

**Agenda  
Yorkville Public Library  
Board of Trustees  
May 10, 2021 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
  - Physical Facilities
  - Community Relations
  - Personnel
  - Finance
12. Unfinished Business:
  - Library/City Partnership
  - Metronet update
  - TCG phone system
13. New Business:
  - Library District Creation
  - Showalter Roofing snow bar and gutter repair
14. Executive Session (if needed) OMA 5 ILCS 120/2(c)(1)
  - "For the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity."
15. Adjournment

# DRAFT

**Yorkville Public Library**  
Personnel Committee Meeting  
Monday, April 12, 2021, 6:00pm  
Yorkville Public Library  
902 Game Farm Road – Michelle Pfister Meeting Room

The Personnel Committee meeting was called to order at 6:00pm by Chairwoman Theron Garcia.

**Roll Call of Committee Members:**

Theron Garcia-present, Wamecca Rodriguez-(arrived 6:02pm), Russ Walter-present, Julie Brendich-present

**Others Present:**

Chairwoman Garcia welcomed Board President Darren Crawford and Trustee Jason Hedman.

**Recognition of Visitors:** None

**Public Comment:** None

**Unfinished Business:**

**Review of Candidates for Library Director Position**

Chairwoman Garcia 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.** Mr. Walter seconded the motion.

Roll call: Garcia=yes, Walter=yes, Brendich=yes Carried 3-0.

**Executive Session:**

The committee entered into Executive Session at approximately 6:02pm. It concluded at approximately 6:40pm on a motion by Ms. Garcia and second by Mr. Walter. A recommendation for Library Director will be made at the Library Board of Trustees meeting to immediately follow this meeting.

**Adjournment:**

There was no further business and the meeting was adjourned immediately at 6:40pm.

Minutes respectfully submitted by  
Marlys Young, Minute Taker

# DRAFT

**Yorkville Public Library**  
Board of Trustees  
Monday, April 12, 2020 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:**

Jason Hedman-yes, Wamecca Rodriguez-yes, Russ Walter-yes, Julie Brendich-yes, Susan Chacon-yes, Darren Crawford-yes, Ryan Forristall-yes, Theron Garcia-yes

**Others Present:**

Interim Co-Directors: Dixie DeBord-Technical Services Director and Shelley Augustine-Director Adult Services; City Council Liaison Dan Transier, Mayor John Purcell, City Administrator Bart Olson, Director of Parks and Recreation Tim Evans, Superintendent of Recreation Shay Remus, Judy Somerlot and Susan Smithmeyer both from Friends of the Library, Jeff Norris of TCG Solutions

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

**Amendments to the Agenda:**

Mr. Walter moved TCG Solutions following staff comments and added a “14a” for the Director position after Executive Session. Mr. Hedman asked to move the Library/City Partnership item after the review of the minutes.

**Minutes:** March 8, 2021 Board of Trustees; March 15, 2021 Personnel Committee; March 15, 2021 Finance Committee; March 29, 2021 Personnel Committee; March 31, 2021 Personnel Committee; April 5, 2021 Personnel Committee

Ms. Garcia moved and Ms. Rodriguez seconded the motion to approve all the above sets of minutes. Roll call: Rodriguez-yes, Walter-yes, Brendich-yes, Chacon-yes, Crawford-yes, Forristall-yes, Garcia-yes, Hedman-yes. Carried 8-0.

**Unfinished Business:** (out of sequence)

**Library/City Partnership**

Mr. Olson presented a summary of the input from Parks and Recreation staff, Library Board members and other city officials regarding the proposal to move the Parks and Recreation pre-school into the library. A memo was included from Mr. Olson and Mayor Purcell which outlined obligations and benefits for both the Library and Parks & Recreation and to help facilitate a draft of an Inter-Governmental Agreement for the use of the library space. The memo included the following highlights: remodeling costs for the space, library safety inspections, facilities maintenance and cleaning for library, placement of Parks employee in lobby to register persons for classes, insurance, terms and length of agreement, outdoor playground, entry/exit plans, parking, traffic, after-hours access to library, covid precautions, displaced library programs and other topics.

Mr. Olson also addressed unresolved issues, cross-use of the space and more in-depth discussion on many of the topics. Library Board members and Friends of the Library asked specific questions. Mr. Olson said the library was the preferred space when asked if the library is the only option. Mayor Purcell weighed in and said his wish is to sell some of the excess city buildings and that the library is in need of some maintenance assistance which the city could provide. He believes that having the pre-school at the library will bring kids to the library as patrons. Concerns were raised about library staff being asked to answer questions regarding Parks and Rec programs and also that the proposal contains very little of library needs vs. Parks and Rec needs. President Crawford said the first step is to discover if a pre-school can actually be located in the library. Ms. Augustine said the library staff had looked at Mr. Evans' notes and made comments. It was noted the Circulation Manager was not comfortable with Parks and Rec staff answering library questions and Ms. DeBord said there is a policy book on agreements with other libraries and she cited privacy issues.

The group discussed 4 rooms upstairs for possible use as the pre-school and the city was asked if they would be open to building alternative Director office space. The Michelle Pfister Meeting Room was discussed and it was noted that converting it from a pre-school to a meeting/event room would be cumbersome and that upstairs would be better. Library liability was mentioned in conjunction with state inspections needed. Ms. Rodriguez said she would prefer to not have a play area since the library requires quiet space. Ms. Remus provided info on the number of kids attending and work flow, traffic flow and program times were also noted. It was asked if the 5-year term is negotiable if the situation is not working for one or both parties. Mr. Olson said quarterly meetings would be helpful to determine if the arrangement is working.

Comments were also made about possible noise upstairs and that children may be exposed to many different types of people who may use offensive language. Mayor Purcell said he prefers downstairs to minimize noise and contact with unruly patrons. Another comment made was that the pre-school will make it conducive for a small group of people, without considering that the library is for all ages. A concern was raised that if the partnership does not work out, there is no place for the pre-school to go. It was asked how patrons will react to this addition and a library staff member said a couple patrons have already indicated they will not come to the library if there is extra noise. A decision must be made in the June meeting whether or not to move forward with this idea.

**Correspondence:** None

**Public Comment:** None

**Staff Comment:** None

**New Business:** (out of sequence)

#### **Phone System Proposal – TCG Solutions**

Jeff Norris of TCG Solutions was present at the Board meeting to explain the system he is proposing. Mr. Walter briefly explained what is included and said it would be a 3-year commitment on a lease basis. Mr. Norris said the cost would be dependent on the number of phones. The current costs with Sound Inc. and Comcast were also reviewed. Mr. Norris said if there were problems with the system, he would come to the library within 24 hours. The proposed system offers more features than the present system which has 14-year old phones. Mr. Norris said he has installed phone systems in medical offices and other locations and will provide references to Mr. Walter along with a written SLA.

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

#### **Financial Statement**

Treasurer Hedman highlighted some of the expenses and noted the development fees crossed the 200% mark of the budget. There is one more month for the budget year and he expects an \$80,000 gain for the year rather than the loss that was expected. He said the costs of the janitorial supplies are still trending up which he will monitor in the coming year.

#### **Payment of Bills**

Mr. Crawford moved and Ms. Garcia seconded to pay the bills as follows:

\$28,842.12	Accounts Payable
\$33,443.53	Payroll
\$62,285.65	TOTAL

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

### **Report of the Interim Co-Library Directors:**

Ms. DeBord reported on building repairs made and said the Facilities Manager is working with staff on aligning annual inspections with other city buildings. Other items she mentioned included gutter damage and snow bars are falling off. Ms. Iwanski-Goist has made some connections with senior living centers and gave some of them a tour of the library. Ms. Weiss and Ms. Iwanski-Goist have placed a free bookshelf at an area laundromat.

Ms. Augustine also reported..... Training has begun on the Library Aware marketing tool, National Library Week was observed last week and a staff member collected library cards from every state and they were displayed on Facebook. Ms. Augustine placed a Letter to the Editor in the *Record*. Many programs have been held and one was placed on YouTube. Four new monitors were purchased which replaced original monitors. Money savings (borrowing from library vs. purchasing the book) are now listed on receipts when books are checked out. She has several meetings and conferences scheduled including a Chamber of Commerce luncheon and an ILA mini-marketing conference. She also checked with Weblinx on the new website progress and a demo site should be available in 7-8 weeks.

### **Standing Committees:**

The Personnel and Finance Committees have both met in the last month.

### **Unfinished Business:**

#### **Keyless Entry-Umbrella Technologies**

Ms. DeBord explained the difficulties encountered with the keyless entry installation. It was discovered that the readers are proprietary and the FOB's are not able to be programmed separately. New readers need to be installed on the doors. A motion was made by Ms. Chacon and seconded by Ms. Brendich to approve an additional \$3,200 to purchase new readers. Roll call: Forristall-yes, Garcia-yes, Hedman-yes, Rodriguez-yes, Walter-yes, Brendich-yes, Chacon-yes, Crawford-yes. Carried 8-0.

### **New Business:**

#### **Internet Provider Contract – Metronet**

Mr. Walter said the e-rate consultant obtained quotes for Internet service and Metronet offered last year's price of \$250/month which is now e-rateable resulting in a payment of only \$125/month. The present Comcast internet contract expires July 1 and Comcast should be notified by May 1 to cancel.

Mr. Walter said he would like to see the wireless service upgraded to extend into the parking lot and near the library building to allow use by students outside. If approved, the Metronet contract would be effective July 1. Mr. Walter made a motion to approve the Metronet proposal at the rate of \$249.95/month which is e-rateable for a 50% discount. Ms. Garcia seconded the motion. Roll call: Forristall-yes, Garcia-yes, Hedman-yes, Rodriguez-yes, Walter-yes, Brendich-yes, Chacon-yes, Crawford-yes. Carried 8-0.

