## **Agenda**

## Yorkville Public Library Michelle Pfister Meeting Room Board of Trustees

October 8, 2018 - 7:00 P.M. 902 Game Farm Road

- 1. Roll Call
- 2. Recognition of Visitors
- 3. Amendments to the Agenda
- 4. Minutes
- 5. Correspondence
- 6. Public Comment
- 7. Staff Comment
- 8. Report of the Treasurer Financial Statement

**Payment of Bills** 

**Statistics** 

- 9. Report of the Library Director
- 10. City Council Liaison
- 11. Standing Committees Policy Personnel

Finance Community Relations

- 12. Unfinished Business Approve Mission & Values Statements
- 13. New Business Tax Levy

**Replacing Library Copiers** 

- 14. Executive Session (if needed)
  - 1. For the appointment, employment, compensation, discipline, performance 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, September 10, 2018, 7:00pm 902 Game Farm Road – Michelle Pfister Meeting Room

The meeting was called to order at 7:02pm by President Darren Crawford, roll was called and a quorum was established.

**Roll Call:** Susan Chacon-yes, Darren Crawford-yes, Krista Danis-yes, Ryan Forristall-yes, Theron Garcia-yes, Jason Hedman-yes, Wamecca Rodriguez-yes, Russ Walter-yes

Absent: Carol LaChance

#### **Others Present:**

Library Director Elisa Topper, Circulation Manager Sharyl Iwanski, Youth Services Director Jennette Weiss, City Liaison Jackie Milschewski, Boy Scout Daniel Chacon

**Recognition of Visitors:** President Crawford recognized the newly appointed Board member, Ryan Forristall, as well as library staff and others present.

## Amendments to the Agenda: None

## **Minutes:** August 8, 2018 and August 13, 2018

Mr. Walter moved and Ms. Garcia seconded the motion to approve the minutes as presented for the August 8<sup>th</sup> Policy Committee and August 13<sup>th</sup> regular Board meeting.

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

#### **Correspondence:**

Ms. Topper said the correspondence was also in her Director's report and included checks from Sundown Lighting Solutions for recent musical entertainment, from Casey's and Meadowvale for ice cream social, Roberts Family Foundation to upgrade the microfilm reader and Sons of Norway from the Viking program. Thank you letters were sent.

**Public Comment:** None

**Staff Comment:** None

## **Report of the Treasurer:**

Treasurer Chacon reported a large amount of property tax and development fees received. She questioned the huge increase in operating supplies thought to be custodial supplies. Ms. Topper will contact the Finance Director for details.

#### **Payment of Bills**

A motion to the pay the bills was made by Mr. Walter and seconded by Ms. Rodriguez as follows:

\$23,280.49 Accounts Payables

\$37,670.48 Payroll

\$60,950.97 TOTAL

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

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

Director Topper reported the following:

- 1. Problem with HVAC system again, parts ordered and installed.
- <sup>2.</sup> Ice cream social September 15th featuring a band & children's activities, hope to make annual event, Meadowvale donated ice cream thanks to Mayor.
- <sup>3.</sup> Fire alarm panel activated, batteries replaced and should last 5 years.
- 4. Law firms contacted Director regarding rental of room for depositions.
- 5. State report regarding inter-library loans due in March, have already submitted.
- <sup>6</sup>. Updating disaster plan and collecting copies of maintenance plans from other libraries.
- <sup>7</sup> Friends of Library will pay for projection system, installation in September.
- 8. Many activities in children's department. Ms. Weiss reported on release of Monarch butterflies. Discussion of milkweed and other flowers for Monarch habitat.

## **City Council Liaison**

President Crawford thanked the city for the recent Board member re-appointments.

## **Standing Committees:** None

#### **Unfinished Business:**

## **Approve Carpet Cleaning Company**

Ms. Topper drafted a summary sheet for the proposed carpet cleaning, saying the carpet was last cleaned two years ago. The suggested cleaning date is October 5<sup>th</sup> when the library will be closed a half day for staff training. A second cleaning in May for the high traffic areas was recommended. She would like a company that has teams of people. Furniture cleaning quotes were also obtained, however, will not be done at this time. Ms. Topper also suggested a steam cleaning of the bathrooms in spring. She recommended Stanley Steemer as the vendor for carpet cleaning. Ms. Chacon moved to hire Stanley Steemer at a cost of \$3,200 and Ms. Garcia seconded the motion.

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

## **Approve Mission & Values Statement**

After some discussion, language was changed for one of the Values and the Mission Statement. The Mission Statement will also be included on the website. The Board had further discussion on the language and content and a plan will be created to insure the goals are met. Mr. Hedman will date and revise it and bring to the October meeting for a vote. This matter will be revisited annually for any needed revisions.

#### **Disaster Plan**

Ms. Topper is doing a revision and will bring to the Board at a later date.

#### **New Business:**

## **Approve Bylaws Change**

President Crawford said he would like to create a Physical Facilities Committee to handle the maintenance and planning for upkeep of the library. This would be added to the bylaws and is in direct response to the many mechanical issues recently encountered. He made a formal motion to amend the bylaws to include the Physical Facilities Committee and Mr. Walter seconded. There was a brief discussion. The committee would be charged with preventative maintenance planning for heating and air conditioning and other building maintenance issues. Mr. Crawford said the committee will be revisited later and may not be needed forever. Ms. Topper noted it is a standard committee at most libraries. Mr. Crawford appointed Trustees Forristall, Walter and Crawford as committee members. Roll call: Garcia-yes, Hedman-yes, Rodriguez-yes, Walter-yes, Chacon-yes, Crawford-yes, Danis-yes, Forristall-yes. Carried 8-0.

#### **Approve Increase of Director's Authority for Expenditures**

Ms. Topper said \$1,500 is the current amount the Director can spend without Board action and she requested an increase to \$3,000. She cited the example of the microfilm reader update cost being \$1,800 which must be brought to the Board for approval. The Board discussed how many times the authority has been used in a year, the newly created committee that could address long term maintenance to avoid emergency situations and that anything over \$1,500 should be discussed by the Board in consideration of budget constraints. After discussion, Ms. Rodriguez moved to increase the Director's authority for expenditures to \$2,000 and Ms. Garcia seconded. Ms. Topper said she would only use the money for emergencies and would also notify Board President Crawford.

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

## Approve Library Closing October 5th Staff Day (Half Day)

Ms. Topper said the library would close at 1pm for staff training and she will also try to schedule the carpet cleaning that day. Mr. Walter moved and Mr. Crawford seconded a motion to approve the closing of the library for a half day on October 5<sup>th</sup> beginning at 1pm.

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

## **Eagle Scout Patio Project**

Boy Scout Dan Chacon, son of Board member Susan Chacon, presented a proposed Eagle Scout project to renovate the children's courtyard. He provided an overview of the plan, specific improvements, fundraising and how the improvements would be executed. The Friends of the Library will be asked to to help fund the project, some businesses will discount supplies and his family will help. He also provided a materials and supply list and said bright colors and child-size items would be built. The project is slated for June 2019. The Board had questions and concerns including many questions regarding an outdoor chalkboard. He also addressed a list of questions which the Friends had raised. The Parks and Recreation Department will be asked to review the plan for safety aspects. After revisions, the final plan must be approved by the library

#### **Additional Business:**

Mr. Hedman welcomed Mr. Walter's return to the committee after Mr. Walter's car accident.

**Executive Session:** None

## Adjournment:

There was no further business and the meeting adjourned on a motion by Ms. Garcia and second by Mr. Crawford at 8:25pm. Unanimous voice vote approval.

Minutes respectfully submitted by Marlys Young, Minute Taker

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#### YORKVILLE PUBLIC LIBRARY FISCAL YEAR 2019 BUDGET REPORT For the Month Ending September 30, 2018

