

Agenda
Yorkville Public Library
Michelle Pfister Meeting Room
Board of Trustees
March 11, 2019 - 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
 - Physical Facilities
12. Unfinished Business
 - Revised Quotes for Purchase of Computer Equipment
13. New Business
 - Approve Early Closing for Staff Training
 - Power Outages/ Troubleshooting the Problem
 - New Minimum Wage Law-Impact on Budget
 - Reminder: Return Economic Indicator Form
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, February 11, 2019 7:00pm
902 Game Farm Road – Michelle Pfister Meeting Room

The meeting was called to order at 7:00pm by President Darren Crawford, roll was called and a quorum was established.

Roll Call: Krista Danis-present, Ryan Forristall-present, Theron Garcia-present, Wamecca Rodriguez-present, Russ Walter-present, Darren Crawford-present
Absent: Jason Hedman, Carol LaChance, Susan Chacon

Others Present:
Library Director Elisa Topper, Circulation Manager Sharyl Iwanski, Eulogio Ortega-Ortega Studios

Recognition of Visitors: President Crawford recognized the library staff and guest.

Amendments to the Agenda: None

Minutes: January 14, 2019 (2 sets)
Ms. Garcia moved and Mr. Walter seconded a motion to approve minutes from January 14, 2019 Special Meeting and January 14, 2019 Regular Board meeting.
Roll call: Forristall-yes, Garcia-yes, Rodriguez-yes, Walter-yes, Crawford-yes, Danis-yes. Passed 6-0.

Correspondence:
Ms. Topper referred to an article sent by the library attorney. The article was published in *West Suburban Living* and featured Yorkville's amenities.

Public Comment: None
Staff Comment: None

Report of the Treasurer:
President Crawford presented the report and the major bills were highlighted including: Overdrive bill for annual e-book subscriptions, postage purchased prior to the increase, installation of panic buttons, window washing, installation charge for payment box on copier, library fees paid for inter-library books not returned, (customers pay cash and library reimburses inter-library). The various book subscription services were also briefly discussed.

Payment of Bills

Moved and seconded by Darren Crawford and Theron Garcia, respectively, to pay the bills:

\$33,707.90 Accounts Payable
\$34,744.56 Payroll
\$68,452.46 TOTAL

Roll call: Garcia-yes, Rodriguez-yes, Walter-yes, Crawford-yes, Danis-yes, Forristall-yes. Carried 6-0.

Report of the Library Director:

Director Topper reported the following highlights:

1. Many libraries had burst pipes following the cold weather. Yorkville had frozen pipes in the bathroom and kitchen, but heaters were started and no further problems. At an upcoming Facilities Managers Group meeting in Wauconda, Ms. Topper will address how other libraries handle severe weather-related issues. She also called Trico for advice on the HVAC system in the cold weather. She will bring the Disaster Plan in the next couple months, to allow time for a section on severe weather and related actions. She developed a vendor list of phone numbers.
2. After closing hours, a patron fell on ice near the drop box. No claim will be filed, but Ms. Topper notified the city to emphasize the need for city support in removing snow/ice. Ms. Topper also notified the city about the library being open on Sunday and the need for snow removal. No support was given for that day and a library employee cleared the snow. A snow removal company was contacted, however, they are unable to help this year. Ms. Topper suggested purchasing a salt spreader and to seek a service for next winter. She is concerned about potential lawsuits due to falls.
3. Mini-golf fundraising event was very successful and the Friends group reported proceeds just short of last year. The Somerlots will be unable to coordinate the fundraiser next year so other volunteers will be needed.
4. The Google grant of \$500 was received. The “Grow with Google” grant program that Ms. Rodriguez mentioned previously, is being rolled out state-by-state and offers \$1,000 to develop programs. Ms. Topper will apply when Illinois becomes eligible.
5. Initiating programs for teens including a movie, game day and life skills program.
6. Director Topper reported an unruly patron/PADS participant who has now been banned from the library after calls to the Police Department were necessary. This action was taken to protect the staff and other patrons. A second incident occurred with another patron.

In another matter, Trustee Danis inquired how it is handled when the library is closed due to weather since it is a designated warming center. She also referenced the library website which indicates the library is a warming center. Ms. Topper said staff coordinates closely with PADS when the library closes or opens late due to weather. Ms. Iwanski said the website includes language to phone for availability and the closure was posted on the website. Ms. Topper said a patron complained about the library closing due to weather, but the Director must also consider staff safety during the harsh weather.

City Council Liaison No report

Standing Committees:

Ms. Topper said the Finance Committee should meet next month to discuss the budget. Mr. Walter suggested the Policy Committee should also meet to draft a policy authorizing the Director to close the library for weather-related reasons.

Unfinished Business:

Library Mural Presentation of Sketches by Artist/President of Arts Guild

Ms. Iwanski, President of the Kendall Arts Guild, introduced Eulogio Ortega, the artist who will be painting the mural approved for the library. She said the mural will cost \$8,500, of which \$7,000 has already been raised through fundraising efforts and private donations. Countryside Veterinary Clinic was the first business to donate and Ms. Iwanski will solicit donations from other businesses. No tax money will be used for the project and Ms. Rodriguez suggested a plaque that states “Sponsored by Kendall Arts Guild”.

Mr. Ortega presented his ideas and sketches for the mural and said he plans to paint a series of authors on removable canvas. He explained the mural will be placed in the space behind the circulation desk and also wrapped around the pillars. Ms. Rodriguez suggested the painting should represent various races of authors. Other suggestions should be given to Ms. Iwanski and Ms. Topper suggested a Board sub-committee could work with Ms. Iwanski. A reveal party for the project unveiling was suggested by Ms. Iwanski. Mr. Ortega's website is: www.chicagomuralist.com.

Revised Quotes for Purchase of Computer Equipment

The Board briefly discussed a revised quote that Mr. Hedman received for computer equipment. The new quote is for 5 laptops, 7 desktops and 8 gig of RAM. It was decided to table further discussion until Mr. Hedman could be present at the next Board meeting. Ms. Topper said she wishes to start programming in April. Mr. Hedman will be asked to obtain a CDW quote also and this moves to Unfinished Business in March.

New Business:

Amendment to Illinois Prevailing Wage Act

Ms. Topper said this information is from the library attorney who said this is now law and does not require Board action. Mr. Walter asked how many library employees work for minimum wage. Ms. Topper said the starting wage is \$9.00/hour and only a handful of staff work for less than \$10/hour. Any increases need to be included in the budget.

Executive Session: None

Additional Business: None

Adjournment:

There was no further business and the meeting adjourned at 8:00pm on a motion by Mr. Crawford and second by Mr. Walter.

Roll call: Rodriguez-yes, Walter-yes, Crawford-yes, Danis-yes, Forristall-yes, Garcia-yes. Carried 6-0.

Minutes respectfully submitted by
Marlys Young, Minute Taker



YORKVILLE PUBLIC LIBRARY
FISCAL YEAR 2019 BUDGET REPORT
For the Month Ending February 28, 2019

		% of Fiscal Year												
ACCOUNT NUMBER	DESCRIPTION	8%	17%	25%	33%	42%	50%	58%	67%	75%	83%	Year-to-Date	FISCAL YEAR 2019	
		May-18	June-18	July-18	August-18	September-18	October-18	November-18	December-18	January-19	February-19	Totals	BUDGET	% of Budget

LIBRARY OPERATIONS REVENUES

Taxes														
82-000-40-00-4000	PROPERTY TAXES	54,356	290,990	11,130	138,622	157,785	10,523	5,659	-	-	-	669,065	672,505	99.49%
82-000-40-00-4083	PROPERTY TAXES-DEBT SERVICE	64,021	342,727	13,109	163,268	185,838	12,394	6,665	-	-	-	788,022	792,101	99.49%
Intergovernmental														
82-000-41-00-4120	PERSONAL PROPERTY TAX	1,059	-	825	83	-	747	-	183	612	-	3,510	5,250	66.85%
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	619	1,162	261	571	1,408	7,557	8,500	88.91%
Charges for Service														
82-000-44-00-4401	LIBRARY SUBSCRIPTION CARDS	1,114	203	827	1,500	434	855	733	1,096	161	1,140	8,062	7,500	107.49%
82-000-44-00-4422	COPY FEES	296	350	425	522	227	411	359	358	149	338	3,436	3,000	114.53%
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	981	1,244	1,580	1,912	1,892	9,957	1,750	568.97%
Miscellaneous														
82-000-48-00-4820	RENTAL INCOME	100	150	100	150	150	125	150	50	75	125	1,175	2,000	58.75%
82-000-48-00-4824	DVD RENTAL INCOME	271	261	331	239	6	-	25	-	-	-	1,133	2,750	41.19%
82-000-48-00-4850	MISCELLANEOUS INCOME	2	14	80	27	3	2	20	217	103	41	509	2,000	25.45%
Other Financing Sources														
82-000-49-00-4901	TRANSFER FROM GENERAL	5,438	1,764	1,764	1,764	1,764	2,005	898	1,315	3,711	1,972	22,396	25,179	88.95%
TOTAL REVENUES: LIBRARY		131,577	637,286	51,689	307,183	347,452	28,662	16,914	5,059	7,295	6,916	1,540,033	1,536,635	100.22%