#### **Camera Proposal–Griffon Systems**

Griffon Systems is offering a similar system to Umbrella Technologies and would replace cameras and other equipment. Their quote was over \$19,000. A quote may also be coming from TCG Solutions.

#### **FY 22 Budget Approval**

The Finance Committee recently met to review the budget, following revisions made by the Finance Director. Mr. Hedman said it includes the BAS (Building Automation System), 3% minimum wage increase mandated by the State, a wage assessment that was done, part-time position added at 20 hours per week, group insurance rate decrease and new salary range for the Director. A \$45,300 loss for FY 22 is projected, however, Mr. Hedman noted losses were projected for past years and the library ended the year with a positive figure. He noted the debt service would be finished in 2026. He thanked staff for careful spending and Mr. Walter thanked the Friends of the Library for their continued support. Mr. Hedman moved to recommend approval of the budget as presented and Mr. Crawford seconded. Roll call: Garcia-yes, Hedman-yes, Rodriguez-yes, Walter-yes, Brendich-yes, Chacon-yes, Crawford-yes, Forristall-yes. Carried 8-0.

#### **Resolution to Adopt Non-Resident Card Payment by Tax Bill Method for FY22**

Ms. Augustine said this Resolution must be approved each year for non-resident cards. In the past, the net value of property taxes multiplied by a library tax rate, determines the cost to the patron. Mr. Walter moved and Ms. Garcia seconded the motion to approve the Resolution 01-21 and non-resident library card authorization. Roll call: Brendich-yes, Chacon-yes, Crawford-yes, Forristall-yes, Garcia-yes, Hedman-yes, Rodriguez-yes, Walter-yes. Carried 8-0.

#### **Reminder: File Statement of Economic Interest with the Kendall County Clerk's Office**

Information was sent from City Clerk Lisa Pickering along with other reminders and the document must be signed by Board members.

#### **Executive Session:**

At 8:49pm President Crawford made a motion to move into Executive Session and he 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. Vice-President Garcia seconded the motion. Roll call: Chacon-yes, Crawford-yes, Forristall-yes, Garcia-yes, Hedman-yes, Rodriguez-yes, Walter-yes, Brendich-yes. Carried 8-0.

The Session concluded at 9:05pm on a motion by Ms. Garcia and second by Mr. Walter. Only Board members were present when the regular meeting resumed. Mr. Crawford stated that the Executive Session discussion was regarding the new Library Director. He made a motion that Shelley Augustine be appointed as the new Library Director with an effective start date of May 1 and a salary of \$70,000 per year. Ms. Garcia seconded. Roll call: Crawford-yes, Forristall-yes, Garcia-yes, Hedman-yes, Rodriguez-yes, Walter-yes, Brendich-yes, Chacon-yes. Carried 8-0.

#### **Additional Business:** None

#### **Adjournment:**

There was no further business and the meeting adjourned at 9:08pm.

# DRAFT

**Yorkville Public Library**  
Special Meeting of Board of Trustees  
Monday, April 26, 2021, 7:00pm  
902 Game Farm Road – Michelle Pfister Meeting Room

The special 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, Theron Garcia-yes, Jason Hedman-yes, Wamecca Rodriguez-yes, Russ Walter-yes, Darren Crawford-yes, Ryan Forristall-yes

Absent: Susan Chacon

**Others in Attendance:**

Shelley Augustine, Co-Interim Director

**Recognition of Visitors:** President Crawford recognized Ms. Augustine.

**Public Comment:** None

**New Business:**

**Appointment and Salary of New Library Director**

President Crawford made a motion to approve Shelley Augustine as the new Library Director at a starting salary of \$70,000 effective May 1. Mr. Walter seconded.

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

**Executive Session:** None

**Adjournment:**

There was no further business and the special meeting was adjourned at 7:01pm on a motion and second by Mr. Crawford and Mr. Walter, respectively.

Minutes respectfully submitted by  
Marlys Young, Minute Taker

DATE: 04/23/21  
TIME: 09:51:14  
ID: AP225000.WOW

UNITED CITY OF YORKVILLE  
MANUAL CHECK REGISTER

CHECK #	VENDOR # INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	CHECK DATE	ACCOUNT #	ITEM AMT
900101	FNBO	FIRST NATIONAL BANK OMAHA			04/25/21		
	042521-A.SIMMONS	03/31/21	01	AMAZON-PRINTER INK		01-120-56-00-5610	20.37
			02	VERIZON-2/2-3/1 IN CAR UNITS		01-210-54-00-5440	792.22
			03	VERIZON-2/2-3/1 MOBILE PHONES		01-220-54-00-5440	169.72
			04	VERIZON-2/2-3/1 MOBILE PHONES		01-110-54-00-5440	169.72
			05	VERIZON-2/2-3/1 MOBILE PHONES		01-210-54-00-5440	842.18
			06	VERIZON-2/2-3/1 MOBILE PHONES		79-790-54-00-5440	36.01
			07	VERIZON-2/2-3/1 MOBILE PHONES		79-795-54-00-5440	156.90
			08	VERIZON-2/2-3/1 MOBILE PHONES		51-510-54-00-5440	236.26
			09	VERIZON-2/2-3/1 MOBILE PHONES		52-520-54-00-5440	36.01
			10	COMCAST-FEB 2021 INTERNET &		82-820-54-00-5440	420.70
			11	VOICE		** COMMENT **	
			12	COMCAST-MAR 2021 INTERNET &		82-820-54-00-5440	420.78
			13	VOICE		** COMMENT **	
			14	WATER		01-410-56-00-5665	895.00
			15	PRODUCTS#0301425-MAGNETIC		** COMMENT **	
			16	LOCATOR		** COMMENT **	
			17	WATER		51-510-56-00-5640	260.00
			18	PRODUCTS#0301313-BREAKABLE		** COMMENT **	
			19	FLANGE		** COMMENT **	
			20	I-PASS-8/, 10/23 & 10/28 TOLL		01-410-54-00-5415	49.15
			21	USAGE WITHOUT TRANSPONDER		** COMMENT **	
				INVOICE TOTAL:			4,505.02 *
	042521-B.BEHRENS	03/31/21	01	FARM&FLEET-TOP WIND JACK		01-410-56-00-5628	188.97
				INVOICE TOTAL:			188.97 *
	042521-B.OLSEM	03/31/21	01	OSWEGO		01-110-56-00-5610	115.77
			02	PRINTING#74622-ENVELOPES		** COMMENT **	
			03	RECORD NEWSPAPER-SUBSCRIPTION		01-110-54-00-5460	65.00
				INVOICE TOTAL:			180.77 *
	042521-B.PFIZENMAIER	03/31/21	01	AMAZON-BELT		01-210-56-00-5600	50.24
			02	FBI LEEDA-MRMBRTSHIP RENEWAL		01-210-54-00-5460	50.00
			03	MENARDS-KLEENEX, AJAX		01-210-56-00-5620	15.00
			04	MENARDS-CABINET, CAR CLEANING		01-210-54-00-5495	151.86
			05	SUPPLIES, OIL		** COMMENT **	
			06	NAPA#279510-WIPER BLADES, FUSE		01-210-54-00-5495	500.61
			07	AXON-LIVE SMART CARTRIDGES		01-210-56-00-5696	2,876.96
				INVOICE TOTAL:			3,644.67 *
	042521-C.PARKER	03/31/21	01	COMCAST-651 PRAIRIE POINTE		01-110-54-00-5440	420.11
			02	INTERNET & PHONE-02/02-03/01		** COMMENT **	
			03	COMCAST-651 PRAIRIE POINTE		01-110-54-00-5440	300.16
			04	INTERNET & PHONE-03/02-04/01		** COMMENT **	
				INVOICE TOTAL:			720.27 *