ACCOUNT NUMBER	% of Fiscal Year DESCRIPTION	8% May-18	17% June-18	25% July-18	33% August-18	42% September-18	Year-to-Date Totals	FISCAL YEAR 2019 BUDGET	% of Budget
LIBRARY OPERAT	IONS REVENUES								
Taxes 82-000-40-00-4000	PROPERTY TAXES	54,356	290,990	11,130	138,622	157,785	652,884	672,505	97.08%
82-000-40-00-4000	PROPERTY TAXES-DEBT SERVICE	64,021	342,727	13,109	163,268	185,838	768,963	792,101	97.08%
Intergovernmental	TROTERTT TAXES-BEBT SERVICE	04,021	342,727	15,109	103,200	165,656	700,703	792,101	77.067
82-000-41-00-4120	PERSONAL PROPERTY TAX	1,059	-	825	83	-	1,968	5,250	37.48%
82-000-41-00-4170	STATE GRANTS	4,060	-	21,151	-	-	25,211	13,100	192.45%
Fines & Forfeits									
82-000-43-00-4330	LIBRARY FINES	569	531	1,610	477	350	3,537	8,500	41.61%
Charges for Service 82-000-44-00-4401	LIBRARY SUBSCRIPTION CARDS	1,114	203	827	1,500	434	4,078	7,500	54.37%
82-000-44-00-4422	COPY FEES	296	350	425	522	227	1,819	3,000	60.64%
82-000-44-00-4439	PROGRAM FEES	1	_	-	_	-	1	1,000	0.10%
Investment Earnings								,,,,	
82-000-45-00-4500	INVESTMENT EARNINGS	291	296	335	531	895	2,348	1,750	134.18%
Miscellaneous 82-000-48-00-4820	RENTAL INCOME	100	150	100	150	150	650	2,000	32.50%
82-000-48-00-4824	DVD RENTAL INCOME	271	261	331	239	6	1,108	2,750	40.28%
82-000-48-00-4850	MISCELLANEOUS INCOME	2	14	80	27	3	126	2,000	6.30%
Other Financing Source		-	- 1					_,,,,,	
82-000-49-00-4901	TRANSFER FROM GENERAL	5,438	1,764	1,764	1,764	1,764	12,494	25,179	49.62%
TOTAL REVENUES	: LIBRARY	131,577	637,286	51,689	307,183	347,452	1,475,187	1,536,635	96.00%
LIBRARY OPERAT	IONS EXPENDITURES								
Salaries & Wages	GALARIES A WASES	16541	20.552	20.000	20.000	10.012	106.001	22 < 22	44 520
82-820-50-00-5010	SALARIES & WAGES	16,541	29,552	20,088	20,088	19,812	106,081	226,998	46.73%
82-820-50-00-5015 Benefits	PART-TIME SALARIES	15,086	21,019	11,935	12,970	12,540	73,550	195,700	37.58%
82-820-52-00-5212	RETIREMENT PLAN CONTRIBUTION	1,745	3,171	2,119	2,381	2,106	11,522	24,252	47.51%
82-820-52-00-5214	FICA CONTRIBUTION	2,357	3,806	2,387	2,478	2,424	13,453	31,720	42.41%
82-820-52-00-5216	GROUP HEALTH INSURANCE	10,696	4,960	4,785	5,769	5,703	31,913	79,318	40.23%
82-820-52-00-5222	GROUP LIFE INSURANCE	(8)	51	25	25	42	136	328	41.36%
82-820-52-00-5223	DENTAL INSURANCE	876	438	727	582	582	3,205	4,652	68.90%
82-820-52-00-5224	VISION INSURANCE	117	77	104	84	84	467	701	66.57%
82-820-52-00-5230	UNEMPLOYMENT INSURANCE	191	-	=	-	=	191	750	25.52%
82-820-52-00-5231	LIABILITY INSURANCE	5,246	1,764	1,764	1,764	1,764	12,302	24,429	50.36%
Contractual Services									
82-820-54-00-5412	TRAINING & CONFERENCES	840	-	-	-	-	840	2,500	33.58%
82-820-54-00-5415	TRAVEL & LODGING	-	107	1,088	43	-	1,239	600	206.43%
82-820-54-00-5426	PUBLISHING & ADVERTISING	-	-	-	-	-	-	2,000	0.00%
82-820-54-00-5440	TELECOMMUNICATIONS	-	379	379	-	758	1,516	5,000	30.33%
82-820-54-00-5452	POSTAGE & SHIPPING	-	18	48	6	25	97	500	19.48%
82-820-54-00-5460	DUES & SUBSCRIPTIONS	448	13	13	13	1,750	2,237	11,000	20.33%
82-820-54-00-5462	PROFESSIONAL SERVICES	97	416	185	4,919	2,997	8,615	40,000	21.54%
82-820-54-00-5466	LEGAL SERVICES	-	-	-	1,470	-	1,470	3,000	49.00%
82-820-54-00-5468	AUTOMATION	2,098	-	-	3,373	386	5,857	20,000	29.28%
82-820-54-00-5480	UTILITIES	-	373	341	415	359	1,488	9,540	15.60%
82-820-54-00-5495	OUTSIDE REPAIR & MAINTENANCE	930	268	625	5,026	723	7,571	50,000	15.14%
82-820-54-00-5498	PAYING AGENT FEES	1,100	-	589	-	-	1,689	1,700	99.32%
Supplies 82-820-56-00-5610	OFFICE SUPPLIES	-	958	462	627	972	3,019	8,000	37.74%
82-820-56-00-5620	OPERATING SUPPLIES	_	82	79	1,117	300	1,578	2,000	78.91%
82-820-56-00-5621	CUSTODIAL SUPPLIES		1,296	403	- 1,117	579	2,278	8,000	28.48%
82-820-56-00-5671	LIBRARY PROGRAMMING	_	35	143	46	179	404	1,000	40.35%
82-820-56-00-5675	EMPLOYEE RECOGNITION		-	-	70	-	-	200	0.00%
82-820-56-00-5685	DVD'S	-	56	-	-	-	56	500	11.24%
02-020-30-00-3003	BOOKS	-	1,874	1,518	452	171	4,015	1,500	267.66%



## UNITED CITY OF YORKVILLE FISCAL YEAR 2019 BUDGET REPORT For the Month Ending September 30, 2018

	% of Fiscal Year	8%	17%	25%	33%	42%	Year-to-Date	FISCAL YEAR 2019	
ACCOUNT NUMBER	DESCRIPTION	May-18	June-18	July-18	August-18	September-18	Totals	BUDGET	% of Budget
2006 Bond			Ī						
82-820-84-00-8000	PRINCIPAL PAYMENT	-	-	=	=	=	=	50,000	0.00%
82-820-84-00-8050	INTEREST PAYMENT	-	12,494	-	i	-	12,494	24,988	50.00%
2013 Refunding Bond									
82-820-99-00-8000	PRINCIPAL PAYMENT	-	-	=	-	-	-	565,000	0.00%
82-820-99-00-8050	INTEREST PAYMENT	-	76,056	-	-	-	76,056	152,113	50.00%
	TOTAL FUND DEVENIES	121 577	(27.29)	<b>71</b> (00	207 102	247.452	1 475 107	1.526.625	07.0007
	TOTAL FUND REVENUES	131,577	637,286	51,689	307,183	347,452	1,475,187	1,536,635	96.00%
	TOTAL FUND EXPENDITURES	58,360	159,264	49,808	63,650	54,256	385,338	1,547,989	24.89%
	FUND SURPLUS (DEFICIT)	73,217	478,022	1,881	243,533	293,197	1,089,849	(11,354)	
84-000-42-00-4214 84-000-45-00-4500	DEVELOPMENT FEES INVESTMENT EARNINGS	9,200	14,650	9,175	18,500	5,800	57,325	43,200	132.70% 155.30%
TOTAL REVENUES:	: LIBRARY CAPITAL	9,202	14,653	9,178	18,504	5,803	57,341	43,210	132.70%
LIBRARY CAPITAL	EXPENDITURES								
84-840-54-00-5460	E-BOOK SUBSCRIPTIONS	85	-	-	128	-	213	3,500	6.07%
84-840-56-00-5635	COMPUTER EQUIPMENT & SOFTWARE	-	-	795	1	176	971	15,000	6.48%
84-840-56-00-5683	AUDIO BOOKS	-	24	155	115	405	699	1,600	43.68%
84-840-56-00-5684	COMPACT DISCS & OTHER MUSIC	-	-	-		97	97	500	19.39%
84-840-56-00-5685	DVD'S	-	-	310	404	142	855	1,500	57.00%
84-840-56-00-5686	BOOKS	-	674	1,578	2,617	4,465	9,332	30,000	31.11%
	TOTAL FUND REVENUES	9,202	14,653	9,178	18,504	5,803	57,341	43,210	132.70%
	TOTAL FUND EXPENDITURES	85	698	2,837	3,263	5,284	12,167	52,100	23.35%
	FUND SURPLUS (DEFICIT)	9,117	13,955	6,341	15,241	519	45,174	(8,890)	



