

**Agenda
Yorkville Public Library
Board of Trustees
June 14, 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 District Discussion
 - Syserco HVAC Control System
 - E-rate Consulting Service Agreement
13. New Business:
 - Leaf Filter Gutter Covers Proposal
 - New Commission Creation
 - Temporary Secretary Officer Assignment
 - New Committee Member Assignments
 - Board Officer Nominations
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

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DRAFT

Yorkville Public Library
Board of Trustees
Monday, May 10, 2021 7:00pm
902 Game Farm Road – Michelle Pfister Meeting Room

Note: In accordance with Public Act 101-0640 and Gubernatorial Disaster Proclamation issued by Governor Pritzker pursuant to the powers vested in the Governor under the Illinois Emergency Management Agency Act, the United City of Yorkville encouraged social distancing by allowing remote attendance at this meeting due to the current Covid-19 pandemic.

The 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:

Jason Hedman (joined meeting electronically at 7:35pm), Wamecca Rodriguez-yes, Russ Walter-yes, Julie Brendich-yes, Susan Chacon-yes, Darren Crawford-yes, Rosie Millen-yes, Ryan Forristall-yes, Theron Garcia-yes

Staff Present:

Staff: Library Director Shelley Augustine, Technical Services Director Dixie DeBord, Circulation Manager Sharyl Iwanski-Goist, Youth Services Director Jennette Weiss. See guest lists for other staff.

Others Present:

In order to comply with current pandemic restrictions, there were guests present in the meeting room, via Zoom and in an overflow area. See attached guest lists. In addition the following were present on Zoom: Melissa Dixon, Nancy Aschauer, Audrey (no last name given), Rick & Patty Potenza, Carol Hirsch, Trish Kinnavy

Recognition of Visitors: President Crawford recognized and welcomed city officials, Library staff and other guests.

Amendments to the Agenda:

Trustee Walter asked to move the Library/City Partnership to #7a and the Library District discussion to #7b on the agenda.

Minutes: April 12, 2021 Personnel Committee; April 12, 2021 Board of Trustees; April 26, 2021 Special Board of Trustees meeting

Ms. Garcia moved and Mr. Crawford seconded to approve the above sets of minutes as presented.

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

Correspondence:

President Crawford noted there were several correspondences.

Public Comment: The following attendees all spoke against the proposal to locate a pre-school inside the library.

Judy Somerlot: She said the taxpayers own the library, the Trustees operate it and it is a violation of state statute to give, lease or sell any part of the library. If the current proposal were to pass, she wonders what the library will be like in 5 years--she urged the Board to vote no.

Sandy Lindblom: She is both a former library trustee and pre-school owner and is angry and frustrated that the city would consider a pre-school in the library. She also stated library policy does not allow a business in the library nor is there space for a playground. Taking any library space will detract from library function and service to patrons. She urged a "no" vote.

Dan Fapp: He was a former City Council member and familiar with library operations. He said the library staff provides unique help, is welcoming and functions well. He said the library has a fiduciary responsibility and the Board must represent the patrons. He said decreased space would hamper staff operations and interfere with library workflow. Mr. Fapp cited other issues such as security and after-hours access to non-library personnel. He sees only a slight benefit to the library and he urged trustees to approach the vote with strong concern.

Anne Engelhardt: She is a long-time patron of the library who voted in favor of the 2004 library referendum, but not for a pre-school. She summarized how the library carefully planned for the future prior to the referendum. Ms. Engelhardt asked how the pre-school and library would each benefit by re-locating the pre-school here and said if it doesn't benefit both, it's a bad idea.

Melissa Dixon: (via Zoom chat), she is a frequent library patron opposed to the pre-school.

Dale Budde: He has served on a library board and other boards. He said this proposal is not well-planned and space should not be taken from a needed service in the community.

Nettie Badgley: She worries about safety, services and busy parking lot if the proposal is approved. She said there are better location options for the pre-school. She said the staff is welcoming and provides wonderful service. This proposal is not good for the community.

Jo Ann Gryder: She is a former Board member and was on the Board when the referendum was passed. She said the proposal is a big step back from the vision for the library and taxpayers. All space is being used.

John: (via Zoom chat) He does not feel the library is sufficiently able to handle the safety of the children. He does not want the public in the same space where there are kids and would feel very unsafe with that scenario.

Gail Gaebler: She was on the Library Board for 20 years including when it was built. The Board worked hard to make space for all services and a pre-school is not compatible with the building. All space is being used for library services and library law/policy states the Board may not lease space.

Trish Kinnavy (via Zoom): She thinks the proposal is a bad idea and an alternative should be found. She questioned why city officials are looking at the library as the location. She recommended voting against the proposal.

Lou Uridel: (from overflow meeting space): He and his wife are library volunteers. He believes the pre-school idea is ill-conceived, should be rejected and the City Council should find another solution.

Daniel Chacon: He has spent many years volunteering at the library and it is not a suitable place for the pre-school. He said the library should not be forced to provide space and the space suggested is already serving another purpose. He urged the Board members to vote no.

Susan Smithmeyer: (from overflow meeting space) She is a Friend of the Library and knows that many years of planning went into the library building and it was designed for future growth, not a pre-school. It would take away integrity and displace library staff and space. It is not the Board's responsibility to relocate the pre-school inside the library so their current building can be sold for needed funds. Ms. Smithmeyer said the Board of Trustees has a fiduciary responsibility to do what is best for the library.

Trustee Jason Hedman joined the meeting at this point (7:35pm).

Staff Comment:

An unnamed staff member said the library is not conducive for a pre-school. The staff works hard and has a commitment to make the library a safe place. Another staff member said there are many other buildings that could be used. Joan Knutson is on staff and also a member of the Friends group. She said there is no place for a playground and there is a lot of traffic generated from the school.

President Crawford thanked everyone for their comments.

Unfinished Business: (out of sequence)

Library/City Partnership

Mayor Purcell stated that after previous discussions regarding the pre-school, another potential space has come to light which is behind the circulation desk. He said there are 2 pre-school classes in the morning and 2 in the afternoon. Ms. Brendich commented that in library correspondence to the city, the Board wants to insure that library operations are not disrupted and that there would be adequate space for deliveries, etc.

Mayor Purcell said that the library annual reports show a 12% downtrend in the number of library patrons. However, Library Director Augustine said that the digital count has increased. The Mayor said a pre-school would provide an opportunity to bring kids to the library. He is trying to generate more taxes in the downtown by selling the city-owned buildings, one of which houses the pre-school. He noted the library is looking for additional maintenance assistance from the city in exchange for the space.

City Administrator Bart Olson referred to the city's response to the Library regarding the pre-school. In his memo, he addressed maintenance issues, agreement terms and number of maintenance hours for library.

Questions from Board

Increased traffic by the library was addressed by Trustee Rodriguez who said the parking lots near the library are used by the high school and there is great difficulty in getting in/out due to traffic. She

asked if a traffic analysis had been done. No analysis will be done, but Mr. Olson will make some recommendations. Mayor Purcell said the times could be staggered to avoid traffic congestion. Ms. Rodriguez also inquired how many students are in each pre-school class.

Trustee Brendich asked if current city services provided to the library would be eliminated if the partnership does not come to fruition. Mayor Purcell indicated there are no plans to do so, however, he said there may be pressure from Council members or others to ask the library to pay for services.

Trustee Millen inquired if the pre-school kids would be walked in or dropped off. Mr. Evans replied they would be brought to the door.

Comments by Board Members and Director:

Trustee Forristall: While the proposal is a great idea, the negatives outweigh the benefits in his mind and there is no real benefit to the library. A hasty decision would have to be made by June and continuing discussions would not meet the timeline needed. He is concerned about risk, disruption, drop-offs/pickups of kids.

Wamecca Rodriguez: She said there is a library term that asks “are you future-ready”. She applies this to the pre-school as well and wonders how it will grow when an increasing population wants to use it and there is limited space. She said rentals are done occasionally, but without interference to library programming. Construction during library hours would disrupt workflow and other operations. She is concerned about staff, she desires city partnerships and said the library needs city services. The library may have to pay for some services, but in the long run, the proposal is not a good fit and not of benefit for both entities.

Russ Walter: He was on the Board when the new Library was built. The library law disallows use as a pre-school and part of the library levy may have to be forfeited if the entire building is not used for library purposes. He said at this time, the only city service provided is mowing. Volunteers recently did cleanup around the building, even though a cleanup should be provided under an old agreement. All other cleanup/repair services are paid by the library. Illinois law states the library is independent and paid programs are not allowed. Mr. Walter said the Parks and Rec should have their own building since they provide many other programs in addition to the pre-school.