CHECK #	VENDOR # INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	CHECK DATE	ACCOUNT #	ITEM AMT
900101	FNBO	FIRST NATIONAL BANK OMAHA			04/25/21		
	042521-D.BROWN	03/31/21	01	AMAZON-RAIN GEAR		51-510-56-00-5600	94.99
						INVOICE TOTAL:	94.99 *
	042521-D.DEBORD	03/31/21	01	AMAZON-PRIME MEMBERSHIP		82-820-54-00-5460	12.99
						INVOICE TOTAL:	12.99 *
	042521-D.SMITH	03/31/21	01	HOME DEPOT-DRILL		79-790-56-00-5630	219.00
			02	HOME DEPOT-MARKERS AND TOOL		79-790-56-00-5630	20.45
			03	BAG		** COMMENT **	
						INVOICE TOTAL:	239.45 *
	042521-E.DHUSE	03/31/21	01	NAPA#278686-BULBS		01-410-56-00-5628	6.62
			02	NAPA#279183-FILTERS		01-410-56-00-5628	63.57
			03	NAPA#279604-PIN CLIPS		01-410-56-00-5628	12.49
			04	NAPA#280855-OIL, FILTERS		01-410-56-00-5628	85.43
			05	NAPA#281153-FILTERS		01-410-56-00-5628	17.79
			06	NAPA#280388-WIER BLADES		01-410-56-00-5628	23.79
						INVOICE TOTAL:	209.69 *
	042521-E.WILLRETT	03/31/21	01	PHYSICIANS CARE-COVID TESTING		01-210-54-00-5462	585.00
			02	ELEMENT FOUR-MAR 2021 CLOUD		01-640-54-00-5450	554.80
			03	BACKUPS		** COMMENT **	
			04	DELL-COMPUTER DOCKING KIT		01-640-54-00-5450	207.69
			05	PHYSICIANS CARE-NEW EMPLOYEE		79-795-54-00-5462	43.00
			06	DRUG SCREEN		** COMMENT **	
			07	PHYSICINS CARE-DRUG SCREEN		79-790-54-00-5462	93.00
			08	NPELRA-MEMBERSHIP RENEWAL		01-110-54-00-5460	230.00
						INVOICE TOTAL:	1,713.49 *
	042521-J.BAUER	03/31/21	01	ILLCO-PVC HOSE, BLADES		51-510-56-00-5638	196.10
			02	ISAWWA-APR 2020 SEMINAR-BAUER		51-510-54-00-5412	36.00
						INVOICE TOTAL:	232.10 *
	042521-J.DYON	03/31/21	01	WALMART-PRINTER INK		01-120-56-00-5610	10.49
			02	WALMART-PRINTER INK		51-510-56-00-5620	15.83
			03	WALMART-PRINTER INK		52-520-56-00-5610	4.57
			04	WAREHOUSE-RETURNED INK		01-120-56-00-5610	-11.20
			05	WAREHOUSE-RETURNED INK		51-510-56-00-5620	-16.91
			06	WAREHOUSE-RETURNED INK		52-520-56-00-5610	-4.88
						INVOICE TOTAL:	-2.10 *
	042521-J.ENGBERG	03/31/21	01	ADOBE-CREATIVE CLOUD ALL APPS		01-220-54-00-5462	52.99
						INVOICE TOTAL:	52.99 *
	042521-J.GALAUNER	03/31/21	01	AMAZON-SOCCER WHISTLES		79-795-56-00-5606	34.72

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900101	FNBO	FIRST NATIONAL BANK OMAHA			04/25/21		
	042521-J.GALAUNER	03/31/21	02	AMAZON-SOCCER JERSEYS		79-795-56-00-5606	39.98
			03	BSN SPORTS #911907701-SHIRTS		79-795-56-00-5606	612.00
			04	BSN SPORTS #912056540-JERSEYS		79-795-56-00-5606	2,354.00
			05	BSN SPORTS		79-795-56-00-5606	1,120.00
			06	#912071411-SOFTBALLS		** COMMENT **	
				INVOICE TOTAL:			4,160.70 *
	042521-J.JENSEN	03/31/21	01	TARGET-FRAMES		01-210-56-00-5610	45.00
			02	TARGET-4 TVS FOR NEW FACILITY		01-210-56-00-5620	1,199.96
				INVOICE TOTAL:			1,244.96 *
	042521-J.SLEEZER	03/31/21	01	RURAL KING-PLOW JACKS		01-410-56-00-5640	159.95
				INVOICE TOTAL:			159.95 *
	042521-J.WEISS	03/31/21	01	TARGET-CRAFTS TO GO, STEM		82-820-56-00-5671	32.62
				INVOICE TOTAL:			32.62 *
	042521-K.BARSDALE NO	03/31/21	01	KONE-03/01/21-03/31/21		23-216-54-00-5446	165.76
			02	MAINTENANCE PERIOD		** COMMENT **	
				INVOICE TOTAL:			165.76 *
	042521-K.GREGORY	03/31/21	01	ARNESON#173642-FEB 2021 GAS		01-410-56-00-5695	1,797.18
			02	ARNESON#173643-FEB 2021 GAS		51-510-56-00-5695	459.60
			03	ARNESON#173541-FEB 2021 GAS		51-510-56-00-5695	314.14
			04	ARNESON#173541-FEB 2021 GAS		52-520-56-00-5695	314.14
			05	ARNESON#173541-FEB 2021 GAS		01-410-56-00-5695	314.13
			06	ARNESON#173542-FEB 2021 GAS		01-410-56-00-5695	671.10
			07	ARNESON#176112-FEB 2021 DIESEL		01-410-56-00-5695	1,018.75
			08	ARNESON#173699-FEB 2021 DIESEL		01-410-56-00-5695	731.56
			09	ARNESON#173700-FEB 2021 GAS		52-520-56-00-5695	347.70
			10	ARNESON#176166-FEB 2021 GAS		01-410-56-00-5695	292.27
			11	ARNESON#176167-FEB 2021 DIESEL		01-410-56-00-5695	505.09
			12	ARNESON#173761-FEB 2021 GAS		01-410-56-00-5695	374.70
			13	ARNESON#173762-FEB 2021 DIESEL		01-410-56-00-5695	953.70
			14	ARNESON#492499-FEB 2021 OIL		01-410-56-00-5628	369.99
			15	ARNESON#172020-FEB 2021 GAS		01-410-56-00-5695	774.38
			16	FLEETPRIDE #66670442-GLASS		52-520-56-00-5628	13.18
			17	FILTER, HYDRAULIC SPIN-ON		** COMMENT **	
			18	FLEETPRIDE #66632712-FILTER		52-520-56-00-5628	82.23
			19	FLEETPRIDE #66450610-FILTER		52-520-56-00-5628	145.28
			20	FLEETPRIDE #66428896-FILTERS,		52-520-56-00-5628	28.25
			21	FLEETPRIDE #47396209-7-WAY		01-410-56-00-5628	75.08
			22	JUNCTION BOX		** COMMENT **	
			23	FLEETPRIDE #63575469-FILTER,		52-520-56-00-5628	184.54
			24	FUEL ELEMENT		** COMMENT **	

CHECK #	VENDOR # INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	CHECK DATE	ACCOUNT #	ITEM AMT
900101	FNBO	FIRST NATIONAL BANK OMAHA			04/25/21		
	042521-R.HARMON	03/31/21	23	AMAZON-FLASHLIGHTS		79-795-56-00-5606	27.86
			24	STAPLES-TAX REFUND		79-795-56-00-5606	-2.81
			25	STAPLES-CARD STOCK, MASKING		79-795-56-00-5606	51.42
			26	TAPE		** COMMENT **	
			27	WALMART-COOKIES, WAFFERS,		79-795-56-00-5606	48.14
			28	APPLE SAUCE, BABY WIPES,		** COMMENT **	
			29	ANIMAL COOKIES, CRACKERS,		** COMMENT **	
			30	PLASTIC EASTER EGGS		** COMMENT **	
			31	AMAZON-BOOK		79-795-56-00-5606	29.60
			32	AMAZON-STORAGE BINS, CUBB		79-795-56-00-5606	214.98
			33	TRAY CABINET		** COMMENT **	
			34	AMAZON-STACKING TOY		79-795-56-00-5606	33.94
			35	AMAZON-SMART MAX POWER VEHICLE		79-795-56-00-5606	34.99
			36	AMAZON-POLLY POCKET, FRISBEE,		79-795-56-00-5606	301.23
				INVOICE TOTAL:			1,287.78 *
	042521-R.HORNER	03/31/21	01	RURAL KING-STIHL SPECIAL ORDER		79-790-56-00-5640	14.46
			02	AMAZON-BEYONDLIFE PLASTIC HOT		79-790-56-00-5630	119.99
			03	ULINE-STRAPPINGS		79-790-56-00-5630	277.12
			04	AMAZON-STEEL DRUM		79-790-56-00-5620	45.39
				INVOICE TOTAL:			456.96 *
	042521-R.MIKOLASEK	03/31/21	01	STREICHERS-EMBROIDERY		01-210-56-00-5600	70.00
			02	STREICHERS-BOOTS		01-210-56-00-5600	150.00
			03	STREICHERS-UNIFORM PANTS		01-210-56-00-5600	272.97
			04	STREICHERS-BALLASTIC HELMETS		01-210-56-00-5600	4,332.99
			05	STREICHERS-BALLASTIC FACE		01-210-56-00-5600	1,167.00
			06	SHIELDS		** COMMENT **	
			07	AMERICAN TIRE#4818-OIL CHANGE		01-210-54-00-5495	41.64
			08	AMERICAN TIRE#4803-OIL CHANGE		01-210-54-00-5495	46.78
			09	AMERICAN TIRE#4801-TIRE		01-210-54-00-5495	162.14
			10	REPAIR, REPLACE POWER SEAT		** COMMENT **	
			11	SWITCH, REPLACE HEADLIGHT		** COMMENT **	
			12	ILACP ANNUAL CONFERENCE		01-210-54-00-5412	-897.00
			13	CANCELLATION REFUND		** COMMENT **	
			14	FORCE SCIENCE INSTITUTE-BODY		01-210-54-00-5412	545.00
			15	WORN CAMERAS		** COMMENT **	
			16	TRAINING-MIKOLASEK		** COMMENT **	
				INVOICE TOTAL:			5,891.52 *
	042521-S.AUGUSTINE	03/31/21	01	AMAZON-LAMINATE ROLL		82-820-56-00-5610	24.74
			02	DEMCO SOFTWARE		82-820-54-00-5460	450.00
			03	#INV00012706-WANDOO READER		** COMMENT **	
			04	SOFTWARE		** COMMENT **	
			05	AMAZON-TONER CARTRIDGE,		82-820-56-00-5610	297.69