# YORKVILLE PUBLIC LIBRARY STATEMENT OF REVENUES, EXPENDITURES AND TRANSFERS

For the Month Ending September 30, 2018 \*

Courty find								Fiscal Y	ear 2018
THE ILL	S	eptember		YTD	% of	FY 2019	For	the Month Ending	September 30, 2017
		Actual		Actual	Budget	Budget	Y	TD Actual	% Change
LIBRARY OPERATIONS FUND (82)									
Revenues									
Property Taxes	\$	343,623	\$	1,421,847	97.1% \$	1,464,606	\$	1,361,643	4.42%
<u>Intergovernmental</u>									
Personal Property Replacement Tax	\$	-	\$	1,968	37.5% \$	5,250	\$	1,882	4.57%
State Grants		-		25,211	192.5%	13,100		-	0.00%
Total Intergovernmental	\$	-	\$	27,179	148.1% \$	18,350	\$	1,882	1344.28%
Library Fines	\$	350	\$	3,537	41.6% \$	8,500	\$	4,490	-21.21%
Charges for Services									
Library Subscription Cards	\$	434	\$	4,078	54.4% \$	7,500	\$	3,625	12.50%
Copy Fees		227		1,819	60.6%	3,000		1,737	4.76%
Program Fees		-		1	0.1%	1,000		428	-99.77%
Total Charges for Services	\$	661	\$	5,898	51.3% \$	11,500	\$	5,789	1.88%
Investment Earnings	\$	895	\$	2,348	134.2% \$	1,750	\$	1,062	121.22%
Reimbursements/Miscellaneous/Transfers In									
Miscellaneous Reimbursements	\$	-	\$	-	0.0% \$	-	\$	691	0.00%
Rental Income		150		650	32.5%	2,000		629	3.34%
DVD Rental Income		6		1,108	40.3%	2,750		1,206	-89.55%
Miscellaneous Income		3		126	6.3%	2,000		1,529	717.12%
Transfer In		1,764		12,494	49.6%	25,179		12,957	-3.58%
Total Miscellaneous & Transfers	\$	1,923	\$	14,377	45.0% \$	31,929	\$	17,012	-15.49%
<b>Total Revenues and Transfers</b>	\$	347,452	\$	1,475,187	96.0% \$	1,536,635	\$	1,391,877	5.99%
Expenditures									
Library Operations	\$	54,256	\$	385,338	24.9% \$	1,547,989	\$	398,238	-3.24%
50 Salaries	<u> </u>	32,352	*	179,631	42.5%	422,698	-	170,933	5.09%
52 Benefits		12,706		73,190	44.1%	166,150		69,052	5.99%
54 Contractual Services		6,997		32,617	22.4%	145,840		59,005	-44.72%
56 Supplies		2,202		11,350	53.5%	21,200		4,050	180.24%
99 Debt Service		-,- · <b>-</b>		88,550	11.2%	792,101		95,197	0.00%
Total Expenditures and Transfers	\$	54,256	\$	385,338	24.9% \$	1,547,989	\$	398,238	-3.24%
Surplus(Deficit)	\$	293,197		1,089,849	\$	(11,354)	\$	993,639	

<sup>\*</sup> September represents 42% of fiscal year 2019

## UNITED CITY OF YORKVILLE

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TIME: 10:30:03 GENERAL LEDGER ACTIVITY REPORT ID: GL440000.WOW FOR FISCAL YEAR 2019

#### ACTIVITY THROUGH FISCAL PERIOD 05

				TRANSACTION DESCRIPTION	VENDOR	<u>CHECK</u>	INVOICE	DEBIT	CREDIT
01	<u> </u>	(L) ESCROW 05/01/2018	M	EMORIALS & GIFTS					3,196.04
UΙ	AP-180514	05/01/2018	0.1	BEGINNING BALANCE BOOKS	BAKER & TAYLOR	104522	2033598121-19	75.07	3,196.04
	AP-180514								
		05/07/2018		BOOKS	BAKER & TAYLOR	104522	2033623607-19	13.28	
		05/07/2018 05/07/2018		BOOKS	BAKER & TAYLOR	104522	2033647543-19	166.30 33.29	
				BOOKS	BAKER & TAYLOR	104522	2033663949-19		
	AD 100F14TTD	05/07/2018		BOOKS	BAKER & TAYLOR	104522 104522		24.08	75.07
	AP-180514VD	05/14/2018		BOOKS : VOID 527193					
		05/14/2018		BOOKS :VOID 527193		104522	2033623607-19		13.28
		05/14/2018		BOOKS : VOID 527193		104522	2033647543-19		166.30
		05/14/2018		BOOKS :VOID 527193		104522	2033663949-19		33.29
	400505	05/14/2018		BOOKS :VOID 527193		104522	2033673584-19		24.08
	AP-180525M	05/22/2018		TARGET-GIFT CARDS, SUPPLIES	FIRST NATIONAL BANK	900059	052518-J.WEISS19	108.35	
	400504	05/22/2018		DOLLAR TREE-SUPPLIES FOR	FIRST NATIONAL BANK	900059	052518-J.WEISS19	26.35	4 000 00
		06/04/2018		May 2018 Deposits				== 0=	1,087.33
	AP-80514	05/14/2018		BOOKS	BAKER & TAYLOR	104522	2033598121-19	75.07	
		05/14/2018		BOOKS	BAKER & TAYLOR	104522	2033623607-19	13.28	
		05/14/2018		BOOKS	BAKER & TAYLOR		2033647543-19	166.30	
		05/14/2018		BOOKS	BAKER & TAYLOR		2033663949-19	33.29	
		05/14/2018	05	BOOKS	BAKER & TAYLOR		2033673584-19	24.08	
					TOTAL PERIOD 01 ACTIVI	TY		758.74	1,399.35
02	AP-180611	06/05/2018	01	BOOKS	BAKER & TAYLOR	104528	2033688375	13.79	
		06/05/2018		BOOKS	BAKER & TAYLOR		2033696051	212.34	
		06/05/2018		BOOKS	SCHOLASTIC BOOK CLUB			224.40	
		06/05/2018		BOOK	SCHOLASTIC BOOK CLUB			2.00	
	AP-180625M	06/19/2018 1		AMAZON-MAGNETIC GEARS	FIRST NATIONAL BANK			38.24	
		06/19/2018 1		LAKESHORE-ROOM DIVIDER,			062518-E.TOPPER	401.33	
		06/19/2018 1		AMAZON-BLOCKS, SCISSORS			062518-E.TOPPER	62.10	
		06/19/2018 1		AMAZON-RUG, SORTER			062518-E.TOPPER	44.96	
	GT-1806301.B	07/05/2018		June 2018 Deposits	TIRDI WIIIOWIE BIWI	300001	002310 E.1011ER	11.50	226.40
	G0 10003011	0770372010	0 /	-	TOTAL PERIOD 02 ACTIVI	TY	-	999.16	226.40
03	AP-180709	07/05/2018		BOOKS	BAKER & TAYLOR		2033785167	181.82	
	AP-180725M	07/26/2018 1	83	TARGET-MATERIALS FOR FRIENDS	FIRST NATIONAL BANK		072518-J.WEISS	65.84	
					TOTAL PERIOD 03 ACTIVI	TY		247.66	0.00
04	AP-180813	08/07/2018	01	BOOKS	BAKER & TAYLOR	104547	2033813731	29.44	
			02	BOOKS	BAKER & TAYLOR	104547	2033823948	47.71	
		08/07/2018	03	2 MEMORIAL BRICKS	KING & SONS MONUMENT	104552	228741	60.00	
	GJ-180831LB	09/04/2018	07	Aug 2018 Deposits					575.00
					TOTAL PERIOD 04 ACTIVI	TY		137.15	575.00
0.5	AP-180910	09/04/2018	0.1	DEPOSIT FOR INSTALLATION OF	HIX BROTHERS MUSIC I	104570	2506018-DEP	1,895.50	
0.5	111 100710	09/04/2018		PERFORMACE FOR ICE CREAM	CHARLES E. STEWART	104576	091518	300.00	
	AP-180925M	09/18/2018 1		TARGET-CRAFT TAPE, MARKERS		900064	092518-J.WEISS	30.72	
	AL-TOODZOM	09/18/2018 1		TARGET-CANDY, ICE CREAM, WATER		900064	092518-J.WEISS	47.42	
	C.T_1000301D	10/01/2018		Sept 2018 Deposits	FIRST NATIONAL BANK	200004	UJZJIO-U.WEIDD	7/.72	2.00
	G0-100330FB	TU/UT/ZUT0	<i>J</i> /		TOTAL PERIOD 05 ACTIVI	TV	-	2,273.64	2.00
					TOTAL ACCOUNT ACTIVITY			4,416.35	2,202.75



# YORKVILLE PUBLIC LIBRARY CASH STATEMENT

As of September 30, 2018

## FISCAL YEAR 2019

		May 2018		<b>June</b> 2018	<b>July</b> 2018	August 2018	September 2018	October 2018	November 2018	December 2018	January 2019	February 2019	<b>March</b> 2019	<b>April</b> 2019
Library Operations	Old Second	\$ 30	57,835	\$ 554,412	\$ 521,359	\$ 604,919	\$ 758,399							
Building Development Fees	Old Second		58,324	66,829	78,681	84,097	97,317							
Library Operations	IMET *		8,007	8,007	8,007	8,007	8,007							
Library Operations	Illinois Funds	1	35,848	186,130	207,594	207,940	208,286							
Total:  * Restricted		\$ 62	20,014	\$ 815,379	\$ 815,642	\$ 904,964	\$ 1,072,009	-	\$ -	\$ -	<b>s</b> -	-	s -	\$ -
PAYROLL														
1 <sup>ST</sup> PAY PERIOD 2 <sup>ND</sup> PAY PERIOD 3 <sup>RD</sup> PAY PERIOD			7,762 7,967	\$ 20,607 17,988 18,953	18,701									
Total		\$ 3	5,730	\$ 57,548	\$ 36,530	\$ 37,820	\$ 37,032	S	s -	s -	s -	<b>s</b> -	<b>s</b> -	<b>s</b> -

