

**Agenda  
Yorkville Public Library  
Board of Trustees  
December 14, 2020 at 7:00 P.M.  
Michelle Pfister Meeting Room  
902 Game Farm Road**

1. Roll Call
2. Recognition of Visitors
3. Amendments to the Agenda
4. Minutes
5. Correspondence
6. Public Comment
7. Staff Comment
8. Report of the Treasurer:      Financial Statement  
   Payment of Bills
9. Report of the Library Director
10. City Council Liaison
11. Standing Committees:      Policy                              Personnel  
   Physical Facilities              Finance  
   Community Relations
12. Unfinished Business: Update on HVAC Control System  
   Water Heater Replacement Proposals
13. New Business:      Purchase of custodial equipment  
   Capria Mobile App for PrairieCat members  
   Compensation for Interim Directors
14. Executive Session (if needed)  
    For the appointment, employment, compensation, discipline, performance, or dismissal  
    of specific employees of the public body or legal counsel for the public body, including  
    hearing testimony on a complaint lodged against an employee of the public body or  
    against legal counsel for the public body to determine its validity.
15. Adjournment

# DRAFT

## Yorkville Public Library

### Board of Trustees

Monday, November 9, 2020 7:00pm

902 Game Farm Road – Michelle Pfister Meeting Room

The Library Board of Trustees meeting was called to order at 7:00pm by President Darren Crawford.

Roll was called and a quorum was established.

**Roll Call:** Julie Brendich-yes, Susan Chacon-yes, Darren Crawford-yes, Theron Garcia-yes, Jason Hedman-yes, Wamecca Rodriguez-yes, Russ Walter-yes

Absent: Ryan Forristall

### **Others Present:**

Library Director Elisa Topper, Alderman/Liaison Dan Transier

**Recognition of Visitors:** President Crawford recognized staff member and guest.

**Amendments to the Agenda:** None

**Minutes:** October 27, 2020 Personnel Committee, October 19, 2020 Policy Committee, October 17, 2020 Personnel Committee, October 12, 2020 Board of Trustees, October 7, 2020 Personnel Committee

President Crawford moved and Trustee Garcia seconded to approve the five sets of minutes. Roll call: Chacon-yes, Crawford-yes, Garcia-yes, Hedman-yes, Rodriguez-yes, Walter-yes, Brendich-yes. Carried 7-0.

**Correspondence:** A generous donation was received from the Yorkville Garden Club and President Crawford noted a thanks to them. Ms. Topper said the library sign landscaping has been completed.

**Public Comment:** None

**Staff Comment:** None

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

#### **Financial Statement**

Treasurer Hedman reviewed some of the purchases and invoices. He has received the custodial supply invoice and said Covid supplies were a substantial purchase. He will review the invoices further since the amounts are over budget and he suggested some control on supplies. Mr. Walter suggested possibly using the city vendor to reduce costs and Mr. Transier said to speak with Purchasing Manager Carri Parker. Mr. Hedman said payroll is back to normal after resuming library hours during the pandemic. He gave an overview of the budget which is doing well at this time. He said the insurance amounts should be considered when budgeting next year, since that is a little over budget. Development fees were at 120% due to a large number of permits this year.

### **Payment of Bills**

A motion was made by President Crawford and seconded by Trustee Walter to pay the bills as follows:

\$17,230.20     Accounts Payable

\$59,764.81     Payroll (3)

\$76,995.01     TOTAL

Roll call: Crawford-yes, Garcia-yes, Hedman-yes, Rodriguez-yes, Walter-yes, Brendich-yes, Chacon-yes. Carried 7-0.

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

Director Topper reported the following highlights:

1. Thanked Mr. Hedman for fixing the Wi-Fi, also discovered one camera not working and Sound Inc. hooked up to proper device with cost being covered under maintenance.
2. RAILS changed to 3-day book quarantine, rather than 7 days. Staff exercising caution since 2 other libraries have closed for 2 weeks due to Covid. Current staff member is quarantining due to exposure.
3. RJ O'Neil contacted a control company to help troubleshoot chiller issues, work scheduled for week of November 20<sup>th</sup>. Will turn chiller off end of month.
4. Regarding community engagement, made contact with Cedarhurst, will set up other meetings.
5. Participated in Chamber of Commerce Biz Boo at Halloween.
6. Library teens partnered with Yorkville American Auxiliary to make cards for Veteran's Day.
7. No response for requests for feedback on website re-design.
8. Future programs being scheduled, program flier compiled.
9. Will hold a drive-through Polar Express and hand out donated cookies.
10. Held employee Halloween contest and will have employee ugly sweater contest in December.
11. Paperwork completed for Today's Business Solutions/new equipment and for website.

**City Council Liaison:** No report

### **Standing Committees:**

#### **Policy Committee**

Ms. Brendich reported the Policy Committee met to review the meeting room policy and application, to allow the Director more flexibility. She summarized the proposed revisions and there was discussion of waiving fees for non-profit groups. Ms. Brendich made a motion to adopt the changes and also add a phrase on the application and form M-2 asking if the organization is non-profit or for-profit and that base rates are waived for non-profit groups with an attending Yorkville card-holder. Motion seconded by Ms. Garcia. Roll call: Garcia-yes, Hedman-yes, Rodriguez-yes, Walter-yes, Brendich-yes, Chacon-yes, Crawford-yes. Carried 7-0.

#### **Personnel Committee**

Ms. Garcia reported the Personnel Committee met to complete the Director evaluation.

### **Unfinished Business:**

#### **Update on HVAC System & Water Heater Replacement Proposal**

RJ O'Neil will partner with another company to hook the chiller to the computer system. The other company will charge \$250 per hour with a 4-hour minimum, in addition to RJ O'Neil fees. The chiller will not be turned off until the end of the month. Ms. Topper also received a proposal for a replacement water heater which is 13 years old. A new water heater will not change the odor or color of the water.

A motion was made by Mr. Crawford to approve the O'Neil water heater price proposal. In discussion, Ms. Rodriguez asked Ms. Topper to obtain 2 more price quotes and Mr. Crawford withdrew his motion.

**New Business:**

**Floating Holiday-Management Staff**

Ms. Topper noted that the library employees do not observe some of the holidays that the city does. Since the Martin Luther King Day was recently restored as a working day, the managers requested an alternate holiday. President Crawford moved to award the managers a floating day in January as compensation for the loss of the Martin Luther King holiday. Ms. Brendich seconded. Roll call: Hedman-yes, Rodriguez-yes, Walter-yes, Brendich-yes, Chacon-yes, Crawford-yes, Garcia-yes. Carried 7-0. On behalf of the management staff, Ms. Topper thanked the Board.

**Revise Meeting Room Policy**

(Discussed earlier).

**Firewall Replacement Upgrade**

Mr. Walter obtained quotes for a new computer firewall since the current one expires December 4 and cannot be renewed. He summarized the costs and details of each. He moved and Mr. Crawford seconded a motion to approve option 2 from the company Outsource Solutions Group at a cost of \$4,860.44, shipping and handling of \$31.87 for a total of \$4,892.31. Mr. Walter will perform the installation with no labor charge. Roll call: Hedman-yes, Rodriguez-yes, Walter-yes, Brendich-yes, Chacon-yes, Crawford-yes, Garcia-yes. Carried 7-0.

**Executive Session:**

At approximately 7:44pm, President Crawford made a motion to enter into Executive Session and Ms. Garcia seconded the motion. Mr. Crawford read the reason as follows: **For the appointment, employment, compensation, discipline, performance or dismissal of specific employees of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee of the public body, or against legal counsel for the public body to determine its validity.**

At approximately 8:44pm, Mr. Crawford made a motion to exit Executive Session. It was decided to hold a Special Board Meeting on November 12<sup>th</sup> at 7pm.

**Adjournment:**

There was no further business and the meeting adjourned at 8:45pm.

Minutes respectfully submitted by  
Marlys Young, Minute Taker



# DRAFT

**Yorkville Public Library**  
**Special Board of Trustees Meeting**  
**Thursday, November 12, 2020 7:00pm**  
**902 Game Farm Road – Michelle Pfister Meeting Room**

The Library Board of Trustees special meeting was called to order at 7:00pm by President Darren Crawford. Roll was called and a quorum was established.

**Roll Call:** Jason Hedman-yes, Wamecca Rodriguez-yes, Russ Walter-yes, Julie Brendich-yes, Darren Crawford-yes, Theron Garcia-yes, Susan Chacon (arr. 7:01pm)

Absent: Ryan Forristall

**Others Present:** None

**Recognition of Visitors:** No Visitors

**Amendments to the Agenda:**

Mr. Walter asked to add a discussion regarding Interim Director appointment and compensation.

**Public Comment:** None

**Staff Comment:** None

**Executive Session:**

At approximately 7:01pm President Crawford moved to enter into Executive Session and read the reason as follows: **For the appointment, employment, compensation, discipline, performance or dismissal of specific employees of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee of the public body, or against legal counsel for the public body to determine its validity.** Russ Walter seconded the motion.

At 7:53pm the Session concluded on a motion by Mr. Crawford and second by Ms. Garcia.

Mr. Crawford moved to accept Elisa Topper's resignation as Yorkville Library Director and to approve the agreement discussed in Executive Session. Motion seconded by Ms. Rodriguez and a roll call vote was taken: Rodriguez-yes, Walter-yes, Brendich-yes, Chacon-yes, Crawford-yes, Garcia-yes, Hedman-yes. Carried 7-0.

A motion was also made by Mr. Crawford to offer Dixie DeBord and Shelley Augustine the shared position of Interim Library Director during the time the Board searches for a new Director. A 10% increase in their compensation will be given and they will have the full authority of a Library Director during that time period. Russ Walter seconded. Roll call: Walter-yes, Brendich-yes, Chacon-yes, Crawford-yes, Garcia-yes, Hedman-yes, Rodriguez-yes. Carried 7-0.