CHECK #	VENDOR # INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	CHECK DATE	ACCOUNT #	ITEM AMT
900101	FNBO	FIRST NATIONAL BANK OMAHA			04/25/21		
	042521-S.AUGUSTINE	03/31/21	06	PAINT, GLUE STICKS, BINDER		** COMMENT **	
			07	CLIPS, SIGN HOLDER		** COMMENT **	
			08	YORKVILLE AREA CHAMBER OF		82-820-54-00-5412	20.00
			09	COMMERCE-LUNCHEON		** COMMENT **	
			10	AMAZON-MONITORS		84-840-56-00-5635	467.96
			11	CHICAGO TRIBUNE-MARCH 6,		82-820-54-00-5460	136.00
			12	2021-APRIL 26, 2021 COVERAGE		** COMMENT **	
				INVOICE TOTAL:			1,396.39 *
	042521-S.IWANSKI	03/31/21	01	YORK POST-POSTAGE		82-820-54-00-5452	30.15
				INVOICE TOTAL:			30.15 *
	042521-S.RAASCH	03/31/21	01	O'NEILL GLASS-SHOWCASE LOCK		01-110-56-00-5610	14.63
			02	WAREHOUSE-SOAP, TOILET		01-110-56-00-5610	364.34
			03	TISSUE, PAPER TOWELS, GARBAGE		** COMMENT **	
			04	BAGS		** COMMENT **	
				INVOICE TOTAL:			378.97 *
	042521-S.REDMON	03/31/21	01	NATIONAL ENTERTAINMENT		79-795-56-00-5606	250.00
			02	TECHNOLOGIES, INC.		** COMMENT **	
			03	#210302025-EASTER TOY FILLED		** COMMENT **	
			04	EGGS, EASTER CANDY FILLED EGGS		** COMMENT **	
			05	RUNCO #818879-0-GARBAGE BAGS		79-795-56-00-5640	66.98
			06	PAYPAL-REFUND OF EXPEDITED		79-795-56-00-5606	-80.00
			07	SHIPPING CHARGES FROM ACE		** COMMENT **	
			08	MASCOT		** COMMENT **	
			09	AMAZON-CANDY ST. PATRICK'S		79-795-56-00-5606	241.20
			10	DAY CELEBRATION		** COMMENT **	
			11	AMAZON-REFUND ON SALES TAX		79-795-56-00-5606	-2.76
			12	AMAZON-GIFT BAGS		79-795-56-00-5606	40.72
			13	SMITHEREEN #2386368-PEST		79-795-54-00-5495	67.00
			14	CONTROL		** COMMENT **	
			15	AMAZON-REFUND ON SALES TAX		79-795-56-00-5606	-16.29
			16	ARAMARK#610000086036-MATS		79-790-56-00-5620	18.21
			18	ARAMARK#610000082762-MATS		79-790-56-00-5620	18.21
			20	ARAMARK#610000079400-MATS		79-790-56-00-5620	18.21
			22	ARAMARK#610000075057-MATS		79-790-56-00-5620	18.21
			24	ARAMARK#610000071239-MATS		79-790-56-00-5620	18.21
			26	ARAMARK#610000068158-MATS		79-790-56-00-5620	18.21
			28	ARAMARK#610000064869-MATS		79-790-56-00-5620	18.21
			30	FUN EXPRESS-LUCKY LEPRECHAUN		79-795-56-00-5606	131.25
			31	HUNT SUPPLIES		** COMMENT **	
			32	USPS-POSTAGE PRESCHOOL TO GO		79-795-54-00-5452	15.40
			33	CURRICULUM KIT		** COMMENT **	
			35	ARNESON#173478-JAN 2021 GAS		79-790-56-00-5695	397.55

Total for all Highlighted Library Invoices: \$2,313.63

DATE: 05/04/21  
TIME: 08:49:30  
PRG ID: AP215000.WOW

UNITED CITY OF YORKVILLE  
CHECK REGISTER

FY 21

CHECK DATE: 05/10/21

CHECK #	VENDOR #	INVOICE NUMBER	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	ITEM AMT
105019	AMPERAGE	AMPERAGE ELECTRICAL SUPPLY INC					
	1161370-IN		04/02/21	01	BASE, LAMPS	82-820-56-00-5621	154.60
					INVOICE TOTAL:		154.60 *
	1161376-IN		04/02/21	01	BALLAST	82-820-56-00-5621	47.70
					INVOICE TOTAL:		47.70 *
	1162108-IN		04/06/21	01	BALLAST	82-820-56-00-5621	209.22
					INVOICE TOTAL:		209.22 *
					CHECK TOTAL:		411.52
105020	BAKTAY	BAKER & TAYLOR					
	2035835582		04/01/21	01	BOOKS	84-840-56-00-5686	685.62
					INVOICE TOTAL:		685.62 *
	2035847697		04/06/21	01	BOOKS	84-840-56-00-5686	1,026.90
					INVOICE TOTAL:		1,026.90 *
	2035853789		04/09/21	01	BOOKS	84-840-56-00-5686	571.75
					INVOICE TOTAL:		571.75 *
	2035863961		04/14/21	01	BOOKS	84-840-56-00-5686	1,220.91
					INVOICE TOTAL:		1,220.91 *
	2035877506		04/16/21	01	BOOKS	84-840-56-00-5686	757.81
					INVOICE TOTAL:		757.81 *
	2035901606		04/20/21	01	BOOKS	84-840-56-00-5686	963.78
					INVOICE TOTAL:		963.78 *
	2035921332		04/26/21	01	BOOKS	84-840-56-00-5686	573.23
					INVOICE TOTAL:		573.23 *
					CHECK TOTAL:		5,800.00

CHECK DATE: 05/10/21

CHECK #	VENDOR #	INVOICE NUMBER	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	ITEM AMT	
105021	CAMBRIA	CAMBRIA SALES COMPANY INC.						
	42381		03/12/21	01	GLOVES	82-820-56-00-5620	109.53	
					INVOICE TOTAL:		109.53	*
	42389		04/22/21	01	TOILET TISSUE, PAPER TOWEL,	82-820-56-00-5620	215.32	
				02	GARBAGE BAGS	** COMMENT **		
					INVOICE TOTAL:		215.32	*
					CHECK TOTAL:			324.85
105022	FVFS	FOX VALLEY FIRE & SAFETY						
	IN00426930		04/07/21	01	ANNUAL FIRE EXTINGUISHER CHECK	82-820-54-00-5462	75.00	
					INVOICE TOTAL:		75.00	*
					CHECK TOTAL:			75.00
105023	IMPACT	IMPACT NETWORKING, LLC						
	2103139		04/20/21	01	1/15-4/14 COPY CHARGES	82-820-54-00-5462	116.78	
					INVOICE TOTAL:		116.78	*
					CHECK TOTAL:			116.78
105024	MIDWTAPE	MIDWEST TAPE						
	500268250		04/05/21	01	MUSIC CDS	84-840-56-00-5684	65.95	
					INVOICE TOTAL:		65.95	*
	500298557		04/12/21	01	MUSIC CD	84-840-56-00-5684	12.99	
				02	DVD	84-840-56-00-5685	24.99	
					INVOICE TOTAL:		37.98	*
	500328065		04/20/21	01	AUDIO BOOK	84-840-56-00-5683	39.99	
				02	DVD	84-840-56-00-5685	22.49	
					INVOICE TOTAL:		62.48	*

CHECK DATE: 05/10/21

CHECK #	VENDOR #	INVOICE NUMBER	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	ITEM AMT	
105024	MIDWTAPE	MIDWEST TAPE						
	500356820		04/26/21	01	DVD	84-840-56-00-5685	21.74	
						INVOICE TOTAL:	21.74 *	
						CHECK TOTAL:		188.15
105025	RAILS	RAILS						
	7911		04/27/21	01	VIRTUAL AUTHOR PROGRAM	82-820-56-00-5671	24.90	
						INVOICE TOTAL:	24.90 *	
						CHECK TOTAL:		24.90
105026	YOUNGM	MARLYS J. YOUNG						
	041221		04/26/21	01	04/12/21 MEETING MINUTES	82-820-54-00-5462	119.25	
						INVOICE TOTAL:	119.25 *	
						CHECK TOTAL:		119.25
						TOTAL AMOUNT PAID:		7,060.45



# UNITED CITY OF YORKVILLE

## PAYROLL SUMMARY

### April 1, 2021

	REGULAR	OVERTIME	TOTAL	IMRF	FICA	TOTALS
ADMINISTRATION	\$ 22,245.58	\$ -	22,245.58	\$ 2,479.83	\$ 1,654.31	\$ 26,379.72
FINANCE	7,870.77	-	7,870.77	891.11	600.02	\$ 9,361.90
POLICE	121,368.91	4,569.33	125,938.24	719.52	9,370.41	\$ 136,028.17
COMMUNITY DEV.	21,852.55	-	21,852.55	2,461.16	1,634.26	\$ 25,947.97
STREETS	16,569.60	438.77	17,008.37	1,889.63	1,243.25	\$ 20,141.25
WATER	18,732.79	134.57	18,867.36	2,112.83	1,396.26	\$ 22,376.45
SEWER	9,280.12	-	9,280.12	1,031.02	674.23	\$ 10,985.37
PARKS	22,591.92	-	22,591.92	2,521.07	1,669.68	\$ 26,782.67
RECREATION	23,813.33	-	23,813.33	2,556.71	1,799.14	\$ 28,169.18
LIBRARY	14,297.38	-	14,297.38	880.32	1,069.47	\$ 16,247.17
TOTALS	\$ 278,622.95	\$ 5,142.67	\$ 283,765.62	\$ 17,543.20	\$ 21,111.03	\$ 322,419.85