LIBRARY OPERATIONS EXPENDITURES

Salaries & Wages														
82-820-50-00-5010	SALARIES & WAGES	16,541	29,552	20,088	20,088	19,812	20,088	29,927	20,737	20,294	20,294	217,419	226,998	95.78%
82-820-50-00-5015	PART-TIME SALARIES	15,086	21,019	11,935	12,970	12,540	13,124	18,425	12,879	10,316	12,148	140,441	195,700	71.76%
Benefits														
82-820-52-00-5212	RETIREMENT PLAN CONTRIBUTION	1,745	3,171	2,119	2,381	2,106	2,135	3,173	2,204	1,852	1,852	22,738	24,252	93.76%
82-820-52-00-5214	FICA CONTRIBUTION	2,357	3,806	2,387	2,478	2,424	2,490	3,648	2,521	2,283	2,423	26,818	31,720	84.55%
82-820-52-00-5216	GROUP HEALTH INSURANCE	10,696	4,960	4,785	5,769	5,703	5,013	5,584	5,232	6,681	9,217	63,641	79,318	80.24%
82-820-52-00-5222	GROUP LIFE INSURANCE	(8)	51	25	25	42	31	31	31	31	31	290	328	88.36%
82-820-52-00-5223	DENTAL INSURANCE	876	438	727	582	582	582	582	582	582	582	6,117	4,652	131.49%
82-820-52-00-5224	VISION INSURANCE	117	77	104	84	84	84	84	84	84	84	888	701	126.72%
82-820-52-00-5230	UNEMPLOYMENT INSURANCE	191	-	-	-	-	241	-	-	-	172	604	750	80.59%
82-820-52-00-5231	LIABILITY INSURANCE	5,246	1,764	1,764	1,764	1,764	1,764	898	1,315	3,711	1,800	21,791	24,429	89.20%
Contractual Services														
82-820-54-00-5412	TRAINING & CONFERENCES	840	-	-	-	-	-	100	-	-	-	940	2,500	37.58%
82-820-54-00-5415	TRAVEL & LODGING	-	107	1,088	43	-	-	76	43	-	53	1,410	600	235.00%



YORKVILLE PUBLIC LIBRARY
FISCAL YEAR 2019 BUDGET REPORT
For the Month Ending February 28, 2019

		% of Fiscal Year												
ACCOUNT NUMBER	DESCRIPTION	8%	17%	25%	33%	42%	50%	58%	67%	75%	83%	Year-to-Date Totals	FISCAL YEAR 2019	
		May-18	June-18	July-18	August-18	September-18	October-18	November-18	December-18	January-19	February-19		BUDGET	% of Budget
82-820-54-00-5426	PUBLISHING & ADVERTISING	-	-	-	-	-	66	-	66	-	66	198	2,000	9.90%
82-820-54-00-5440	TELECOMMUNICATIONS	-	379	379	-	758	379	1,336	-	417	833	4,481	5,000	89.62%
82-820-54-00-5452	POSTAGE & SHIPPING	-	18	48	6	25	24	90	13	321	16	561	500	112.25%
82-820-54-00-5460	DUES & SUBSCRIPTIONS	448	13	13	13	1,750	4,882	140	-	1,388	786	9,433	11,000	85.75%
82-820-54-00-5462	PROFESSIONAL SERVICES	97	416	185	4,919	2,997	551	1,481	3,877	2,715	4,446	21,684	40,000	54.21%
82-820-54-00-5466	LEGAL SERVICES	-	-	-	1,470	-	-	-	-	-	735	2,205	3,000	73.50%
82-820-54-00-5468	AUTOMATION	2,098	-	-	3,373	386	3,373	-	-	-	3,500	12,730	20,000	63.65%
82-820-54-00-5480	UTILITIES	-	373	341	415	359	432	727	1,553	1,781	2,325	8,305	9,540	87.06%
82-820-54-00-5495	OUTSIDE REPAIR & MAINTENANCE	930	268	625	5,026	723	2,185	6,616	948	2,695	710	20,724	50,000	41.45%
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	67	283	410	259	1,215	5,253	8,000	65.66%
82-820-56-00-5620	OPERATING SUPPLIES	-	82	79	1,117	300	29	207	167	185	-	2,166	2,000	108.31%
82-820-56-00-5621	CUSTODIAL SUPPLIES	-	1,296	403	-	579	-	907	38	-	1,332	4,555	8,000	56.94%
82-820-56-00-5635	COMPUTER EQUIPMENT & SOFTWARE	-	-	-	-	-	-	-	418	255	-	673	-	0.00%
82-820-56-00-5671	LIBRARY PROGRAMMING	-	35	143	46	179	-	-	229	77	31	740	1,000	74.04%
82-820-56-00-5675	EMPLOYEE RECOGNITION	-	-	-		-	-	148	106	-	-	254	200	127.06%
82-820-56-00-5685	DVD'S	-	56	-	-	-	-	-	-	-	-	56	500	11.24%
82-820-56-00-5686	BOOKS	-	1,874	1,518	452	171	216	-	-	-	164	4,395	1,500	293.02%
2006 Bond														
82-820-84-00-8000	PRINCIPAL PAYMENT	-	-	-	-	-	-	-	50,000	-	-	50,000	50,000	100.00%
82-820-84-00-8050	INTEREST PAYMENT	-	12,494	-	-	-	-	-	12,494	-	-	24,988	24,988	100.00%
2013 Refunding Bond														
82-820-99-00-8000	PRINCIPAL PAYMENT	-	-	-	-	-	-	-	565,000	-	-	565,000	565,000	100.00%
82-820-99-00-8050	INTEREST PAYMENT	-	76,056	-	-	-	-	-	76,056	-	-	152,113	152,113	100.00%
TOTAL FUND REVENUES		131,577	637,286	51,689	307,183	347,452	28,662	16,914	5,059	7,295	6,916	1,540,033	1,536,635	100.22%
TOTAL FUND EXPENDITURES		58,360	159,264	49,808	63,650	54,256	57,757	74,462	757,001	55,928	64,816	1,395,302	1,547,989	90.14%
FUND SURPLUS (DEFICIT)		73,217	478,022	1,881	243,533	293,197	(29,095)	(57,548)	(751,942)	(48,633)	(57,899)	144,732	(11,354)	

LIBRARY CAPITAL REVENUES

84-000-42-00-4214	DEVELOPMENT FEES	9,200	14,650	9,175	18,500	5,800	4,650	12,475	4,500	5,650	6,800	91,400	43,200	211.57%
84-000-45-00-4500	INVESTMENT EARNINGS	2	3	3	4	3	4	4	4	53	55	136	10	1362.00%
TOTAL REVENUES: LIBRARY CAPITAL		9,202	14,653	9,178	18,504	5,803	4,654	12,479	4,504	5,703	6,855	91,536	43,210	211.84%



YORKVILLE PUBLIC LIBRARY
FISCAL YEAR 2019 BUDGET REPORT
For the Month Ending February 28, 2019

		% of Fiscal Year												
ACCOUNT NUMBER	DESCRIPTION	8%	17%	25%	33%	42%	50%	58%	67%	75%	83%	Year-to-Date	FISCAL YEAR 2019	
		May-18	June-18	July-18	August-18	September-18	October-18	November-18	December-18	January-19	February-19	Totals	BUDGET	% of Budget

LIBRARY CAPITAL EXPENDITURES

84-840-54-00-5460	E-BOOK SUBSCRIPTIONS	85	-	-	128	-	-	-	-	-	3,000	3,213	3,500	91.79%
84-840-56-00-5635	COMPUTER EQUIPMENT & SOFTWARE	-	-	795	-	176	-	1,791	70	-	-	2,832	15,000	18.88%
84-840-56-00-5683	AUDIO BOOKS	-	24	155	115	405	250	432	320	567	287	2,554	1,600	159.66%
84-840-56-00-5684	COMPACT DISCS & OTHER MUSIC	-	-	-	-	97	177	16	-	-	-	290	500	57.96%
84-840-56-00-5685	DVD'S	-	-	310	404	142	175	527	426	298	411	2,691	1,500	179.42%
84-840-56-00-5686	BOOKS	-	674	1,578	2,617	4,465	4,075	6,539	7,258	5,560	5,526	38,291	30,000	127.64%

TOTAL FUND REVENUES		9,202	14,653	9,178	18,504	5,803	4,654	12,479	4,504	5,703	6,855	91,536	43,210	211.84%
TOTAL FUND EXPENDITURES		85	698	2,837	3,263	5,284	4,677	9,305	8,073	6,425	9,224	49,871	52,100	95.72%
FUND SURPLUS (DEFICIT)		9,117	13,955	6,341	15,241	519	(23)	3,175	(3,570)	(722)	(2,369)	41,665	(8,890)	