**Adjournment:**

There was no further business and the meeting adjourned at 7:56pm

DATE: 11/10/20  
TIME: 09:05:16  
ID: AP222000.WOW

UNITED CITY OF YORKVILLE  
MANUAL PRE-CHECK RUN EDIT

CHECK #	VENDOR # INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	CHECK DATE	ACCOUNT #	ITEM AMT
900096	FNBO	FIRST NATIONAL BANK OMAHA			11/25/20		
	112520-A.SIMMONS	10/31/20	01	COMCAST-OCT 2020 INTERNET &		82-820-54-00-5440	419.63
			02	VOICE AT 902 GAME FARM RD		** COMMENT **	
			03	ADS-OCT-DEC MONITORING AT 800		23-216-54-00-5446	529.44
			04	GAME FARM RD		** COMMENT **	
			05	ADS-OCT-DEC MONITORING AT 102		23-216-54-00-5446	364.32
			06	E VAN EMMON		** COMMENT **	
			07	VERIZON-SEPT 2020 HOT SPOT		79-790-54-00-5440	36.01
			08	VERIZON-SEPT 2020 IN CAR UNITS		01-210-54-00-5440	756.32
			09	VERIZON-SEPT 2020 CELL PHONES		01-220-54-00-5440	169.52
			10	VERIZON-SEPT 2020 CELL PHONES		01-210-54-00-5440	805.22
			11	VERIZON-SEPT 2020 CELL PHONES		79-795-54-00-5440	84.76
			12	VERIZON-SEPT 2020 CELL PHONES		51-510-54-00-5440	166.78
			13	VERIZON-SEPT 2020 CELL PHONES		52-520-54-00-5440	36.01
				INVOICE TOTAL:			3,368.01 *
	112520-B.OLSEM	10/31/20	01	WAREHOUSE-PENS, POST-IT NOTES		01-110-56-00-5610	16.27
				INVOICE TOTAL:			16.27 *
	112520-B.OLSON	10/31/20	01	ZOOM-10/23-11/22 USER LICENSE		01-110-54-00-5462	209.96
				INVOICE TOTAL:			209.96 *
	112520-B.PFIZERNMAIE	10/31/20	01	AMERICAN TIRE#4162-TIRE REPAIR		01-210-54-00-5495	17.94
			02	AMERICAN TIRE#4186-DIAGNOSTIC		01-210-54-00-5495	35.88
			03	AMERICAN TIRE#4114-OIL CHANGE		01-210-54-00-5495	48.15
			04	AMERICAN TIRE#4089-OIL CHANGE		01-210-54-00-5495	48.15
			05	AMERICAN TIRE#4135-OIL CHANGE		01-210-54-00-5495	63.52
			06	UA.COM-3 SHITS-BEHR		01-210-56-00-5600	158.27
			07	AMERICAN TIRE#4115-INSTALLED		01-210-54-00-5495	153.75
			08	BATTERY KILL SWITCH		** COMMENT **	
			09	AMERICAN TIRE#4060-OIL CHANGE		01-210-54-00-5495	158.17
			10	AMERICAN TIRE#4167-INSTALL		01-210-54-00-5495	950.53
			11	CONTROL MODULE		** COMMENT **	
			12	TARGET-GIFT CARD, SNACKS		01-210-56-00-5650	45.83
			13	ACE-TONGS		01-210-56-00-5650	7.99
			14	AMERICAN TIRE#4296-OIL CHNAGE		01-210-54-00-5495	46.10
			15	AMERICAN TIRE#4294-SOLENOID		01-210-54-00-5495	125.37
			16	AMERICAN TIRE#4269-REPLACE		01-210-54-00-5495	184.36
			17	SHIFTER CABLE		** COMMENT **	
			18	STEVENS-EMBROIDERY		01-210-56-00-5600	340.00
			19	GALLS-TACTICAL SHIRTS		01-210-56-00-5600	100.45
			20	GALLS-UA VALSTETZ		01-210-56-00-5600	130.15
			21	GALLS-UNIFORM BOOTS		01-210-56-00-5600	150.00
			22	GALLS-TACTICAL POLOS		01-210-56-00-5600	490.00
			23	STREICHERS-UNIFORM PANTS		01-210-56-00-5600	489.93
			24	STREICHERS-VESTS		01-210-56-00-5690	1,100.00
			25	AMERICAN TIRE#4340-TIRE PLUG		01-210-54-00-5495	10.76

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CHECK #	VENDOR # INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	CHECK DATE	ACCOUNT #	ITEM AMT
900096	FNBO	FIRST NATIONAL BANK OMAHA			11/25/20		
	112520-C.PARKER	10/31/20	35	AMAZON-AIR PURIFIERS		51-510-56-00-5620	240.00
			36	AMAZON-AIR PURIFIERS		52-520-56-00-5620	240.00
			37	AMAZON-AIR PURIFIERS		01-210-56-00-5620	1,048.00
			38	AMAZON-AIR PURIFIERS		79-790-56-00-5620	73.00
			39	AMAZON-AIR PURIFIERS		79-795-56-00-5620	834.00
				INVOICE TOTAL:			10,531.89 *
	112520-D.BROWN	10/31/20	01	TARGET-CANON INK		51-510-56-00-5620	64.98
			02	AMAZON-CIRCULAR CHARTS		51-510-56-00-5638	69.99
				INVOICE TOTAL:			134.97 *
	112520-D.SMITH	10/31/20	01	HOME DEPO-DRIVE JOINT,		79-790-56-00-5630	207.91
			02	EXTENSION BAR, ADAPTER SET		** COMMENT **	
				INVOICE TOTAL:			207.91 *
	112520-E.DHUSE	10/31/20	01	NAPA#267001-OIL		01-410-56-00-5628	23.72
			02	WAREHOUSE-COPY PAPER, PENS,		52-520-56-00-5610	225.53
			03	MARKERS		** COMMENT **	
			04	NAPA#267811-OIL		79-790-56-00-5640	52.47
			05	NAPA#267789-OIL		01-410-56-00-5628	11.58
			06	NAPA#268113-HD 50/50		52-520-56-00-5613	25.47
			07	NAPA#268919-FILTERS		01-410-56-00-5628	85.86
			08	NAPA#268188-FILTERS		01-410-56-00-5628	5.93
			09	SUMMIT SIGNS-SAFETY RAIN		51-510-56-00-5600	89.18
			10	PANTS		** COMMENT **	
			11	SUMMIT SIGNS-SAFETY RAIN		52-520-56-00-5600	89.18
			12	PANTS		** COMMENT **	
			13	SUMMIT SIGNS-SAFETY RAIN		01-410-56-00-5600	89.18
			14	PANTS		** COMMENT **	
			15	AMAZON-FACE MASKS		52-520-56-00-5610	56.29
			16	NAPA#268945-FILTERS		01-410-56-00-5628	164.04
			17	NAPA#268972-BRAKLEEN		01-410-56-00-5628	16.14
				INVOICE TOTAL:			934.57 *
	112520-E.TOPPER	10/31/20	01	PANERA-GIFT CARDS		82-820-56-00-5676	45.00
			02	TRIBUNE-SUBSCRIPTION RENEWALS		82-820-54-00-5460	173.53
			03	AMAZON-FACE MASKS		82-820-56-00-5610	47.95
			04	AMAZON-CARDSTOCK, INDEX CARDS		82-820-56-00-5610	67.39
			05	AMAZON-HALLOWEEN CRAFTS		82-820-56-00-5671	23.84
			06	SMITHEREEN - PEST CONTROL		82-820-54-00-5462	78.00
			07	AMAZON PRIME MMONTHLY FEE		82-820-54-00-5460	12.99
			08	WEBLIX-INSTALLMENT 1 OF 4		84-840-56-00-5635	1,650.00
			09	FOR WEBSITE DESIGN SERVICES		** COMMENT **	
			10	AMAZON-TONER CARTRIDGES		82-820-56-00-5610	880.86
			11	AMAZON-CALENDARS		82-820-56-00-5610	28.46
			12	ILALA-LIBRARY LAWS & RULES		82-820-56-00-5686	90.00



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900096	FNBO	FIRST NATIONAL BANK OMAHA			11/25/20		
	112520-E.TOPPER	10/31/20	13	REFERENCE		** COMMENT **	
			14	AMAZON-TREE WRAP, MOD PODGE,		82-820-56-00-5610	94.21
			15	TISSUE PAPER, LIQUID CHALK		** COMMENT **	
			16	CENTAGE LEARNING-2021		82-820-54-00-5460	2,810.71
			17	SUBSCRIPTION RENEWAL		** COMMENT **	
			18	ILALA-LITERARY FICTION		82-820-56-00-5686	148.83
			19	REFERENCE		** COMMENT **	
						INVOICE TOTAL:	6,151.77 *
	112520-E.WILLRETT	10/31/20	01	ELEMENT FOUR-OCT 2020 CLOUD		01-640-54-00-5450	505.89
			02	CONNECT BACKUPS		** COMMENT **	
						INVOICE TOTAL:	505.89 *
	112520-G.JOHNSON	10/31/20	01	NAPA#266968-ALUM ANTI-SE		51-510-56-00-5628	8.07
			02	NAPA#266967-STARTER		51-510-56-00-5628	208.58
			03	NAPA#267040-BATTERY DEPOSIT		51-510-56-00-5628	-53.58
						INVOICE TOTAL:	163.07 *
	112520-J.DYON	10/31/20	01	WAREHOUSE-PAPER		01-120-56-00-5610	40.58
			02	WAREHOUSE-PAPER		51-510-56-00-5620	61.25
			03	WAREHOUSE-PAPER		52-520-56-00-5620	17.67
						INVOICE TOTAL:	119.50 *
	112520-J.ENGBERG	10/31/20	01	ESRI-ARCGIS RENEWAL		01-220-56-00-5620	700.00
			02	ADOBE-CREATIVE CLOUD MONTHLY		01-220-54-00-5460	52.99
			03	FEE		** COMMENT **	
						INVOICE TOTAL:	752.99 *
	112520-J.GALAUNER	10/31/20	01	AMAERICAN LEGION-FIELD RENTAL		79-795-56-00-5606	210.00
			02	MENARDS-FACE PROTECTORS		79-795-56-00-5606	9.88
			03	DOLLAR TREE-TRUNK OR TREAT		79-795-56-00-5606	19.00
			04	DECORATIONS		** COMMENT **	
						INVOICE TOTAL:	238.88 *
	112520-J.JENSEN	10/31/20	01	ILACP-MEMBERSHIP DUE RENEWAL		01-210-54-00-5460	220.00
						INVOICE TOTAL:	220.00 *
	112520-J.SLEEZER	10/31/20	01	FIND IT PARTS-TRUCK REPAIR		01-410-56-00-5628	64.40
			02	MATERIALS		** COMMENT **	
			03	POMPS TIRE=TIRE REPAIR		01-410-54-00-5490	467.36
						INVOICE TOTAL:	531.76 *
	112520-J.WEISS	10/31/20	01	TARGET-GIFT CARDS		82-820-56-00-5671	15.00
			02	DOLLAR TREE-OCT 2020 PROGRAM		82-820-56-00-5671	16.00
			03	SUPPLIES		** COMMENT **	
						INVOICE TOTAL:	31.00 *