Susan Chacon: A pre-school in the Library is not forward-looking for either Parks and Rec or the library. She wants to improve city relations, but this proposal is not the way to accomplish that.

Theron Garcia: She said this idea started as exploratory, but she said she did not think of the stakeholders (patrons and employees) who all need to be involved. She received many emails in the last couple weeks about this matter. She cited security, safety and workflow interference along with library law. She said employees were concerned about their space being taken away.

Darren Crawford: He cited various risks to the library including legal matters, litigation, infrastructure, safety, tax levy etc. President Crawford said the library operates with taxes collected directly for the library. Litigation could occur if a child is hurt on library grounds or playground. Mr. Crawford listed all the new infrastructure that would be needed to convert the space. He also said that Kendall County could revoke the tax-exempt status for the pre-school portion of the library. Finally, the library needs space for their future growth. He said a pre-school is outside of the scope of the library's mission.

Julie Brendich: She spearheaded the discussions for this exploratory conversation and thought it was an exciting endeavor. She said the Board must do what is best for the library. President Crawford's discussion of the legalities was an eye-opener and she thinks of the risk that the library would be taking. She does not want to close the door to more partnerships, but this concept would not be in the best interest of the library.

Rosie Millen: Ms. Millen is a new Board member, a 20-year resident of Yorkville and serves on 3 other boards. She knows that other entities also use this building for meetings, etc. and to say the building is only for library use is a conflict. She said it is a wonderful opportunity for children to be exposed to the library. In other research, she said the City of Chicago just opened another library and they will offer daycare services there. When she was a child, there was a Park District that partnered with the library for a tots program.

Jason Hedman: Mr. Hedman said the Board should continue to explore the legalities, other concerns and look at what would really be impacted. He read all emails and he has concerns over the library/city relationship which he hopes to stabilize. He sees the proposal as an opportunity for the Board to not have to look at contracts, renewals, etc. His ultimate goal is to find the best path forward to explore opportunities for the library and Parks & Rec. In conclusion, all legalities must be considered first.

Shelley Augustine:

The area behind the Circulation desk is where books are processed, deliveries are received and Friends bring donations there. The staff lounge and restroom are accessed through that area and Ms. Iwanski-Goist said staff would have to leave that area entirely.

New Business: (out of sequence)

Library District Creation

President Crawford said the library attorney stated that creation of a district is in the best interest of the library and that most surrounding libraries are districts. There are three methods to become a district and President Crawford explained how each would work. He asked Ms. Chacon to determine if the library is solvent to consider being a district. Mr. Walter said a district was discussed in 1996 and again in 2010. He listed some of the additional costs such as snow removal, water/sewer, electricity, accounting/audit service, insurance workman's comp, etc. The Community Relations committee was asked to explore this idea.

Discussion of Library District from Audience Members:

The comments included: a district would be forward-thinking; Board would be elected; taxpayers should have a say; public needs to be aware of how process works; Fact-Finding committee should include Board, Library Director and a community member and must be covered by press; community needs publicity and facts; want to insure a referendum would be held at time of another election to reduce costs.

A 5-minute break was observed at this time (9:00pm).

Report of the Treasurer:

Financial Statement

Mr. Hedman said \$6,000 was spent on books, budget is at 98.6% of revenue and finished FY at 95% of expenses. He reported the budget was up by \$43,000 contrary to the predicted (-\$17,000) deficit. He thanked library staff for managing expenses well.

Payment of Bills

President Crawford made a motion to pay the bills as follows and it was seconded by Ms. Garcia.

\$10,406.38 Accounts Payable

\$49,804.33 Payroll

\$60,210.71 Total

Roll call: Walter-yes, Brendich-yes, Chacon-yes, Crawford-yes, Millen-yes, Forristall-yes, Garcia-yes, Hedman-yes, Rodriguez-yes. Carried 9-0.

Report of the Library Director:

Director Shelley Augustine reported she attended a Chamber of Commerce lunch; a circulation staff member resigned; new entrance readers installed and new FOB's to come soon; Chamber hosted a meeting at library; library saved \$600 by obtaining 300 free CD cases from another library; Ms. DeBord attended Prairiecats assembly and those membership fees will rise to \$15,861; PUG (Prairiecat Users Groups) Day will be virtual; will schedule in-service day in September for staff training; summer reading plans underway with possible business partnership--staff member has done great job with project and Friends are supplementing prizes.

Also, Ms. Weiss has been busy with various programming including stories in the park, drop-in story time, 3D printing program and many others. Facebook has super heroes; several staff members, Friends and high school students did a cleanup of the property; tours of the library were given along with storytime; Ms. Augustine attended Friends meeting and she shared stats of the amount of money the Friends raised for the library since 2009 which total \$90,274. Director Augustine will begin attending Library University for 12 weeks starting in June.

Ms. Rodriguez advocated for all students to have library cards including those students outside of the library boundaries. She will work on this endeavor with the schools.

City Council Liaison: None

Standing Committees: None

Unfinished Business:

Library/City Partnership cont.

At this time, Trustee Walter asked to return to the Library/City Partnership and he referred to the letter from President Crawford dated April 29, 2021. Mr. Walter made a motion as follows---that based on the discussions, needs of the library and moving forward into the future to protect the library, that we reject the city partnership to have Parks & Rec use the library facilities for the purpose of a pre-school or any paid city function. Ms. Chacon seconded. He clarified that a "yes" vote would be to reject the proposal for the pre-school and there would be no further discussion.

Roll call: Millen-no, Forristall-yes, Garcia-yes, Hedman-no, Rodriguez-yes, Walter-yes, Brendich-yes, Chacon-yes, Crawford-yes. Passed 7-2.

Metronet Update

Mr. Walter reported that Metronet is waiting for a permit from the city to do a directional bore under Game Farm Road. Comcast will not be canceled until Metronet has approval to establish their service. Mr. Walter will contact Comcast to determine if a month to month service plan is allowed.

TCG Phone System

Jeff Norris of TCG Phone Systems provided a quote for updated phone installation at last month's Board meeting. Mr. Walter said Mr. Norris had excellent references with a large amount of work being done in Yorkville and Mr. Norris is a Yorkville resident. TCG would provide all phones in the 3-year agreement for phone service only. Mr. Walter made a motion to accept TCG Solutions to convert the phones to an updated system for a monthly payment not to exceed \$500/month along with \$1,000 installation costs. Ms. Garcia seconded the motion.

Roll call: Forristall-yes, Garcia-yes, Hedman-yes, Rodriguez-yes, Walter-yes, Brendich-yes, Chacon-yes, Crawford-yes, Millen-yes. Carried 9-0.

Showalter Roofing Snow Bar and Gutter Repair

Director Augustine met with a representative from Showalter Roofing regarding the repair needed and was told the snow bars are under warranty. Repairs would be made to a gutter in front and back, a gutter over the main entrance that is pulling away and clean the gutters over the older part of the library. To make those repairs and do the cleaning, the quote is \$950 (option #1). If they clean the entire gutter system it is \$2,150. The Director will clarify that the \$2,150 includes repair also. Mr. Walter moved to accept the proposal for option #1 not to exceed \$950 or \$2,150 for option #2, pending clarification. Ms. Garcia seconded.

Roll call: Garcia-yes, Hedman-yes, Rodriguez-yes, Walter-yes, Brendich-yes, Chacon-yes, Crawford-yes, Millen-yes, Forristall-yes. Carried 9-0.

Executive Session: None

Adjournment:

There was no further business and the meeting adjourned at 9:42pm.