**TOTAL PAYROLL \$ 322,419.85**





# UNITED CITY OF YORKVILLE

## PAYROLL SUMMARY

### April 16, 2021

	REGULAR	OVERTIME	TOTAL	IMRF	FICA	TOTALS
MAYOR & LIQ. COM.	\$ 908.34	\$ -	\$ 908.34	\$ -	\$ 69.49	\$ 977.83
ALDERMAN	3,900.00	-	3,900.00	-	298.35	4,198.35
ADMINISTRATION	21,245.57	-	21,245.57	2,360.38	1,572.04	25,177.99
FINANCE	8,144.40		8,144.40	904.84	609.48	9,658.72
POLICE	129,026.59	1,916.99	130,943.58	830.62	9,722.74	141,496.94
COMMUNITY DEV.	19,814.10	-	19,814.10	2,201.35	1,455.38	23,470.83
STREETS	16,569.58	154.60	16,724.18	1,858.06	1,221.49	19,803.73
WATER	16,971.03	-	16,971.03	1,885.50	1,239.73	20,096.26
SEWER	9,280.10	-	9,280.10	1,031.02	674.20	10,985.32
PARKS	26,063.03	-	26,063.03	2,895.60	1,927.58	30,886.21
RECREATION	15,169.94	-	15,169.94	1,481.37	1,120.73	17,772.04
<b>LIBRARY</b>	<b>15,112.63</b>	<b>-</b>	<b>15,112.63</b>	<b>991.42</b>	<b>1,118.53</b>	<b>17,222.58</b>
<b>TOTALS</b>	<b>\$ 282,205.31</b>	<b>\$ 2,071.59</b>	<b>\$ 284,276.90</b>	<b>\$ 16,440.16</b>	<b>\$ 21,029.74</b>	<b>\$ 321,746.80</b>

**TOTAL PAYROLL \$ 321,746.80**



# UNITED CITY OF YORKVILLE PAYROLL SUMMARY

April 30, 2021

	REGULAR	OVERTIME	TOTAL	IMRF	FICA	TOTALS
ADMINISTRATION	\$ 24,357.81		24,357.81	\$ 2,706.15	\$ 1,849.82	\$ 28,913.78
FINANCE	12,401.35		12,401.35	1,377.79	947.09	\$ 14,726.23
POLICE	118,919.71	5,016.19	123,935.90	719.52	9,436.84	\$ 134,092.26
COMMUNITY DEV.	21,005.78	-	21,005.78	2,333.75	1,583.86	\$ 24,923.39
STREETS	17,995.96	111.37	18,107.33	2,011.73	1,374.20	\$ 21,493.26
WATER	16,971.07	-	16,971.07	1,885.50	1,285.80	\$ 20,142.37
SEWER	9,280.11	-	9,280.11	1,031.02	709.94	\$ 11,021.07
PARKS	23,788.99	-	23,788.99	2,642.96	1,819.84	\$ 28,251.79
RECREATION	13,981.37	-	13,981.37	1,297.63	1,069.56	\$ 16,348.56
<b>LIBRARY</b>	<b>14,356.05</b>	<b>-</b>	<b>14,356.05</b>	<b>880.32</b>	<b>1,098.21</b>	<b>\$ 16,334.58</b>
<b>TOTALS</b>	<b>\$ 273,058.20</b>	<b>\$ 5,127.56</b>	<b>\$ 278,185.76</b>	<b>\$ 16,886.37</b>	<b>\$ 21,175.16</b>	<b>\$ 316,247.29</b>

**TOTAL PAYROLL \$ 316,247.29**



## YORKVILLE LIBRARY BOARD

### BILL LIST SUMMARY

Monday, May 10, 2021

#### ACCOUNTS PAYABLE

Library CC Check Register ( <i>Pages 1 - 5</i> )	04/25/2021	\$2,313.63
Library Check Register ( <i>Pages 6 - 8</i> )	05/10/2021	7,060.45
Metlife - Apr. 2020 Dental Ins.	04/13/2021	312.09
Delage - May 2021 Copier Lease	04/13/2021	185.00
First Non-Profit-2nd Qtr Unemployment Ins	04/27/2021	338.96
Marlys Young - Meeting Minutes	04/27/2021	196.25
<b>TOTAL BILLS PAID:</b>		<hr/> <b>\$10,406.38</b>

#### PAYROLL

	<u>DATE</u>	
Bi-weekly ( <i>Page 9</i> )	04/01/2021	\$ 16,247.17
Bi-weekly ( <i>Page 10</i> )	04/16/2021	\$ 17,222.58
Bi-weekly ( <i>Page 11</i> )	04/30/2021	16,334.58
<b>TOTAL PAYROLL:</b>		<hr/> <b>\$49,804.33</b>

<b>TOTAL DISBURSEMENTS:</b>	<hr/> <b>\$60,210.71</b> <hr/>
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ACTIVITY THROUGH FISCAL PERIOD 12

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

ACTIVITY THROUGH FISCAL PERIOD 12

PER.	JOURNAL #	ENTRY DATE	ITEM	TRANSACTION DESCRIPTION	VENDOR	CHECK	INVOICE	DEBIT	CREDIT
82-000-24-00-2480	(L)	ESCROW -	MEMORIALS & GIFTS						
08	AP-201214	12/07/2020	01	BOOKS	BAKER & TAYLOR	104955	2035562347	31.50	
		12/07/2020	02	BOOKS	BAKER & TAYLOR	104955	2035572750	39.12	
	AP-201225M	12/28/2020	177	AMAZON-BEED GEMS, FM	FIRST NATIONAL BANK	900097	122520-E.TOPPER	127.83	
		12/28/2020	178	AMAZON-ZIPPER BAGS	FIRST NATIONAL BANK	900097	122520-E.TOPPER	7.78	
		12/28/2020	179	AMAZON-HOT CHOCOLATE	FIRST NATIONAL BANK	900097	122520-E.TOPPER	13.40	
		12/28/2020	180	DOLLAR TREE-POLAR EXPRESS	FIRST NATIONAL BANK	900097	122520-J.WEISS	26.50	
		12/28/2020	181	DOLLAR TREE-POLAR EXPRESS	FIRST NATIONAL BANK	900097	122520-J.WEISS	12.50	
	GJ-201231LB	01/04/2021	04	Dec 2020 Deposits					449.03
				TOTAL PERIOD 08 ACTIVITY				258.63	449.03
10	AP-210208	02/02/2021	01	BOOKS	BAKER & TAYLOR	104979	2035690481	122.82	
		02/02/2021	02	BOOKS	BAKER & TAYLOR	104979	2035705110	32.38	
	GJ-210228LB	03/01/2021	05	Feb 2021 Deposits					40.00
				TOTAL PERIOD 10 ACTIVITY				155.20	40.00
11	AP-210308	03/02/2021	02	BOOKS	BAKER & TAYLOR	104996	2035715810	29.98	
		03/02/2021	03	BOOKS	BAKER & TAYLOR	104996	2035734564	35.40	
	AP-210325M	03/23/2021	245	ZOOM#INV68043807-WEBINAR	FIRST NATIONAL BANK	900100	032521-S.AUGUSTINE	40.00	
	GJ-210331LB	04/05/2021	05	March 2021 Deposits					250.00
	GJ-210331LR	05/04/2021	05	REVERSE 210331LB				250.00	
				TOTAL PERIOD 11 ACTIVITY				355.38	250.00
				TOTAL ACCOUNT ACTIVITY				8,640.29	8,706.68
				ENDING BALANCE					49,510.68
				GRAND TOTAL				0.00	49,510.68
				TOTAL DIFFERENCE				0.00	49,510.68



YORKVILLE PUBLIC LIBRARY  
FISCAL YEAR 2021 BUDGET REPORT  
For the Month Ended April 30, 2021