DATE: 02/19/19
TIME: 12:15:24
ID: AP225000.CBL

UNITED CITY OF YORKVILLE
MANUAL CHECK REGISTER

CHECK #	VENDOR # INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	CHECK DATE	ACCOUNT #	ITEM AMT
900069	FNBO	FIRST NATIONAL BANK OMAHA			02/25/19		
	022519-A.HERNANDEZ	01/31/19	01	RURAL KING-GREASE GUN,		79-790-56-00-5630	246.33
			02	GORILLA GLUE, PAINT SPRAY,		** COMMENT **	
			03	HOLE STRAPS		** COMMENT **	
				INVOICE TOTAL:			246.33 *
	022519-A.SIMMONS	01/31/19	01	IFO - ANNUAL MEMBERSHIP		01-120-54-00-5460	265.00
			02	RENEWAL-SIMMONS		** COMMENT **	
			03	AMAZON-PLASTIC SLEEVES AND		01-110-56-00-5610	71.49
			04	METAL RINGS FOR FUEL PROGRAM		** COMMENT **	
			05	VERIZON-01/02-02/01 IN CAR		01-210-54-00-5440	720.24
			06	UNITS		** COMMENT **	
			07	VERIZON-DEC 2018 MOBILE PHONES		01-220-54-00-5440	184.34
			08	VERIZON-DEC 2018 MOBILE PHONES		01-210-54-00-5440	928.75
			09	VERIZON-DEC 2018 MOBILE PHONES		79-795-54-00-5440	72.98
			10	VERIZON-DEC 2018 MOBILE PHONES		51-510-54-00-5440	187.39
			11	VERIZON-DEC 2018 MOBILE PHONES		01-410-54-00-5440	44.27
			12	VERIZON-DEC 2018 MOBILE PHONES		52-520-54-00-5440	38.01
			13	KONICA-11/19-12/18 COPY CHARGE		82-820-54-00-5462	2.60
			14	KONICA-10/04-01/03 COPY CHARGE		82-820-54-00-5462	15.30
			15	KONICA-10/04-01/03 COPY CHARGE		82-820-54-00-5462	524.64
			16	OFFICE DEPO-1099-G TAX FORMS		01-120-56-00-5610	7.99
			17	ALARM DETECTION-FEB-APR		23-216-54-00-5446	135.00
			18	MONITORING AT 102 E VAN EMMON		** COMMENT **	
			19	QUILL-TONER		01-120-56-00-5610	164.99
			20	ALARM DETECTION-ANNUAL		82-820-54-00-5462	1,092.36
			21	MONITORING AT 902 GAME FARM		** COMMENT **	
			22	RED WING-STEEL TOE BOOTS-SENG		01-410-56-00-5600	187.99
			23	RED WING-STEEL TOE		01-410-56-00-5600	211.49
			24	BOOTS-WEBER		** COMMENT **	
				INVOICE TOTAL:			4,854.83 *
	022519-B.BEHRENS	01/31/19	01	AUTO ZONE-SOLENOID SWITCH		51-510-56-00-5628	19.99
			02	JAN 2019 GASOLINE		51-510-56-00-5695	68.34
				INVOICE TOTAL:			88.33 *
	022519-B.OLSEM	01/31/19	01	OFFICE DEPO-PAPER		01-110-56-00-5610	107.37
			02	WAREHOUSE DIRECT-TONER		01-110-56-00-5610	121.30
			03	WAREHOUSE DIRECT-PAPER,		01-110-56-00-5610	195.81
			04	BATTERIES		** COMMENT **	
			05	WAREHOUSE DIRECT-DATE STAMP		01-110-56-00-5610	68.21
				INVOICE TOTAL:			492.69 *
	022519-B.OLSON	01/31/19	01	SURVEY MONKEY SUBSCRIPTION		01-110-54-00-5462	300.00
			02	RENEWAL FEE		** COMMENT **	
			03	NIU-ILCMA 2019 WINTER		01-110-54-00-5412	225.00

DATE: 02/19/19
TIME: 12:15:24
ID: AP225000.CBL

UNITED CITY OF YORKVILLE
MANUAL CHECK REGISTER

CHECK #	VENDOR # INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	CHECK DATE	ACCOUNT #	ITEM AMT
900069	FNBO	FIRST NATIONAL BANK OMAHA			02/25/19		
	022519-B.OLSON	01/31/19	04	CONFERENCE REGISTRATION FOR		** COMMENT **	
			05	OLSON		** COMMENT **	
						INVOICE TOTAL:	525.00 *
	022519-E.TOPPER	01/31/19	01	ALA MEMBERSHIP RENEWAL-TOPPER		82-820-54-00-5460	220.00
			02	AMAZON-TAPE		82-820-56-00-5610	26.09
			03	AMAZON-CORRECTION TAPE		82-820-56-00-5610	11.53
			04	AMAZON PRIME MONBTHLY FEE		82-820-54-00-5460	12.99
			05	TRIBUNE SUBSCRIPTION RENEWAL		82-820-54-00-5460	403.00
			06	AMAZON-CARD GAME		82-820-56-00-5671	11.23
			07	AMAZON-TONER CARTRIDGES		82-820-56-00-5610	440.88
			08	AMAZON-TONER CARTRIDGES, PENS,		82-820-56-00-5610	606.72
			09	CARD GAME		** COMMENT **	
			10	AMAZON-POETRY KIT		82-820-56-00-5671	19.95
			11	AMAZON-SPACE HEATER		82-820-56-00-5610	129.98
						INVOICE TOTAL:	1,882.37 *
	022519-E.WILLRETT	01/31/19	01	YORKVILLE CHAMBER-2019 ANNUAL		01-110-54-00-5460	2,500.00
			02	MEMBERSHIP DUES		** COMMENT **	
			03	NPELRA-EMPLOYMENT LAW SEMINAR		01-110-54-00-5412	195.00
			04	REGISTRATION-WILLRETT		** COMMENT **	
			05	NPELRA MEMBERSHIP		01-110-54-00-5460	230.00
			06	DUES-WILLRETT		** COMMENT **	
			07	NIU-IL FINANCIAL FORCAST		01-110-54-00-5412	139.00
			08	FORUM REGISTRATION-WILLRETT		** COMMENT **	
			09	NPELRA-ESSENTIAL SKILLS FOR		01-110-54-00-5412	318.00
			10	SUPERVISORY SUCCESS SEMINAR		** COMMENT **	
			11	REGISTRATION-WILLRETT		** COMMENT **	
						INVOICE TOTAL:	3,382.00 *
	022519-ER.DHUSE	01/31/19	01	NAPA#214875-CAR DETAIL		52-520-56-00-5628	43.95
			02	SUPPLIES		** COMMENT **	
			03	NAPA#215015-OIL		79-790-56-00-5640	45.48
			04	NAPA#215060-OIL FILTER		79-790-56-00-5640	5.54
			05	NAPA#215063-OIL FILTER, SPARKS		79-790-56-00-5640	61.75
			06	NAPA#215188-FUEL FILTER		79-790-56-00-5640	11.55
			07	NAPA#215452-SPARK PLUGS		01-410-56-00-5628	13.44
			08	NAPA#215173-AIR FILTERS		01-410-56-00-5628	16.99
			09	NAPA#215251-FUEL CAP		01-410-56-00-5628	12.94
			10	NAPA#215250-LAMP		01-410-56-00-5628	45.20
			11	NAPA#215442-RETURNED LAMP CR		01-410-56-00-5628	-45.20
			12	NAPA#215438-LAMPS		01-410-56-00-5628	5.60
			13	NAPA#215516-V BELT		79-790-56-00-5640	9.01
			14	NAPA#215509-V BELT, HANDLE		79-790-56-00-5640	13.30
			15	NAPA#215170-SPARK PLUGS, FILTER		01-410-56-00-5628	13.14