Minutes respectfully submitted by
Marlys Young, Minute Taker

Sign In

<u>Name</u>	<u>Affiliation</u>
Erin Engelhardt	Y. citizen & Friend of Lib.
LARRY DeBORD	Citizen
Stephanie Curtis	Citizen
Carlo Colosimo	Resident
Michelle Bfieri	friend of library
Maile Randall	Resident
Amy Cesich	Resident
SHAN REMUS	CITY EMPLOYEE
Tim Evans	City of Yorkville
MIKE MORISIO	
Peg Aloisio	
Lucas Robinson	Kendall County Record
Pat McManara	
Patricia Kinnear	
Mayor John Purcell	
City Admin. Bart Olson	

Q.1

SIGN IN

Name

Affiliation

Dale Budde

Resident

Doug Somerlot

Friends of YPL

Susan Smithmeyer

" " "

Phil Smithmeyer

Resident

Roberta Hahn

Friend of Yorkville Library

Dennis Hahn

Friends of Yorkville Library

Sandra Urdell

Friends of Yorkville Library

Lore Urdell

Friend & Resident of Yorkville Library

Tiffany Fornistall

Friend of YPL

Joan Knutson

Staff YPL, friend of YPL

Peggy Wilkinson

former Staff

DIXIE DEBORD

STAFF/RESIDENT

DAN FAPP

Friend of FYL

Doug Somerlot

Friend of FYL

Sandra Stecker

Friends

Mary Nowak

former board member

Sandy Lundblom

Supervised the Construction

Tom Lundblom

of the Library

Ann Lee

former board member

Dale Gaister

Frank Baer

Resident, taxpayer, citizen

Sue Frahm

taxpayer, voter, resident

SIGN IN

Name

Affiliation

Shirley M. Smith

RESIDENT

James Smith

RESIDENT

Carol Morris

friend of library

Gene Wilberg

P+R Bureau, Friends of Library

VICTOR M OATZ

resident / reader

Becky Morganezz

citizen

CHRIS FUNKHOUSER

UNITED CITY OF YORKVILLE
Alderman Ward 3

Ken Koch

UCOY WARD 1

Adam Snyder

Former Board Member

Chuck Steinbrech

Ward 1 citizen

Nettie Badgley

MOM / Resident / tax payer!

Danlene Colosimo

MARK JAMES

RESIDENT

Leah & Jim Bush

property owners

FRIENDS OF YPL & STAFF MEMBER

JETTA WERLINE

DRAFT

Yorkville Public Library
Personnel Committee Meeting
Monday, May 17, 2021, 7:00pm
902 Game Farm Road – Michelle Pfister Meeting Room

The Personnel Committee meeting was called to order at 7:00pm by Chairwoman Theron Garcia.

Roll Call of Committee Members:

Theron Garcia-present, Wamecca Rodriguez=yes, Russ Walter-present

Absent: Julie Brendich

Others Present:

Board President Darren Crawford, Library Director Shelley Augustine

Recognition of Visitors:

Chairwoman Garcia welcomed Mr. Crawford and Ms. Augustine.

Public Comment: None

New Business:

Review Director of Adult Services Job Description

Ms. Augustine drafted a job description for the Director of Adult Services which the committee members reviewed. They discussed some of the categories and decided to make the following revisions:

1. Mr. Walter will change the email address to include “careers”.
2. Two wording changes will be made.
3. It was decided that pay will be based on experience and qualifications. Research will be done on similar positions at other libraries to determine pay level and it will be added to the description.

The Committee said 'bi-lingual' and 'experience working with young adults' should be kept in mind during the search. Chairwoman Garcia recapped the changes to be made to the Job Description and it will be posted for two weeks in various places. Staff members will interview candidates.

Executive Session: None

Adjournment:

There was no further business and the meeting was adjourned immediately at 7:20pm.

Minutes respectfully submitted by
Marlys Young, Minute Taker

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DRAFT

Yorkville Public Library
Community Relations Committee Meeting
Monday, May 24, 2021 7:00pm
Michelle Pfister Meeting Room
902 Game Farm Road

The meeting was called to order at 7:00pm by Committee Chairman Jason Hedman and roll was called.

Roll Call:

Jason Hedman-yes, Russ Walter-yes, Susan Chacon-yes

Absent: Rosie Millen

Others Present:

Library Board President Darren Crawford, Library Director Shelley Augustine, Daniel Chacon

Recognition of Visitors:

Mr. Hedman recognized the guests.

Public Comment: None

New Business:

Discussion of Library District

Mr. Hedman said the discussion would start with examining the costs to form a Library District and then considering other aspects. Mr. Walter received a list of city services provided to the library, from the City Finance Director, as well as information from Mr. Tom Lindblom of BKFD.

The committee discussed the various costs associated with the services now provided by the city. They reviewed the costs of Paylocity, a payroll service, which BKFD uses. Governmental Accounting, an accounting firm, was suggested for overseeing bills, managing the tax levy and other accounting services. The city currently manages health/life insurance as well as IMRF management. Setup costs may also be incurred for these services. Additional benefits package information will be researched.

Other costs considered were parking lot maintenance, mowing, grounds cleanup, snow removal, equipment inspections, light bulb replacement, electricity, water, gas, water and trash collection. It is believed the electrical costs are 95% paid through a franchise agreement and Mr. Hedman asked if electrical usage information could be obtained. The committee would like to bundle some of these costs.

Mr. Hedman suggested looking at comparable size budgets from nearby districts to determine if any other expenses have been overlooked. Sugar Grove and Morris were mentioned and they will also be asked about accounting service costs and a benefits broker. Mr. Walter said he will contact a broker who presented info for a District formation 10 years ago.

The committee then turned to the legal costs of actually forming a District. Mr. Crawford stated the library attorney said the cost is \$16,000 if the city agrees, or more if a referendum is required. Mr. Walter said a timeline will be needed and May 1st next year, should be the start date if a District is formed. Mr. Crawford noted that it is a 6-month process once the resolution is approved.

Since the library bonds are handled through the city, Mr. Crawford will ascertain if this complicates the bond process.

The committee questioned if the library would continue to receive levy money if they go to District in the middle of the tax levy year or if there would be a funding gap while transitioning from a Public Library to District Library. Ms. Augustine will research RAILS for funding overlaps.

Mr. Hedman recapped the items that will be researched further:

- Employee benefits, broker and costs
- Lawn mowing, snow removal, parking lot
- Added utilities, trash, electric
- Cost for accounting services
- Review other budget line items
- Legal costs, difference between referendum and city council approval
- Building bond
- Funding gap, timing

If \$80,000 to \$150,000 of additional expenses were added to the budget, it could be a financial burden for the library, said Mr. Hedman. The benefit of a District is to annex additional areas. Questions to be answered are.....will the increased tax base be enough for the additional costs, is there enough demand to offset the cost, how much annexing is necessary to bring the needed revenue? To break even, approximately 400 additional homes or 10% of households outside of Yorkville, would be needed for the District. Ms. Chacon said the committee must also consider that the cost of some city services may increase.

Mr. Hedman said that once the committee has a good grasp of the expenses, the next step is to determine the feasibility of a District. A marketing pitch with strong messaging is needed to help citizens understand why the library is seeking a District. The committee suggested canvassing the Bristol area for interest levels perhaps by using mailers, going door to door or contacting HOA's. Mr. Hedman said the Friends of the Library would also be a great resource. According to Mr. Crawford, three Aldermen have already endorsed the District idea. Mr. Hedman asked if Mr. Walter had the documents from the first fact-finding for review.

The full Board will be updated with cost estimations and other information.

Adjournment:

The meeting was adjourned at 8:23pm.