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900096	FNBO	FIRST NATIONAL BANK OMAHA			11/25/20		
	112520-K.BARKSDALE	10/31/20	01	KONE-ELEVATOR REPAIR		23-216-54-00-5446	371.54
			02	WAREHOUSE-DISINFECTANT SPRAY		01-220-56-00-5610	117.50
			03	KONE-MONTHLY MAINTENANCE		23-216-54-00-5446	164.83
				INVOICE TOTAL:			653.87 *
	112520-K.GREGORY	10/31/20	01	WELDSTAR-CYLINDER RENTAL		01-410-54-00-5485	35.96
			02	MINER#100805-NOV 2020 MANAGED		01-410-54-00-5462	366.85
			03	SERVICES RADIO		** COMMENT **	
			04	MINER#100805-NOV 2020 MANAGED		51-510-54-00-5462	430.65
			05	SERVICES RADIO		** COMMENT **	
			06	MINER#100805-NOV 2020 MANAGED		52-520-54-00-5462	287.10
			07	SERVICES RADIO		** COMMENT **	
			08	MINER#100805-NOV 2020 MANAGED		79-790-54-00-5462	510.40
			09	SERVICES RADIO		** COMMENT **	
			10	ARNESON#168325-SEPT 2020 DSL		52-520-56-00-5695	284.11
			11	ARNESON#168324-SEPT 2020 GAS		51-510-56-00-5695	197.39
			12	ARNESON#166588-SEPT 2020 GAS		01-410-56-00-5695	471.53
			13	ARNESON#166655-SEPT 2020 GAS		01-410-56-00-5695	282.29
			14	ARNESON#166656-SEPT 2020 DSL		51-510-56-00-5695	305.83
			15	ARNESON#166589-SEPT 2020 DSL		52-520-56-00-5695	254.24
			16	ARAMARK#001592369301-MATS		51-510-54-00-5485	56.68
			17	ARAMARK#610000008648-MATS		51-510-54-00-5485	56.65
			18	ARAMARK#610000015433-MATS		52-520-54-00-5485	56.65
			19	ARAMARK#610000012169-MATS		51-510-54-00-5485	56.65
			20	ARAMARK#61000004971-MATS		01-410-54-00-5485	57.85
			21	AMAZON-POSTAGE MACHINE INK		01-120-56-00-5610	107.92
			22	WAREHOUSE-STAPLER		01-110-56-00-5610	23.30
			23	WAREHOUSE-STAPLER		01-120-56-00-5610	23.59
			24	PHYSICIANS CARE-DRUG TESTING		01-210-54-00-5462	86.00
			25	PHYSICIANS CARE-DRUG TESTING		51-510-54-00-5462	93.00
			26	PHYSICIANS CARE-DRUG TESTING		79-790-54-00-5462	116.00
			27	PHYSICIANS CARE-DRUG TESTING		79-795-54-00-5462	43.00
			28	PHYSICIANS CARE-DRUG TESTING		82-820-54-00-5462	43.00
			29	WIN 911-MAINTENANCE RENEWAL		51-510-54-00-5445	680.00
			30	ARNESON#168437-SEPT 2020 GAS		01-410-56-00-5695	305.58
			31	ARNESON#167759-SEPT 2020 DSL		01-410-56-00-5695	528.63
			32	ARNESON#167758-SEPT 2020 GAS		52-520-56-00-5695	483.32
			33	WELDSTAR-REGULATOR PAIR PACK		01-410-54-00-5485	187.50
			34	WELDSTAR-CYLINDER RENTAL		01-410-54-00-5485	35.66
				INVOICE TOTAL:			6,467.33 *
	112520-L.PICKERING	10/31/20	01	SHAW MEDIA-ELECTION NOTICE		01-110-54-00-5426	94.86
				INVOICE TOTAL:			94.86 *
	112520-M.CARLYLE	11/08/20	01	FBI LEEDA-ELI COURSE-CARLYLE		01-210-54-00-5412	695.00
				INVOICE TOTAL:			695.00 *

DATE: 11/10/20  
TIME: 09:05:16  
ID: AP222000.WOW

UNITED CITY OF YORKVILLE  
MANUAL PRE-CHECK RUN EDIT

CHECK #	VENDOR # INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	CHECK DATE	ACCOUNT #	ITEM AMT
900096	FNBO	FIRST NATIONAL BANK OMAHA			11/25/20		
	112520-R.HARMON	10/31/20	03	AMAZON-HALLOWEEN SUPPLIES		79-795-56-00-5606	14.90
			04	AMAZON-NOV PRESCHOOL SUPPLIES		79-795-56-00-5606	39.74
			05	FUN EXPRESS-PRESCHOOL SUPPLIES		79-795-56-00-5606	56.39
			06	TARGET-HALLOWEEN SUPPLIES		79-795-56-00-5606	44.34
			07	AMAZON-STRAWS		79-795-56-00-5606	4.99
			08	AMAZON-ACRYLIC LEAVES, WIND		79-795-56-00-5606	132.73
			09	SOCKS, GLUE, ART CADDY,		** COMMENT **	
			10	SNACKS, ZIP LOCK BAGS		** COMMENT **	
			11	WALMART-NOV PRESCHOOL		79-795-56-00-5606	77.14
			12	SUPPLIES		** COMMENT **	
			13	FETCH KIDS-APP USED FOR		79-795-56-00-5606	286.00
			14	CONTACTLESS DROP OFF		** COMMENT **	
			15	AMAZON-NOV PRESCHOOL SUPPLIES		79-795-56-00-5606	24.20
						INVOICE TOTAL:	793.20 *
	112520-R.HORNER	10/31/20	01	HOME DEPO-SPADE BITS		79-790-56-00-5620	10.51
			02	FARM & FLEET-PANTS		79-790-56-00-5600	47.99
			03	FARM & FLEET-RUBBER BOOTS		79-790-56-00-5600	129.99
			04	AUGER RACK LLC-		79-790-56-00-5620	1,985.00
						INVOICE TOTAL:	2,173.49 *
	112520-R.MIKOLASEK	10/31/20	01	CALIBRE PRESS-DEESCALATION,		01-210-54-00-5412	2,208.00
			02	INTERVENTION & FORCE		** COMMENT **	
			03	MITIGATION - 30 DAY RENTAL		** COMMENT **	
			04	TRAINING		** COMMENT **	
			05	A BEEP-SPEAKER MICS		01-210-56-00-5620	288.99
			06	FBI LEEDA-ELI TRAINING		01-210-54-00-5412	695.00
			07	GLOCK-ARMORER COURSE-		01-210-54-00-5412	500.00
			08	MIKOLASEK & MCMAHON		** COMMENT **	
						INVOICE TOTAL:	3,691.99 *
	112520-S.AUGUSTINE	10/31/20	01	POSITIVE PROMOTIONS-BOOKMARKS		82-820-56-00-5671	220.73
						INVOICE TOTAL:	220.73 *
	112520-S.IWANSKI	10/31/20	01	YORKVILLE POST-BOOK POSTAGE		82-820-54-00-5452	15.80
			02	PARAGON- HONEYWELL SCANNER		82-820-54-00-5468	207.05
						INVOICE TOTAL:	222.85 *
	112520-S.REDMON	10/31/20	01	AMAZON-RETURNED HDMI CABLE		79-795-56-00-5606	-12.49
			02	FUN EXPRESS-HALLOWEEN SUPPLIES		79-795-56-00-5606	157.51
			03	USPS-POSTAGE FOR VIRTUAL		79-795-54-00-5452	65.65
			04	PRESCHOOL PACKETS		** COMMENT **	
			05	AT&T-9/24-10/23 NTERNET FOR		79-795-54-00-5440	78.53
			06	TOWN SQUARE SIGN		** COMMENT **	
			07	JOT SIGN-MONTHLY MEMBERSHIP		79-795-56-00-5606	29.00
			08	RUNCO-TOILET TISSUE		79-795-56-00-5640	21.99

Total for all Highlighted Library Invoices: \$5,438.98

DATE: 12/07/20  
TIME: 16:32:46  
PRG ID: AP215000.WOW

UNITED CITY OF YORKVILLE  
CHECK REGISTER

CHECK DATE: 12/14/20

CHECK #	VENDOR #	INVOICE NUMBER	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	ITEM AMT
104955	BAKTAY	BAKER & TAYLOR					
	2035562347		10/23/20	01	BOOKS	82-000-24-00-2480	31.50
				02	BOOKS	84-840-56-00-5686	684.14
					INVOICE TOTAL:		715.64 *
	2035572750		10/30/20	01	BOOKS	82-000-24-00-2480	39.12
				02	BOOKS	84-840-56-00-5686	340.36
					INVOICE TOTAL:		379.48 *
	2035578515		10/30/20	01	BOOKS	84-840-56-00-5686	938.19
					INVOICE TOTAL:		938.19 *
	2035592247		11/04/20	01	BOOKS	84-840-56-00-5686	532.18
					INVOICE TOTAL:		532.18 *
	2035598195		11/09/20	01	BOOKS	84-840-56-00-5686	641.02
					INVOICE TOTAL:		641.02 *
	2035607185		11/11/20	01	BOOKS	84-840-56-00-5686	1,429.32
					INVOICE TOTAL:		1,429.32 *
	2035609406		11/12/20	01	BOOKS	84-840-56-00-5686	1,190.75
					INVOICE TOTAL:		1,190.75 *
	2035621798		11/19/20	01	BOOKS	84-840-56-00-5686	423.23
					INVOICE TOTAL:		423.23 *
	2035627235		11/23/20	01	BOOKS	84-840-56-00-5686	949.04
					INVOICE TOTAL:		949.04 *
					CHECK TOTAL:		7,198.85
104956	CAMBRIA	CAMBRIA SALES COMPANY INC.					
	42073		11/17/20	01	GARBAGE BAGS, SOAP	82-820-56-00-5621	279.95
					INVOICE TOTAL:		279.95 *
					CHECK TOTAL:		279.95