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	67% December-20	75% January-21	83% February-21	92% March-21	100% April-21		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	-	202	958	-	346	1,618	6,147	5,250	117.09%
82-000-41-00-4170	STATE GRANTS	-	-	-	-	21,151	-	-	-	500	-	-	-	21,651	20,000	108.26%
Fines & Forfeits																
82-000-43-00-4330	LIBRARY FINES	-	1,072	-	526	56	179	396	63	134	380	116	328	3,249	8,500	38.22%
Charges for Service																
82-000-44-00-4401	LIBRARY SUBSCRIPTION CARDS	-	476	175	342	168	165	1,504	-	285	863	673	-	4,653	8,500	54.74%
82-000-44-00-4422	COPY FEES	-	3	-	325	7	362	36	389	124	8	172	1	1,426	3,800	37.52%
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	93	74	64	56	47	1,268	8,959	14.15%
Miscellaneous																
82-000-48-00-4820	RENTAL INCOME	-	-	-	-	-	-	-	-	-	-	-	-	-	1,750	0.00%
82-000-48-00-4850	MISCELLANEOUS INCOME	0	324	-	-	50	1	-	-	138	44	358	179	1,094	2,000	54.72%
Other Financing Sources																
82-000-49-00-4901	TRANSFER FROM GENERAL	5,911	1,911	2,244	1,911	1,911	2,244	992	979	4,476	2,325	980	-	25,884	26,584	97.37%
TOTAL REVENUES: LIBRARY		6,914	748,934	62,364	71,363	655,073	43,388	21,889	1,726	6,689	3,684	2,701	2,174	1,626,898	1,647,343	98.76%
LIBRARY OPERATIONS EXPENDITURES																
Salaries & Wages																
82-820-50-00-5010	SALARIES & WAGES	31,602	21,068	21,068	21,068	21,068	34,224	21,700	37,779	16,847	16,847	16,847	24,598	284,717	289,742	98.27%
82-820-50-00-5015	PART-TIME SALARIES	19,929	9,261	9,829	10,986	10,505	17,780	11,605	12,063	10,771	13,222	12,551	19,169	157,669	190,000	82.98%
Benefits																
82-820-52-00-5212	RETIREMENT PLAN CONTRIBUTION	3,547	2,370	2,370	2,370	2,370	3,840	2,441	4,237	1,872	1,872	1,872	2,752	31,911	32,779	97.35%
82-820-52-00-5214	FICA CONTRIBUTION	3,886	2,264	2,307	2,396	2,359	3,922	2,491	3,776	2,038	2,225	2,174	3,286	33,122	35,952	92.13%
82-820-52-00-5216	GROUP HEALTH INSURANCE	10,625	9,593	8,998	4,655	4,934	3,828	4,492	4,770	10,023	6,284	6,255	(873)	73,584	76,764	95.86%
82-820-52-00-5222	GROUP LIFE INSURANCE	29	29	29	29	29	58	-	29	24	24	24	24	328	387	84.64%
82-820-52-00-5223	DENTAL INSURANCE	527	527	396	527	527	527	527	527	527	527	527	312	5,977	6,322	94.54%
82-820-52-00-5224	VISION INSURANCE	169	84	84	84	84	84	-	84	84	72	84	84	999	1,012	98.74%
82-820-52-00-5230	UNEMPLOYMENT INSURANCE	333	-	333	-	-	333	-	-	-	364	-	-	1,363	750	181.69%
82-820-52-00-5231	LIABILITY INSURANCE	5,578	1,911	1,911	1,911	1,911	1,911	992	979	4,476	1,961	980	-	24,522	25,834	94.92%
Contractual Services																
82-820-54-00-5412	TRAINING & CONFERENCES	-	-	-	-	-	-	-	-	-	-	-	20	20	3,000	0.67%
82-820-54-00-5415	TRAVEL & LODGING	-	-	-	-	-	-	-	-	-	-	-	-	-	1,500	0.00%
82-820-54-00-5426	PUBLISHING & ADVERTISING	-	228	567	35	-	-	-	-	-	-	274	-	1,104	2,500	44.15%
82-820-54-00-5440	TELECOMMUNICATIONS	-	-	609	420	4,127	421	420	419	-	840	-	841	8,098	7,200	112.47%
82-820-54-00-5452	POSTAGE & SHIPPING	-	-	7	5	239	20	16	15	14	121	15	30	483	750	64.34%
82-820-54-00-5460	DUES & SUBSCRIPTIONS	593	185	248	51	284	3,033	2,997	1,674	128	343	57	1,859	11,452	11,000	104.11%
82-820-54-00-5462	PROFESSIONAL SERVICES	3,865	1,442	1,771	210	4,511	288	3,680	905	2,361	5,001	9,771	6,928	40,732	40,000	101.83%
82-820-54-00-5466	LEGAL SERVICES	-	-	-	338	-	-	-	-	3,825	450	-	-	4,613	3,000	153.75%
82-820-54-00-5468	AUTOMATION	2,366	-	4,105	503	-	3,801	-	413	-	3,801	-	1,866	16,856	20,000	84.28%
82-820-54-00-5480	UTILITIES	-	-	600	1,281	735	1,124	1,213	1,465	1,874	1,630	1,901	-	11,824	11,798	100.22%
82-820-54-00-5495	OUTSIDE REPAIR & MAINTENANCE	-	-	2,195	462	4,277	6,738	1,120	-	4,698	5,481	895	1,408	27,275	50,000	54.55%
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	-	311	69	144	438	587	1,119	596	178	176	789	322	4,729	8,000	59.11%
82-820-56-00-5620	OPERATING SUPPLIES	-	78	-	152	690	39	18	3,200	-	-	-	-	4,177	4,000	104.43%
82-820-56-00-5621	CUSTODIAL SUPPLIES	-	895	1,028	306	1,636	49	-	410	769	1,943	250	430	7,715	7,000	110.22%
82-820-56-00-5635	COMPUTER EQUIPMENT & SOFTWARE	-	-	-	-	37	-	207	-	-	-	-	-	244	2,000	12.20%
82-820-56-00-5671	LIBRARY PROGRAMMING	-	-	55	-	81	-	276	-	42	-	28	33	514	2,000	25.68%
82-820-56-00-5675	EMPLOYEE RECOGNITION	-	-	-	-	-	-	45	-	-	-	-	-	45	300	15.00%
82-820-56-00-5685	DVDS	-	-	-	-	-	-	-	-	-	-	-	-	-	500	0.00%
82-820-56-00-5686	BOOKS	-	-	106	-	-	-	259	-	-	-	-	28	393	1,500	26.17%



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

ACCOUNT NUMBER	DESCRIPTION	% of Fiscal Year	8%	17%	25%	33%	42%	50%	58%	67%	75%	83%	92%	100%	Year-to-Date Totals	FISCAL YEAR 2021	
		May-20	June-20	July-20	August-20	September-20	October-20	November-20	December-20	January-21	February-21	March-21	April-21	BUDGET		% of Budget	
2006 Bond																	
82-820-84-00-8000	PRINCIPAL PAYMENT	-	-	-	-	-	-	-	-	75,000	-	-	-	-	75,000	75,000	100.00%
82-820-84-00-8050	INTEREST PAYMENT	-	10,119	-	-	-	-	-	-	10,119	-	-	-	-	20,238	20,238	100.00%
2013 Refunding Bond																	
82-820-99-00-8000	PRINCIPAL PAYMENT	-	-	-	-	-	-	-	-	610,000	-	-	-	-	610,000	610,000	100.00%
82-820-99-00-8050	INTEREST PAYMENT	-	60,925	-	-	-	-	-	-	60,925	-	-	-	-	121,850	121,850	100.00%
TOTAL FUND REVENUES		6,914	748,934	62,364	71,363	655,073	43,388	21,889	1,726	6,689	3,684	2,701	2,174	1,626,898	1,647,343	98.76%	
TOTAL FUND EXPENDITURES		83,048	122,390	59,275	47,931	60,842	82,605	55,617	829,385	60,551	63,184	55,293	63,117	1,583,239	1,664,378	95.12%	
FUND SURPLUS (DEFICIT)		(76,134)	626,544	3,089	23,431	594,231	(39,218)	(33,728)	(827,660)	(53,862)	(59,500)	(52,592)	(60,943)	43,659	(17,035)		

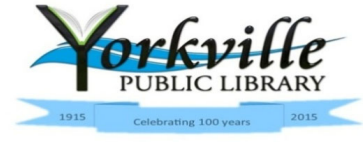
**LIBRARY CAPITAL REVENUES**

84-000-42-00-4214	DEVELOPMENT FEES	3,500	1,500	7,900	17,900	16,050	15,550	3,050	9,500	6,000	6,750	12,400	4,500	104,600	50,000	209.20%
84-000-45-00-4500	INVESTMENT EARNINGS	16	15	17	14	17	20	15	14	14	12	14	15	182	500	36.33%
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	9,514	6,014	6,762	12,414	4,515	104,808	50,500	207.54%

**LIBRARY CAPITAL EXPENDITURES**

84-840-54-00-5460	E-BOOK SUBSCRIPTIONS	-	-	-	-	-	-	-	-	-	3,347	-	-	3,347	3,500	95.61%
84-840-56-00-5635	COMPUTER EQUIPMENT & SOFTWARE	-	1,326	-	-	-	50	1,650	4,892	-	-	-	468	8,387	15,000	55.91%
84-840-56-00-5683	AUDIO BOOKS	-	155	271	40	190	225	787	307	41	40	45	210	2,311	3,500	66.04%
84-840-56-00-5684	COMPACT DISCS & OTHER MUSIC	-	16	-	-	14	10	-	41	69	13	-	41	204	500	40.78%
84-840-56-00-5685	DVDS	-	420	361	25	239	255	-	186	123	170	274	185	2,238	3,000	74.60%
84-840-56-00-5686	BOOKS	-	1,046	404	2,999	-	3,331	5,078	7,128	1,544	7,149	4,419	2,835	35,932	50,000	71.86%

<b>TOTAL FUND REVENUES</b>		3,516	1,541	7,917	17,914	16,067	15,570	3,065	9,514	6,014	6,762	12,414	4,515	104,808	50,500	207.54%
<b>TOTAL FUND EXPENDITURES</b>		-	2,963	1,036	3,064	443	3,871	7,515	12,554	1,777	10,718	4,737	3,739	52,418	75,500	69.43%
<b>FUND SURPLUS (DEFICIT)</b>		3,516	(1,422)	6,880	14,851	15,624	11,699	(4,450)	(3,041)	4,236	(3,956)	7,676	775	52,389	(25,000)	



# YORKVILLE PUBLIC LIBRARY

## CASH STATEMENT

### As of April 30, 2021

#### 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	\$ 644,730	\$ 603,203	\$ 523,033	\$ 470,808	\$ 417,711
Building Development Fees	Old Second	123,389	123,967	123,713	120,664	146,038	158,237	166,287	156,796	164,532	160,727	162,658	171,428
Library Operations	IMET *	4,126	4,126	4,126	4,126	4,126	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	258,086	258,105	258,120	258,133	258,142
Total:		\$ 685,315	\$ 994,026	\$ 953,637	\$ 937,144	\$ 1,282,972	\$ 1,260,064	\$ 1,229,782	\$ 1,063,738	\$ 1,029,966	\$ 946,005	\$ 895,724	\$ 851,407