Minutes Respectfully Submitted by Marlys Young, Minute Taker

DATE: 05/25/21
TIME: 09:49:13
ID: AP225000.WOW

UNITED CITY OF YORKVILLE
MANUAL CHECK REGISTER

FY 21

CHECK #	VENDOR # INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	CHECK DATE	ACCOUNT #	ITEM AMT
900102	FNBO	FIRST NATIONAL BANK OMAHA			05/25/21		
	052521-A.SIMMONS-A	04/30/21	01	IPASS-TRANSPONDER DEPOSIT		51-510-56-00-5620	20.00
			02	IPASS-TRANSPONDER DEPOSIT		52-520-56-00-5620	20.00
			03	IPASS-TRANSPONDER DEPOSIT		01-410-56-00-5620	20.00
			04	IPASS-TRANSPONDER DEPOSIT		79-790-56-00-5620	10.00
			05	COMCAST-APR 2021 INTERNET AND		82-820-54-00-5440	422.39
			06	VOICE AT 902 GANE FARM RD		** COMMENT **	
			07	ADS-UPGRADED PANEL		82-820-54-00-5495	549.01
			08	ADS-APR 2021 ALARM MONITORING		23-230-54-00-5462	205.49
			09	AT 800 GAME FARM RD		** COMMENT **	
			10	QUADIENT-APR 2021 POSTAGE		01-120-54-00-5485	53.99
			11	MACHINE LEASE		** COMMENT **	
			12	VERIZON-MAR 2021 IN CAR UNITS		01-210-54-00-5440	792.22
			13	VERIZON-MAR 2021 CELL PHONES		01-220-54-00-5440	169.76
			14	VERIZON-MAR 2021 CELL PHONES		01-110-54-00-5440	169.76
			15	VERIZON-MAR 2021 CELL PHONES		01-210-54-00-5440	842.37
			16	VERIZON-MAR 2021 CELL PHONES		79-790-54-00-5440	36.01
			17	VERIZON-MAR 2021 CELL PHONES		79-795-54-00-5440	156.92
			18	VERIZON-MAR 2021 CELL PHONES		51-510-54-00-5440	236.28
			19	VERIZON-MAR 2021 CELL PHONES		52-520-54-00-5440	36.01
			20	QUILL-STORAGE BOXES, FOLDERS		01-120-56-00-5610	102.97
				INVOICE TOTAL:			3,843.18 *
	052521-B.BEHRENS	04/30/21	01	AMAZON-SHIRTS, PANTS		01-410-56-00-5600	178.50
				INVOICE TOTAL:			178.50 *
	052521-B.OLSON	04/30/21	01	ZOOM-MONTHLY USAGE FEES		01-110-54-00-5462	209.96
				INVOICE TOTAL:			209.96 *
	052521-B.PFIZENMAIER	04/30/21	01	AMAZON-BATTERIES		01-210-56-00-5620	27.98
			02	STEVENS-EMBROIDERY		01-210-56-00-5600	60.00
			03	STREICHERS-VEST		01-210-56-00-5690	530.00
			04	STREICHERS-BADGES		01-210-56-00-5600	362.00
			05	STREICHERS-UNIFORM PANTS		01-210-56-00-5600	72.00
			06	STREICHERS-UNIFORM BOOTS		01-210-56-00-5600	150.00
			07	STREICHERS-INTERN POLOS		01-210-56-00-5600	69.98
			08	STREICHERS-UNIFORM BOOTS		01-210-56-00-5600	139.00
			09	STREICHERS-POLOS		01-210-56-00-5600	69.98
			10	STREICHERS-UNDER VEST SHIRTS		01-210-56-00-5600	99.98
			11	STREICHERS-HANDCUFF KEY		01-210-56-00-5600	13.98
			12	STREICHERS-VESTS		01-210-56-00-5690	3,020.00
			13	HOME DEPO-HAND TOOLS		01-210-56-00-5620	328.09
			14	AMAZON-COLORING BOOKS, DECALS		01-210-56-00-5650	62.69
			15	MINERS#270240-SPOT LIGHT		01-210-54-00-5495	131.86
			16	MINERS#270238--ANTENNA REPAIR		01-210-54-00-5495	102.55
			17	MINERS#270239-RADIO REPAIR		01-210-54-00-5495	110.45

DATE: 05/25/21
TIME: 09:49:13
ID: AP225000.WOW

UNITED CITY OF YORKVILLE
MANUAL CHECK REGISTER

FY 21

CHECK #	VENDOR # INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	CHECK DATE	ACCOUNT #	ITEM AMT
900102	FNBO	FIRST NATIONAL BANK OMAHA			05/25/21		
	052521-B.PFIZENMAIER	04/30/21	18	MINERS#270539-SPOTLIGHT REPAIR		01-210-54-00-5495	104.30
			19	MINERS#271131-SIREN REPAIR		01-210-54-00-5495	470.93
			20	MINERS#271705-RADIO REPAIR		01-210-54-00-5495	190.00
			21	MINERS#271707-SPOTLIGHT REPAIR		01-210-54-00-5495	216.50
			22	MINERS#271706-REPLACED		01-210-54-00-5495	108.11
			23	SPOTLIGHT HANDLE		** COMMENT **	
			24	GALLS-GARRISON BELT		01-210-56-00-5600	30.88
			25	GJOVIKS-OIL CHANGE		01-210-54-00-5495	38.21
			26	GJOVIKS-BRAKE REPAIR		01-210-54-00-5495	292.32
			27	GJOVIKS-RELACE SENSOR, OIL		01-210-54-00-5495	515.66
			28	CHNAGE, REPLACE SPARK PLUGS		** COMMENT **	
			29	GJOVIKS-SEAT REPAIR		01-210-54-00-5495	61.90
			30	GJOVIKS-OIL CHANGE		01-210-54-00-5495	22.72
			31	GJOVIKS-REPLACED DOOR ACUATOR		01-210-54-00-5495	482.25
			32	JEWEL-RETIREMENT CAKE		01-210-56-00-5620	40.39
			33	OHERRON-SERVICE UNIFORMS		01-210-56-00-5600	1,159.45
			34	AMERICAN TIRE-TIRES		01-210-54-00-5495	2,927.62
			35	STREICHERS-UNIFORM BOOTS,		01-210-56-00-5600	862.99
			36	SHIRTS, PATCHES		** COMMENT **	
			37	STRYPES-SQUAD LETTERING		01-210-54-00-5495	350.00
				INVOICE TOTAL:			13,224.77 *
	052521-D.DEBORD-A	04/30/21	01	HOME DEPO-GEAR TIES		82-820-56-00-5610	5.40
			02	AMAZON-STORAGE BAGS, CLEANER		82-820-56-00-5610	38.27
			03	AMAZON PRIME MEMBERSHIP		82-820-54-00-5460	12.99
			04	SMITHEREEN-APR 2021 PEST		82-820-54-00-5462	78.00
			05	CONTROL		** COMMENT **	
			06	MENARDS#53583-LEAF BAGS,		82-820-56-00-5621	62.22
			07	SOAP, SANITIZER, PNESOL,		** COMMENT **	
			08	WINDEX		** COMMENT **	
				INVOICE TOTAL:			196.88 *
	052521-D.SMITH	04/30/21	01	SEC OF STATE-CDL RENEWAL		79-790-56-00-5620	61.35
			02	HOME DEPO-CHAIN LINK,TENSION		79-790-56-00-5620	122.04
			03	BAND		** COMMENT **	
				INVOICE TOTAL:			183.39 *
	052521-E.DHUSE	04/30/21	01	AMAZON-LASER PRINTER		01-410-56-00-5630	188.99
			02	AMAZON-LASER PRINTER		51-510-56-00-5630	188.98
			03	AMAZON-LASER PRINTER		52-520-56-00-5630	188.98
			04	AMAZON-TONER CARTRIDGES		01-410-56-00-5630	129.97
			05	AMAZON-TONER CARTRIDGES		52-520-56-00-5630	129.96
			06	AMAZON-TONER CARTRIDGES		51-510-56-00-5630	129.96
			07	NAPA#282400-BULBS		01-410-56-00-5628	2.36
			08	NAPA#281823-ANTIFREEZE		51-510-56-00-5628	13.18

DATE: 05/25/21
TIME: 09:49:13
ID: AP225000.WOW

UNITED CITY OF YORKVILLE
MANUAL CHECK REGISTER

FY 21

CHECK #	VENDOR # INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	CHECK DATE	ACCOUNT #	ITEM AMT
900102	FNBO	FIRST NATIONAL BANK OMAHA			05/25/21		
	052521-R.HARMON	04/30/21	10	MATERIALS		** COMMENT **	
			11	WALGREENS-PHOTO DEVELOPING		79-795-56-00-5606	44.06
			12	AMAZON-HERSEY KISSES		79-795-56-00-5606	7.98
			13	BALLOONS ALOFT-GRAD BALLOONS		79-795-56-00-5606	36.00
			14	AMAZON-TIMER, CANDY,		79-795-56-00-5606	112.18
			15	DISPOSABLE CUPS, TRADING CARD		** COMMENT **	
			16	HOLDERS		** COMMENT **	
			17	LAKESHORE-PRESCHOOL		79-795-56-00-5606	768.45
			18	PROGRAMING MATERIALS		** COMMENT **	
			19	WALMART-PRESCHOOL SNACKS		79-795-56-00-5606	41.53
				INVOICE TOTAL:			1,396.94 *
	052521-R.HORNER	04/30/21	01	AMAZON-WALL CHARGER		79-790-56-00-5620	16.87
				INVOICE TOTAL:			16.87 *
	052521-R.MIKOLASEK	04/30/21	01	KIESLER-AMMO		01-210-56-00-5696	4,985.00
				INVOICE TOTAL:			4,985.00 *
	052521-S,RAASCH	04/30/21	01	QUILL-TAPE, BATTERIES		01-110-56-00-5610	46.57
			02	CITADEL-LOCK REPAIR AT 651		23-216-54-00-5446	222.75
			03	PRAIRIE POINTE DR		** COMMENT **	
				INVOICE TOTAL:			269.32 *
	052521-S.AUGUSTINE-A	04/30/21	01	ILA-MARKETING FORUM		82-820-54-00-5412	10.00
			02	REGISTRATION		** COMMENT **	
			03	ZOOM-DATABASE RENEWAL		82-820-54-00-5460	149.90
			04	ADOBE-ACROBAT PRO DC		82-820-54-00-5460	203.88
			05	TRIBUNE-SUBSCRIPT RENEWAL		82-820-54-00-5460	151.50
			06	REMOTE PC-REMOTE IT ACCESS		82-820-54-00-5460	3.95
			07	USPS-POSTAGE		82-820-54-00-5452	2.75
			08	AMAZON-WATERCOLOR PAPER,		82-820-56-00-5671	140.94
			09	HIGHLIGHTERS, BINDERS, BOOKS,		** COMMENT **	
			10	TUBE OF LADYBUG LARVAE,		** COMMENT **	
			11	PADLOCK CODE SET		** COMMENT **	
				INVOICE TOTAL:			662.92 *
	052521-S.IWANSKI	04/30/21	01	USPS-POSTAGE		82-820-54-00-5452	6.03
				INVOICE TOTAL:			6.03 *
	052521-S.REDMON	04/30/21	01	USPS-PRIORITY SHIPPING		79-795-54-00-5452	31.65
			02	AT&T UVERSE-04/24-05/23		79-795-54-00-5440	78.53
			03	INTERNET FOR TOWN SQUARE SIGN		** COMMENT **	
			04	JOT FORM-03/06-04/06 USER FEE		79-795-56-00-5606	29.00
			05	PLUG&PAY-MAR 2021 BILLING FEE		79-795-54-00-5462	44.84
			06	WALMART-ENVELOPES		79-795-56-00-5610	26.92