DATE: 12/07/20  
TIME: 16:32:46  
PRG ID: AP215000.WOW

UNITED CITY OF YORKVILLE  
CHECK REGISTER

CHECK DATE: 12/14/20

CHECK #	VENDOR #	INVOICE NUMBER	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	ITEM AMT
104957	FINDAWAY	FINDAWAY WORLD LLC					
	333920		11/17/20	01	AUDIO BOOKS	84-840-56-00-5683	101.98
					INVOICE TOTAL:		101.98 *
					CHECK TOTAL:		101.98
104958	IDLABEL	ID LABEL, INC.					
	0140915-IN		11/11/20	01	LIBRARY BAR CODE LABELS	82-820-56-00-5620	187.40
					INVOICE TOTAL:		187.40 *
					CHECK TOTAL:		187.40
104959	MIDWTAPE	MIDWEST TAPE					
	99557133		10/27/20	01	AUDIO BOOK	84-840-56-00-5683	39.99
					INVOICE TOTAL:		39.99 *
	99586987		11/03/20	01	AUDIO BOOKS	84-840-56-00-5683	84.98
					INVOICE TOTAL:		84.98 *
	99614888		11/09/20	01	DVD	84-840-56-00-5685	22.49
					INVOICE TOTAL:		22.49 *
	99648045		11/17/20	01	AUDIO BOOK	84-840-56-00-5683	39.99
				02	DVDS	84-840-56-00-5685	89.22
					INVOICE TOTAL:		129.21 *
	99651481		11/17/20	01	DVD	84-840-56-00-5685	29.99
					INVOICE TOTAL:		29.99 *
	99678500		11/24/20	01	DVDS	84-840-56-00-5685	44.22
				02	AUDIO BOOKS	84-840-56-00-5683	39.99
				03	CDS	84-840-56-00-5684	40.97
					INVOICE TOTAL:		125.18 *
					CHECK TOTAL:		431.84



DATE: 12/07/20  
TIME: 16:32:46  
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UNITED CITY OF YORKVILLE  
CHECK REGISTER

CHECK DATE: 12/14/20

CHECK #	VENDOR #	INVOICE NUMBER	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	ITEM AMT
104960	OUTSOURC	OUTSOURCE SOLUTIONS GROUP, INC					
	56344		11/11/20	01	FIREWALL SUBSCRIPTION	84-840-56-00-5635	4,892.31
					INVOICE TOTAL:		4,892.31 *
					CHECK TOTAL:		4,892.31
104961	PRAIRCAT	PRAIRIECAT					
	6896		07/23/20	01	INNOVATIVE-EXPRESS LANE	82-820-54-00-5468	413.11
				02	LICENSE RENEWALS	** COMMENT **	
					INVOICE TOTAL:		413.11 *
					CHECK TOTAL:		413.11
104962	PROQUEST	PROQUEST INFORMATION					
	70655794		11/30/20	01	ANNUAL SUBSCRIPTION RENEWAL	82-820-54-00-5460	1,352.00
					INVOICE TOTAL:		1,352.00 *
					CHECK TOTAL:		1,352.00
104963	SOUND	SOUND INCORPORATED					
	R171461		11/09/20	01	DEC 2020 -FEB 2021 SILVER	82-820-54-00-5462	291.00
				02	SERVICE AGREEMENT FOR	** COMMENT **	
				03	TELEPHONE AND VOICEMAIL SYSTEM	** COMMENT **	
					INVOICE TOTAL:		291.00 *
					CHECK TOTAL:		291.00
104964	TODAYS	TODAY'S BUSINESS SOLUTIONS INC					
	051120-25		05/14/20	01	JAN-MAR 2020 COSTS FOR FAXES	82-820-54-00-5462	44.48
					INVOICE TOTAL:		44.48 *
	111620-24		11/19/20	01	APR-SEPT 2020 COSTS FOR FAXES	82-820-54-00-5462	9.44
					INVOICE TOTAL:		9.44 *
					CHECK TOTAL:		53.92

DATE: 12/07/20  
TIME: 16:32:46  
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UNITED CITY OF YORKVILLE  
CHECK REGISTER

CHECK DATE: 12/14/20

CHECK #	VENDOR #	INVOICE NUMBER	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	ITEM AMT
104965	WEBLINX	WEBLINX INCORPORATED					
	28928		06/11/20	01	WORDPRESS WEBSITE MAINTENANCE	82-820-54-00-5462	200.00
				02	AND SECURITY PACKAGE	** COMMENT **	
					INVOICE TOTAL:		200.00 *
					CHECK TOTAL:		200.00
104966	YOUNGM	MARLYS J. YOUNG					
	110920		11/18/20	01	11/9/20 MEETING MINUTES	82-820-54-00-5462	78.75
					INVOICE TOTAL:		78.75 *
	111220LIB		11/21/20	01	11/12/20 MEETING MINUTES	82-820-54-00-5462	58.25
					INVOICE TOTAL:		58.25 *
					CHECK TOTAL:		137.00
					TOTAL AMOUNT PAID:		15,539.36



# UNITED CITY OF YORKVILLE

## PAYROLL SUMMARY

### November 13, 2020

	REGULAR	OVERTIME	TOTAL	IMRF	FICA	TOTALS
ADMINISTRATION	\$ 19,610.09	\$ -	19,610.09	\$ 2,198.81	\$ 1,044.20	\$ 22,853.10
FINANCE	11,917.04	-	11,917.04	1,212.32	893.48	\$ 14,022.84
POLICE	116,562.21	2,635.87	119,198.08	703.01	8,979.97	\$ 128,881.06
COMMUNITY DEV.	19,119.68	-	19,119.68	2,169.17	1,421.70	\$ 22,710.55
STREETS	16,339.59	-	16,339.59	1,825.15	1,193.29	\$ 19,358.03
WATER	16,534.38	552.13	17,086.51	1,925.33	1,278.10	\$ 20,289.94
SEWER	9,625.83	-	9,625.83	1,010.76	696.19	\$ 11,332.78
PARKS	22,002.21	-	22,002.21	2,468.80	1,638.58	\$ 26,109.59
RECREATION	15,615.90	-	15,615.90	1,536.88	1,172.10	\$ 18,324.88
LIBRARY	16,890.58	-	16,890.58	1,228.70	1,269.60	\$ 19,388.88
<b>TOTALS</b>	<b>\$ 264,217.51</b>	<b>\$ 3,188.00</b>	<b>\$ 267,405.51</b>	<b>\$ 16,278.93</b>	<b>\$ 19,587.21</b>	<b>\$ 303,271.65</b>

**TOTAL PAYROLL                   \$   303,271.65**



## UNITED CITY OF YORKVILLE

### PAYROLL SUMMARY

November 25, 2020

	REGULAR	OVERTIME	TOTAL	IMRF	FICA	TOTALS
MAYOR & LIQ. COM.	\$ 908.34		\$ 908.34	\$ -	\$ 69.49	\$ 977.83
ALDERMAN	4,000.00		4,000.00	-	306.00	4,306.00
ADMINISTRATION	19,776.77		19,776.77	2,209.06	1,051.22	23,037.05
FINANCE	10,870.14		10,870.14	1,214.19	670.56	12,754.89
POLICE	119,858.21	3,211.07	123,069.28	703.01	9,235.77	133,008.06
COMMUNITY DEV.	19,119.68	-	19,119.68	2,135.67	1,402.25	22,657.60
STREETS	16,339.59	-	16,339.59	1,825.12	1,190.51	19,355.22
WATER	16,894.04	495.30	17,389.34	1,942.42	1,285.76	20,617.52
SEWER	9,048.89	-	9,048.89	1,010.76	668.35	10,728.00
PARKS	23,661.78	-	23,661.78	2,457.64	1,774.16	27,893.58
RECREATION	16,012.34	-	16,012.34	1,511.74	1,185.22	18,709.30
LIBRARY	16,414.11	-	16,414.11	1,211.94	1,221.67	18,847.72
<b>TOTALS</b>	<b>\$ 272,903.89</b>	<b>\$ 3,706.37</b>	<b>\$ 276,610.26</b>	<b>\$ 16,221.55</b>	<b>\$ 20,060.96</b>	<b>\$ 312,892.77</b>

**TOTAL PAYROLL                    \$ 312,892.77**



## YORKVILLE LIBRARY BOARD

### BILL LIST SUMMARY

Monday, December 14, 2020

#### ACCOUNTS PAYABLE

Library CC Check Register <i>(Pages 1 - 5)</i>	11/25/2020	\$5,438.98
Library Check Register <i>(Pages 6 - 9)</i>	12/14/2020	15,539.36
Metlife - Nov. 2020 Dental Ins.	11/10/2020	526.83
IPRF - Dec. 2020 Workers Comp	11/10/2020	992.37
Illinois State Police-Background Checks	11/10/2020	56.50
Menards - Operating Supplies	11/24/2020	17.97
Thyssen - Nov-Jan Elevator Maintenance	11/24/2020	578.37
DeLage - Dec 2020 Copier Lease	11/24/2020	194.48
Impact - 7/15-10/14 Copier Charges	11/24/2020	154.74
Marlys Young - 10/27/20 Meeting Minutes	11/24/2020	74.50
Nicor -10/01/20-11/2/20 services	11/24/2020	1,212.91
<b>TOTAL BILLS PAID:</b>		<hr/> \$24,787.01

#### PAYROLL

	<u>DATE</u>	
Bi-weekly <i>(Page 10)</i>	11/13/2020	\$ 19,388.88
Bi-weekly <i>(Page 11)</i>	11/25/2020	18,847.72
<b>TOTAL PAYROLL:</b>		<hr/> \$38,236.60

<b>TOTAL DISBURSEMENTS:</b>	<hr/> <b>\$63,023.61</b> <hr/>
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DATE: 12/04/2020  
 TIME: 14:39:11  
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UNITED CITY OF YORKVILLE  
 GENERAL LEDGER ACTIVITY REPORT  
 FOR FISCAL YEAR 2021

