	7,389	-	-	502,241
17,692	37,393	-	-	241,567
54	-	-	510,430	510,484
3,077	92,138	101,144	15,480	211,839
36,153	205,041	381,051	569,340	2,733,635
1,405,987	-	-	-	5,184,526
1,442,140	205,041	381,051	569,340	7,918,161
6,608	24,289	-	6,767	188,128
502,353	-	-	1,148,073	2,634,940
-	421,586	-	-	421,586
-	-	1,355,530	270,407	1,625,937
-	-	-	(511,528)	4,567,583
508,961	445,875	1,355,530	913,719	9,438,174
1,951,101	650,916	1,736,581	1,483,059	17,356,335

The notes to the financial statements are an integral part of this statement.

Special Revenue		Capital Projects		Totals
Library	Parks and Recreation	Citywide Capital	Nonmajor	
1,372,091	-	-	357,457	12,466,013
18,958	-	534,353	486,527	3,275,233
53,650	-	195,103	142,167	706,782
10,208	455,675	719,772	236,948	2,888,281
7,355	-	-	6,608	154,213
-	20,547	-	47,753	68,300
1,608	328	3,705	3,642	30,481
9,370	192,425	199,851	73,286	561,229
1,473,240	668,975	1,652,784	1,354,388	20,150,532
-	-	134,646	34,838	4,293,081
748,026	-	-	-	748,026
-	1,842,500	-	93,583	1,936,083
-	-	-	3,459	4,907,384
-	-	-	-	734,317
-	-	-	267,375	2,344,878
-	-	2,825,760	830,943	3,656,703
550,000	-	260,000	339,185	1,149,185
204,459	-	144,613	214,361	563,433
1,502,485	1,842,500	3,365,019	1,783,744	20,333,090
(29,245)	(1,173,525)	(1,712,235)	(429,356)	(182,558)
-	-	1,900	276,162	278,062
24,044	1,118,638	71,602	300,729	1,524,658
-	-	(9,645)	-	(2,658,710)
24,044	1,118,638	63,857	576,891	(855,990)
(5,201)	(54,887)	(1,648,378)	147,535	(1,038,548)
514,162	500,762	3,003,908	766,184	10,476,722
508,961	445,875	1,355,530	913,719	9,438,174

The notes to the financial statements are an integral part of this statement.

**UNITED CITY OF YORKVILLE, ILLINOIS****Library - Special Revenue Fund****Schedule of Revenues, Expenditures and Changes in Fund Balance - Budget and Actual  
For the Fiscal Year Ended April 30, 2017**

	Budget		Actual
	Original	Final	
Revenues			
Taxes	\$ 1,394,490	1,394,490	1,372,091
Intergovernmental	22,450	22,450	18,958
Licenses, Permits and Fees	20,000	20,000	53,650
Charges for Services	11,500	11,500	10,208
Fines and Forfeits	9,300	9,300	7,355
Interest	360	360	1,608
Miscellaneous	7,500	7,500	9,370
Total Revenues	<u>1,465,600</u>	<u>1,465,600</u>	<u>1,473,240</u>
Expenditures			
Library	763,648	763,648	748,026
Debt Service			
Principal Retirement	550,000	550,000	550,000
Interest and Fiscal Charges	204,961	204,961	204,459
Total Expenditures	<u>1,518,609</u>	<u>1,518,609</u>	<u>1,502,485</u>
Excess (Deficiency) of Revenues Over (Under) Expenditures	(53,009)	(53,009)	(29,245)
Other Financing Sources			
Transfers In	<u>36,068</u>	<u>36,068</u>	<u>24,044</u>
Net Change in Fund Balance	<u>(16,941)</u>	<u>(16,941)</u>	(5,201)
Fund Balance - Beginning			<u>514,162</u>
Fund Balance - Ending			<u>508,961</u>