Total for all Highlighted Library Invoices: \$1,837.23

DATE: 05/25/21
TIME: 10:04:44
ID: AP225000.WOW

UNITED CITY OF YORKVILLE
MANUAL CHECK REGISTER

FY 22

CHECK #	VENDOR # INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	CHECK DATE	ACCOUNT #	ITEM AMT
900103	FNBO	FIRST NATIONAL BANK OMAHA			05/25/21		
	052521-A.SIMMONS-B	04/30/21	01	ADS-MAY-JUN 2021 ALARM		23-216-54-00-5446	174.00
			02	MONITORING AT 651 PRAIRIE		** COMMENT **	
			03	POINTE DR		** COMMENT **	
			04	ADS MAY-JUN 2021 ALARM		23-216-54-00-5446	223.83
			05	MONITORING AT 102 E VAN EMMON		** COMMENT **	
			06	ADS-MAY-JUN 2021 ALARM		23-216-54-00-5446	410.96
			07	MONITORING AT 800 GAME FARM RD		** COMMENT **	
			08	QUADIENT-MAY-JUL 2021 POSTAGE		01-120-54-00-5485	107.98
			09	MACHINE LEASE		** COMMENT **	
				INVOICE TOTAL:			916.77 *
	052521-D.DEBORD	04/30/21	01	BEACON-SUBSCRIPTION RENEWAL		82-820-54-00-5460	47.50
				INVOICE TOTAL:			47.50 *
	052521-E.WILLRETT	04/30/21	01	ICMA-MEMBERSHIP RENEWAL		01-110-54-00-5460	976.00
				INVOICE TOTAL:			976.00 *
	052521-K.GREGORY	04/30/21	01	MINER#101045-MAY 2021 MANAGED		01-410-54-00-5462	366.85
			02	SERVICES RADIO		** COMMENT **	
			03	MINER#101045-MAY 2021 MANAGED		51-510-54-00-5462	430.65
			04	SERVICES RADIO		** COMMENT **	
			05	MINER#101045-MAY 2021 MANAGED		52-520-54-00-5462	287.10
			06	SERVICES RADIO		** COMMENT **	
			07	MINER#101045-MAY 2021 MANAGED		79-790-54-00-5462	510.40
			08	SERVICES RADIO		** COMMENT **	
				INVOICE TOTAL:			1,595.00 *
	052521-N.DECKER-B	04/30/21	01	ELINE UP-SOFTWARE RENEWAL		01-210-54-00-5462	600.00
				INVOICE TOTAL:			600.00 *
	052521-P.RATOS-B	04/30/21	01	BFCA-MAY 26, 2021		01-220-54-00-5412	350.00
			02	INTERNATIONAL RESIDENTIAL CODE		** COMMENT **	
			03	SEMINAR-CREADEUR		** COMMENT **	
				INVOICE TOTAL:			350.00 *
	052521-S.AUGUSTINE-B	04/30/21	01	SWANK-MOVIE COPYRIGHT		82-820-54-00-5460	421.00
			02	COMPLIANCE SITE LICENSE		** COMMENT **	
			03	RENEWAL		** COMMENT **	
			04	TBS-ANNUAL LICENSE RENEWAL		82-820-54-00-5462	795.00
			05	YORKVILLE CHAMBER-ANNUAL DUES		82-820-54-00-5460	100.00
			06	RENEWAL		** COMMENT **	
				INVOICE TOTAL:			1,316.00 *
				CHECK TOTAL:			5,801.27
				TOTAL AMOUNT PAID:			5,801.27

Total for all Highlighted Library Invoices: \$1,363.50

UNITED CITY OF YORKVILLE
CHECK REGISTER

FY 21

CHECK DATE: 06/14/21

CHECK #	VENDOR #	INVOICE NUMBER	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	ITEM AMT
105028	BAKTAY	BAKER & TAYLOR					
	2035887337		04/29/21	01	BOOKS	84-840-56-00-5686	802.56
					INVOICE TOTAL:		802.56 *
					CHECK TOTAL:		802.56
					TOTAL AMOUNT PAID:		802.56



UNITED CITY OF YORKVILLE
CHECK REGISTER

FY 22

CHECK DATE: 06/14/21

CHECK #	VENDOR #	INVOICE NUMBER	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	ITEM AMT
105029	BAKTAY	BAKER & TAYLOR					
	2035804074		05/22/21	01	BOOKS	84-840-56-00-5686	1,148.90
					INVOICE TOTAL:		1,148.90 *
	2035806507		05/17/21	01	BOOKS	84-840-56-00-5686	379.57
					INVOICE TOTAL:		379.57 *
	2035936615		05/19/21	01	BOOKS	84-840-56-00-5686	458.97
					INVOICE TOTAL:		458.97 *
	2035952857		05/25/21	01	BOOKS	84-840-56-00-5686	251.66
					INVOICE TOTAL:		251.66 *
					CHECK TOTAL:		2,239.10
105030	DELAGE	DLL FINANCIAL SERVICES INC					
	72537061		05/17/21	01	JUL 2021 COPIER LEASE	82-820-54-00-5462	185.00
					INVOICE TOTAL:		185.00 *
					CHECK TOTAL:		185.00
105031	FRSTINSU	LIBERTY MUTUAL INSURANCE COMP.					
	999061264-060121		06/01/21	01	NEW BOND OFFICIAL-RENEWAL	82-820-54-00-5462	800.00
					INVOICE TOTAL:		800.00 *
	LSF037877-0320335-05		05/14/21	01	BOND RENEWAL	82-820-54-00-5462	456.00
					INVOICE TOTAL:		456.00 *
					CHECK TOTAL:		1,256.00
105032	MIDWTAPE	MIDWEST TAPE					
	500391794		05/04/21	01	DVDS	84-840-56-00-5685	22.49
					INVOICE TOTAL:		22.49 *

82-820 LIBRARY OPERATIONS

84-840 LIBRARY CAPITAL

CHECK DATE: 06/14/21

CHECK #	VENDOR #	INVOICE NUMBER	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	ITEM AMT
105032	MIDWTAPE	MIDWEST TAPE					
	500411569		05/07/21	01	AUDIO BOOK	84-840-56-00-5683	19.99
				02	DVDS	84-840-56-00-5685	37.48
					INVOICE TOTAL:		57.47 *
	500429809		05/11/21	01	DVDS	84-840-56-00-5685	41.73
					INVOICE TOTAL:		41.73 *
	500487593		05/25/21	01	DVD	84-840-56-00-5685	19.49
					INVOICE TOTAL:		19.49 *
					CHECK TOTAL:		141.18
105033	RJONEIL	R.J. O'NEIL, INC.					
	00114172		05/31/21	01	05/20/21 HVAC REPAIR	82-820-54-00-5495	280.00
					INVOICE TOTAL:		280.00 *
					CHECK TOTAL:		280.00
105034	SOUND	SOUND INCORPORATED					
	R173903		05/10/21	01	JUN-AUG 2021 TELEPHONE &	82-820-54-00-5462	291.00
				02	VOICE MAIL SERVICE AGREEMENT	** COMMENT **	
					INVOICE TOTAL:		291.00 *
					CHECK TOTAL:		291.00
105035	THYSSEN	THYSSENKRUPP ELEVATOR CORP					
	3005903516		05/01/21	01	MAY-JUL 2021 ELEVATOR	82-820-54-00-5462	578.37
				02	MAINTENANCE	** COMMENT **	
					INVOICE TOTAL:		578.37 *
					CHECK TOTAL:		578.37