CHECK #	VENDOR # INVOICE #	INVOICE DATE			CHECK DATE	ACCOUNT #	ITEM AMT
900064	FIRST NAT	rional bank c	MAHA	0.9	9/25/18		
	092518-A.HERNANDEZ	08/31/18	01	RURAL KING-CABLE TIES		79-790-56-00-5620 INVOICE TOTAL:	51.96 51.96 *
	092518-A.SIMMONS	08/31/18	01	COMCAST-07/01-07/31 INTE	ERNET,	82-820-54-00-5440 ** COMMENT **	(378.98)
				COMCAST-07/12-08/11 CABI	LE	01-110-54-00-5480	21.04
				ADS-AUG-OCT MONITORING		23-216-54-00-5446	
				VAN EMMON		** COMMENT **	
				COMCAST-07/15-08/14 INTE	ERNET	01-110-54-00-5440	
				COMCAST-07/15-08/14 INTE		01-220-54-00-5440	
			08	COMCAST-07/15-08/14 INTE	ERNET	01-120-54-00-5440	3.93
			09	COMCAST-07/15-08/14 INTE	ERNET	79-790-54-00-5440	5.41
			10	COMCAST-07/15-08/14 INTE	ERNET	01-210-54-00-5440	25.56
				COMCAST-07/15-08/14 INTE		79-795-54-00-5440	5.41
			12	COMCAST-07/15-08/14 INTE	ERNET	52-520-54-00-5440	2.95
			13	COMCAST-07/15-08/14 INTE	ERNET	01-410-54-00-5440	4.92
				COMCAST-07/15-08/14 INTI	The state of the s	51-510-54-00-5440	
				COMCAST-07/15-08/14 PHO	NE &  1836	79-795-54-00-5440	19.33
				CABLE		** COMMENT **	
				TRIBUNE-PUBLIC HEARING H	FOR	01-220-54-00-5462	127.73
				TEXT AMENDMENT FOR	- 1 m	** COMMENT **	
				TELECOMMUNICATIONS TOWER		** COMMENT **	
				ANTENNA REGULATIONS	7 200 1	** COMMENT **	
				TRIBUNE-WELL 3 AD FOR B		51-510-60-00-6022	
				TRIBUNE-CONSTRUCTION OF RAINTREE VILLAGE BASIN		01-000-24-00-2440 ** COMMENT **	194.34
				MAINTENANCE AD FOR BID		** COMMENT **	
				TRIBUNE-RFP FOR COPIERS		01-120-54-00-5462	90.71
				KONICA-04/05-07/04 COPY	1400	82-820-54-00-5462	903.51
			27	KONICA-06/19-07/18 COPY		82-820-54-00-5462	(11.05)
				KONICA-07/10-08/09 COPY		01-110-54-00-5430	
				KONICA-07/10-08/09 COPY		01-120-54-00-5430	
				KONICA-07/10-08/09 COPY		01-220-54-00-5430	
			31	KONICA-07/10-08/09 COPY	CHARGE	01-210-54-00-5430	242.38
			32	KONICA-07/10-08/09 COPY	CHARGE	01-410-54-00-5462	1.77
			33	KONICA-07/10-08/09 COPY	CHARGE	51-510-54-00-5430	1.77
			34	KONICA-07/10-08/09 COPY	CHARGE	52-520-54-00-5430	1.76
			35	KONICA-07/10-08/09 COPY	CHARGE	79-790-54-00-5462	63.80
			36	KONICA-07/10-08/09 COPY	CHARGE	79-795-54-00-5462	63.81
			37	COMCAST-08/01-08/31 INTERPHONE & CABLE	ERNET,	(82-820-54-00-5440) (** COMMENT **)	379.25
				VERIZON-JUL 2018 IN CAR	UNITS	01-210-54-00-5440	640.28
				VERIZON-JUL 2018 MOBILE		01-220-54-00-5440	
				VERIZON-JUL 2018 MOBILE		01-210-54-00-5440	428.18
				VERIZON-JUL 2018 MOBILE		79-795-54-00-5440	72.98

CHECK #	VENDOR # INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION DATE	ECK FE	ACCOUNT #	ITEM AMT
900064	FNBO FIRST N	IATIONAL BANK OM	АНА	09/2	25/18		
	092518-A.SIMMONS	08/31/18	44	VERIZON-JUL 2018 MOBILE PROVERIZON-JUL 2018 MOBILE PROVENIZACIONE PROPRIME PROVENIZACIONE PROPRIME PROPRIME PROPRIME PROVENIZACIONE PROPRIME	HONES	51-510-54-00-5440 01-410-54-00-5440 52-520-54-00-5440 INVOICE TOTAL:	280.19 45.28 38.01 5,033.18 *
	092518-B.BEHRENS	08/30/18	01	HOME DEPO-STAKE FLAGS, FAST	TNERS	51-510-56-00-5665 INVOICE TOTAL:	75.59 75.59 *
	092518-B.OLSEM	08/31/18	02	3 KENDALL COUNTY RECORD SUBSCRIPTION RENEWALS OFFICE DEPO-COPY PAPER,		01-110-54-00-5460 ** COMMENT ** 01-110-56-00-5610	84.00 232.30
			05 06	REGISTER TAPE, POST-IT NOTO OFFICE DEPO-PACKING TAPE OFFICE DEPO-STAPLES,	(0)	** COMMENT ** 01-110-56-00-5610 01-110-56-00-5610	23.59 72.26
			08 09	CALCULATOR OFFICE MAX-COFFEE DECANTED OFFICE SUPPLY-HR EMPLOYEE FOLDERS	RS	** COMMENT ** 01-110-56-00-5610 01-110-56-00-5610 ** COMMENT **	25.36 30.35
			11 12	OFFICE DEPO-BINDING COVERS PHONE SHOULDER REST, POST- NOTES	5, 1836 -IT	01-110-56-00-5610 ** COMMENT ** ** COMMENT **	58.78
	092518-B.OLSON	08/31/18	02 03	IML CONFERENCE REGISTRATION FOR 7 PEOPLE - OLSON, GOL: KOCH, FUNKHOUSER, COLOSIMON FRIEDERS & PICKERING	ON INSKI	INVOICE TOTAL: 01-110-54-00-5412 ** COMMENT ** ** COMMENT ** ** COMMENT **	526.64 * 2,170.00
	092518-D.DEBORD	08/31/18		YORKVILLE ACE-BATTERY		INVOICE TOTAL: 82-820-56-00-5620	2,170.00 *  (71.97)
						INVOICE TOTAL:	71.97 *)
	092518-D.SMITH	08/31/18	01	R&P CARRIAGES-TRAILER HIT		79-790-56-00-5640 INVOICE TOTAL:	35.00 35.00 *
	092518-E.DHUSE	08/31/18	02 03 04 05 06 07 08	NAPA#203239-CAP, HOSE CLAMP NAPA#203594-HOSE CLAMP NAPA#203855-BULBS NAPA#204778-OIL FILTER NAPA#204778-FLASHER NAPA#204772-FILTERS NAPA204953-MOTOR TUNE UP IN NORTHERN SAFETY-RESPIRATOR NORTHERN SAFETY-RESPIRATOR NORTHERN SAFETY-RESPIRATOR	FLUID RS RS	52-520-56-00-5613 $52-520-56-00-5628$ $01-210-54-00-5495$ $79-790-56-00-5640$ $51-510-56-00-5628$ $79-790-56-00-5640$ $01-210-54-00-5495$ $01-410-56-00-5620$ $51-510-56-00-5620$ $52-520-56-00-5620$	15.98 7.32 4.98 16.70 42.01 6.99

CHECK #	VENDOR # INVOICE #	INVOICE DATE			CHECK DATE	ACCOUNT #	ITEM AMT
900064	FNBO FIRST NAT	IONAL BANK	OMAHA	0	9/25/18		
	092518-E.DHUSE	08/31/18	11	ARAMARK#001591472957-MA	TS	01-410-54-00-5485	36.09
			12	ARAMARK#1591521320-MATS	5	01-410-54-00-5485	36.09
			13	ARAMARK#1591513217-MATS	5	52-520-54-00-5485	36.09
			14	ARAMARK#1591505261-MATS	}	51-510-54-00-5485	36.09
				PWX CONFERENCE PARKING	&	51-510-54-00-5415	842.80
			16	LODGING		** COMMENT **	
						INVOICE TOTAL:	1,466.33 *
	092518-E.TOPPER	08/31/18	01	AMAZON-ENVELOPES, NAPKI	INS,	82-820-56-00-5610	468.99
			02	RECEIPT TAPE, TONER CAR	TRIDGES	** COMMENT **	
			03	AMAZON PRIME MONTHLY FE	E	82-820-54-00-5460	12.99
			04	AMAZON-TONER CARTRIDGES	1/2	82-820-56-00-5610	249.87
			05	AMAZON-BAR CODE SCANNER		84-840-56-00-5635	176.30
				AMAZON-NAPKINS		82-820-56-00-5610	(51.08)
				AMAZON-TEMPROARY TATTOO		82-820-56-00-5671	(179.49)
				BUBBLES, ICE CREAM SOCI	.AL	** COMMENT **	
			09	(SUPPLIES)	385	** COMMENT **	1,138.72 *
				EST.	1836	INVOICE TOTAL:	1,130.72
	092518-E.WILLRETT	08/31/18	01	FACEBOOK ADVERTISING		79-795-56-00-5602	2.20
			02	AMAZON-DELL OPTICAL DRI	VE	01-120-56-00-5610	31.86
			03	NPELRA LABOR RELATIONS	ACADEMY	01-110-54-00-5412	299.00
				CERTIFICATION PROGRAM-W		** COMMENT **	
				NPELRA 2018 ANNUAL CONF	ERENCE	01-110-54-00-5412	375.00
				REGISTRATION-WILLRETT		** COMMENT **	100.06
				NPELRA CONFERENCE LODGI		01-110-54-00-5415	180.06
				DEPOSIT APA MEMBERSHIP RENEWAL		** COMMENT ** 01-110-54-00-5460	469.00
				IN MOTION HOSTING - 3 Y		01-640-54-00-5450	271.26
				POWER PLAN	EAR	** COMMENT **	2/1.20
				TOWER TERM		INVOICE TOTAL:	1,628.38 *
	092518-J.COLLINS	08/31/18	0.1	UNION HILL-CROSS, BOLT,	NYLON	01-410-56-00-5640	119.95
	0,2010 0.0022110	00/01/10		NUT, HITCH PIN		** COMMENT **	113.33
				,		INVOICE TOTAL:	119.95 *
	092518-J.DYON	08/31/18	0.1	SAMS - NAPKINS, SPOONS,	CUPS	01-110-56-00-5610	83.61
	0,2310 0.D10N	00/31/10		PAPER TOWELS		** COMMENT **	03.01
				TARGET-SOAP, ADVIL, TUM		01-110-56-00-5610	29.93
				LOCK BAGS		** COMMENT **	
				EVERY DROP-WATER FILTER		01-110-56-00-5610	42.49
				OFFICE DEPO-TONER CARTR		01-120-56-00-5610	33.92
			07	OFFICE DEPO-TONER CARTR	LIDGE	51-510-56-00-5620	43.44
			08	OFFICE DEPO-TONER CARTR	LIDGE	52-520-56-00-5610	21.92
						INVOICE TOTAL:	255.31 *