# UNITED CITY OF YORKVILLE, ILLINOIS

## Library - Special Revenue Fund

### Schedule of Revenues - Budget and Actual For the Fiscal Year Ended April 30, 2017

	Budget		Actual
	Original	Final	
<b>Taxes</b>			
Property Tax	\$ 1,394,490	1,394,490	1,372,091
<b>Intergovernmental</b>			
Personal Property Replacement Tax	5,250	5,250	5,914
State Grant	17,200	17,200	13,044
	<u>22,450</u>	<u>22,450</u>	<u>18,958</u>
<b>Licenses, Permits and Fees</b>			
Development Fees	20,000	20,000	53,450
Renew Program	-	-	200
	<u>20,000</u>	<u>20,000</u>	<u>53,650</u>
<b>Charges for Services</b>			
Library Subscription Cards	7,500	7,500	6,576
Copy Fees	3,000	3,000	2,717
Fees for Programs	1,000	1,000	915
	<u>11,500</u>	<u>11,500</u>	<u>10,208</u>
<b>Fines and Forfeitures</b>	<u>9,300</u>	<u>9,300</u>	<u>7,355</u>
<b>Interest</b>	<u>360</u>	<u>360</u>	<u>1,608</u>
<b>Miscellaneous</b>			
Rental Income	7,000	7,000	4,644
Miscellaneous Income	500	500	4,726
	<u>7,500</u>	<u>7,500</u>	<u>9,370</u>
<b>Total Revenues</b>	<u>1,465,600</u>	<u>1,465,600</u>	<u>1,473,240</u>

# UNITED CITY OF YORKVILLE, ILLINOIS

## Library - Special Revenue Fund

### Schedule of Expenditures - Budget and Actual For the Fiscal Year Ended April 30, 2017

	Budget		Actual
	Original	Final	
Library			
Salaries and Wages	\$ 217,309	217,309	211,185
Part Time Salaries	201,825	201,825	200,317
Retirement Plan Contribution	23,470	23,470	22,558
FICA Contribution	31,448	31,448	30,778
Group Health Insurance	83,960	83,960	74,462
Group Life Insurance	403	403	403
Dental Insurance	5,638	5,638	5,286
Vision Insurance	651	651	651
Unemployment Insurance	2,500	2,500	474
Liability Insurance	33,568	33,568	23,570
Training and Conferences	500	500	330
Travel and Lodging	600	600	365
Publishing and Advertising	100	100	277
Telecommunications	6,000	6,000	3,524
Postage and Shipping	500	500	398
Dues and Subscriptions	12,000	12,000	9,005
Professional Services	29,000	29,000	38,037
Legal Services	2,000	2,000	-
Automation	35,000	35,000	12,633
Utilities	16,281	16,281	10,961
Outside Repair and Maintenance	25,000	25,000	27,190
Office Supplies	8,000	8,000	8,906
Operating Supplies	8,000	8,000	9,654
Library Programming	1,000	1,000	1,243
Renew Program	-	-	200
E-Book Subscriptions	3,500	3,500	3,644
Computer Equipment and Software	-	-	15,444
Audio Books	-	-	2,758
DVD's	5,000	5,000	2,984
Books	10,395	10,395	30,789
Total Library	763,648	763,648	748,026

**UNITED CITY OF YORKVILLE, ILLINOIS**

**Library - Special Revenue Fund**

**Schedule of Expenditures - Budget and Actual - Continued  
For the Fiscal Year Ended April 30, 2017**

	Budget		Actual
	Original	Final	
Debt Service			
Principal Retirement	\$ 550,000	550,000	550,000
Interest and Fiscal Charges	204,961	204,961	204,459
Total Debt Service	754,961	754,961	754,459
Total Expenditures	1,518,609	1,518,609	1,502,485

## 2017 Tax Levy - Public Hearing

(Limiting Rate Applied to City & Library)

	<u>2015 Rate</u>	<u>% Change over</u>
	<u>Setting EAV</u>	<u>Prior Yr EAV</u>
Farm	\$ 2,861,401	4.31%
Residential	\$ 320,914,471	3.30%
Commercial	\$ 84,529,087	-6.85%
Industrial	\$ 13,000,039	2.62%
State Railroad	\$ 17,329	0.01%
<b>Estimated Total</b>	<b>\$ 421,322,327</b>	<b>1.08%</b>

	<u>2016 Rate</u>	<u>% Change over</u>
	<u>Setting EAV</u>	<u>Prior Yr EAV</u>
Farm	\$ 2,963,511	3.57%
Residential	\$ 354,408,067	10.44%
Commercial	\$ 84,099,111	-0.51%
Industrial	\$ 14,944,561	14.96%
State Railroad	\$ 17,328	-0.01%
<b>Estimated Total</b>	<b>\$ 456,432,578</b>	<b>8.33%</b>