DATE: 02/19/19
TIME: 12:15:24
ID: AP225000.CBL

UNITED CITY OF YORKVILLE
MANUAL CHECK REGISTER

CHECK #	VENDOR # INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	CHECK DATE	ACCOUNT #	ITEM AMT
900069	FNBO	FIRST NATIONAL BANK OMAHA			02/25/19		
	022519-J.GALAUNER	01/31/19	02	TAPE		** COMMENT **	
			03	AMAZON-CR FOR LOST ORDER		79-795-56-00-5606	-31.35
			04	DOLLAR GENERAL-BALLOONS		79-795-56-00-5606	9.12
						INVOICE TOTAL:	12.27 *
	022519-J.SLEEZER	01/31/19	01	AMAZON-HEADLIGHT LAMP KIT		01-410-56-00-5640	524.97
						INVOICE TOTAL:	524.97 *
	022519-J.WEISS	01/31/19	01	READING WAREHOUSE-BOOKS		82-820-56-00-5686	46.82
			02	READING WAREHOUSE-BOOKS		82-820-56-00-5686	33.44
						INVOICE TOTAL:	80.26 *
	022519-K.BARKSDALE	01/31/19	01	KONE-JAN 2019 ELEVATOR		23-216-54-00-5446	150.15
			02	MAINTENANCE		** COMMENT **	
			03	NOTARY STAMP-WEINERT		01-220-54-00-5462	20.85
			04	AMAZON-IPHONE CASE		01-220-56-00-5620	17.99
			05	WAREHOUSE DIRECT-BATTERIES		01-220-56-00-5610	41.72
			06	WAREHOUSE DIRECT-DATE STAMP		01-220-56-00-5610	68.21
						INVOICE TOTAL:	298.92 *
	022519-M.SENG	01/31/19	01	RURAL KING-COUPLING, HOSE BARB		01-410-56-00-5640	121.87
						INVOICE TOTAL:	121.87 *
	022519-N.DECKER	01/31/19	01	ACCURINT-DEC 2018 SEARCHES		01-210-54-00-5462	212.75
			02	TYLER CONNECT 04/07-04/10		01-210-54-00-5412	950.00
			03	CONFERENCE REGISTRATION-DECKER		** COMMENT **	
			04	TYLER CONNECT 04/07-04/10		01-210-54-00-5412	950.00
			05	CONFERENCE		** COMMENT **	
			06	REGISTRATION-RASMUSSEN		** COMMENT **	
			07	MINER ELECT#267179-INSTALLED		01-210-54-00-5495	1,330.00
			08	ANTENNAS		** COMMENT **	
			09	SHREDIT-NOV 2018 ON SITE		01-210-54-00-5462	179.82
			10	SHREDDING		** COMMENT **	
			11	COMCAST-11/29-01/14 SERVICE		01-640-54-00-5449	1,756.52
			12	BLUE PEAK LOGIC-SKILLS MANAGER		01-210-54-00-5460	470.00
			13	SOFTWARE SUBSCRIPTION		** COMMENT **	
			14	AMAZON-HIKING SHOES-HAYES		01-210-56-00-5600	84.02
			15	NAPA#215878-WIPER BLADES		01-210-54-00-5495	24.80
			16	DFS-EVIDENCE LABELS		01-210-56-00-5620	154.27
			17	TYLER CONNECT 04/07-04/10		01-210-54-00-5415	617.92
			18	CONFERENCE AIRFAIR-DECKER &		** COMMENT **	
			19	RASMUSSEN		** COMMENT **	
			20	AMAZON-FILE BINS		01-210-56-00-5620	66.56
			21	AMAZON-HIKING SHOES-HART		01-210-56-00-5600	81.82
			22	SHREDIT-DEC 2018 ONSITE		01-210-54-00-5462	179.05

DATE: 02/19/19
TIME: 12:15:24
ID: AP225000.CBL

UNITED CITY OF YORKVILLE
MANUAL CHECK REGISTER

CHECK #	VENDOR # INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	CHECK DATE	ACCOUNT #	ITEM AMT
900069	FNBO	FIRST NATIONAL BANK OMAHA			02/25/19		
	022519-N.DECKER	01/31/19	23	SHREDDING		** COMMENT **	
			24	AT&T-12/25-01/24 SERVICE		01-210-54-00-5440	185.48
			25	DFS-EVIDENCE LABELS		01-210-56-00-5620	138.30
			26	COMCAST-01/08-02/07 CABLE		01-210-54-00-5440	4.20
			27	FBI-LEEDA-SLI TRAINING-HUNTER		01-210-54-00-5412	695.00
			28	FBI-LEEDA-SLI		01-210-54-00-5412	695.00
			29	TRAINING-PFIZENMAIER		** COMMENT **	
				INVOICE TOTAL:			8,775.51 *
	022519-P.RATOS	01/31/19	01	CREDIT FOR SWANSON HEALTH		01-000-24-00-2440	-18.13
			02	DISPUTED CHARGES		** COMMENT **	
				INVOICE TOTAL:			-18.13 *
	022519-PICKERING	01/31/19	01	YORKVILLE POST-CERTIFIED		01-110-54-00-5462	39.15
			02	MAILING OF ELECTORAL BOARD		** COMMENT **	
			03	NOTICES		** COMMENT **	
			04	OFFICE DEPO-STORAGE BOXES,		01-110-56-00-5610	101.27
			05	CERTIFICATE COVERS, NOTARIAL		** COMMENT **	
			06	SEALS		** COMMENT **	
				INVOICE TOTAL:			140.42 *
	022519-R.FREDRICKSON	02/01/19	01	COMCAST-12/10/18-01/09/19		82-820-54-00-5440	416.35
			02	INTERNET		** COMMENT **	
			03	COMCAST-01/10/18-02/09/19		82-820-54-00-5440	416.22
			04	INTERNET		** COMMENT **	
			05	COMCAST-12/12/18-01/11/19		01-110-54-00-5440	21.04
			06	CABLE		** COMMENT **	
			07	IGFOA-INTERPRETING FINANCIAL		01-120-54-00-5412	30.00
			08	STATEMENTS AND USING BUDGETS		** COMMENT **	
			09	WEBINAR-FREDRICKSON		** COMMENT **	
			10	IGFOA-PLANNING & RESPONDING		01-120-54-00-5412	35.00
			11	TO ACTIVE SHOOTER/VIOLENT		** COMMENT **	
			12	INCIDENTS SEMINAR-FREDRICKSON		** COMMENT **	
			13	IGFOA-GOVERNMENT		01-120-54-00-5412	75.00
			14	ACCOUNTABILITY & TRANSPARENCY		** COMMENT **	
			15	ACT SEMINAR-FREDRICKSON		** COMMENT **	
			16	NEWTEK-01/11-02/11 WEB UBKEEP		01-640-54-00-5450	16.59
			17	COMCAST-12/13-01/12 610 TOWER		51-510-56-00-5620	104.85
			18	PLANT INTERNET		** COMMENT **	
			26	COMCAST-12/23-01/22 PHONE &		79-790-54-00-5440	117.69
			27	CABLE		** COMMENT **	
			28	COMCAST-12/23-01/22 INTERNET		01-110-54-00-5440	79.65
			29	COMCAST-12/23-01/22 INTERNET		01-220-54-00-5440	79.65
			30	COMCAST-12/23-01/22 INTERNET		01-120-54-00-5440	53.10
			31	COMCAST-12/23-01/22 INTERNET		79-790-54-00-5440	73.02

DATE: 02/19/19
TIME: 12:15:24
ID: AP225000.CBL

UNITED CITY OF YORKVILLE
MANUAL CHECK REGISTER

CHECK #	VENDOR # INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	CHECK DATE	ACCOUNT #	ITEM AMT
900069	FNBO	FIRST NATIONAL BANK OMAHA			02/25/19		
	022519-R.WRIGHT	01/31/19	04	PHYSICIANS CARE-PRE		01-210-54-00-5411	448.00
			05	EMPLOYMENT EXAM FOR 1 PERSON		** COMMENT **	
			06	PHYSICIANS CARE-PRE		01-210-54-00-5411	1,368.00
			07	EMPLOYMENT EXAM FOR 3 PEOPLE		** COMMENT **	
						INVOICE TOTAL:	2,310.00 *
	022519-S.IWANSKI	01/31/19	01	YORKVILLE POST-POSTAGE		82-820-54-00-5452	16.37
						INVOICE TOTAL:	16.37 *
	022519-S.REDMON	01/31/19	01	AT&T UVERSE-12/24-01/23 TOWN		79-795-54-00-5440	55.39
			02	SQUARE SIGN INTERNET		** COMMENT **	
			03	SMITHEREEN-DEC 2018 PEST		79-795-54-00-5495	67.00
			04	CONTROL		** COMMENT **	
			05	NRPA CPR RENEWAL FEE		79-795-54-00-5460	60.00
			06	ARAMARK#1591689062-MATTS		79-790-56-00-5620	15.00
			07	ARAMARK#1591680801-MATTS		79-790-56-00-5620	15.00
			08	ARAMARK#1591672675-MATTS		79-790-56-00-5620	15.00
			09	SHAW MEDIA-BASEBALL LEAGUE AD		79-795-54-00-5426	795.00
			10	SOURCE ONE-ENVELOPES, BINDER		79-795-56-00-5610	149.12
			11	CLIPS, MAERKERS, PENS, TAPE,		** COMMENT **	
			12	LABELS		** COMMENT **	
			13	SMITHEREEN-JAN 2019 PEST		79-790-56-00-5620	88.00
			14	CONTROL		** COMMENT **	
			15	YORKVILLE BOWL-STRIKES OF FUN		79-795-56-00-5606	662.50
			16	BOWLING FEES		** COMMENT **	
			17	AMAZON-PIANO LESSON BOOKS		79-795-56-00-5606	73.43
						INVOICE TOTAL:	1,995.44 *
	022519-S.REMUS	01/31/19	01	JEWEL-CARPET CLEANING MACHINE		79-795-56-00-5640	48.69
			02	USE		** COMMENT **	
			03	BLACKBERRY OAKS GOLF OUTING		79-795-56-00-5606	500.00
			04	DEPOSIT		** COMMENT **	
			05	IPRA CONFERENCE PARKING		79-795-54-00-5415	30.00
						INVOICE TOTAL:	578.69 *
	022519-T.HOULE	01/31/19	01	EXHAUST WORKS-MUFFLER REPAIR		79-790-54-00-5495	504.22
						INVOICE TOTAL:	504.22 *
	022519-T.KLINGEL	01/31/19	01	DAVE AUTO#26839-REPLACE		01-210-54-00-5495	505.00
			02	EXHAUST SYSTEM		** COMMENT **	
			03	YORKVILLE POST-POSTAGE FOR		01-210-54-00-5452	24.70
			04	NEW HIRES		** COMMENT **	
			05	DAVE AUTO#26845-OIL CHANGE,		01-210-54-00-5495	115.00
			06	WIPER BLADES		** COMMENT **	
			07	DAVE AUTO#26854-OIL CHANGE		01-210-54-00-5495	75.00