CHECK #	VENDOR # INVOICE #	INVOICE DATE	ITEM #		CHECK DATE	ACCOUNT #	ITEM AMT
900064	FNBO FIR	ST NATIONAL BANK (	MAHA	0.9	9/25/18		
	092518-J.ENGBE	RG 08/31/18		ADOBE-CREATIVE CLOUD MONFEE		01-220-56-00-5635 ** COMMENT ** INVOICE TOTAL:	52.99 52.99 *
						INVOICE TOTAL.	52.99 ~
	092518-J.GALAU	NER 08/31/18	02	POSTAGE FOR RAILROAD CHE PARTY CITY-CREDIT FOR RE WINE GLASSES	ETURNED	79-795-54-00-5452 79-795-56-00-5606 ** COMMENT **	-19.98
						INVOICE TOTAL:	-16.50 *
	092518-J.WEISS	08/31/18	02	TARGET-CRAFT TAPE, MARKE TARGET-CANDY, ICE CREAM, SNACK CAKES	, WATER	82-000-24-00-2480 82-000-24-00-2480 ** COMMENT ** INVOICE TOTAL:	(30.72) (47.42) (78.14 *)
				/ <del>3</del> /	101		
	092518-K.BARKS	DALE 08/31/18	02	APA MEMBERSHIP RENEWAL KONE-AUG 2018 ELEVATOR MANITENANCE		01-220-54-00-5460 23-216-54-00-5446 ** COMMENT **	793.00 150.15
				OFFICE MAX-INK CARTRIDGE	E	01-220-56-00-5620	39.50
				APA-DANIEL BURNHAM AWARD COMPREHENSIVE PLAN NOMIN		01-220-54-00-5426 ** COMMENT **	95.00
			00	COM REMEMBER THAN NOME.		INVOICE TOTAL:	1,077.65 *
	092518-L.PICKE	RING 08/31/18		POSTAGE FOR LIQUOR HEARI NOTICES County Scatt		01-110-54-00-5452 ** COMMENT **	16.35
				of Kendall County	/2/	INVOICE TOTAL:	16.35 *
	092518-N.DECKE	R 08/31/18	02 03	SHREDIT-JULY ON SITE SHR ACCURINT-JULY 2018 SEARC AMAZON-TACTICAL PANTS-HA MINER ELEC#265949-RADAR	CHES AYES	01-210-54-00-5462 01-210-54-00-5462 01-210-56-00-5600 01-210-54-00-5495	208.35
				FOR REPAIR	FOHEED	** COMMENT **	23.00
				AT&T-07/25-08/24 SERVICE		01-210-54-00-5440	
				MINER ELEC#266154-CAMERA REPAIR	A	01-210-54-00-5495 ** COMMENT **	387.50
			09	COMCAST-08/08-09/07 CABL AMAZON-PRINTER CARTRIDGE		01-210-54-00-5440 01-210-56-00-5610	4.21 42.89
				AMAZON-MARKERS, BUBBLE M		01-210-56-00-5610	37.76
			13	STICKY NOTES STALKER RADAR-DSR ENHANC COUNTING UNIT	CED	** COMMENT ** 25-205-60-00-6070 ** COMMENT **	3,711.00
			15	POSITIVE PROMOTIONS-SQUE	EEZE	01-210-56-00-5650	1,219.25
			Τр	BOTTLES, STADIUM CUPS		** COMMENT ** INVOICE TOTAL:	6,273.68 *
	092518-P.RATOS	08/31/18	01	MEARDS-RESPIRATORS		01-220-56-00-5620	125.46

## UNITED CITY OF YORKVILLE MANUAL CHECK REGISTER

TIME: 07:59:48
ID: AP225000.CBL

DATE: 09/18/18

CHECK #	VENDOR # INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	CHECK DATE	ACCOUNT #	ITEM AMT
900064	FNBO FIRST N	IATIONAL BANK OM	AHA		09/25/18		
90001	092518-R.HARMON	08/31/18	17 18 19 20 21 22 23 24 25 26 27 28	FILTERS AMAZON-SANITIZING WIF AMAZON-BULLETIN BOARD SCHOLASTIC TEACHABLES SUBSCRIPTION RENEWAL AMAZON-MAGNETIC PLAY AMAZON-INDEX CARDS, DISINFECTANT SPRAY & WALMART-TOWELS, SWIFF CLEANERS WALMART-PRESCHOOL SN SUPPLIES, PENCILS, CI SUPPLIES	ES SET SILVER SET, BOOK WIPES ER,	** COMMENT ** 79-795-56-00-5602 79-795-56-00-5606 79-795-56-00-5606 ** COMMENT ** 79-795-56-00-5606 ** COMMENT ** 79-795-56-00-5610 ** COMMENT ** 79-795-56-00-5606 ** COMMENT ** 79-795-56-00-5606 ** COMMENT ** 79-795-56-00-5606 ** COMMENT **	20.81 20.28 39.99 27.93 64.21 51.72
	092518-R.HORNER	08/31/18		PARK PROTECTOR SOFWAR RENEWAL	E 1111	INVOICE TOTAL:  79-790-56-00-5635  ** COMMENT ** INVOICE TOTAL:	871.78 * 2,000.00 2,000.00 *
	092518-R.MIKOLASEK	08/31/18	02	IL HOMICIDE INVESTIGA CONFERENCE LODGING DICKS SPORTING-SHOES-	TORS	01-210-54-00-5415 ** COMMENT ** 01-210-56-00-5600 INVOICE TOTAL:	365.97 99.99 465.96 *
	092518-R.WRIGHT	08/31/18	02 03 04 05	SHAW MEDIA-MW1 AD PHYSICIANS CARE-DRUG AURORA UNIVERSITY-GOL TUITION TRIBUNE-PROPERTY MAIN INSPECTOR AD	TESTING DSMITH	79-790-54-00-5462 79-795-54-00-5462 01-210-54-00-5410 ** COMMENT ** 01-220-54-00-5426 ** COMMENT ** INVOICE TOTAL:	699.00 119.00 3,216.00 1,000.00 5,034.00 *
	092518-S.IWANSKI	08/31/18	01	BOOKCLUB POSTAGE		82-820-54-00-5452 INVOICE TOTAL:	24.90 24.90 *)
	092518-S.REDMON	08/31/18	02 03 04 05 06 07 08	LOMBARDI COACHING-GOT HAPPINESS CLASS AT&T UVERSE-TOWN SQUA INTERNET LOMBARDI COACHING-SUM SLIMEOLOGY LAB LOMBARDI COACHING-ICE CLASS LOMBARDI COACHING- COMMUNICATION & CONFI	RE SIGN	79-795-54-00-5462 ** COMMENT ** 79-795-54-00-5440 ** COMMENT ** 79-795-54-00-5462 ** COMMENT ** 79-795-54-00-5462 ** COMMENT ** 79-795-54-00-5462 ** COMMENT **	51.80 55.39 77.00 109.20 155.40