82-820 LIBRARY OPERATIONS

84-840 LIBRARY CAPITAL

UNITED CITY OF YORKVILLE
CHECK REGISTER

FY 22

CHECK DATE: 06/14/21

CHECK #	VENDOR #	INVOICE NUMBER	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	ITEM AMT
105036	TODAYS	TODAY'S BUSINESS SOLUTIONS INC					
	11859		05/12/21	01	ANNUAL LICENSE FEE REWAL &	82-820-54-00-5462	1,244.00
				02	COIN TOWER SERVICE AGREEMENT	** COMMENT **	
					INVOICE TOTAL:		1,244.00 *
					CHECK TOTAL:		1,244.00
105037	TRIBUNE	CHICAGO TRIBUNE COMPANY					
	10394737-051621		05/16/21	01	SUBSCRIPTION RENEWAL THROUGH	82-820-54-00-5460	151.50
				02	08/15/21	** COMMENT **	
					INVOICE TOTAL:		151.50 *
					CHECK TOTAL:		151.50
105038	YOUNGM	MARLYS J. YOUNG					
	051021		05/25/21	01	05/10/21 MEETING MINUTES	82-820-54-00-5462	114.75
					INVOICE TOTAL:		114.75 *
	051721		06/03/21	01	05/17/21 MEETING MIYTES	82-820-54-00-5462	43.25
					INVOICE TOTAL:		43.25 *
	052421		06/06/21	01	05/24/21 MEETING MINUTES	82-820-54-00-5462	69.50
					INVOICE TOTAL:		69.50 *
					CHECK TOTAL:		227.50
					TOTAL AMOUNT PAID:		6,593.65



UNITED CITY OF YORKVILLE

PAYROLL SUMMARY

May 14, 2021

	REGULAR	OVERTIME	TOTAL	IMRF	FICA	TOTALS
ADMINISTRATION	\$ 20,162.25	\$ -	20,162.25	\$ 2,248.37	\$ 1,497.06	\$ 23,907.68
FINANCE	11,557.14	-	11,557.14	1,300.66	874.58	\$ 13,732.38
POLICE	125,675.50	3,673.88	129,349.38	719.52	9,625.75	\$ 139,694.65
COMMUNITY DEV.	20,814.10	-	20,814.10	2,345.79	1,556.67	\$ 24,716.56
STREETS	16,664.18	213.23	16,877.41	1,875.08	1,237.06	\$ 19,989.55
WATER	16,971.04	207.14	17,178.18	1,908.50	1,253.32	\$ 20,340.00
SEWER	9,280.10	-	9,280.10	1,031.02	676.28	\$ 10,987.40
PARKS	23,240.69	-	23,240.69	2,568.27	1,722.87	\$ 27,531.83
RECREATION	14,479.66	-	14,479.66	1,340.14	1,075.62	\$ 16,895.42
LIBRARY	14,854.08	-	14,854.08	928.08	1,100.76	\$ 16,882.92
TOTALS	\$ 273,698.74	\$ 4,094.25	\$ 277,792.99	\$ 16,265.43	\$ 20,619.97	\$ 314,678.39
TOTAL PAYROLL						\$ 314,678.39



UNITED CITY OF YORKVILLE PAYROLL SUMMARY May 28, 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	23,790.15	-	23,790.15	2,643.08	1,768.84	28,202.07
FINANCE	12,680.75		12,680.75	1,408.83	949.07	15,038.65
POLICE	126,685.27	3,904.90	130,590.17	719.52	9,697.65	141,007.34
COMMUNITY DEV.	19,814.10	-	19,814.10	2,201.35	1,457.24	23,472.69
STREETS	17,627.57	-	17,627.57	1,958.42	1,294.45	20,880.44
WATER	16,971.04	102.21	17,073.25	1,896.84	1,245.39	20,215.48
SEWER	9,280.12	-	9,280.12	1,031.02	676.18	10,987.32
PARKS	25,861.97	57.81	25,919.78	2,755.25	1,920.17	30,595.20
RECREATION	19,003.47	-	19,003.47	1,807.69	1,416.01	22,227.17
LIBRARY	15,079.11	-	15,079.11	975.83	1,117.95	17,172.89
TOTALS	\$ 291,601.89	\$ 4,064.92	\$ 295,666.81	\$ 17,397.83	\$ 21,910.79	\$ 334,975.43

TOTAL PAYROLL \$ 334,975.43



YORKVILLE LIBRARY BOARD

BILL LIST SUMMARY

Monday, June 14, 2021

ACCOUNTS PAYABLE

Library CC Check Register - FY21(Pages 1 - 3)	05/25/2021	\$1,837.23
Library CC Check Register - FY22 (Page 4)	05/25/2021	1,363.50
Library Check Register - FY21 (Page 5)	06/14/2021	802.56
Library Check Register - FY22 (Pages 6 - 8)	06/14/2021	6,593.65

FY 21

Marlys Young - 04/26/21 Meeting Minutes	05/25/2021	\$35.00
Nicor -04/01/21-05/03/21 services	05/25/2021	1,389.19

FY 22

Demco - Subscription Renewal	05/11/2021	\$920.31
IPRF - June 2021 Workers Comp	05/11/2021	872.21
Glatfelter Liability Ins. - Installment #5	05/11/2021	903.08
DLL Financial - June 2021 Copier Lease	05/11/2021	185.00

TOTAL BILLS PAID:	<hr/>	\$14,901.73
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PAYROLL

	<u>DATE</u>	
Bi-weekly (Page 9)	05/14/2021	\$16,882.92
Bi-weekly (Page 10)	05/28/2021	17,172.89

TOTAL PAYROLL:	<hr/>	\$34,055.81
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TOTAL DISBURSEMENTS:	<hr/> <hr/>	\$48,957.54
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DATE: 06/08/2021
TIME: 11:35:14
ID: GL440000.WOW

UNITED CITY OF YORKVILLE
GENERAL LEDGER ACTIVITY REPORT
FOR FISCAL YEAR 2022

PAGE: 1

ACTIVITY THROUGH FISCAL PERIOD 01

PER.	JOURNAL #	ENTRY DATE	ITEM	TRANSACTION DESCRIPTION	VENDOR	CHECK	INVOICE	DEBIT	CREDIT
82-000-24-00-2480		(L)	ESCROW -	MEMORIALS & GIFTS					
01		05/01/2021		BEGINNING BALANCE					49,510.68
					TOTAL ACCOUNT ACTIVITY			0.00	0.00
					ENDING BALANCE				49,510.68
					GRAND TOTAL			0.00	49,510.68
					TOTAL DIFFERENCE			0.00	49,510.68

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YORKVILLE PUBLIC LIBRARY
FISCAL YEAR 2022 BUDGET REPORT
For the Month Ended May 31, 2021

ACCOUNT NUMBER	DESCRIPTION	% of Fiscal Year	8% May-21	Year-to-Date Totals	FISCAL YEAR 2022 BUDGET	% of Budget
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LIBRARY OPERATIONS REVENUES

<i>Taxes</i>						
82-000-40-00-4000	PROPERTY TAXES		36,449	36,449	776,734	4.69%
82-000-40-00-4083	PROPERTY TAXES-DEBT SERVICE		39,429	39,429	836,024	4.72%
<i>Intergovernmental</i>						
82-000-41-00-4120	PERSONAL PROPERTY TAX		2,085	2,085	5,250	39.71%
82-000-41-00-4170	STATE GRANTS		-	-	21,151	0.00%
<i>Fines & Forfeits</i>						
82-000-43-00-4330	LIBRARY FINES		557	557	8,500	6.55%
<i>Charges for Service</i>						
82-000-44-00-4401	LIBRARY SUBSCRIPTION CARDS		1,435	1,435	8,500	16.89%
82-000-44-00-4422	COPY FEES		271	271	3,800	7.13%
82-000-44-00-4439	PROGRAM FEES		-	-	-	0.00%
<i>Investment Earnings</i>						
82-000-45-00-4500	INVESTMENT EARNINGS		41	41	2,000	2.07%
<i>Miscellaneous</i>						
82-000-48-00-4820	RENTAL INCOME		-	-	1,750	0.00%
82-000-48-00-4850	MISCELLANEOUS INCOME		98	98	2,000	4.92%
<i>Other Financing Sources</i>						
82-000-49-00-4901	TRANSFER FROM GENERAL		1,776	1,776	26,993	6.58%
TOTAL REVENUES: LIBRARY			82,142	82,142	1,692,702	4.85%