PAGE: 1

ACTIVITY THROUGH FISCAL PERIOD 07

PER.	JOURNAL #	ENTRY DATE	ITEM	TRANSACTION DESCRIPTION	VENDOR	CHECK	INVOICE	DEBIT	CREDIT
82-000-24-00-2480	(L) ESCROW - MEMORIALS & GIFTS								
01		05/01/2020		BEGINNING BALANCE					49,444.29
	AP-200525MB	05/19/2020	13	BREAKOUT-EDU KIT REFUND	FIRST NATIONAL BANK	900088	052520-E.TOPPER-B		160.88
				TOTAL PERIOD 01 ACTIVITY				0.00	160.88
02	AP-200625MB	06/16/2020	101	AMAZON-FIRE 7 TABLET	FIRST NATIONAL BANK	900090	062520-E.TOPPER-B	47.49	
	GJ-200630LB	07/02/2020	05	June 2020 Deposits					196.19
				TOTAL PERIOD 02 ACTIVITY				47.49	196.19
03	AP-200713	07/07/2020	01	BOOKS	BAKER & TAYLOR	104898	2035272564	673.42	
		07/07/2020	02	BOOKS	BAKER & TAYLOR	104898	2035278024	554.19	
	AP-200725M	07/16/2020	213	AMAZON-ROCKING CHAIR	FIRST NATIONAL BANK	900092	072520-E.TOPPER	44.99	
		07/16/2020	214	AMAZON-ADDRESS LABELS,	FIRST NATIONAL BANK	900092	072520-E.TOPPER	76.36	
		07/16/2020	215	AMAZON-ELECTRONIC KEYBOARD	FIRST NATIONAL BANK	900092	072520-E.TOPPER	82.99	
		07/16/2020	216	AMAZON-GAMES, CARDS	FIRST NATIONAL BANK	900092	072520-E.TOPPER	36.93	
		07/16/2020	217	AMAZON-SENSORY BALL	FIRST NATIONAL BANK	900092	072520-E.TOPPER	14.99	
		07/16/2020	218	THERAPY SHOPPE-FIDGETS	FIRST NATIONAL BANK	900092	072520-J.WEISS	105.61	
		07/16/2020	219	FOXY'S ICE CREAM-16 \$5.00 GIFT	FIRST NATIONAL BANK	900092	072520-J.WEISS	80.00	
		07/16/2020	220	ROSATIS-GIFT CARDS FOR SUMMER	FIRST NATIONAL BANK	900092	072520-J.WEISS	40.00	
		07/16/2020	221	PARMA-GIFT CARDS FOR SUMMER	FIRST NATIONAL BANK	900092	072520-J.WEISS	40.00	
		07/16/2020	222	STARBUCKS-SUMMER READING GIFT	FIRST NATIONAL BANK	900092	072520-S.AUGUSTINE	20.00	
		07/16/2020	223	GRACE COFFEE-SUMMER READING	FIRST NATIONAL BANK	900092	072520-S.AUGUSTINE	10.00	
	GJ-200731LB	08/02/2020	03	July 220 Deposits					1,216.44
				TOTAL PERIOD 03 ACTIVITY				1,779.48	1,216.44
04	AP-200825M	08/19/2020	165	AMAZON-BOOKS, JUMPER CABLES,	FIRST NATIONAL BANK	900093	082520-E.TOPPER	678.01	
		08/19/2020	166	AMAZON-ALEXA SPEAKER	FIRST NATIONAL BANK	900093	082520-E.TOPPER	39.99	
		08/19/2020	167	AMAZON-SUPPLY CASE	FIRST NATIONAL BANK	900093	082520-E.TOPPER	22.73	
		08/19/2020	168	AMAZON-FIRE 7 TABLET	FIRST NATIONAL BANK	900093	082520-E.TOPPER	49.99	
		08/19/2020	169	DOLLAR TREE-SUMMER READING	FIRST NATIONAL BANK	900093	082520-J.WEISS	12.50	
		08/19/2020	170	TARGET-SUMMER READING GIFT	FIRST NATIONAL BANK	900093	082520-J.WEISS	25.00	
	GJ-200831LB	09/01/2020	05	Aug 2020 Deposits					4,708.14
				TOTAL PERIOD 04 ACTIVITY				828.22	4,708.14
05	AP-200914	09/08/2020	01	BOOKS	BAKER & TAYLOR	104920	2035371948	658.84	
		09/08/2020	02	BOOKS	BAKER & TAYLOR	104920	2035383645	676.99	
		09/08/2020	03	BOOKS	BAKER & TAYLOR	104920	2035405495	536.18	
		09/08/2020	04	BOOKS	BAKER & TAYLOR	104920	2035418721	436.93	
		09/08/2020	05	BOOKS	BAKER & TAYLOR	104920	2035422067	467.45	
		09/08/2020	06	BOOKS	BAKER & TAYLOR	104920	2035428949	293.26	
		09/08/2020	07	BOOKS	BAKER & TAYLOR	104920	20359395078	303.11	
				TOTAL PERIOD 05 ACTIVITY				3,372.76	0.00
06	AP-201012	10/06/2020	01	BOOKS	BAKER & TAYLOR	104933	2035452893	616.27	
		10/06/2020	02	BOOKS	BAKER & TAYLOR	104933	2035480910	50.86	
		10/06/2020	03	ANNUAL SUBSCRIPTION RENEWAL	PROMOTION, INC.	104934	S50082	588.00	
	AP-201025M	10/19/2020	219	CONSTANT CONTACT-ANNUAL	FIRST NATIONAL BANK	900095	102520-E.TOPPER	588.00	
	GJ-201031LB	11/02/2020	06	Oct 2020 Deposits					1,686.00
				TOTAL PERIOD 06 ACTIVITY				1,843.13	1,686.00
				TOTAL ACCOUNT ACTIVITY				7,871.08	7,967.65
				ENDING BALANCE					49,540.86



**YORKVILLE PUBLIC LIBRARY  
FISCAL YEAR 2021 BUDGET REPORT  
For the Month Ended November 30, 2020**

		% of Fiscal Year									
ACCOUNT NUMBER	DESCRIPTION	8%	17%	25%	33%	42%	50%	58%	Year-to-Date	FISCAL YEAR 2021	
		May-20	June-20	July-20	August-20	September-20	October-20	November-20	Totals	BUDGET	% of Budget
LIBRARY OPERATIONS REVENUES											
Taxes											
82-000-40-00-4000	PROPERTY TAXES	-	351,569	27,832	31,873	298,065	18,644	8,900	736,883	739,047	99.71%
82-000-40-00-4083	PROPERTY TAXES-DEBT SERVICE	-	393,438	31,146	35,669	333,562	20,864	9,960	824,640	822,953	100.21%
Intergovernmental											
82-000-41-00-4120	PERSONAL PROPERTY TAX	800	-	831	614	-	779	-	3,024	5,250	57.59%
82-000-41-00-4170	STATE GRANTS	-	-	-	-	21,151	-	-	21,151	20,000	105.76%
Fines & Forfeits											
82-000-43-00-4330	LIBRARY FINES	-	1,072	-	526	56	179	396	2,228	8,500	26.21%
Charges for Service											
82-000-44-00-4401	LIBRARY SUBSCRIPTION CARDS	-	476	175	342	168	165	1,504	2,831	8,500	33.30%
82-000-44-00-4422	COPY FEES	-	3	-	325	7	362	36	732	3,800	19.28%
82-000-44-00-4439	PROGRAM FEES	-	-	-	-	-	2	-	2	-	0.00%
Investment Earnings											
82-000-45-00-4500	INVESTMENT EARNINGS	203	142	136	103	102	148	100	934	8,959	10.42%
Miscellaneous											
82-000-48-00-4820	RENTAL INCOME	-	-	-	-	-	-	-	-	1,750	0.00%
82-000-48-00-4850	MISCELLANEOUS INCOME	-	324	-	-	50	1	-	374	2,000	18.72%
Other Financing Sources											
82-000-49-00-4901	TRANSFER FROM GENERAL	5,911	1,911	2,244	1,911	1,911	2,244	992	17,124	26,584	64.42%
TOTAL REVENUES: LIBRARY		6,914	748,934	62,364	71,363	655,073	43,388	21,889	1,609,924	1,647,343	97.73%

**LIBRARY OPERATIONS EXPENDITURES**

<i>Salaries &amp; Wages</i>											
82-820-50-00-5010	SALARIES & WAGES	31,602	21,068	21,068	21,068	21,068	34,224	21,700	171,798	289,742	59.29%
82-820-50-00-5015	PART-TIME SALARIES	19,929	9,261	9,829	10,986	10,505	17,780	11,605	89,894	190,000	47.31%
<i>Benefits</i>											
82-820-52-00-5212	RETIREMENT PLAN CONTRIBUTION	3,547	2,370	2,370	2,370	2,370	3,840	2,441	19,307	32,779	58.90%
82-820-52-00-5214	FICA CONTRIBUTION	3,886	2,264	2,307	2,396	2,359	3,922	2,491	19,624	35,952	54.58%
82-820-52-00-5216	GROUP HEALTH INSURANCE	10,625	9,593	9,007	4,655	4,655	3,828	4,492	46,856	76,764	61.04%
82-820-52-00-5222	GROUP LIFE INSURANCE	29	29	29	29	29	58	-	203	387	52.36%
82-820-52-00-5223	DENTAL INSURANCE	527	527	396	527	527	527	527	3,557	6,322	56.27%
82-820-52-00-5224	VISION INSURANCE	169	84	84	84	84	84	-	590	1,012	58.33%
82-820-52-00-5230	UNEMPLOYMENT INSURANCE	333	-	333	-	-	333	-	999	750	133.16%
82-820-52-00-5231	LIABILITY INSURANCE	5,578	1,911	1,911	1,911	1,911	1,911	992	16,126	25,834	62.42%
<i>Contractual Services</i>											
82-820-54-00-5412	TRAINING & CONFERENCES	-	-	-	-	-	-	-	-	3,000	0.00%
82-820-54-00-5415	TRAVEL & LODGING	-	-	-	-	-	-	-	-	1,500	0.00%
82-820-54-00-5426	PUBLISHING & ADVERTISING	-	228	567	35	-	-	-	830	2,500	33.20%
82-820-54-00-5440	TELECOMMUNICATIONS	-	-	609	420	4,127	421	420	5,997	7,200	83.29%
82-820-54-00-5452	POSTAGE & SHIPPING	-	-	7	5	239	20	16	287	750	38.31%
82-820-54-00-5460	DUES & SUBSCRIPTIONS	593	185	248	51	284	3,033	2,997	7,391	11,000	67.19%