PRG ID: AP215000.WOW

CHECK DATE: 10/08/18

CHECK #	VENDOR #	INVOICE INVOICE NUMBER DATE	ITEM #	DESCRIPTION	ACCOUNT #	ITEM AMT	
104579	BAKTAY	BAKER & TAYLOR					
	2033942890	08/30/18		BOOKS BOOKS	82-820-56-00-5686 84-840-56-00-5686 INVOICE TOTAL:	216.15 1,401.09 1,617.24 *	
	2033958262	09/10/18	01	BOOKS	84-840-56-00-5686 INVOICE TOTAL:	613.82 613.82 *	
	2033974432	09/17/18	01	BOOKS	84-840-56-00-5686 INVOICE TOTAL:	630.85 630.85 *	
	2033975873	09/15/18	01	BOOKS	84-840-56-00-5686 INVOICE TOTAL:	498.66 498.66 *	
	2033991625	09/24/18	01	BOOKS	84-840-56-00-5686 INVOICE TOTAL:	512.66 512.66 *	
	2034000631	09/24/18	01	BOOKS EST. 183	84-840-56-00-5686 INVOICE TOTAL: CHECK TOTAL:	418.38 418.38 *	4,291.61
104580	CHRONICL	CHRONICLE MEDIA LLC		14/19/20			, , , , ,
	15531	09/11/18	01	CHRONICLE NEWSPAPER DISPLAY AD Kendall County	82-820-54-00-5426 INVOICE TOTAL:	66.00 66.00 *	
104581	DAIKIN	DAIKIN APPLIED		TLE ILL	CHECK TOTAL:		66.00
101301	3188223	07/22/18	01	CHILLER REPAIR	82-820-54-00-5495 INVOICE TOTAL:	1,000.00 1,000.00 *	
	3194977	09/11/18	01	SERVICE LEVEL INSPECTION	82-820-54-00-5495 INVOICE TOTAL:	745.00 745.00 *	
					CHECK TOTAL:		1,745.00

DATE: 10/01/18 TIME: 12:14:47 UNITED CITY OF YORKVILLE CHECK REGISTER

PRG ID: AP215000.WOW

CHECK DATE: 10/08/18

CHECK # VENDOR # INVOICE INVOICE ITEM NUMBER DATE # DESCRIPTION ACCOUNT # ITEM AMT 104582 EBSCO EBSCO INDUSTRIES, INC. 1000088275-1 09/24/18 01 EBSCO PACKAGE RENEWAL 82-820-54-00-5460 1,398.00 INVOICE TOTAL: 1,398.00 \* CHECK TOTAL: 1,398.00 104583 FVFS FOX VALLEY FIRE & SAFETY IN00199417 08/31/18 01 FIRE ALARM SERVICE CALL 82-820-54-00-5495 440.00 440.00 \* INVOICE TOTAL: CHECK TOTAL: 440.00 104584 GALE THE GALE GROUP INC. 522927 09/01/18 01 ANNUAL SUBSCRIPTION RENEWAL 82-820-54-00-5460 2,549.40 2,549.40 \* INVOICE TOTAL: CHECK TOTAL: 2,549.40 104585 LLWCONSU LLOYD WARBER 10440 82-820-54-00-5462 360.00 INVOICE TOTAL: 360.00 \* CHECK TOTAL: 360.00 104586 MIDWTAPE MIDWEST TAPE 96405152 09/04/18 01 MUSIC CDS 84-840-56-00-5684 70.95 84-840-56-00-5683 02 AUDIO BOOK 39.99 03 DVDS 17.24 84-840-56-00-5685 128.18 \* INVOICE TOTAL: 96423308 09/11/18 01 MUSIC CDS 84-840-56-00-5684 79.94

DATE: 10/01/18 TIME: 12:14:47

UNITED CITY OF YORKVILLE CHECK REGISTER

PRG ID: AP215000.WOW

CHECK DATE: 10/08/18

CHECK # VENDOR # INVOICE INVOICE ITEM NUMBER DATE # DESCRIPTION ACCOUNT # ITEM AMT 104586 MIDWTAPE MIDWEST TAPE 09/11/18 02 DVDS 37.48 96423308 84-840-56-00-5685 INVOICE TOTAL: 117.42 \* 11.99 96441024 84-840-56-00-5684 02 DVDS 84-840-56-00-5685 74.97 86.96 \* INVOICE TOTAL: 96464311 09/25/18 01 MUSIC CD 84-840-56-00-5684 13.99 02 DVDS 84-840-56-00-5685 44.97 58.96 \* INVOICE TOTAL: CHECK TOTAL: 391.52 104587 PRAIRCAT PRAIRIECAT 6053 3,372.81 82-820-54-00-5468 INVOICE TOTAL: 3,372.81 \* 1836<sub>CHECK</sub> TOTAL: 3,372.81 104588 SMITHEREEN PEST MANAGEMENT SMITHERE 1784033 82-820-54-00-5462 75.00 INVOICE TOTAL: 75.00 \* 75.00 CHECK TOTAL: 104589 SUBURBAN CHICAGO TRIBUNE MEDIA GROUP 09/15/18 01 BEACON NEWS SUBSCRIPTION 13975279-091518 82-820-54-00-5460 84.50 02 RENEWAL \*\* COMMENT \*\* INVOICE TOTAL: 84.50 \* CHECK TOTAL: 84.50

> 82-820 LIBRARY OPERATIONS 83-830 LIBRARY DEBT SERVICE 84-840 LIBRARY CAPITAL

DATE: 10/01/18
UNITED CITY OF YORKVILLE
TIME: 12:14:47
CHECK REGISTER

PRG ID: AP215000.WOW

CHECK DATE: 10/08/18

CHECK # VENDOR # INVOICE INVOICE ITEM # DESCRIPTION NUMBER DATE ACCOUNT # ITEM AMT 104590 WALLSTJ WALL STREET JOURNAL 110405093504-2018 09/21/18 01 ANNUAL SUBSCRIPTION RENEWAL 467.88 82-820-54-00-5460 INVOICE TOTAL: 467.88 \* 467.88 CHECK TOTAL: 104591 WEBLINX WEBLINX INCORPORATED 26492 84-840-56-00-5683 210.00 210.00 \* INVOICE TOTAL: CHECK TOTAL: 210.00 104592 YOUNGM MARLYS J. YOUNG 091018 82-820-54-00-5462 69.50 INVOICE TOTAL: 69.50 \* CHECK TOTAL: 69.50 TOTAL AMOUNT PAID: 15,521.22



# UNITED CITY OF YORKVILLE PAYROLL SUMMARY September 7, 2018

	REGULAR	OVERTIME	TOTAL	IMRF	FICA	TOTALS
ADMINISTRATION	\$ 18,971.29	\$ -	18,971.29	\$ 2,009.38	\$ 1,375.91	\$ 22,356.58
FINANCE	10,232.26	-	10,232.26	1,095.33	767.96	\$ 12,095.55
POLICE	109,779.55	1,184.68	110,964.23	649.24	8,132.12	\$ 119,745.59
COMMUNITY DEV.	16,312.46	-	16,312.46	1,736.80	1,211.28	\$ 19,260.54
STREETS	14,317.52	-	14,317.52	1,510.49	1,046.19	\$ 16,874.20
WATER	21,917.58	1,045.52	22,963.10	2,403.64	1,693.39	\$ 27,060.13
SEWER	8,604.61	-	8,604.61	923.62	644.59	\$ 10,172.82
PARKS	19,714.66	695.01	20,409.67	1,972.47	1,490.47	\$ 23,872.61
RECREATION	15,292.02	-	15,292.02	1,363.06	1,149.01	\$ 17,804.09
LIBRARY	16,454.49	-	16,454.49	1,075.45	1,239.08	\$ 18,769.02
TOTALS	\$ 251.596.44	\$ 2.925.21	\$ 254.521.65	\$ 14.739.48	\$ 18.750.00	\$ 288.011.13

TOTAL PAYROLL

\$ 288,011.13



# UNITED CITY OF YORKVILLE PAYROLL SUMMARY September 21, 2018

	<u>F</u>	REGULAR	0	/ERTIME	TOTAL	IMRF	FICA		TOTALS
MAYOR & LIQ. COM.	\$	808.34	\$	-	\$ 808.34	\$ -	\$	61.84	\$ 870.18
CLERK		583.34		-	583.34	8.79		44.61	636.74
TREASURER		83.34		-	83.34	8.79		6.36	98.49
ALDERMAN		3,800.00		-	3,800.00	-		279.67	4,079.67
ADMINISTRATION		18,971.30		-	18,971.30	2,001.46		1,195.80	22,168.56
FINANCE		10,232.28		-	10,232.28	1,079.51		756.51	12,068.30
POLICE		105,048.22		6,999.79	112,048.01	649.24		8,180.64	120,877.89
COMMUNITY DEV.		16,312.46		-	16,312.46	1,720.97		1,199.80	19,233.23
STREETS		14,317.51		-	14,317.51	1,510.49		1,044.17	16,872.17
WATER		13,514.66		123.90	13,638.56	1,438.88		981.45	16,058.89
SEWER		9,854.62		-	9,854.62	1,039.68		728.73	11,623.03
PARKS		20,718.36		-	20,718.36	2,040.19		1,514.75	24,273.30
RECREATION		16,801.25		-	16,801.25	1,344.59		1,251.04	19,396.88
LIBRARY		15,897.27		-	15,897.27	1,030.49		1,184.96	18,112.72
TOTALS	\$	246,942.95	\$	7,123.69	\$ 254,066.64	\$ 13,873.08	\$	18,430.33	\$ 286,370.05