\* Restricted

#### PAYROLL

1 <sup>ST</sup> PAY PERIOD		\$ 19,794	\$ 17,836	\$ 17,494	\$ 18,360	\$ 17,830	\$ 21,421	\$ 19,389	\$ 39,288	\$ 13,850	\$ 16,383	\$ 15,796	\$ 16,247
2 <sup>ND</sup> PAY PERIOD		19,653	17,277	18,230	18,459	18,622	19,130	18,848	18,566	17,678	17,784	17,648	17,223
3 <sup>RD</sup> PAY PERIOD		19,667	-	-	-	-	12,214	-	-	-	-	-	16,335
Total		\$ 59,113	\$ 35,113	\$ 35,724	\$ 36,819	\$ 36,452	\$ 52,765	\$ 38,237	\$ 57,854	\$ 31,528	\$ 34,167	\$ 33,444	\$ 49,805





**YORKVILLE PUBLIC LIBRARY**  
**STATEMENT OF REVENUES, EXPENDITURES AND TRANSFERS**  
**For the Month Ended April 30, 2021 \***

					Fiscal Year 2020			
					For the Month Ended April 30, 2020			
					YTD Actual	% Change		
LIBRARY OPERATIONS FUND (82)								
Revenues								
Property Taxes	\$	-	\$	1,561,523	100.0%	\$ 1,562,000	\$ 1,497,431	4.28%
Intergovernmental								
Personal Property Replacement Tax	\$	1,618	\$	6,147	117.1%	\$ 5,250	\$ 6,520	-5.71%
State Grants		-		21,651	108.3%	20,000	21,151	2.36%
Total Intergovernmental	\$	1,618	\$	27,799	110.1%	\$ 25,250	\$ 27,671	0.46%
Library Fines	\$	328	\$	3,249	38.2%	\$ 8,500	\$ 7,552	-56.98%
Charges for Services								
Library Subscription Cards	\$	-	\$	4,653	54.7%	\$ 8,500	\$ 7,558	-38.44%
Copy Fees		1		1,426	37.5%	3,800	3,582	-60.20%
Program Fees		-		2	0.0%	-	64	-96.87%
Total Charges for Services	\$	1	\$	6,080	49.4%	\$ 12,300	\$ 11,204	-45.73%
Investment Earnings	\$	47	\$	1,268	14.1%	\$ 8,959	\$ 16,471	-92.30%
Reimbursements/Miscellaneous/Transfers In								
Miscellaneous Reimbursements	\$	-	\$	-	0.0%	\$ -	\$ -	0.00%
Rental Income		-		-	0.0%	1,750	1,400	-100.00%
Miscellaneous Income		179		1,094	54.7%	2,000	2,971	-63.16%
Transfers In		-		25,884	97.4%	26,584	24,388	6.14%
Total Miscellaneous & Transfers	\$	179	\$	26,979	88.9%	\$ 30,334	\$ 28,759	-6.19%
Total Revenues and Transfers								
	\$	2,174	\$	1,626,898	98.8%	\$ 1,647,343	\$ 1,589,088	2.38%
Expenditures								
Library Operations	\$	63,117	\$	1,583,239	95.1%	\$ 1,664,378	\$ 1,552,960	1.95%
50 Salaries		43,766		442,386	92.2%	479,742	437,828	1.04%
52 Benefits		5,585		171,805	95.6%	179,800	163,575	5.03%
54 Contractual Services		12,953		124,143	81.4%	152,448	134,006	-7.36%
56 Supplies		813		17,817	70.4%	25,300	20,539	-13.25%
99 Debt Service		-		827,088	100.0%	827,088	797,013	3.77%
Total Expenditures and Transfers								
	\$	63,117	\$	1,583,239	95.1%	\$ 1,664,378	\$ 1,552,960	1.95%
Surplus(Deficit)								
	\$	(60,943)	\$	43,659		\$ (17,035)	\$ 36,128	

\* April represents the culmination of fiscal year 2021

## Director's Report April 2021

### Summary

Attended Chamber of Commerce luncheon 4-13-21 and met Sherri Farley, Executive Director. Talked about the possibility of hosting a Business over Coffee event at the library.

Met with Tim and Shay from Parks and Rec about a 3<sup>rd</sup> potential space in the library for their preschool. The following day, Scott from Parks and Rec came by to measure the room.

Accepted a resignation from a circulation staff employee who has found full time employment. We wish her well in her new position.

Attended a Marketing Forum conference on 4/16/21 through the Illinois Library Association.

Talked to Thomas at Umbrella Technologies today 4-27-21 and the access readers have been ordered, and the installer will be in contact to set up installation.

The Chamber of Commerce has reached out to the Library to be a host site for their monthly Ambassador meetings starting 4-28-21.

Met with the Mayor, City Administrator, and Parks & Rec. for a walk through of the Tech Services area of the Library on 4-19-21.

Dixie went up to Schaumburg Public Library to pick up 300 CD cases & locks for free. This is a savings to the library of around \$600.

Dixie attended PrairieCat Delegates Assembly. Budget for FY22 was passed. Our membership fees went up 4.31 % totaling \$15,861.00. PUG days will be Virtual via Zoom again this year and workshops are scheduled for September 14-24 with a guest speaker presenting live on Friday Sept.24.

Summer Reading Program plans underway. Staff is reaching out to businesses for partnerships with our program. They are busy planning programs, activities, and challenges for all ages. Summer reading will start the beginning of June and wrap up the end of July.

Look for our Super Book Heros to make a weekly appearance on our Facebook page.

Friday, April 23 the City inspector, Tim, Shay came to look at the Tech Service area.

On Sat, April 24 we had several staff, Friends of the Library, and high school students come to clean up the grounds of the Library. Volunteers included: Alexandra Crawford, Hamelynn Harzman, Naytona, Jared, and Averin Faedtke, Dodie and Tom Hartman, Judy Somerlot, Sue Smithmeyer, Jean Roesch, Jennette and Brian Weiss, Shelley Augustine, and Dixie DeBord. We filled 40 yard waste bags and could probably filled 15 more. Photos were posted on Facebook. Dixie provided drinks and refreshments for all.

Jennette had 2 Parkview Christian Academy classrooms visit the library on 4/29 & 4/30.

## **Programs**

### **Children's Programs:**

**15 programs with 342 attending** (2 book clubs, 2 story times, School tours, Girls who code, window art, mystery @the library, 2 superhero hunt, library scavenger hunt, find the puppy, recycling)

**13 passive programs with 1149 attending** (4 crafts-to-go, 5 virtual story times, virtual STEM, 2 Spanish story time, how many books)

**5 Teen programs with 24 attending** (book club & 2 TAG, 2 Dungeons & Dragons Zoom)

**2 passive teen programs with 56 attending** (crafts-to-go, paying for college webinar)

### **Adult Programs:**

**8 programs with 133 attending**

4/6 Threads Zoom- 9

4/7 Able Lincoln Zoom- 35

4/14 Lunch Bunch Book Club- 7

4/14 Author John Sandford Zoom-30

4/15 Men's Book club- 7

4/22 Earth Day Zoom-16

4/24 Spring Cleanup-14

4/27 Creative Writing Group-15

**Passive Programs:2 with 52 attending** You Tube video, Nat. Lib. Week Drawing

**Meeting Room Usage:** Rentals- 0 ; Library use- 14; Community use- 5 Zoom meets-7

**Museum pass:** 4

**Proctored tests:** 0

**Volunteers-** Friends of the Library are operating the Lobby book sale and have been continuing to index the KCR Obits (Judy Somerlot, Sue Smithmeyer, Kathy Brady, Nancy Aschauer)

Spring yard cleanup volunteers: Alexandra Crawford, Hamelynn Harzman, Naytona, Jared, and Averin Faedtke, Dodie and Tom Hartman, Judy Somerlot, Sue Smithmeyer, Jean Roesch, Jennette and Brian Weiss, Shelley Augustine, and Dixie DeBord.

[illegible]

[illegible]



To: Tim Evans, Parks and Recreation Director  
From: Darren Crawford, Library Board President and Julie Brendich, Library Board Trustee  
CC: John Purcell, Mayor; Bart Olson, City Administrator  
Date: April 29, 2021  
Subject: Library Response to Tim Evans' request for Concerns with rental of Tech. Services

As stated in the Library's response (dated 4/20/2021) to the City's Memorandum (dated 4/12/2021), renters of the Tech. Services Department would need to adhere to the guidelines for altering/usage of the space that have been put forth. This includes the following: Any altering of the interior space must ensure adequate entry and exit by Library staff and delivery personnel through the Library's alarm access panel entry door.

The Library remains firm that the space cannot be considered for rental if the renter is not agreeable to this guideline. As such, we have not included any concerns in this document regarding adequate entry and exit by Library staff and delivery personnel through the Library's alarm access panel entry door as this must go unaffected, per our guidelines for the space.

The following outlines a comprehensive list of needs/concerns that would need to be solved for the consideration of rental of the Tech. Services Department. These items have been carefully considered and deemed to be critical to the Library.

### **Library Operations/Service Needs:**

- Relocation of IT Support to 2<sup>nd</sup> floor server room
- Relocation of staff mailboxes and time sheets will to the upstairs administrative hallway
- Relocation of printer to Circulation Services
- Relocation of supplies to upstairs staff lounge cabinets
- Relocation of Library Operation Manager's office desk to 2<sup>nd</sup> floor
- Adding a printer to Dixie's office/workroom. **There will be a cost associated to this item.**
- Disassembling, relocating, and the reinstallation of the large island work counter in Tech Services to the Business Managers office, or the purchase of a new work counter. **There could be a cost associated to this item.**
- Relocation of 2 large 12' x 24" shelving units to the Meeting Room for Friends of the Library book sale donations.
- Delivery bins will be relocated into the Circulation Services area. We may need to potentially disassemble and remove 1 workstation in Circulation Services to accommodate delivery bins.