DATE: 02/19/19
TIME: 12:15:24
ID: AP225000.CBL

UNITED CITY OF YORKVILLE
MANUAL CHECK REGISTER

CHECK #	VENDOR # INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	CHECK DATE	ACCOUNT #	ITEM AMT
900069	FNBO	FIRST NATIONAL BANK OMAHA			02/25/19		
	022519-T.KLINGEL	01/31/19	08	DAVE AUTO#26853-OIL CHANGE		01-210-54-00-5495	75.00
			09	ILACP-ANNUAL DUES-HART		01-210-54-00-5460	95.00
			10	FBINAA ANNUAL DUES-HART		01-210-54-00-5460	115.00
			11	DAVE AUTO#26880-OIL CHANGE		01-210-54-00-5495	80.00
			12	DAVE AUTO#26895-MOUNT &		01-210-54-00-5495	140.00
			13	BALANCE TIRES		** COMMENT **	
			14	DAVE AUTO#26927-OIL CHANGE		01-210-54-00-5495	95.00
			15	DAVE AUTO#26926-OIL CHNAGE,		01-210-54-00-5495	220.00
			16	REPLACE HEADLIGHTS		** COMMENT **	
				INVOICE TOTAL:			1,539.70 *
	022519-T.NELSON	01/31/19	01	PIT STOP PORT-O-LET UPKEEP		79-795-56-00-5620	444.00
			02	PIT STOP PORT-O-LET UPKEEP CR		79-795-56-00-5620	-234.29
			03	MINUTE KEY-KEYS		79-795-56-00-5606	2.00
			04	PALOS SPORTS-SCRIMMAGE VESTS		79-795-56-00-5606	33.70
			05	ARCHERY PLACE-JAN 2019		79-795-54-00-5462	40.00
			06	ARCHERY CLASS INSTRUCTION		** COMMENT **	
				INVOICE TOTAL:			285.41 *
	022519-T.SOELKE	01/31/19	01	RANDALL PRESSURE SYSTEMS-HOSE		01-410-56-00-5640	265.09
			02	RURAL KING-CHAIN SAW CHAINS		01-410-56-00-5630	247.58
			03	RURAL KING-BRINE SYSTEM PARTS		01-410-56-00-5640	135.67
			04	RURAL KING-BRINE SYSTEM PARTS		01-410-56-00-5640	54.05
			05	SAMS-NORTHFACE SWEATSHIRT		52-520-56-00-5600	63.85
			06	TRIANING MEAL CARD		52-520-54-00-5415	20.00
				INVOICE TOTAL:			786.24 *
	022519-UCOY	01/31/19	01	ADVANCED DISPOSAL-DEC 2018		01-540-54-00-5442	99,043.78
			02	REFUSE SERVICE		** COMMENT **	
			03	ADVANCED DISPOSAL-DEC 2018		01-540-54-00-5441	2,745.01
			04	SENIOR REFUSE SERVICE		** COMMENT **	
				INVOICE TOTAL:			101,788.79 *
				CHECK TOTAL:			138,019.92
				TOTAL AMOUNT PAID:			138,019.92

Total for All Highlighted Library Invoices: \$4,446.47

DATE: 03/07/19
TIME: 07:36:42
PRG ID: AP215000.WOW

UNITED CITY OF YORKVILLE
CHECK REGISTER

CHECK DATE: 03/11/19

CHECK #	VENDOR #	INVOICE NUMBER	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	ITEM AMT
104649	BAKTAY	BAKER & TAYLOR					
	2034301336		01/29/19	01	BOOKS	84-840-56-00-5686	551.00
					INVOICE TOTAL:		551.00 *
	2034314689		02/06/19	01	BOOKS	84-840-56-00-5686	469.78
					INVOICE TOTAL:		469.78 *
	2034326399		02/11/19	01	BOOKS	84-840-56-00-5686	1,298.29
					INVOICE TOTAL:		1,298.29 *
	2034334460		02/14/19	01	BOOKS	84-840-56-00-5686	134.07
				02	BOOKS	82-000-24-00-2480	370.40
					INVOICE TOTAL:		504.47 *
					CHECK TOTAL:		2,823.54
104650	DELAGE	DLL FINANCIAL SERVICES INC					
	62459897		02/25/19	01	MAR 2019 COPIER LEASE	82-820-54-00-5462	335.00
					INVOICE TOTAL:		335.00 *
					CHECK TOTAL:		335.00
104651	LLWCONSU	LLOYD WARBER					
	10450		03/01/19	01	FEB 2019 ONSITE IT SUPPORT	82-820-54-00-5462	750.00
					INVOICE TOTAL:		750.00 *
					CHECK TOTAL:		750.00
104652	MIDWTAPE	MIDWEST TAPE					
	96936430		02/05/19	01	AUDIO BOOK	84-840-56-00-5683	34.99
				02	DVD	84-840-56-00-5685	45.73
					INVOICE TOTAL:		80.72 *

82-820 LIBRARY OPERATIONS

83-830 LIBRARY DEBT SERVICE

84-840 LIBRARY CAPITAL

CHECK DATE: 03/11/19

CHECK #	VENDOR #	INVOICE NUMBER	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	ITEM AMT
104652	MIDWTAPE	MIDWEST TAPE					
	96982296		02/12/19	01	AUDIO BOOK	84-840-56-00-5683	59.99
				02	DVDS	84-840-56-00-5685	114.69
					INVOICE TOTAL:		174.68 *
	97008981		02/19/19	01	DVDS	84-840-56-00-5685	67.47
				02	DVDS	82-000-24-00-2480	265.32
					INVOICE TOTAL:		332.79 *
					CHECK TOTAL:		588.19
104653	OUTSOURC	OUTSOURCE SOLUTIONS GROUP, INC					
	45766		02/14/19	01	REPLACEMENT POWER SUPPLY FOR	82-820-54-00-5468	208.02
				02	HP ML350PT08	** COMMENT **	
					INVOICE TOTAL:		208.02 *
					CHECK TOTAL:		208.02
104654	SMITHERE	SMITHEREEN PEST MANAGEMENT					
	1894963		01/24/19	01	JAN 2019 PEST CONTROL	82-820-54-00-5462	78.00
					INVOICE TOTAL:		78.00 *
					CHECK TOTAL:		78.00
104655	SOUND	SOUND INCORPORATED					
	R160103		02/14/19	01	MAR & APR 2019 SILVER SERVICE	82-820-54-00-5462	194.00
				02	AGREEMENT FOR PHONE AND	** COMMENT **	
				03	VOICEMAIL SYSTEM	** COMMENT **	
				04	MAY 2019 SILVER SERVICE	82-000-14-00-1400	97.00
				05	AGREEMENT FOR PHONE AND	** COMMENT **	
				06	VOICEMAIL SYSTEM	** COMMENT **	
					INVOICE TOTAL:		291.00 *
					CHECK TOTAL:		291.00

DATE: 03/07/19
TIME: 07:36:42
PRG ID: AP215000.WOW

UNITED CITY OF YORKVILLE
CHECK REGISTER

CHECK DATE: 03/11/19

CHECK #	VENDOR #	INVOICE NUMBER	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	ITEM AMT	
104656	THYSSEN	THYSSENKRUPP ELEVATOR CORP						
	3004409535		02/01/19	01	02/01-04/30 ELEVATOR	82-820-54-00-5462	542.22	
				02	MAINTENANCE	** COMMENT **		
					INVOICE TOTAL:		542.22 *	
					CHECK TOTAL:			542.22
104657	TRICO	TRICO MECHANICAL , INC						
	4783		02/21/19	01	HVAC REPAIR SERVICE CALLS	82-820-54-00-5495	1,125.00	
				02	FROM 02/14/19 & 02/13/19	** COMMENT **		
					INVOICE TOTAL:		1,125.00 *	
					CHECK TOTAL:			1,125.00
104658	YOUNGM	MARLYS J. YOUNG						
	021119		02/11/19	01	02/11/19 MEETING MINUTES	82-820-54-00-5462	60.00	
					INVOICE TOTAL:		60.00 *	
					CHECK TOTAL:			60.00
					TOTAL AMOUNT PAID:			6,800.97