LIBRARY OPERATIONS EXPENDITURES

<i>Salaries & Wages</i>						
82-820-50-00-5010	SALARIES & WAGES		17,137	17,137	286,470	5.98%
82-820-50-00-5015	PART-TIME SALARIES		12,796	12,796	195,544	6.54%
<i>Benefits</i>						
82-820-52-00-5212	RETIREMENT PLAN CONTRIBUTION		1,904	1,904	32,180	5.92%
82-820-52-00-5214	FICA CONTRIBUTION		2,219	2,219	35,685	6.22%
82-820-52-00-5216	GROUP HEALTH INSURANCE		5,206	5,206	105,501	4.93%
82-820-52-00-5222	GROUP LIFE INSURANCE		-	-	377	0.00%
82-820-52-00-5223	DENTAL INSURANCE		-	-	7,079	0.00%
82-820-52-00-5224	VISION INSURANCE		34	34	1,088	3.09%
82-820-52-00-5230	UNEMPLOYMENT INSURANCE		-	-	1,000	0.00%
82-820-52-00-5231	LIABILITY INSURANCE		1,775	1,775	25,993	6.83%
<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		-	-	2,500	0.00%
82-820-54-00-5440	TELECOMMUNICATIONS		-	-	7,200	0.00%



YORKVILLE PUBLIC LIBRARY
FISCAL YEAR 2022 BUDGET REPORT
For the Month Ended May 31, 2021

ACCOUNT NUMBER	DESCRIPTION	% of Fiscal Year	8% May-21	Year-to-Date Totals	FISCAL YEAR 2022 BUDGET	% of Budget
82-820-54-00-5452	POSTAGE & SHIPPING		-	-	750	0.00%
82-820-54-00-5460	DUES & SUBSCRIPTIONS		569	569	11,000	5.17%
82-820-54-00-5462	PROFESSIONAL SERVICES		980	980	40,000	2.45%
82-820-54-00-5466	LEGAL SERVICES		-	-	3,000	0.00%
82-820-54-00-5468	AUTOMATION		-	-	20,000	0.00%
82-820-54-00-5480	UTILITIES		-	-	12,351	0.00%
82-820-54-00-5495	OUTSIDE REPAIR & MAINTENANCE		1,033	1,033	50,000	2.07%
82-820-54-00-5498	PAYING AGENT FEES		-	-	1,700	0.00%
<i>Supplies</i>						
82-820-56-00-5610	OFFICE SUPPLIES		-	-	8,000	0.00%
82-820-56-00-5620	OPERATING SUPPLIES		-	-	4,000	0.00%
82-820-56-00-5621	CUSTODIAL SUPPLIES		-	-	7,000	0.00%
82-820-56-00-5635	COMPUTER EQUIPMENT & SOFTWARE		-	-	2,000	0.00%
82-820-56-00-5671	LIBRARY PROGRAMMING		-	-	2,000	0.00%
82-820-56-00-5675	EMPLOYEE RECOGNITION		-	-	300	0.00%
82-820-56-00-5685	DVD'S		-	-	500	0.00%
82-820-56-00-5686	BOOKS		-	-	1,500	0.00%
<i>2006 Bond</i>						
82-820-84-00-8000	PRINCIPAL PAYMENT		-	-	75,000	0.00%
82-820-84-00-8050	INTEREST PAYMENT		-	-	16,675	0.00%
<i>2013 Refunding Bond</i>						
82-820-99-00-8000	PRINCIPAL PAYMENT		-	-	645,000	0.00%
82-820-99-00-8050	INTEREST PAYMENT		-	-	103,550	0.00%
TOTAL FUND REVENUES			82,142	82,142	1,692,702	4.85%
TOTAL FUND EXPENDITURES			43,652	43,652	1,709,443	2.55%
FUND SURPLUS (DEFICIT)			38,490	38,490	(16,741)	

LIBRARY CAPITAL REVENUES

84-000-42-00-4214	DEVELOPMENT FEES	10,300	10,300	50,000	20.60%
84-000-45-00-4500	INVESTMENT EARNINGS	13	13	200	6.72%
84-000-48-00-4850	MISCELLANEOUS INCOME	-	-	-	0.00%
TOTAL REVENUES: LIBRARY CAPITAL		10,313	10,313	50,200	20.54%

LIBRARY CAPITAL EXPENDITURES

84-840-54-00-5460	E-BOOK SUBSCRIPTIONS	-	-	3,500	0.00%
84-840-56-00-5635	COMPUTER EQUIPMENT & SOFTWARE	-	-	15,000	0.00%
84-840-56-00-5683	AUDIO BOOKS	-	-	3,500	0.00%



YORKVILLE PUBLIC LIBRARY
FISCAL YEAR 2022 BUDGET REPORT
For the Month Ended May 31, 2021

		<i>% of Fiscal Year</i>	<i>8%</i>	<i>Year-to-Date</i>	<i>FISCAL YEAR 2022</i>	
ACCOUNT NUMBER	DESCRIPTION		May-21	Totals	BUDGET	% of Budget
84-840-56-00-5684	COMPACT DISCS & OTHER MUSIC		-	-	500	0.00%
84-840-56-00-5685	DVD'S		-	-	3,000	0.00%
84-840-56-00-5686	BOOKS		-	-	50,000	0.00%
84-840-60-00-6020	BUILDING IMPROVEMENTS		-	-	20,000	0.00%
TOTAL FUND REVENUES			10,313	10,313	50,200	20.54%
TOTAL FUND EXPENDITURES			-	-	95,500	0.00%
FUND SURPLUS (DEFICIT)			10,313	10,313	(45,300)	

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PAYROLL

1 ST PAY PERIOD		\$	16,883											
2 ND PAY PERIOD			17,173											
3 RD PAY PERIOD			-											
Total		\$	34,056	\$	-	\$	-	\$	-	\$	-	\$	-	\$

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YORKVILLE PUBLIC LIBRARY
STATEMENT OF REVENUES, EXPENDITURES AND TRANSFERS
For the Month Ended May 31, 2021 *



	May Actual	YTD Actual	% of Budget	FY 2022 Budget	Fiscal Year 2021 For the Month Ended May 31, 2020 YTD Actual % Change	
LIBRARY OPERATIONS FUND (82)						
<i>Revenues</i>						
Property Taxes	\$ 75,878	\$ 75,878	4.70%	\$ 1,612,758	\$ -	0.00%
<u>Intergovernmental</u>						
Personal Property Replacement Tax	\$ 2,085	\$ 2,085	39.71%	\$ 5,250	\$ 800	160.65%
State Grants	-	-	0.00%	21,151	-	0.00%
Total Intergovernmental	\$ 2,085	\$ 2,085	7.90%	\$ 26,401	\$ 800	160.65%
Library Fines	\$ 557	\$ 557	6.55%	\$ 8,500	\$ -	0.00%
<u>Charges for Services</u>						
Library Subscription Cards	\$ 1,435	\$ 1,435	16.89%	\$ 8,500	\$ -	0.00%
Copy Fees	271	271	7.13%	3,800	-	0.00%
Total Charges for Services	\$ 1,706	\$ 1,706	13.87%	\$ 12,300	\$ -	0.00%
Investment Earnings	\$ 41	\$ 41	2.07%	\$ 2,000	\$ 203	-79.53%
<u>Reimbursements/Miscellaneous/Transfers In</u>						
Miscellaneous Reimbursements	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%
Rental Income	-	-	0.00%	1,750	-	0.00%
Miscellaneous Income	98	98	4.92%	2,000	-	0.00%
Transfer In	1,775	1,775	6.58%	26,993	5,911	-69.97%
Total Miscellaneous & Transfers	\$ 1,874	\$ 1,874	6.09%	\$ 30,743	\$ 5,911	-68.30%
Total Revenues and Transfers	\$ 82,141	\$ 82,141	4.85%	\$ 1,692,702	\$ 6,914	1088.12%
<i>Expenditures</i>						
<u>Library Operations</u>	<u>\$ 43,652</u>	<u>\$ 43,652</u>	<u>2.55%</u>	<u>\$ 1,709,443</u>	<u>\$ 83,048</u>	<u>-47.44%</u>
50 Salaries	29,933	29,933	6.21%	482,014	51,531	-41.91%
52 Benefits	11,137	11,137	5.33%	208,903	24,693	-54.90%
54 Contractual Services	2,582	2,582	1.69%	153,001	6,824	-62.17%
56 Supplies	-	-	0.00%	25,300	-	0.00%
99 Debt Service	-	-	0.00%	840,225	-	0.00%
Total Expenditures and Transfers	\$ 43,652	\$ 43,652	2.55%	\$ 1,709,443	\$ 83,048	-47.44%
<i>Surplus(Deficit)</i>	<i>\$ 38,489</i>	<i>\$ 38,489</i>		<i>\$ (16,741)</i>	<i>\$ (76,134)</i>	