**TOTAL PAYROLL** 

\$ 286,370.05



# YORKVILLE LIBRARY BOARD

## **BILL LIST SUMMARY**

Monday, October 8, 2018

## **ACCOUNTS PAYABLE**

Bi-weekly (Page 10)

Bi-weekly (Page 11)

Library CC Check Register (Pages 1 - 5)	09/25/2018	\$2,986.52
Library Check Register (Pages 6 - 9)	10/08/2018	15,521.22
Lincoln Financial - Sept 2018 Life Ins	09/11/2018	\$41.63
Glatfelter Liability Ins Installment #9	09/11/2018	865.95
IPRF Oct 2018 Workers Comp	09/11/2018	898.13
Illinois State Police-Background Checks	09/11/2018	27.00
Ryland Homes - Building Fee permit refund	09/11/2018	500.00
Blue Cross /Blue Shield-Oct 2018 Health Ins	09/25/2018	5,531.64
Blue Cross /Blue Shield-Oct 2018 Dental Ins	09/25/2018	582.29
Flex - Aug 2018 HRA Admin Fees	09/25/2018	20.00
Dearborne National - Oct 2018 Vision Ins	09/25/2018	84.33
Nicor -07/31/18 - 08/30/18 services	09/25/2018	359.00
TOTAL BILLS	S PAID:	\$27,417.71
PAYROLL	<u>DATE</u>	

**TOTAL PAYROLL:** 

TOTAL DISBURSEMENTS: \$64,299.45

09/07/2018

09/21/2018

\$18,769.02

18,112.72

\$36,881.74

## LIBRARY DIRECTOR REPORT—September, 2018

**Facilities Management-** Trico called for HVAC (9/27/18) following power outage. System had to be reset. Plumber called to fix 2 bathroom toilets for ongoing water flow. Downstairs bathroom flooded when someone left sinks running (9/28/18). Carpets will be cleaned on October 5<sup>th</sup> when Library is closed for Staff Day.

**Public Relations-** Ad was placed in the Kendall Record Supplement promoting the Ice Cream Social. Letter to the Editor published in the Kendall Record thanking all volunteers and the sponsors.

**Special Event—Community Ice Cream Social-**This inaugural event was a huge success with over 170 people in attendance. (We were counting on approximately 50-75). What was especially nice was that it was entire families coming to the event. We had musical entertainment, children's activities and of course ice cream. We had a meeting to recap the event and make notes on planning for next year on September 14, 2019. The event was being talked about at schools and church meetings by community members—exactly what we were hoping for. There were a number of people that had never been to the Library.

**Grants/Fundraising-** Collecting the data for the Science Books Grant Report due October 15, 2018.

**Meeting Room Revenue (For Profit)**—We have had 2 law firms use the room for depositions. We monitor the timeframe booked and charge for overtime.

Meetings- Attended a Training Refresher Class for Notaries sponsored by the Library System at the West Chicago Library. Course was excellent. Information was shared with staff at the City of Yorkville and suggestion made to the Yorkville Chamber of Commerce to host a similar session here. Visited Carol La Chance in the Asbury Rehabilitation Center and went over the Board packet. Provided instructions on how to call into the Board Meetings.

**Staff** – Worked on the logistics for the planning for our Staff Day with the Police Department and the First Aid Consultant.

**Library Operations**—Worked with our IT consultant to set up conference calling for future Board meetings for those not able to attend in person. The parts for the upgrading of the Microfilm Reader have been received and we are waiting for the technician to come out to install. We are working with the IT consultant and eventually the E-rate consultant to upgrade our wireless connection.

**Projects-** Updating the Disaster Plan. Collecting examples of Physical Facilities Maintenance Plans from area libraries.

Friends- The updated Projection System being paid for by the Friends has been

ordered and will be installed when parts are received.

## Programs, Activities Adult Programs

Men's Book Club 8
Friends Meeting 8
Mini Golf Meeting 6
Threads and More 13
Creative Writing 11
Lunch Bunch 7

Illinois I-Cash Program 30

Community Ice Cream Social 170+

## Passive Programs Total 41

#### **TOTAL ADULT ATTENDANCE 253**

## Children Programs Drop-In Storytime 5

Tots and Toddlers (2) 36

Book Club (2 programs) (Grades 1-2) 14

Ice Cream Book Club 9

LEGO Club **14** Lego Duplo (2) **4** 

Chess 11

Beginning Readers 2 Literacy Centers 13 Morning Read 5 Panera (2) 34

Lap sit 17
Museum Pass 1

## **TOTAL CHILDREN'S ATTENDANCE 179**

## Passive programs included:

Makerspace Magnet -42, Games Checked Out-11, Dictionary Find-3, Library Card Holders -37, Pirate Day-26, Guess # of Library Cards-45, Scavenger Hunt-7, Ice Cream Bookmark-50, Ice Cream Felt Activity-28

TOTAL PARTICIPATION FOR PASSIVE PROGRAMS 249

Youth Services TAG 8

**TOTAL YOUTH SERVICES ATTENDANCE 8** 

Computer Use Adult 340

Young Adult 31 Children **25** 

#### **TOTAL COMPUTER USE 396**

#### Database & E-book Use

Ancestry Database 21

Omni E-Book **602 295** E-Audio **241**(Users) E-Read IL **36 50** E-Book Audio **30** (Users)

Circulation Checkouts 12,307

New Patrons Added **89** New Items Added **431** 

**Teen Volunteers** Mikayla Mika, Mark Sanford, Naytona Faedtke, Rachel Robinette, Juleah Richardson, Elizabeth Chacon, Leah English, Katelyn Tugman, Skyler Krantz, Zach Weiss, Marie Berengi, Mikayla Mol, Mandy Corrie and Eli Black.

**Adult Volunteers**-Brad Smith, Merry Heart Clowns, Girl Scout Troop 1441, Fox Valley Therapy Dogs.

Meeting Room 2 Rental, 11 Programs

Proctored Test 0 Patron Count 5040

YORKVIL	LE STATISTIC	S FOR FY19	PrairieCat													
										Items	Items to					
	All								Items lent	borrowed	Reciprocal					
		checkouts+			all holds	holds			to other		Borrowers	Items	Total	Patrons	Total	
Month	ns	renewals	checkouts	renewals	placed	filled	checkins	usage	libraries	libraries	atYorkville	added	items	added	patrons	e-commerc
MAY	14,289	6,823	5,832		464	1,309	5,693	0	740	1,054	356	662		103		507.0
JUNE	17,811	8,620	8,021	599	401	1,668	7,122	0	822	1,384	342	398		215		375.
JUL	16,967	7,685	7,066	619	474	1,549	7,259	0	757	1,283	295	259		113		492.
AUG	14,002	6,023	5,513	510	418	1,371	6,190	0	903	1,113	246	455		106		359.6
SEP	12,307	5,547	5,085	462	334	1,328	5,098	0	836	1,080	289	431		89		
ОСТ																
NOV																
DEC																
JAN																
FEB																
MAR																
APR																
DATABAS	SE USEAGE FO	OR FY18														
	ANCESTRY		GALE			E-READ IL			OMNI			OCLC				
	SEARCHES	HITS	SESSIONS	SEARCHES	E-BOOK	E-AUDIO	USERS		E-AUDIO	USERS	VIDEO	LENT	BORROWE	)		
MAY	69		4	19	16	52	20	675	287	231	1	15	8			
JUN	34		3	8	31	63	27	725	243	241	1	17	10			
JUL	20	36	4	5	37	55	30	716	303	240	0	11	4			
AUG	21	30	3	10	43	58	31	730	367	242	1	26	9			
SEP					36	50	30	602	295	241	0					
ОСТ																
NOV																
DEC																
JAN																
FEB																
MAR																
APR																

#### United City of Yorkville Calculation of Limiting Rate Variables 2017 Levy Extended Amount \$672,542 Est. CPI 2.10000% Est. 2018 EAV \$522,369,804 Est. 2018 New Construction \$11,946,961 2018 State Multiplier 1.0000 Est. Levy w/o New Construction ((2017 Levy)\*CPI or 5%, which ever is less) + (2017 Levy) =\$686,666 \$672,542 2.10% \$672,542 Est. 2018 New Construction [Equalized] Est. 2018 New Construction \* 2018 State Multiplier = \$11,946,961 \$11,946,961 1.0000 **Limiting Rate** (Est. Levy w/o new construction) / (Est. 2018 EAV - Est. 2018 New Construction [Equalized]) = 0.001345 \$686,666 / ( \$522,369,804 \$11,946,961 **Limiting Rate By New Construction** Est. New Construction [Equalized] \* Limiting Rate = \$16,069 \$11,946,961.00 0.001345 **Est. 2018 Levy** \$702,734 Est. Levy w/o New Construction + Limiting Rate By New Construction = \$686,666 \$16,069 **Est. 2018 Levy Per \$100 EAV** Est. 2018 Levy / Est. 2018 EAV \* \$100 = 0.1345 \$702,734 \$522,369,804 \$100 =