**YORKVILLE PUBLIC LIBRARY  
FISCAL YEAR 2021 BUDGET REPORT  
For the Month Ended November 30, 2020**

ACCOUNT NUMBER	DESCRIPTION	% of Fiscal Year							Year-to-Date Totals	FISCAL YEAR 2021	
		8% May-20	17% June-20	25% July-20	33% August-20	42% September-20	50% October-20	58% November-20		BUDGET	% of Budget
82-820-54-00-5462	PROFESSIONAL SERVICES	3,865	1,442	1,771	210	4,511	288	3,680	15,766	40,000	39.42%
82-820-54-00-5466	LEGAL SERVICES	-	-	-	338	-	-	-	338	3,000	11.25%
82-820-54-00-5468	AUTOMATION	2,366	-	4,105	503	-	3,801	-	10,776	20,000	53.88%
82-820-54-00-5480	UTILITIES	-	-	600	1,281	735	1,124	1,213	4,953	11,798	41.99%
82-820-54-00-5495	OUTSIDE REPAIR & MAINTENANCE	-	-	2,195	462	4,277	6,738	1,120	14,792	50,000	29.58%
82-820-54-00-5498	PAYING AGENT FEES	-	1,100	589	-	-	-	-	1,689	1,700	99.32%
<i>Supplies</i>											
82-820-56-00-5610	OFFICE SUPPLIES	-	311	69	144	438	587	1,119	2,667	8,000	33.34%
82-820-56-00-5620	OPERATING SUPPLIES	-	78	-	152	690	39	18	977	4,000	24.42%
82-820-56-00-5621	CUSTODIAL SUPPLIES	-	895	1,028	306	1,636	49	-	3,913	7,000	55.90%
82-820-56-00-5635	COMPUTER EQUIPMENT & SOFTWARE	-	-	-	-	37	-	207	244	2,000	0.00%
82-820-56-00-5671	LIBRARY PROGRAMMING	-	-	55	-	81	-	276	411	2,000	20.55%
82-820-56-00-5675	EMPLOYEE RECOGNITION	-	-	-	-	-	-	45	45	300	15.00%
82-820-56-00-5685	DVD'S	-	-	-	-	-	-	-	-	500	0.00%
82-820-56-00-5686	BOOKS	-	-	106	-	-	-	259	365	1,500	24.34%
<i>2006 Bond</i>											
82-820-84-00-8000	PRINCIPAL PAYMENT	-	-	-	-	-	-	-	-	75,000	0.00%
82-820-84-00-8050	INTEREST PAYMENT	-	10,119	-	-	-	-	-	10,119	20,238	50.00%
<i>2013 Refunding Bond</i>											
82-820-99-00-8000	PRINCIPAL PAYMENT	-	-	-	-	-	-	-	-	610,000	0.00%
82-820-99-00-8050	INTEREST PAYMENT	-	60,925	-	-	-	-	-	60,925	121,850	50.00%
<b>TOTAL FUND REVENUES</b>											
		6,914	748,934	62,364	71,363	655,073	43,388	21,889	1,609,924	1,647,343	97.73%
<b>TOTAL FUND EXPENDITURES</b>											
		83,048	122,390	59,284	47,931	60,563	82,605	55,617	511,438	1,664,378	30.73%
<b>FUND SURPLUS (DEFICIT)</b>											
		(76,134)	626,544	3,080	23,431	594,510	(39,218)	(33,728)	1,098,486	(17,035)	

**LIBRARY CAPITAL REVENUES**

84-000-42-00-4214	DEVELOPMENT FEES	3,500	1,500	7,900	17,900	16,050	15,550	3,050	65,450	50,000	130.90%
84-000-45-00-4500	INVESTMENT EARNINGS	16	15	17	14	17	20	15	114	500	22.81%
84-000-48-00-4850	MISCELLANEOUS INCOME	-	26	-	-	-	-	-	26	-	0.00%
<b>TOTAL REVENUES: LIBRARY CAPITAL</b>		3,516	1,541	7,917	17,914	16,067	15,570	3,065	65,590	50,500	129.88%

**LIBRARY CAPITAL EXPENDITURES**

84-840-54-00-5460	E-BOOK SUBSCRIPTIONS	-	-	-	-	-	-	-	-	3,500	0.00%
84-840-56-00-5635	COMPUTER EQUIPMENT & SOFTWARE	-	1,326	-	-	-	50	1,650	3,026	15,000	20.18%
84-840-56-00-5683	AUDIO BOOKS	-	155	271	40	190	225	787	1,668	3,500	47.67%
84-840-56-00-5684	COMPACT DISCS & OTHER MUSIC	-	16	-	-	14	10	-	40	500	7.99%
84-840-56-00-5685	DVD'S	-	420	361	25	239	255	-	1,300	3,000	43.35%
84-840-56-00-5686	BOOKS	-	1,046	404	2,999	-	3,331	5,078	12,857	50,000	25.71%





**YORKVILLE PUBLIC LIBRARY  
FISCAL YEAR 2021 BUDGET REPORT  
For the Month Ended November 30, 2020**

ACCOUNT NUMBER	DESCRIPTION	% of Fiscal Year							Year-to-Date Totals	FISCAL YEAR 2021	
		8% May-20	17% June-20	25% July-20	33% August-20	42% September-20	50% October-20	58% November-20		BUDGET	% of Budget
	TOTAL FUND REVENUES	3,516	1,541	7,917	17,914	16,067	15,570	3,065	65,590	50,500	129.88%
	TOTAL FUND EXPENDITURES	-	2,963	1,036	3,064	443	3,871	7,515	18,892	75,500	25.02%
	FUND SURPLUS (DEFICIT)	3,516	(1,422)	6,880	14,851	15,624	11,699	(4,450)	46,698	(25,000)	



**YORKVILLE PUBLIC LIBRARY**  
**CASH STATEMENT**  
**As of November 30, 2020**

**FISCAL YEAR 2021**

		May 2020	June 2020	July 2020	August 2020	September 2020	October 2020	November 2020	December 2020	January 2021	February 2021	March 2021	April 2021
Library Operations	Old Second	\$ 321,123	\$ 629,168	\$ 588,982	\$ 575,506	\$ 874,784	\$ 839,655	\$ 801,304					
Building Development Fees	Old Second	123,389	123,967	123,713	120,664	146,038	158,237	166,287					
Library Operations	IMET *	4,126	4,126	4,126	4,126	4,126	4,126	4,126					
Library Operations	Illinois Funds	236,679	236,766	236,816	236,848	258,024	258,046	258,066					
<b>Total:</b>		<b>\$ 685,315</b>	<b>\$ 994,026</b>	<b>\$ 953,637</b>	<b>\$ 937,144</b>	<b>\$ 1,282,972</b>	<b>\$ 1,260,064</b>	<b>\$ 1,229,782</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

\* Restricted

**PAYROLL**

1 <sup>ST</sup> PAY PERIOD		\$ 19,794	\$ 17,836	\$ 17,494	\$ 18,360	\$ 17,830	\$ 21,421	\$ 19,389					
2 <sup>ND</sup> PAY PERIOD		19,653	17,277	18,230	18,459	18,622	19,130	18,848					
3 <sup>RD</sup> PAY PERIOD		19,667	-	-	-	-	12,214	-					
<b>Total</b>		<b>\$ 59,113</b>	<b>\$ 35,113</b>	<b>\$ 35,724</b>	<b>\$ 36,819</b>	<b>\$ 36,452</b>	<b>\$ 52,765</b>	<b>\$ 38,237</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>



**YORKVILLE PUBLIC LIBRARY**  
**STATEMENT OF REVENUES, EXPENDITURES AND TRANSFERS**  
**For the Month Ended November 30, 2020 \***

					Fiscal Year 2020	
					For the Month Ended November 30, 2019	
					YTD Actual	% Change
LIBRARY OPERATIONS FUND (82)						
<i>Revenues</i>						
Property Taxes	\$	18,861	\$	1,561,523	100.0%	\$ 1,562,000 \$ 1,497,431 4.28%
<u>Intergovernmental</u>						
Personal Property Replacement Tax	\$	-	\$	3,024	57.6%	\$ 5,250 \$ 3,927 -23.00%
State Grants		-		21,151	105.8%	20,000 21,151 0.00%
Total Intergovernmental	\$	-	\$	24,175	95.7%	\$ 25,250 \$ 25,078 -3.60%
Library Fines	\$	396	\$	2,228	26.2%	\$ 8,500 \$ 4,985 -55.31%
<u>Charges for Services</u>						
Library Subscription Cards	\$	1,504	\$	2,831	33.3%	\$ 8,500 \$ 5,821 -51.37%
Copy Fees		36		732	19.3%	3,800 2,326 -68.50%
Program Fees		-		2	0.0%	- 58 -96.57%
Total Charges for Services	\$	1,540	\$	3,565	29.0%	\$ 12,300 \$ 8,205 -56.55%
Investment Earnings	\$	100	\$	934	10.4%	\$ 8,959 \$ 7,440 -87.45%
<u>Reimbursements/Miscellaneous/Transfers In</u>						
Miscellaneous Reimbursements	\$	-	\$	-	0.0%	\$ - \$ - 0.00%
Rental Income		-		-	0.0%	1,750 900 -100.00%
Miscellaneous Income		-		374	18.7%	2,000 2,431 -84.60%
Transfers In		992		17,124	64.4%	26,584 15,991 7.09%
Total Miscellaneous & Transfers	\$	992	\$	17,499	57.7%	\$ 30,334 \$ 19,322 -9.44%
<b>Total Revenues and Transfers</b>						
	\$	21,889	\$	1,609,924	97.7%	\$ 1,647,343 \$ 1,562,461 3.04%
<i>Expenditures</i>						
Library Operations	\$	55,617	\$	511,438	30.7%	\$ 1,664,378 \$ 533,179 -4.08%
50 Salaries		33,305		261,692	54.5%	479,742 270,326 -3.19%
52 Benefits		10,943		107,261	59.7%	179,800 101,664 5.51%
54 Contractual Services		9,446		62,818	41.2%	152,448 70,191 -10.50%
56 Supplies		1,923		8,622	34.1%	25,300 9,992 -13.70%
99 Debt Service		-		71,044	8.6%	827,088 81,006 -12.30%
<b>Total Expenditures and Transfers</b>						
	\$	55,617	\$	511,438	30.7%	\$ 1,664,378 \$ 533,179 -4.08%
<i>Surplus(Deficit)</i>						
	\$	(33,728)	\$	1,098,486		\$ (17,035) \$ 1,029,282

\* October represents 59% of fiscal year 2021

## Director's Report November 2020

### Summary-

We are so glad to be able remain open when other libraries around us have been closed. I think that says a lot for our staff and their diligence in cleaning and quarantining at home when they have been exposed. There were times when we were very short staffed but were able to pull together and manage things. Since November 20<sup>th</sup> we have been a bit slower than usual, but we still have been doing a respectable amount of circulation activity and saw an increase in reciprocal borrower activity.