82-820 LIBRARY OPERATIONS

83-830 LIBRARY DEBT SERVICE

84-840 LIBRARY CAPITAL



UNITED CITY OF YORKVILLE PAYROLL SUMMARY February 8, 2019

	REGULAR	OVERTIME	TOTAL	IMRF	FICA	TOTALS
ADMINISTRATION	\$ 20,246.20	\$ -	20,246.20	\$ 1,841.11	\$ 1,491.98	\$ 23,579.29
FINANCE	10,232.28	-	10,232.28	940.63	767.96	\$ 11,940.87
POLICE	111,964.91	2,764.13	114,729.04	557.55	8,418.89	\$ 123,705.48
COMMUNITY DEV.	20,310.77	-	20,310.77	1,867.33	1,525.26	\$ 23,703.36
STREETS	14,317.51	6,684.65	21,002.16	1,902.77	1,530.29	\$ 24,435.22
WATER	12,622.41	999.63	13,622.04	1,247.75	999.58	\$ 15,869.37
SEWER	5,224.47	-	5,224.47	473.33	386.70	\$ 6,084.50
PARKS	18,304.40	-	18,304.40	1,667.45	1,346.14	\$ 21,317.99
RECREATION	16,387.72	-	16,387.72	1,188.17	1,220.48	\$ 18,796.37
LIBRARY	15,926.41	-	15,926.41	932.90	1,194.86	\$ 18,054.17
TOTALS	\$ 245,537.08	\$ 10,448.41	\$ 255,985.49	\$ 12,618.99	\$ 18,882.14	\$ 287,486.62
TOTAL PAYROLL						\$ 287,486.62



UNITED CITY OF YORKVILLE

PAYROLL SUMMARY

February 22, 2019

	REGULAR	OVERTIME	TOTAL	IMRF	FICA	TOTALS
MAYOR & LIQ. COM.	\$ 943.34	\$ -	\$ 943.34	\$ -	\$ 72.17	\$ 1,015.51
CLERK	618.34	-	618.34	7.56	47.31	673.21
TREASURER	83.34	-	83.34	7.56	6.38	97.28
ALDERMAN	4,280.00	-	4,280.00	-	316.41	4,596.41
ADMINISTRATION	19,049.37	-	19,049.37	1,725.87	1,394.64	22,169.88
FINANCE	10,232.27	-	10,232.27	927.03	756.49	11,915.79
POLICE	110,416.93	1,488.74	111,905.67	674.04	8,153.75	120,733.46
COMMUNITY DEV.	18,427.84	-	18,427.84	1,669.56	1,358.26	21,455.66
STREETS	14,317.52	2,661.60	16,979.12	1,538.31	1,228.05	19,745.48
WATER	12,680.60	-	12,680.60	1,148.88	916.37	14,745.85
SEWER	5,387.28	-	5,387.28	488.09	396.09	6,271.46
PARKS	18,802.95	-	18,802.95	1,703.53	1,373.85	21,880.33
RECREATION	18,576.67	-	18,576.67	1,206.02	1,382.18	21,164.87
LIBRARY	16,514.95	-	16,514.95	919.31	1,228.41	18,662.67

TOTALS \$ 250,331.40 \$ 4,150.34 \$ 254,481.74 \$ 12,015.76 \$ 18,630.36 \$ 285,127.86

TOTAL PAYROLL \$ 285,127.86



YORKVILLE LIBRARY BOARD

BILL LIST SUMMARY

Monday, March 11, 2019

ACCOUNTS PAYABLE

Library CC Check Register (Pages 1 - 6)	02/25/2019	\$4,446.47
Library Check Register (Pages 7 - 9)	03/11/2019	6,800.97
Lincoln Financial - Feb 2019 Life Ins	02/12/2019	\$30.83
First Non-Profit -1st Qtr Unemployment Ins	02/12/2019	\$172.08
Glatfelter Liability Ins. - Installment #2	02/12/2019	\$889.30
IPRF - Mar 2019 Workers Comp	02/12/2019	910.84
Marlys Young-Meeting Minutes	02/12/2019	73.25
Blue Cross /Blue Shield-Mar 2019 Health Ins	02/26/2019	5,531.64
Blue Cross /Blue Shield-MAr 2019 Dental Ins	02/26/2019	582.29
Flex - Jan 2019 HRA Admin Fees	02/16/2019	27.40
Flex - Jan 2019 FSA Admin Fees	02/26/2019	10.67
Dearborne National - Mar 2019 Vision Ins	02/26/2019	84.33
Illinois State Police-Background Checks	02/26/2019	28.25
Nicor -01/02/19-02/01/19 services	02/26/2019	2,324.75
TOTAL BILLS PAID:		\$21,913.07

PAYROLL

	<u>DATE</u>	
Bi-weekly (Page 10)	02/08/2019	\$18,054.17
Bi-weekly (Page 11)	02/22/2019	18,662.67
TOTAL PAYROLL:		\$36,716.84

TOTAL DISBURSEMENTS: \$58,629.91


ACTIVITY THROUGH FISCAL PERIOD 10

PER.	JOURNAL #	ENTRY DATE	ITEM	TRANSACTION DESCRIPTION	VENDOR	CHECK	INVOICE	DEBIT	CREDIT
82-000-24-00-2480	(L)	ESCROW -	MEMORIALS & GIFTS						
01		05/01/2018		BEGINNING BALANCE					3,196.04
	AP-180514	05/07/2018	01	BOOKS	BAKER & TAYLOR	104522	2033598121-19	75.07	
		05/07/2018	02	BOOKS	BAKER & TAYLOR	104522	2033623607-19	13.28	
		05/07/2018	03	BOOKS	BAKER & TAYLOR	104522	2033647543-19	166.30	
		05/07/2018	04	BOOKS	BAKER & TAYLOR	104522	2033663949-19	33.29	
		05/07/2018	05	BOOKS	BAKER & TAYLOR	104522	2033673584-19	24.08	
	AP-180514VD	05/14/2018	01	BOOKS	:VOID 527193 BAKER & TAYLOR	104522	2033598121-19		75.07
		05/14/2018	02	BOOKS	:VOID 527193 BAKER & TAYLOR	104522	2033623607-19		13.28
		05/14/2018	03	BOOKS	:VOID 527193 BAKER & TAYLOR	104522	2033647543-19		166.30
		05/14/2018	04	BOOKS	:VOID 527193 BAKER & TAYLOR	104522	2033663949-19		33.29
		05/14/2018	05	BOOKS	:VOID 527193 BAKER & TAYLOR	104522	2033673584-19		24.08
	AP-180525M	05/22/2018	11	TARGET-GIFT CARDS, SUPPLIES	FIRST NATIONAL BANK	900059	052518-J.WEISS19	108.35	
		05/22/2018	12	DOLLAR TREE-SUPPLIES FOR	FIRST NATIONAL BANK	900059	052518-J.WEISS19	26.35	
	GJ-180531LB	06/04/2018	08	May 2018 Deposits					1,087.33
	AP-80514	05/14/2018	01	BOOKS	BAKER & TAYLOR	104522	2033598121-19	75.07	
		05/14/2018	02	BOOKS	BAKER & TAYLOR	104522	2033623607-19	13.28	
		05/14/2018	03	BOOKS	BAKER & TAYLOR	104522	2033647543-19	166.30	
		05/14/2018	04	BOOKS	BAKER & TAYLOR	104522	2033663949-19	33.29	
		05/14/2018	05	BOOKS	BAKER & TAYLOR	104522	2033673584-19	24.08	
				TOTAL PERIOD 01 ACTIVITY				758.74	1,399.35
02	AP-180611	06/05/2018	01	BOOKS	BAKER & TAYLOR	104528	2033688375	13.79	
		06/05/2018	02	BOOKS	BAKER & TAYLOR	104528	2033696051	212.34	
		06/05/2018	03	BOOKS	SCHOLASTIC BOOK CLUB	104532	17133293	224.40	
		06/05/2018	04	BOOK	SCHOLASTIC BOOK CLUB	104532	17158684	2.00	
	AP-180625M	06/19/2018	121	AMAZON-MAGNETIC GEARS	FIRST NATIONAL BANK	900061	062518-E.TOPPER	38.24	
		06/19/2018	122	LAKE SHORE-ROOM DIVIDER,	FIRST NATIONAL BANK	900061	062518-E.TOPPER	401.33	
		06/19/2018	123	AMAZON-BLOCKS, SCISSORS	FIRST NATIONAL BANK	900061	062518-E.TOPPER	62.10	
		06/19/2018	124	AMAZON-RUG, SORTER	FIRST NATIONAL BANK	900061	062518-E.TOPPER	44.96	
	GJ-180630LB	07/05/2018	07	June 2018 Deposits					226.40
				TOTAL PERIOD 02 ACTIVITY				999.16	226.40
03	AP-180709	07/05/2018	01	BOOKS	BAKER & TAYLOR	104537	2033785167	181.82	
	AP-180725M	07/26/2018	183	TARGET-MATERIALS FOR FRIENDS	FIRST NATIONAL BANK	900062	072518-J.WEISS	65.84	
				TOTAL PERIOD 03 ACTIVITY				247.66	0.00
04	AP-180813	08/07/2018	01	BOOKS	BAKER & TAYLOR	104547	2033813731	29.44	
		08/07/2018	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 ACTIVITY				137.15	575.00
05	AP-180910	09/04/2018	01	DEPOSIT FOR INSTALLATION OF	HIX BROTHERS MUSIC I	104570	2506018-DEP	1,895.50	
		09/04/2018	02	PERFORMACE FOR ICE CREAM	CHARLES E. STEWART	104576	091518	300.00	
	AP-180925M	09/18/2018	198	TARGET-CRAFT TAPE, MARKERS	FIRST NATIONAL BANK	900064	092518-J.WEISS	30.72	
		09/18/2018	199	TARGET-CANDY, ICE CREAM, WATER	FIRST NATIONAL BANK	900064	092518-J.WEISS	47.42	
	GJ-180930LB	10/01/2018	07	Sept 2018 Deposits					2.00
				TOTAL PERIOD 05 ACTIVITY				2,273.64	2.00