	<u>2017</u>	<u>% Change over</u>
	<u>Estimated EAV</u>	<u>Prior Yr EAV</u>
Farm	\$ 3,089,268	4.24%
Residential	\$ 389,708,077	9.96%
Commercial	\$ 87,190,751	3.68%
Industrial	\$ 15,350,051	2.71%
State Railroad	\$ 17,328	0.00%
<b>Estimated Total</b>	<b>\$ 495,355,475</b>	<b>8.53%</b>

	<u>2015</u>	<u>2015</u>	<u>2015</u>
	<u>Rate</u>	<u>Levy Request</u>	<u>Levy Extension</u>
Corporate	0.23795	\$ 1,043,200	\$ 1,002,536
Bonds & Interest	0.01128	47,497	47,525
IMRF Pension	0.00000	-	-
Police Protection	0.24069	1,088,449	1,014,080
Police Pension	0.19591	825,413	825,413
Audit	0.00686	30,000	28,903
Liability Insurance	0.00914	40,000	38,509
Social Security	0.03423	150,000	144,219
School Crossing Guard	0.00000	-	-
Unemployment Insurance	0.00000	-	-
<b>Subtotal City</b>	<b>0.73606</b>	<b>\$ 3,224,559</b>	<b>\$ 3,101,185</b>
Library Operations	0.15000	\$ 692,000	\$ 631,958
Library Bonds & Interest	0.17868	752,770	752,788
<b>Subtotal Library</b>	<b>0.32868</b>	<b>\$ 1,444,770</b>	<b>\$ 1,384,745</b>
<b>Total City (PTELL &amp; Non-PTELL)</b>	<b>1.06474</b>	<b>\$ 4,669,329</b>	<b>\$ 4,485,930</b>
less Bonds & Interest	0.18996	800,267	800,313
<b>P-TELL Totals</b>	<b>0.87478</b>	<b>\$ 3,869,062</b>	<b>\$ 3,685,617</b>

	<u>2016</u>	<u>2016</u>	<u>2016</u>
	<u>Rate</u>	<u>Levy Request</u>	<u>Levy Extension</u>
Corporate	0.21965	\$ 1,002,536	\$ 1,002,554
Bonds & Interest	0.00000	-	-
IMRF Pension	0.00000	-	-
Police Protection	0.19991	912,438	912,454
Police Pension	0.21169	966,211	966,222
Audit	0.00658	30,000	30,033
Liability Insurance	0.00877	40,000	40,029
Social Security	0.03287	150,000	150,029
School Crossing Guard	0.00000	-	-
Unemployment Insurance	0.00000	-	-
<b>Subtotal City</b>	<b>0.67947</b>	<b>\$ 3,101,185</b>	<b>\$ 3,101,322</b>
Library Operations	0.14144	\$ 692,000	\$ 645,554
Library Bonds & Interest	0.16661	760,395	760,433
<b>Subtotal Library</b>	<b>0.30805</b>	<b>\$ 1,452,395</b>	<b>\$ 1,405,987</b>
<b>Total City (PTELL &amp; Non-PTELL)</b>	<b>0.98752</b>	<b>\$ 4,553,580</b>	<b>\$ 4,507,310</b>
less Bonds & Interest	0.16661	760,395	760,433
<b>P-TELL Totals</b>	<b>0.82091</b>	<b>\$ 3,793,185</b>	<b>\$ 3,746,876</b>