We have put up a more wind resistant and permanent sign for our Curbside Service. We are thrilled to be able to offer this service for patrons going forward. Thanks to Sharyl and her staff for their excellent customer service.

We are happy to announce that we did receive the PPE grant for \$500.00 to reimburse us for PPE expenses. Shelley has completed paperwork required to receive the check.

Unfortunately, we did not receive the FY2021 Back to Books grant this year. There was over \$2 million requested for Illinois libraries, which significantly exceeded the amount of funds available. Priority was given to those libraries that generate the least amount per capita from their local tax levy. With available development fee funds, we were able to purchase some of the books that were on this list for our collection.

November was DINOvember for the children's department. We hope you frequently visited our Facebook page to see all the Dinosaur antics photos. Thanks to Jennette and her staff for their continued creativity and virtual connection with our patrons. These photos made us laugh and we all need that especially now.

Our Drive-In Polar Express was a big success. Thanks to Jennette for all her planning and hard work to make this a special event for our community. We had 27 vehicles parked in the school lot behind the library, and each vehicle was able to turn to an FM radio station which broadcasted the story that was being read by our volunteers. Santa was on hand to visit each vehicle and the children were able to give him their letters. We passed out cookies donated by the Casey's store in Yorkville and a goodie bag to each registered child. Thank you to the Friends for sponsoring this event.

Shelley & Dixie have attended several webinars including a New Director Welcome with Rails and PrairieCat, Compliance with the Open Meeting Act with Rails, and Rails Member Update. A few Continuing Education archives webinars have been viewed and Shelley has reached out to the Chamber of Commerce to make a connection. Unfortunately, there are no current meeting taking place because of COVID.

Ahhh, and lastly the building issues we had during the week of 11/16 were mostly due to power failures. During the windy days we had two brief outages. One on Sunday and one on Wed. resulting in two pumps in the mechanical room not coming on, the elevator not coming back on, and the fire alarm panel showing a battery backup failure. Also, that week with the wind we had our first window break. Calls were made to RJ O'Neil, ThyssenKrupp, Fox Valley Fire, and Yorkville Glass & Mirror.

**Children's Programs:**

**6 programs with 90 attending**

3 book club meets

2 Drop-in story times

Read w Rusty

**14 passive programs with 437 attending**

5 crafts-to-go

dinosaur draw

virtual Family Read Night

virtual 3-D printing

Build challenge

Dino antics

4 virtual story times

**Teens programs:**

**2 programs with 10 attending**

Teen book club

TAG

**1 passive teen program with 0 attending**

**Adult Programs:**

**7 programs with 78 attending**

11/3 Threads (7)

11/9 Friends (12)

11/11 Citizens Police Academy (14)

11/19 Men's Book Club (in person & Zoom) (7)

11/4 Citizens Police Academy: (12)

11/9 Medicare Zoom Meeting (6)

11/18 Lunch Bunch Book Club (6)

11/24 Creative Writing Group Zoom (14)

**Meeting Room Usage:** Rentals 0 ; Library use 9

**Museum pass:** 1

**Proctored tests:** 0

**Volunteers-** Friends of the Library are operating the Lobby book sale and have been continuing to index the KCR Obits and clean shelves.



[illegible]

[illegible]



## OFFICE OF THE SECRETARY OF STATE

JESSE WHITE • Secretary of State

November 12, 2020

Ms. Elisa Topper  
Yorkville Public Library  
902 Game Farm Road  
Yorkville, IL 60560-1135

Dear Ms. Topper,

I am pleased to award the Yorkville Public Library an FY2021 grant for \$500.00 in support of *Keeping the Library Clean & Safe During a Pandemic*.

Thank you for your efforts to provide quality library services. Libraries remain the best and most reliable source Illinoisans have for information access and resource sharing while encouraging and supporting lifelong learning.

Congratulations on the success of your grant application, and best wishes for a successful project.

Sincerely,

A handwritten signature in black ink that reads "Jesse White".

Jesse White, Secretary of State  
and State Librarian

Jw:isl/ldg

Cc: Grant Project Number: 21-5161-PPE





## Adult Programs Nov & Dec 2020, & Jan 2021

902 Game Farm Rd - Yorkville, IL 60560  
(630) 553-4354 - [www.yorkville.lib.il.us](http://www.yorkville.lib.il.us)



**Lunch Bunch Book Club - Noon**  
(Meets on the 2nd Wed of each month)  
In Person, and on Zoom

Nov. 11th—Ellie and the Harp Maker  
by Hazel Prior

Dec. 9th—No Meeting!  
See you in 2021!



Jan. 13th—Running with Sherman: the  
Donkey with the Heart of a Hero  
by Christopher McDougall



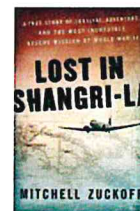
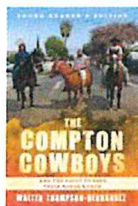
## BOOK CLUBS

**Men's Book Club - 7:00 pm**  
(Meets on the 3rd Thurs of each month)  
In Person, and on Zoom

Nov. 19th—Lost in Shangri-La  
by Mitchell Zuckoff

Dec. 17th—Compton Cowboys  
by Walter Thompson-Hernandez

Jan. 21st—The Falcon Thief  
by Joshua Hammer



**Adult Creative Writing Group - 7:00 pm**  
Meets on the 4th Tue of each month  
Nov. 24th, Dec. 29th\*, & Jan. 26th via Zoom

Come join this group of people who are passionate about words—artistically, professionally or personally. Its intent is to create a positive, encouraging, honest, and fun atmosphere that will support and motivate each other to achieve excellence in writing.



\*Due to Holidays, Dec. will meet on the 5th Tue.

**"Threads & More" Group - 10:00-12:00**  
Meets on the 1st Tue of each month  
Nov. 3rd, Dec. 1st & Jan. 5th via Zoom

This group is a combination of people who like to knit, crochet, quilt, sew, or needlepoint. No registration needed. Just bring your unfinished project to work on during the meeting.



**Friends of the Library Meeting—Mon Nov. 9th, Dec. 14th, & Jan. 11th @ 10:00**

The Friends of the Yorkville Public Library is a non-profit group committed to supporting and promoting the Library. Join them for their next meeting. Newcomers always welcome! In Person and on Zoom!

**Monday Movie Madness is Postponed**  
Until Further Notice due to the Pandemic.

**Virtual Medicare Open Enrollment Seminar —**  
Mon Nov. 9th at 6:00 via Zoom

Confused about how Medicare works and what your options are? Join us for an educational event where you'll learn how the four parts of Medicare, ABC & D, work. You'll also come away understanding the difference between Medicare, Medicare Supplement, and Advantage and Prescription Drug

plans. Also learn about the updates for 2021 to Part D & Medicare Advantage Plans. Under CMS rules, there is no selling or obligations to attend this event.

Registration is required.



## Upcoming Closings at YPL

The Yorkville Public Library  
will be closed  
Wed, November 11  
in observance of  
Veteran's Day



The Yorkville Public Library  
will be closing at 5:00p.m. on  
Wednesday, November 25, and all day on  
Thursday, November 26  
In observance of  
Thanksgiving

The Yorkville Public Library will  
be closed  
Thurs, Dec 31 and  
Fri, January 1, 2021  
in observance of  
New Year's Eve and Day



**More programs on the back!**







## Adult Programs Nov & Dec 2020, & Jan 2021

902 Game Farm Rd - Yorkville, IL 60560  
(630) 553-4354 - [www.yorkville.lib.il.us](http://www.yorkville.lib.il.us)

### Cultivating Mental Health During a Pandemic — Thurs, Dec. 3 @ 7:00 via Zoom

Join Laura Martinez, Executive Director of NAMI (National Alliance on Mental Illness) as she provides information on mental health education, support, and advocacy for individuals and family members during these trying times. NAMI supports communities in Kane-south, Dekalb, and Kendall Counties. Registration is required. A Zoom link will be provided when you register for this program.



### Legend of St. Nicholas — Tue, Dec. 8 @ 7:00 via Zoom Presented by the Friends of the Library

You'd better watch out!! The Old English Father Christmas tells the stories of St. Nicholas, the protector of children throughout the ages. Learn about the origins of St. Nicholas characters in various countries, popular Christmas symbols, and worldwide Christmas traditions. This special one-man interactive program is for audiences age 1-92, so no important secrets are EVER revealed! St. Nicholas is portrayed by veteran actor, Terry Lynch. Registration is required. A Zoom link will be provided when you register for this program.

### "Be the Change" 2021 Winter Read Community Challenge January 3 to February 26

Yorkville Public Library is challenging the community to read a total of 20,000 minutes during the months of January and February. If the goal is met a \$100 donation from the Friends of the Library will be given to the Kendall County Food Pantry. Register yourself and/or family members on our website at YPL Reading Programs. Let's work together to help others in need.



### In the Belly of the Beast: King in Chicago — Mon, Jan 18 @ 7:00 via Zoom Sponsored by the Friends of the Library

Dr. Martin Luther King's journey to the mountaintop included many stops along the way. Between Montgomery and Memphis, he visited Chicago many times in pursuit of justice. History seems to have ignored or forgotten those incredible chapters in his life, and today they feel as relevant as they were 50 years ago. Join entertainer/historian Clarence Goodman for his extraordinary narrative in an extraordinary life. Registration is required. A Zoom link will be provided when you register for this program.

### "Everyone can be great because everybody can serve.": Volunteer opportunities in our community panel discussion — Mon, Jan 18 @ 10:30 via Zoom

Dr. King recognized the power of service. He famously said, "Everyone can be great because everybody can serve." Observing the Martin Luther King, Jr. federal holiday through service is a way to begin each year with a commitment to making your community a better place. Join us as we hear about various non-profit and volunteer organizations in our community. Learn more about how you can get involved, volunteer, and contribute to many of these organizations. Registration is required. A Zoom link will be provided when you register for this program.