PER.	JOURNAL #	ENTRY DATE	ITEM	TRANSACTION DESCRIPTION	VENDOR	CHECK	INVOICE	DEBIT	CREDIT
82-000-24-00-2480	(L)	ESCROW -	MEMORIALS & GIFTS						
06	AP-181025M	10/16/2018	184	AMAZON-BINGO CARDS, DAUBERS	FIRST NATIONAL BANK	900065	102518-E.TOPPER	55.73	
		10/16/2018	185	AMAZON-DRY ERASE BOARD	FIRST NATIONAL BANK	900065	102518-E.TOPPER	4.50	
		10/16/2018	186	TARGET-ICE CREAM SOCIAL	FIRST NATIONAL BANK	900065	102518-E.TOPPER	49.34	
		10/16/2018	187	TARGET-PROGRAM SUPPLIES	FIRST NATIONAL BANK	900065	102518-J.WEISS	95.74	
		10/16/2018	188	DOLLAR TREE-HALLOWEEN PROGRAM	FIRST NATIONAL BANK	900065	102518-J.WEISS	47.00	
		10/16/2018	189	TARGET-CANDY, ICE CREAM	FIRST NATIONAL BANK	900065	102518-J.WEISS	16.36	
	GJ-181030LB	11/02/2018	06	Oct 2018 Deposits					2,234.15
				TOTAL PERIOD 06 ACTIVITY				268.67	2,234.15
07	AP-181112	11/05/2018	01	BOOKPAGE 12 MONTHLY SHIPMENTS	PROMOTION, INC.	104595	S38326	528.00	
		11/05/2018	02	VIDEO PROJECTOR & WIRELESS	HIX BROTHERS MUSIC I	104598	2506018	1,895.50	
	AP-181125M	11/19/2018	160	KONICA-USB KIT	FIRST NATIONAL BANK	900066	112518-A.SIMMONS	100.00	
		11/19/2018	161	AMAZON-LAMINATING POUCHES	FIRST NATIONAL BANK	900066	112518-E.TOPPER	44.25	
		11/19/2018	162	AMAZON-TABLE TOP CHARGING HUB	FIRST NATIONAL BANK	900066	112518-E.TOPPER	129.00	
	GJ-181130LB	12/04/2018	07	Nov 2018 Deposits					6,007.00
				TOTAL PERIOD 07 ACTIVITY				2,696.75	6,007.00
08	AP-181210	12/04/2018	01	BOOKS	BAKER & TAYLOR	104608	2034125351	136.26	
		12/04/2018	02	BOOKS	BAKER & TAYLOR	104608	2034143144	13.20	
		12/04/2018	03	AUDIO BOOKS	MIDWEST TAPE	104611	96596437	179.97	
		12/04/2018	04	DVDS	MIDWEST TAPE	104611	96643223	251.95	
	AP-181226M	12/17/2018	178	AMAZON-ROBOT BALL	FIRST NATIONAL BANK	900067	122618-E.TOPPER	42.75	
		12/17/2018	179	TARGET-SNACKS FOR FRIENDS	FIRST NATIONAL BANK	900067	122618-J.WEISS	56.09	
		12/17/2018	180	DOLLAR TREE-SUPPLIES FOR	FIRST NATIONAL BANK	900067	122618-J.WEISS	18.00	
	GJ-181231LB	01/03/2019	06	Dec 2018 Deposits					70,203.76
				TOTAL PERIOD 08 ACTIVITY				698.22	70,203.76
09	AP-190114	01/07/2019	01	BOOKS	BAKER & TAYLOR	104621	2034162706	25.88	
		01/07/2019	02	BOOKS	BAKER & TAYLOR	104621	2034199637	60.78	
		01/07/2019	03	BOOKS	BAKER & TAYLOR	104621	2034213028	105.42	
	AP-190125M	01/16/2019	153	TARGET-GIFT CARDS	FIRST NATIONAL BANK	900068	012519-J.WEISS	100.00	
				TOTAL PERIOD 09 ACTIVITY				292.08	0.00
10	AP-190211	02/04/2019	01	BOOKS	BAKER & TAYLOR	104631	2034269424	31.34	
	GJ-190228LB	03/05/2019	10	February 2019 Deposits					1,747.72
				TOTAL PERIOD 10 ACTIVITY				31.34	1,747.72
				TOTAL ACCOUNT ACTIVITY				8,403.41	82,395.38
				ENDING BALANCE					77,188.01
				GRAND TOTAL				0.00	77,188.01
				TOTAL DIFFERENCE				0.00	77,188.01



YORKVILLE PUBLIC LIBRARY
STATEMENT OF REVENUES, EXPENDITURES AND TRANSFERS
For the Month Ending February 28, 2019 *



					Fiscal Year 2018					
	February		YTD	% of	FY 2019					
	Actual		Actual	Budget	Budget					
						For the Month Ending Feb. 28, 2018				
						YTD Actual				
						% Change				
LIBRARY OPERATIONS FUND (82)										
<i>Revenues</i>										
Property Taxes	\$	-	\$	1,457,087	99.5%	\$	1,464,606	\$	644,025	126.25%
<u>Intergovernmental</u>										
Personal Property Replacement Tax	\$	-	\$	3,510	66.9%	\$	5,250	\$	3,254	7.86%
State Grants		-		25,211	192.5%		13,100		-	0.00%
Total Intergovernmental	\$	-	\$	28,721	156.5%	\$	18,350	\$	3,254	782.64%
Library Fines	\$	1,408	\$	7,557	88.9%	\$	8,500	\$	8,000	-5.53%
<u>Charges for Services</u>										
Library Subscription Cards	\$	1,140	\$	8,062	107.5%	\$	7,500	\$	7,103	13.50%
Copy Fees		338		3,436	114.5%		3,000		3,018	13.84%
Program Fees		-		1	0.1%		1,000		763	-99.87%
Total Charges for Services	\$	1,478	\$	11,499	100.0%	\$	11,500	\$	10,884	5.65%
Investment Earnings	\$	1,892	\$	9,957	569.0%	\$	1,750	\$	2,760	260.77%
<u>Reimbursements/Miscellaneous/Transfers In</u>										
Miscellaneous Reimbursements	\$	-	\$	-	0.0%	\$	-	\$	691	0.00%
Rental Income		125		1,175	58.8%		2,000		1,524	-22.90%
DVD Rental Income		-		1,133	41.2%		2,750		2,366	-78.48%
Miscellaneous Income		41		509	25.5%		2,000		1,670	1241.04%
Transfer In		1,972		22,396	88.9%		25,179		22,021	1.70%
Total Miscellaneous & Transfers	\$	2,138	\$	25,212	79.0%	\$	31,929	\$	28,272	-10.82%
Total Revenues and Transfers	\$	6,916	\$	1,540,033	100.2%	\$	1,536,635	\$	697,195	120.89%
<i>Expenditures</i>										
<u>Library Operations</u>	<u>\$</u>	<u>64,816</u>	<u>\$</u>	<u>1,395,302</u>	<u>90.1%</u>	<u>\$</u>	<u>1,547,989</u>	<u>\$</u>	<u>1,348,601</u>	<u>3.46%</u>
50 Salaries		32,441		357,860	84.7%		422,698		338,951	5.58%
52 Benefits		16,162		142,888	86.0%		166,150		129,857	10.03%
54 Contractual Services		13,470		84,360	57.8%		145,840		108,105	-21.97%
56 Supplies		2,742		18,094	85.3%		21,200		11,293	60.22%
99 Debt Service		-		792,100	100.0%		792,101		760,395	4.17%
Total Expenditures and Transfers	\$	64,816	\$	1,395,302	90.1%	\$	1,547,989	\$	1,348,601	3.46%
<i>Surplus(Deficit)</i>	\$	(57,899)	\$	144,732		\$	(11,354)	\$	(651,406)	