**Noise Concerns:**

- Prior testing and mitigation of sound concerns in the Circulation Department and Young Adult Area of Library

**Storage Needs/Concerns:**

- Storage for 3-4 desk stations and several tables that are currently located in Tech Services



**April 5, 2021**  
**Proposal of Services**

Yorkville Library,

Thank you for taking time to sit down and talking about your phone needs. I believe our Hosted Phone System offered below can meet and it exceed your needs. Below I have prepared an aggressive quote for the Library, please review it and let me know if I missed anything. Feel free to reach out and ask questions. I hope to hear from you soon.

Thank you,

Jeff Norris  
TCG Solutions Inc.  
630-453-8726



## **Hosted VoIP Phone System**

TCG Solutions will provide 19 Phones and include unlimited calling in the 48 contiguous states. All Phones and equipment are considered rented equipment. TCG will replace any equipment that fails during normal use, at no expense to the Library. TCG will charge for damaged or abused equipment. TCG holds at least 1 Spare part of each piece of equipment listed.

All services will be charged at the beginning of each month for that month's service.

Long Distance Service is considered any calls to numbers outside the 48 contiguous states, this service can be enabled but is disabled by default. 900#'s are blocked.

This is a 36-month agreement.

Upstream Provider is Inteloquent one of the largest Phone companies in the U.S.

911 Services – Upon install TCG will test 911 Services and will configure the phone system with the Library's address.

Call Recordings – TCG Reserves the right to record inbound and outbound calls to improve call quality.

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### **5 Phones for Managers and office staff (\$30.00/Each) \$150.00/Month**

Features  
Transfer calls  
Voice Mail  
3 Way Calls  
6 Lines  
24 Dual-Color BLF Extension Keys  
PoE, Bluetooth, USB, EHS with Plantronics Headsets

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### **3 Cordless Phones (\$30.00/Each \$90.00/Month**

Features  
Transfer calls  
Voice Mail  
Dual-band Wi-Fi with efficient antenna design and advanced roaming support  
2 Lines (SIP Accounts)  
HD voice & dual MIC design with AEC and Noise Shield Technology  
Rechargeable 1500mAh battery, 6 hours talk time, 120-hour standby.  
Configurable button for push-to-talk  
Micro USB port and 3.5mm headset jack

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### **11 Basic Phones (\$25.00/Each) \$275.00/Month**

Features  
Transfer calls  
Voice Mail  
2 Lines (SIP Accounts)

<b>1 Elevator Line (\$20.00)</b>	<b>\$20.00/Month</b>
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Connects Elevator to 911 Services (stands alone).

<b>1 Sip to PA Adapter (\$30.00/Each)</b>	<b>\$30.00/Month</b>
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Connects Phone system to PA system.

<b>24 Port PoE Managed Switch</b>	<b>\$25.00/Month</b>
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Features  
Powers all VoIP Phones  
VLAN Capable  
Managed by TCG Solutions

<b>Total Monthly Bill</b>	<b>\$590.00/Month</b>
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The total does not reflect taxes, and 911 Fees.

<b>Discount for a Neighbor</b>	<b>-\$90.00/Month</b>
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TCG Solutions is offering the Library a discount as a friend and a neighbor of the Library.

<b>Monthly Bill</b>	<b>\$500.00/Month</b>
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Taxes and 911 Fees Not included.

<b>Install Fee</b>	<b>\$1,000.00</b>
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This includes installing 19 Phones, 1 PA Bridge, 1 PoE 24 Port Switch.

TCG will work with the Library to setup a proper install date along with 4 Hours of onsite training.

Onsite training can be split into 2 visits.


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## District Library Fact-Finding Committee Report

March 8, 2010

1



The Library District Act of 1991 states that Library Districts **"would render the use of the library of the greatest benefit to the greatest number of those residents and taxpayers."**

2



### What is a Library District?

- "A Public Library District is an independent special purpose unit of local government. Its boundaries are determined by voters either via election, petition or agreement with a Public Library District Board of Trustees' ordinance.
- A Public Library District has all the responsibilities of the corporate authority including internal administration and eminent domain."

(Source: 75 ILCS 16/et al Public Library District Act of 1991)

3



### What does a Library District mean for the Library?

- Library becomes its own entity and no longer part of the city
- Library levies for its own funding; real estate taxes go directly to the Library
- Library is responsible for all administration
- Library is responsible for all utilities, insurance, payroll and other costs
- Library is responsible for all capital improvement projects
- Library Trustees would be elected, not appointed
- Library service, currently limited to city boundaries, has the potential to be expanded through annexation process to include areas outside geographical boundaries.

4



### What does a Library District mean for the City of Yorkville?

- The Library's tax levy is pulled out of the city's overall levy
- Saves the city the cost of services they currently provide to the Library
- Library has complete autonomy over finances and administration
- City no longer responsible for appointment of Trustees

5



### What does a Library District mean for taxpayers?

- The Library District will have same tax rate as when the Library was part of the city. However, the Library could ask for an increase in tax revenue.
- There is no impact on anyone who lives outside the city and is not currently paying taxes to the city. If an area is annexed, those families pay the Library tax rate.

6



## How does the Library convert to a Library District?

- Option 1: Both the Library Board and City adopt Resolution approving the conversion
- Option 2: Residents initiate a Petition calling for conversion; referendum and vote

If conversion approved by either method, Petition is filed with Circuit Court seeking an Order of Court finalizing the conversion

7



## Advantages

- Complete autonomy over finances and administration
- Control of capital improvement projects
- Library Trustees elected, not appointed
- Increased potential for Library to serve a population of unserved families
- Single purpose entity has greater tax-payer accountability and organizational focus
- Unspent dollars can be retained for future years

8



## Disadvantages

- Added costs for training during transition year
- Added costs, such as building insurance, outdoor maintenance, personnel administration, annual audit, technology management, data entry, and transition budget.
- Increased responsibility for all administration and tax levy process

9

Date 04/16/2021		Project 2104-2175149-01	
Name Yorkville Public Library		Address 902 Game Farm Road	
Company Name Yorkville Public Library		City Yorkville	
Address 902 Game Farm Road		State Illinois	Zip Code 60560
City Yorkville		Mobile Phone (630) 553-4354	
State Illinois	Zip Code 60560	E-mail saugustine@yorkville.lib.il.us	

**SCOPE OF WORK -** \$warranty**ACCEPTANCE:**

Showalter will come out to re-fasten the snow guard system above lower roof section of metal roof above the door.

**OPTION 1 -** \$950**ACCEPTANCE:**

Showalter will bend back gutters on front and back of the old library where the snow guard needs repaired and clean out the gutters in the two sections. Repair right side of gutter on main entrance where it is pulling away from the fascia.

**OPTION 2 -** \$2150**ACCEPTANCE:**

Showalter will walk the entire gutter on the entire building and clean out all gutters to provide proper waterflow.

**ROOF REPAIR WARRANTY**

All roofing work will be done in accordance with manufacturer's specifications and NRCA Good Roofing Practices.

A 1-year warranty applies to the proposed repair work, not the roof as a whole.

**TERMS OF PAYMENT**

A credit report may be required to be filled out before acceptance of any agreement.

1/3 Deposit with Signature & Balance Due Upon Completion.

All quotes within this proposal shall be good for a period of 30-days.

If full payment is not received within 15 days, the outstanding balance shall accrue interest at a rate of 1.5% per month (or portion thereof) until paid in full.

**THE PRICING IN THIS AGREEMENT IS THE CASH PRICE. SHOWALTER ROOFING SERVICE, INC.**

STRONGLY PREFERS TO RECEIVE PAYMENTS VIA CHECK, MONEY ORDER OR CASHIER'S CHECK. SHOWALTER ROOFING SERVICE, INC. WILL ACCEPT PAYMENTS VIA DEBIT CARD OR CREDIT CARD, BUT WILL ASSESS A CONVENIENCE FEE EQUAL TO 2.9% OF THE AMOUNT CHARGED ON ANY SUCH PAYMENT.

Additionally, purchaser agrees to pay all of sellers cost of collection, including reasonable attorneys' fees.

All materials and workmanship will be carried out according to standard roofing practices. Any alterations in the above stated contract will be submitted in writing for prior approval. Our workers are fully covered by Workman's Compensation and Liability insurance. SRSI s fully licensed, bonded and insured. The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be as stated in the terms of this agreement. All work will be carried out in a timely fashion. SRSI will only be responsible for damages in as much as they were negligent to carry out their work in a professional manner. SRSI will not be responsible for ponding water on low slope roofs, We will also not be responsible for the following items: leakage due to ice damming, damage to driveways, damage to items left in the attic area, clean up of attic area due to space boards, nail pops or cracks caused by the removal and replacement.

Where colors are to be matched, contractor shall make reasonable efforts using standard colors and materials but does not guarantee a perfect match and disclaims any and all liability arising out of any color disparity.

**Force Majeure.** SRSI shall not be liable for any costs or damages due to delay or nonperformance under this agreement arising out of any cause or event beyond SRSI's control, including, without limitation, cessation of services hereunder or any damages resulting therefrom to the other party as a result of work stoppage, power or other mechanical failure, computer virus, natural disaster, governmental action, communication disruption, or illness (e.g., "epidemic," "pandemic," "outbreak of disease").

Sincerely,

Patrick Barry

04/16/2021

Salesperson Signature

Showalter Roofing Service, Inc.  
Rising to Great Heights to Serve You!

Acceptance:

Signature

Signature Date

Project 902 Game Farm Road, Yorkville, Illinois, 60560