	<u>2017</u>	<u>2017</u>	<u>% Change over</u>	<u>\$ Change over</u>
	<u>Rate</u>	<u>Levy Request</u>	<u>Prior Yr Ext.</u>	<u>Prior Yr Ext.</u>
Corporate	0.20239	\$ 1,002,536	0.00%	\$ (18)
Bonds & Interest	0.00000	-	-	-
IMRF Pension	0.00000	-	-	-
Police Protection	0.23112	1,144,882	25.47%	232,428
Police Pension	0.19448	963,361	-0.30%	(2,861)
Audit	0.00606	30,000	-0.11%	(33)
Liability Insurance	0.00808	40,000	-0.07%	(29)
Social Security	0.03028	150,000	-0.02%	(29)
School Crossing Guard	0.00000	-	-	-
Unemployment Insurance	0.00000	-	-	-
<b>Subtotal City</b>	<b>0.67240</b>	<b>\$ 3,330,779</b>	<b>7.40%</b>	<b>229,457</b>
Library Operations	0.13576	\$ 672,505	4.17%	\$ 26,951
Library Bonds & Interest	0.15991	792,101	4.16%	31,668
<b>Subtotal Library</b>	<b>0.29567</b>	<b>\$ 1,464,606</b>	<b>4.17%</b>	<b>58,619</b>
<b>Total City (PTELL &amp; Non-PTELL)</b>	<b>0.96807</b>	<b>\$ 4,795,385</b>	<b>6.39%</b>	<b>\$ 288,075</b>
less Bonds & Interest	0.15991	792,101	4.16%	31,668
<b>P-TELL Totals</b>	<b>0.80816</b>	<b>\$ 4,003,284</b>	<b>6.84%</b>	<b>\$ 256,408</b>



## Summary 2017 Tax Levy - Public Hearing

(Limiting Rate Applied to City & Library)

	<u>2015 Requested</u>	<u>2015 Extended</u>		<u>2016 Requested</u>	<u>2016 Extended</u>		<u>2017 Requested</u>	<u>% Inc(Dec) Over Prior Yr Extended</u>	<u>\$ Inc(Dec) Over Prior Yr Extended</u>
City	2,351,649	2,228,247	City	2,134,974	2,135,100	City	2,367,418	10.88%	232,318
Library	692,000	631,958	Library	692,000	645,554	Library	672,505	4.17%	26,951
Police Pension	825,413	825,413	Police Pension	966,211	966,222	Police Pension	963,361	-0.30%	(2,861)
City Debt Service	47,497	47,525	City Debt Service	-	-	City Debt Service	-	-	-
Library Debt Service	<u>752,770</u>	<u>752,788</u>	Library Debt Service	<u>760,395</u>	<u>760,433</u>	Library Debt Service	<u>792,101</u>	<u>4.16%</u>	<u>31,668</u>
<b>Total</b>	<b>4,669,329</b>	<b>4,485,930</b>	<b>Total</b>	<b>4,553,580</b>	<b>4,507,310</b>	<b>Total</b>	<b>4,795,385</b>	<b>6.39%</b>	<b>288,075</b>
less Bonds & Interest	<u>800,267</u>	<u>800,313</u>	less Bonds & Interest	<u>760,395</u>	<u>760,433</u>	less Bonds & Interest	<u>792,101</u>	<u>4.16%</u>	<u>31,668</u>
<b>PTELL Subtotal</b>	<b>3,869,062</b>	<b>3,685,617</b>	<b>PTELL Subtotal</b>	<b>3,793,185</b>	<b>3,746,876</b>	<b>PTELL Subtotal</b>	<b>4,003,284</b>	<b>6.84%</b>	<b>256,408</b>
<i>City (excluding Debt Service</i>	<i>3,177,062</i>	<i>3,053,660</i>	<i>City (excluding Debt Service</i>	<i>3,101,185</i>	<i>3,101,322</i>	<i>City (excluding Debt Service</i>	<i>3,330,779</i>	<i><b>7.40%</b></i>	<i>229,457</i>
<i>Lib (excluding Debt Service,</i>	<i>692,000</i>	<i>631,958</i>	<i>Lib (excluding Debt Service,</i>	<i>692,000</i>	<i>645,554</i>	<i>Lib (excluding Debt Service,</i>	<i>672,505</i>	<i><b>4.17%</b></i>	<i>26,951</i>

### City Debt Service Levy Breakout

Series 2014B - Debt Service Fund      \$ 47,525

**Total**      \$      **47,525**

# Memo

**To:** Board of Trustees  
**From:** Elisa Topper  
**Date:** November 13, 2017  
**Subject** Gale Database Renewal Recommendation

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Current subscription up for renewal is **General Reference Center Gold at an annual cost of \$4,000.69.**

**Recommendation is that we change to General OneFile at an annual cost of \$2,428 that is the reduced cost for small public libraries.**

The company representative stated that they will eventually be phasing out the General Reference Center Gold.