* February represents 83% of fiscal year 2019



YORKVILLE PUBLIC LIBRARY

CASH STATEMENT

As of February 28, 2019

FISCAL YEAR 2019

		May 2018	June 2018	July 2018	August 2018	September 2018	October 2018	November 2018	December 2018	January 2019	February 2019	March 2019	April 2019
Library Operations	Old Second	\$ 367,835	\$ 554,412	\$ 521,359	\$ 604,919	\$ 758,399	\$ 729,990	\$ 675,300	\$ 633,934	\$ 576,001	\$ 524,189		
Building Development Fees	Old Second	58,324	66,829	78,681	84,097	97,317	98,944	94,293	98,699	103,252	96,308		
Library Operations	IMET *	8,007	8,007	8,007	8,007	8,007	8,007	8,007	8,007	8,007	8,007		
Library Operations	Illinois Funds	185,848	186,130	207,594	207,940	208,286	208,669	209,051	209,465	209,895	210,288		
Total:		\$ 620,014	\$ 815,379	\$ 815,642	\$ 904,964	\$ 1,072,009	\$ 1,045,611	\$ 986,653	\$ 950,105	\$ 897,156	\$ 838,792	\$ -	\$ -

* Restricted

PAYROLL

1 ST PAY PERIOD		\$ 17,762	\$ 20,607	\$ 17,828	\$ 19,157	\$ 18,919	\$ 18,935	\$ 18,505	\$ 18,605	\$ 15,914	\$ 18,204		
2 ND PAY PERIOD		17,967	17,988	18,701	18,663	18,113	19,051	18,920	19,885	18,981	18,663		
3 RD PAY PERIOD		-	18,953	-	-	-	-	17,749	-	-	-		
Total		\$ 35,730	\$ 57,548	\$ 36,530	\$ 37,820	\$ 37,032	\$ 37,986	\$ 55,173	\$ 38,490	\$ 34,895	\$ 36,867	\$ -	\$ -

LIBRARY DIRECTOR REPORT—February, 2019

Facilities Management- Due to extreme weather conditions primarily storms, we experienced 3 power outages in February. These outages had an effect on our HVAC system, fire panel and computer server resulting in the need for service calls to reset the systems. Trico had to come out 3 times, Sound Inc had to come out to reset the video system and a part of the server crashed and had to be replaced. Russ Walter came out to help and arranged for Outside Solutions Group to obtain the part and install. Commonwealth Edison came out quickly twice to assess the reason for the outages and identified it as a problem in our building. The City was very responsive to our needs and sent staff to help. We were able to get the power back on but there is a problem with the breaker that is causing it to trip. On Friday, March 8th a consultant will be coming out along with the City of Yorkville, Facilities Manager to try to pinpoint the problem. Hopefully, I will have some feedback for the Board Meeting. I am pleased to say that we never had to close due to the outages—we worked around them. The defective flow switch has been replaced by Beery Plumbing. Elevator inspection and fire inspection for the elevator is scheduled for March 13th.

Public Relations- Julie Kline, a local children's author, donated an original art work of our building. We plan to have note cards made and eventually may use it as our new library card when we reprint the cards. We will be hanging the print along with the historical pictures of our library on the 2nd floor.

Special Events-The Tom Sharpe Program (drummer for Mannheim Steamroller) was a success with over 100 people in attendance. An attendee from Plano even sent a thank you note to the library. Our next Special Event is Saturday, March 16th "Traveling World of Reptiles" and we are expecting a large turnout for this Family Program. The Local Children's Author Visits is an added feature to our programming as the community gets to meet local authors. The children paint the windows to welcome the author. Staff member Joan Knutson (an artist herself) leads the painting class

Meetings- Attended the quarterly meeting of the Facility Manager's group at the Wauconda Library. Obtained information as how libraries dealt with the extreme cold, information on digital signs and the new laws concerning personal phone use for library business. Took pictures of new ideas that I saw at the Wauconda Library and shared with staff. These meetings are invaluable to me.

Staff – We hired a new Library Clerk, Dave Dick. He is a career changer and currently enrolled in the LTA program at College of Du Page. He also works at the Naperville Library in the Circulation Department. He will be cross-trained to work in Circulation and in the Reference Departments.

Library Operations— Department managers are starting to do performance evaluations for their staff. I am working on updating the Personnel Files and other Library Files in the Administrative Office. The Annual Certification for the Library has been submitted to the State Library. Working on the planning for the Staff Training Day on March 16th.

Projects/Programs-Monitoring to see when the next Google Grant will be available in the state of Illinois (they are going state by state). Working with Jennette Weiss on developing programs for the Teens. We will be doing a Financial Program for the general public during Money Week in April and will market it to them as well. We are working with a Health Educator to bring a Youth Empowerment Program, “Fit and Chill” for the teens in April and a program on Interviewing for Teens in June. Game Day for Teens (March 12) is also planned.

Friends- Continue to ask the Friends to fund our “Wish List” for programs and supplies.

Programs, Activities

Adult Programs

Men’s Book Club **6**
 Friends Meeting **7**
 Vertical Gardening Program **34**
 Threads and More **13**
 Creative Writing **10**
 Lunch Bunch **8**
 Tom Sharpe Program **100**
 Winter Reading Program **34** Returned Logs
 (125 Reading Logs Distributed)

Passive Programs

Total **44**
 Includes the puzzles, chess board and art wall.

TOTAL ADULT ATTENDANCE 256

Children Programs

Drop-In Storytime **18**
 Tots and Toddlers (2) **41**
 Book Club (2 programs) (Grades 1-2) **14**
 LEGO Club **13**
 LEGO Duplo **8**
 Chess (2) **13**
 Beginning Readers **2**
 Literacy Centers **25**
 Morning Read **3**
 Panera (2) **36**
 Lap sit (2) **18**
 Museum Pass **1**
 Cards for Kids **18**
 Author Visit **17**
 Window Art **4**
 Books for Bingo **36**
 Spanish Storytime (2) **13**
 Read with Paws **14**

Crafts with Andrea **15**
Winter Reading Program **64** Completed
(**120** Logs were picked up)
Three prizes were awarded by a random drawing.

TOTAL CHILDREN'S ATTENDANCE 372

Passive programs included: Games 6, Dictionary Find 7, Make Football 18, Lego Heart 21, Why I Love the Library 45, Chinese Lantern 25, Valentine Card 23, Mystery Snowman 12, Dr. Seuss Birthday Card 47, Stem Hat Stack, Dr. Seuss 18, and Dr. Seuss Door Hanger 26.

TOTAL PARTICIPATION FOR PASSIVE PROGRAMS 248

Youth Services

TAG (2) 18
TEEN TECH WEEK MARCH 3-9, 2019

TOTAL YOUTH SERVICES ATTENDANCE 18

Computer Use

Adult **351**
Young Adult **30**
Children **27**

TOTAL COMPUTER USE 408

Database & E-book Use

Ancestry Database **135** Gale **7** Omni E-Book **664**
E-Audio **342** (**257** Users)
E-Read IL **61** E-Book Audio **91** (**41** Users)

Circulation

Checkouts **14,318**
New Patrons Added **104**
New Items Added **445**

Teen Volunteers Mikayla Mika, Mark Sanford, Naytona Faedtke, Rachel Robinette, Juleah Richardson, Leah English, Katelyn Tugman, Skylar Krantz, Marie Berengi,

Mikayla Mol, Mandy Corrie, Stella Tejada, Raquel Brady Brooklyn Souza, Lexi Roehr, Elianna Black, Leah Nieman, Bailey Willis, Ilissa DeLange and Bella Nuzzo.

Adult Volunteers- Brad Smith (Chess), Andrea Michel (Crafts), Joan Knutson (Art Windows) and the Fox Valley Therapy Dogs.

Meeting Room **1** Rental, **12** Programs

Proctored Test **2**

Patron Count **5,443**

YORKVILLE STATISTICS FOR FY19	PrairieCat
--------------------------------------	-------------------

[illegible]

DATABASE USAGE FOR FY19									
-------------------------	--	--	--	--	--	--	--	--	--

[illegible]