Est. Change in Levy

) - 1 =

\$672,542

4.49%

(Est. 2018 Levy / 2017 Levy) -1 =

\$702,734

08/21/2018 02:37:59 PM

Tax Year: 2018

**VCYV - CITY OF YORKVILLE** 

## **Assessor Estimated EAV Report by Tax District Kendall County**

Totals		New Construction				
Board of Review Abstract	568,358,676	Commercial	1,241,128			
- Exemptions	43,061,154	Farm	0			
- Under Assessed	0	Industrial	0			
+ State Assessed	17,328	Local Rail Road	0			
Total EAV	525,314,850	Mineral	0			
- Tif Increment / Ezone	2,945,046	Residential	10,705,833			
Rate Setting EAV	522,369,804	Total	11,946,961			

	Commercial		Farm		Indu	Industrial		ail Road	Mi	neral	Residential		State Rail Road		Totals	
Exemption Category	Value	Count	Value	Count	Value	Count	Value	Count	Value	Count	Value	Count	Value	Count	Value	Count
Parcel Count		425		296		61	_	0	1	0		8,523		0		9,305
Board of Review Abstract	89,482,035		3,266,768		15,422,440		(	)		)	460,187,433		0		568,358,676	
- Home Improvement	0	0	0	0	0	0	(	0		0	175,379	44	0	0	175,379	44
- Veteran's	0	0	0	0	0	0	(	) 0		) 0	93,086	1	0	0	93,086	1
+ State Assessed	0		0		0		(	)		)	0		17,328		17,328	
= EAV	89,482,035	0	3,266,768	0	15,422,440	0	(	0		0	459,918,968	45	17,328	0	568,107,539	45
- Senior Assessment Freeze	0	0	0	0	0	0	(	) 0		) 0	2,696,077	281	0	0	2,696,077	281
- Owner Occupied	12,000	2	24,000	4	0	0	(	) 0		0	31,614,000	5,269	0	0	31,650,000	5,275
- Senior Citizen's	0	0	0	0	0	0	(	) 0		) 0	4,363,356	873	0	0	4,363,356	873
- Disabled Person	0	0	0	0	0	0	(	0		) 0	110,000	55	0	0	110,000	55
- Disabled Veteran	0	0	0	0	0	0	(	) 0		) 0	3,693,943	70	0	0	3,693,943	70
- Returning Veteran	0	0	0	0	0	0	(	) 0		0	0	0	0	0	0	0
- Natural Disaster	0	0	0	0	0	0	(	0 0		0	0	0	0	0	0	0
- Fraternal Freeze	279,313	2	0	0	0	0	(	) 0		) 0	0	0	0	0	279,313	2
- Vet Freeze	0	0	0	0	0	0	(	) 0		) 0	0	0	0	0	0	0
- Under Assessed	0		0		0		(	)		)	0		0		0	0
- E-Zone	0	0	0	0	0	0	(	) 0		) 0	0	0	0	0	0	0
- TIF	2,766,804	0	12,314	0	51	0	(	0		) 0	165,877	0	0	0	2,945,046	0
- Drainage	0	0	0	0	0	0	(	0		0	0	0	0	0	0	0
= Taxable Value	86,423,918		3,230,454		15,422,389		(	)		)	417,275,715		34,656		522,369,804	

## 2018 Tax Levy - Estimated

(Limiting Rate Applied to City & Library)

		5	2016 Rate Setting EAV	% Change over <u>Prior Yr EAV</u>			2017 Rate Setting EAV	% Change over <u>Prior</u> <u>Yr EAV</u>	-			E	2018 Estimated EAV	% Change over Prior Yr EAV	
	Farm	\$	2,963,511	3.57%	Farm	\$	3,083,218	4.04%		Farm		\$	3,230,454	4.78%	
	Residential	\$	354,408,067	10.44%	Residential	\$	386,855,913	9.16%		Residential		\$	417,275,715	7.86%	
	Commercial	\$	84,099,111	-0.51%	Commercial	\$	83,975,023	-0.15%		Commercial		\$	86,423,918	2.92%	
	Industrial	\$	14,944,561	14.96%	Industrial	\$	15,349,880	2.71%		Industrial		\$	15,422,389	0.47%	
	State Railroad	\$	17,328	-0.01%	State Railroad	\$	17,328	0.00%		State Railroad		\$	17,328	0.00%	
	Estimated Total	\$	456,432,578	8.33%	Estimated Total	\$	489,281,362	7.20%		Estimated Total		\$	522,369,804	6.76%	
	2016		2016	2016	2017		2017	2017		2018	Maximum	Ī	2018	% Change over	\$ Change over
	Rate	<u>I</u>	Levy Request	Levy Extension	Rate		Levy Request	Levy Extension		Rate	Rate		Levy Request	Prior Yr Ext.	Prior Yr Ext.
Corporate	0.21965	\$	1,002,536	\$ 1,002,554	0.20490	\$	1,002,536	\$ 1,002,538		0.19192	0.43750	\$	1,002,536	0.00%	(2)
Bonds & Interest	0.00000		-	-	0.00000		-	-		0.00000			-	-	-
IMRF Pension	0.00000		-	-	0.00000		-	-		0.00000			-	-	-
Police Protection	0.19991		912,438	912,454	0.20025		979,754	979,786		0.19921	0.60000		1,040,603	6.21%	60,817
Police Pension	0.21169		966,211	966,222	0.19690		963,361	963,395		0.19622			1,025,000	6.39%	61,605
Audit	0.00658		30,000	30,033	0.00614		30,000	30,042		0.00570			29,800	-0.81%	(242)
Liability Insurance	0.00877		40,000	40,029	0.00818		40,000	40,023		0.00766			40,000	-0.06%	(23)
Social Security	0.03287		150,000	150,029	0.03066		150,000	150,014		0.02872			150,000	-0.01%	(14)
School Crossing Guard	0.00000		-	-	0.00000		-	-		0.00383	0.02000		20,000	-	20,000
Unemployment Insurance	0.00000		-	-	0.00000		-	-		0.00000	-		-	-	-
Subtotal City	0.67947	\$	3,101,185	\$ 3,101,322	0.64703	\$	3,165,651	\$ 3,165,797		0.63326		\$	3,307,939	4.49%	142,142
Library Operations	0.14144	\$	692,000	\$ 645,554	0.13746	s	672,505	\$ 672,542		0.13453	0.15000	s	702,734	4.49%	30,192
Library Bonds & Interest	0.16661		760,395	760,433	0.16190		792,100	792,118		0.15258			797,013	0.62%	4,895
Subtotal Library	0.30805	\$	1,452,395		0.29936	\$	1,464,605		-	0.28710		\$	1,499,747	2.40%	35,086
															-
Total City (PTELL & Non-PTELL)	0.98752	\$	4,553,580	\$ 4,507,310	0.94639	\$	4,630,256	\$ 4,630,458		0.92036		\$	4,807,686	3.83%	177,228
less Bonds & Interest	0.16661		760,395	760,433	0.16190		792,100	792,118		0.15258			797,013	0.62%	4,895
P-TELL Totals	0.82091	\$	3,793,185	\$ 3,746,876	0.78449	\$	3,838,156	\$ 3,838,340		0.76778		\$	4,010,673	4.49%	172,333
			(26,438)					64,944					-	Surplus(Deficit	) Levy Amount

## 2018 Tax Levy - Estimated

(Limiting Rate Applied to City & Library)

											% Inc(Dec) Over	\$ Inc(Dec) Over
		2016 Requested	2016 Extended		201	Requested	2017 Extended		<u>201</u>	8 Requested	Prior Yr Extended	Prior Yr Extended
City	\$	2,134,974	\$ 2,135,100	City	\$	2,202,290 \$	2,202,402	City	\$	2,282,939	3.66%	\$ 80,537
Library		692,000	645,554	Library		672,505	672,542	Library		702,734	4.49%	30,192
Police Pension		966,211	966,222	Police Pension		963,361	963,395	Police Pension		1,025,000	6.39%	61,605
Library Debt Se	rvice	760,395	760,433	Library Debt Service		792,100	792,118	Library Debt Service		797,013	0.62%	4,895
Total	\$	4,553,580	\$ 4,507,310	Total	\$	4,630,256	4,630,458	Total	\$	4,807,686	3.83%	\$ 177,228
less Bonds & In	terest	760,395	760,433	less Bonds & Interest		792,100	792,118	less Bonds & Interest		797,013	0.62%	4,895
PTELL Subtot	al \$	3,793,185	\$ 3,746,876	PTELL Subtotal	\$	3,838,156 \$	3,838,340	PTELL Subtotal	\$	4,010,673	4.49%	\$ 172,333
			-			-	-			-		
City (excluding Del	bt Service \$	3,101,185	\$ 3,101,322	City (excluding Debt Service)	ce \$	3,165,651 \$	3,165,797	City (excluding Debt Service)	\$	3,307,939	4.49%	\$ 142,142
Lib (excluding Deb	t Service)	692,000	645,554	Lib (excluding Debt Service	e)	672,505	672,542	Lib (excluding Debt Service)		702,734	4.49%	30,192
		-	-			-				-		