# VOLUNTEER



# RJONEIL

## MECHANICAL CONTRACTORS

R.J. O'NEIL COMBINES TRADITION WITH INNOVATION  
PROVIDING COMPREHENSIVE MECHANICAL SOLUTIONS SINCE 1926.

Thursday, October 15, 2020

TO: Yorkville Public Library

ATTENTION: Elisa Topper

JOB LOCATION: 902 Game Farm Rd., Yorkville, IL 60560

**RE: Replacement 60 Gallon Water Heater**

PURPOSE: Install (1) new A.O. Smith BTH-120 125MBH 60 Gallon Water Heater

**SCOPE OF WORK:**

- Disconnect and remove the existing 60-gallon A.O. Smith water heater
- Furnish and install (1) new A.O Smith BTH-120 60-gallon water heater
- Reconnect all gas, water, vent and condensate piping to the water heater
- Start-up the unit and test for proper operation
- Verification of no gas and water leaks
- Disposal of old water heater

**NOTES:**

\*\* The library will be without hot water for roughly 5-6 hours during install \*\*

**Total Price for the Above Work: \$7,711.25**

**EXCLUSIONS:**

- Overtime
- Anything not specifically mentioned above
- Electrical work other than wiring the unit back up

Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders and will become an extra charge over and above the estimate. All agreements are contingent upon strikes, accidents, delays, or other events beyond our control. Owner to carry fire, tomado, builder's risk, liability and other necessary insurance. Due to the volatility of material costs, this proposal amount is good for 30 days.

ACCEPTANCE OF PROPOSAL: We agree to pay for the above work at the above prices. Specifications and conditions are satisfactory and hereby accepted. Our signature is authorization to do the work as specified and to make payments according to terms; partial project payments every 30 days and remaining balance at completion. Venue for any litigation arising out of this contract, including collecting any payment of sums due R.J. O'Neil, shall be in Kendall County, Illinois. Purchaser agrees to pay all costs of collection, including attorney's fees

ACCEPTED: YORKVILLE PUBLIC LIBRARY

ACCEPTED: R.J. O'NEIL, INC.

By: \_\_\_\_\_

By: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

P.O. #: \_\_\_\_\_

Title: \_\_\_\_\_



# RJONEIL MECHANICAL CONTRACTORS

R.J. O'NEIL COMBINES TRADITION WITH INNOVATION  
PROVIDING COMPREHENSIVE MECHANICAL SOLUTIONS SINCE 1926.

Tuesday, November 17, 2020

TO: Yorkville Public Library

ATTENTION: Russ Walter

JOB LOCATION: 902 Game Farm Rd., Yorkville, IL 60560

**RE: Replacement 50 Gallon Water Heater**

PURPOSE: Install (1) new A.O. Smith GPVL-50 40MBH 50 Gallon Water Heater

**SCOPE OF WORK:**

- Disconnect and remove the existing 60-gallon A.O. Smith water heater
- Furnish and install (1) new A.O Smith GPVL-50 40MBH 50-gallon water heater
- Reconnect all gas, water, vent and condensate piping to the water heater
- Start-up the unit and test for proper operation
- Verification of no gas and water leaks
- Disposal of old water heater

**NOTES:**

**\*\* The library will be without hot water for roughly 5-6 hours during install \*\***

**Total Price for the Above Work: \$3,489.49**

**EXCLUSIONS:**

- Overtime
- Anything not specifically mentioned above
- Electrical work other than wiring the unit back up

Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders and will become an extra charge over and above the estimate. All agreements are contingent upon strikes, accidents, delays, or other events beyond our control. Owner to carry fire, tornado, builder's risk, liability and other necessary insurance. Due to the volatility of material costs, this proposal amount is good for 30 days.

ACCEPTANCE OF PROPOSAL: We agree to pay for the above work at the above prices. Specifications and conditions are satisfactory and hereby accepted. Our signature is authorization to do the work as specified and to make payments according to terms; partial project payments every 30 days and remaining balance at completion. Venue for any litigation arising out of this contract, including collecting any payment of sums due R.J. O'Neil, shall be in Kendall County, Illinois. Purchaser agrees to pay all costs of collection, including attorney's fees

ACCEPTED: YORKVILLE PUBLIC LIBRARY

ACCEPTED: R.J. O'NEIL, INC.

By: \_\_\_\_\_

By: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

P.O. #: \_\_\_\_\_

Title: \_\_\_\_\_



MARTIN PLUMBING & HEATING CO.  
1201 DEER ST.  
YORKVILLE, IL 60560

PHONE: 630-553-1111  
FAX: 630-553-1450

# PROPOSAL

Date	Proposal #
11/30/2020	2019-505

<b>Name / Address</b>
Yorkville Public Library ATTN: Dixie DeBord 902 Game Farm Rd. Yorkville, IL 60560

Phone	630-553-4354
Fax	

<b>Project Info:</b>

<b>Job</b>	
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## We hereby submit:

No Bonds, Permits, or Licenses. Waste and vents according to code. Water lines in copper. Any additional trips and/or labor will be charged a T & M (Time and Material at current hourly rate) Any litigation will be handled in Kendall County. Any alterations from contract specs involving extra costs must be negotiated before work proceeds. Rough payments must be received before trim work proceeds. Martin Plumbing reserves the right to terminate contract for lack of payment. A Certificate of Liability Insurance will be issued upon receipt of signed contract. Additional insured CG7482 will be offered upon request. All other insurance endorsement must be negotiated before commencement of work. All costs incurred to secure and collect accounts due over 60 days to be added to balance due (example - liens, legal counsel etc).

Option 1: Install new A.O. Smith BTH-120 60 gallon water heater and remove old heater as well as install new expansion tank.....\$8,467.00

Option 2: Install new A.O. Smith GPVL-50 50 gallon water heater and remove old heater as well as install new expansion tank.....\$3,738.00

~~Sales Tax~~

WE PROPOSE hereby to furnish material and labor -- complete in accordance with the above specifications, for the sum of: **\$0.00**

Payment to be made as follows:

Total due as work progresses. Typical jobs 75% at completion of rough. In the case of rough in plumbing only, 100% due at completion of rough. Balance due upon completion. Contract jobs are Cash or Check only no Credit Cards.

All material is guaranteed to be as specified. All work to be completed in a professional manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado, and other necessary insurance. Our workers are fully covered by Worker's Compensation insurance.

## Acceptance of Proposal

Authorized Signature \_\_\_\_\_

The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Note: This proposal may be withdrawn by us if not accepted within 10 days.

Signature \_\_\_\_\_ Date \_\_\_\_\_



**CANNONBALL MECHANICAL**  
**PAUL L. BUDDY PLUMBING AND HEATING, INC.**  
**195 W. ASHLAND AVE., AURORA, IL 60506**

**Proposal**

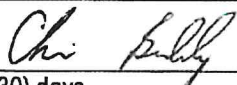
DATE	PROPOSAL #
November 20, 2020	100

BILL TO	PROJECT LOCATION
Yorkville Public Library 902 Game Farm Road Yorkville, IL 60560	Replace Water Heater with Same Make and Model as existing,

SCOPE OF WORK	
<ul style="list-style-type: none"><li>• Demo and remove off site existing water heater</li><li>• Furnish and install new A.O. Smith BTH-120, 60 gallon water heater</li><li>• Furnish and install new expansion tank</li><li>• Furnish and install purge valve on domestic hot water return line</li></ul>	
Notes: We exclude the following:	
Thank you for the opportunity to quote this project!	Total Proposal Amount: \$9,300.00

If accepted, please sign and return one copy of this proposal by email, mail, or fax. If you have any questions, please do not hesitate to contact our office.

PAYMENT TERMS
Upon completion. If not paid within 10 days, a 1-1/2% service charge will be placed on the unpaid balance. The undersigned further agrees to pay all expenses, including court costs, and attorney's fees paid or incurred by us in collection of any or all amounts owed to us by the undersigned.
If paying with credit card an additional 3% transaction fee will be ADDED to the invoice amount.

Authorized Company Representative Signature	
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Note: This proposal may be withdrawn by us if not accepted within (30) days.

Customer Signature and Printed Name		Date	
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In signing this document, you are accepting the proposal and agreeing to the above prices, specifications, and conditions. You are authorizing us to perform the work as specified. Payment will be made as outlined.

**CANNONBALL 630-896-4004 FAX 630-896-4891**  
**PAUL BUDDY PLUMBING 24HR. EMERGENCY 630-896-4888**  
**WWW.BUDDYCANNONBALL.COM LICENSE NO. 055-000368**





**CANNONBALL MECHANICAL**  
**PAUL L. BUDDY PLUMBING AND HEATING, INC.**  
**195 W. ASHLAND AVE., AURORA, IL 60506**

**Proposal**

DATE	PROPOSAL #
November 20, 2020	101

BILL TO	PROJECT LOCATION
Yorkville Public Library 902 Game Farm Road Yorkville, IL 60560	Replace Water Heater with Residential Power Vent

**SCOPE OF WORK**

- Demo and remove off site existing water heater
- Furnish and install new A.O. Smith GPVL-50 power vent residential water heater
- Furnish and install new expansion tank
- Furnish and install purge valve on domestic hot water return line

**Notes:** We exclude the following:

*Thank you for the opportunity to quote this project!*

**Total Proposal Amount: \$6,500.00**

If accepted, please sign and return one copy of this proposal by email, mail, or fax. If you have any questions, please do not hesitate to contact our office.

**PAYMENT TERMS**

**Upon completion. If not paid within 10 days, a 1-1/2% service charge will be placed on the unpaid balance. The undersigned further agrees to pay all expenses, including court costs, and attorney's fees paid or incurred by us in collection of any or all amounts owed to us by the undersigned.**

**If paying with credit card an additional 3% transaction fee will be ADDED to the invoice amount.**

Authorized Company Representative Signature

Note: This proposal may be withdrawn by us if not accepted within (30) days.

Customer Signature and Printed Name	Date
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In signing this document, you are accepting the proposal and agreeing to the above prices, specifications, and conditions. You are authorizing us to perform the work as specified. Payment will be made as outlined.

**CANNONBALL 630-896-4004 FAX 630-896-4891**  
**PAUL BUDDY PLUMBING 24HR. EMERGENCY 630-896-4888**  
**WWW.BUDDYCANNONBALL.COM LICENSE No. 055-000368**