* May represents 8% of fiscal year 2022

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Library Director's Report for May 2021

Summary

Programming:

2021 Summer Reading Program: Reading Colors Your World - June 1 – July 31

Yorkville Public Library is excited to present this year's summer reading programs for children, teens, and adults! This year the children's program is divided between June and July. We are challenging our young patrons to read 425 minutes each month! At the end of each month, children can submit their reading log to be entered into the Grand Prize Raffle. Simply record your child's minutes on the print log available at the library or use the online portal to record your minutes via the YPL website (under summer reading). Using the online portal will also allow for weekly challenges and prizes.

We are challenging our teen and adult patrons to read 6 books and complete 4 mini-challenges! The challenges will be biweekly, and each has a raffle prize! We will also be featuring a few take-home crafts, while supplies last, that embrace the theme of "Reading Colors Your World" so keep an eye out at the Adult Services Desk! Patrons can record their books using the print log available at the library or use the online portal via the YPL Website (under summer reading).

Grand prizes for both programs will be drawn August 2, 2021.

A special thanks to our sponsors this year include Wendy's, Keller's Farmstand, NIU Football, Sweet Temptations, Grace, Amy's Evergreen Farm, Foxy's Ice Cream, Silver Fox, Rosati's, and the Friends of the Library.

Some of the list of programs available for all ages during the month of June:

Window Art, Chalk the Walk, Virtual 3D Printing, Girls Who Code (Zoom), Stories in the Park, Facebook Spanish Story Time, Drop in Story Time, Escape Room Activity, Tots and Toddlers, STEM Camp, Facebook Story Time, Movie Monday, Colorful Creatures of Illinois (Zoom), Only One You, Heartland School Story Time, Summer Intern (teens), Where Did Van Gogh, Go?, Color Splat Hunt, Real Tadpoles, Book Clubs: YA Teen, 3-5 Grade, 1-2 Grade, Lunch Bunch, and Men's Book Club, Threads, and Creative Writing Group.

Some special programs coming in July:

Weekly Art Programs, Crochet Club, Candyland, a presentation by Food Historian, Cynthia Clampitt.

Building:

City electrician came in to look at an issue we are having with our 4-fire exit/emergency gates outside of the building not locking/unlocking. He spent quite a bit of time trying to troubleshoot the issue but was unable to repair them. Contacted ADS to address the problem. A technician was here for 2 days working to get the doors back into operation.

Umbrella Technologies installed the last access reader for the back door entrance. He trained management staff in the process of programming our new key fobs.

Had to contact R.J. O'Neil 2 times this month to restart the chiller.

5/20/21 Technician had to clear an alarm and reset the chiller. The water was close to 100 degrees, and he had to load the compressors slowly so they would not fail on high suction pressure.

6/2/21 Technician said the evaporator pump was not running because the building automation system was turned off. The tech reset the chiller and building automation computer and the evaporator pump turned back on.

Jeff from TCG Solutions has been in the building working on getting us ready to go live with our new phone system on July 1.

Contacted Comcast to cancel our internet service and port our numbers on voice service effective July 1 when we switch over to Metronet.

The 1st floor button on the elevator broke off and had to call ThyssenKrupp for service.

Showalter Roofing came and preformed the warranty maintenance on the snow guards, repaired several spots on our gutters, and cleaned out all gutters on the building. They sent 2 crew members who were here for ½ day working. They did an excellent job and thoroughly cleaned up around the building.

Reports:

This month I have been working on preparing the IPLAR (Illinois Public Library Annual Report) for the State of Illinois. I have worked with Rob, Finance Director to provide me numbers for several items on report, which is due to the State by June 30.

Library Operations:

5/18/21 – Posted signage in the library per Governor’s executive orders about mask wearing.

We had 5 people apply for the Director of Adult Services position. We have interviewed 3 people and hope to decide next week.

Staff and Training:

Several staff members will be viewing a webinar from Ryan Dowd on “customers without masks”.

We have posted several weekly comic strips on our Facebook page featuring Ms. Treata Book and Ms. J. they have been well received.

We had an employee resign because their family has moved, and she has accepted a full-time job. We will need to fill this position at the end of the summer.

Website Redesign:

We have been sent a demo link to our website for staff to go over and test with different devices (phones, tablets, laptops) to make sure it is viewable/working on all platforms. We will be reviewing this individually and then meeting as a group to discuss and send our 1st revisions back to Weblinx for editing.

Services:

The Illinois Cards for Kids Act is an amendment to Illinois Public Library Non-Resident Services that allows qualifying students in pre-kindergarten through twelfth grade who participate in the Federal Free and Reduced-Price Meal Program at their school, and reside outside of the city limits, to obtain a library card free of charge. To be issued a card at the library, parents/guardians of the students will need to present their letters of free and reduced lunch eligibility that they receive each year on or around July 1 from the State to the Circulation desk and fill out an application. We have been in contact with the school district and our information is being passed along to the appropriate people. We will reach out again to the school district in early August.

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FY 2021 COLLECTION DEVELOPMENT REPORT

Inventory was completed fall of 2020 having taken 2 years to complete. Only 64 items were found to be missing. After searching several times that number was brought down to 32, as of May 2021 this number was again brought down to 6 items missing.

YA fiction was weeded Dec. 2020. An extra bookshelf was brought in, and the books were shifted to accommodate the growing collection. At this point we have no extra room in the YA fiction area and will have to weed periodically to accommodate new books.

Parenting books were weeded and updated with 40 new books.

Large Print was also weeded Fall of 2020. This area is also at capacity and will have to be weeded periodically to accommodate new books.

Easy Readers continue to be the most checked out area of the collection, it is our intention to continue to work on expanding this area. Picture books are the second most checked out area and adult fiction came in third.

Due to generous development fees the last three years the collection has not only grown but is a younger collection than it was 5 years ago when looking at publication dates.

A State grant to RAILS (\$125,000.00) during COVID (Nov. 2020) will expand children's e-books (both fiction and non-fiction) in Axis360.

We continue to see a decrease in the number of magazine titles that are printed. We would like to see the library move to digital popular magazines in the future if funds permit.

While we did purchase Playaway's for Adults and children initially, we have seen that Adults prefer to either listen to books on CD or to listen by digital download. We will continue to purchase a limited number for children's but will no longer for adults as they are very expensive.

We feel we are addressing the EDI initiatives gradually as more publishers make materials by more diverse authors available. We conscientiously purchase these new titles when available keeping in mind our area demographic population so that we might make our collection more diverse and inclusive.

We have expanded the graphic novels in all levels, youth, young adult, and adult.

We began purchasing DVD/Blu-ray combo packs in 2019 with the idea that we were getting two circulations by splitting them up. The publishers have caught on and now do not offer combo packs much. When they do and you preorder, suddenly they no longer say it will come that way. So, we are inclined to mostly but not exclusively purchase the DVD versions to save costs.

In FY21 we purchased 3,499 new items for the library. (Figure does not include magazines or donated books added to the collection.)

Respectfully submitted by

Dixie DeBord
Director of Technical Services

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February 8, 2021

Russ Walter
Yorkville Public Library
902 Game Farm Rd.
Yorkville, IL 60560

Re: Alerton BAS Upgrade
THG020421

Syserco Midwest Inc. is pleased to present the following proposed pricing and associated scope of work for the installation of an Alerton Ascent DDC Control System for **Yorkville Public Library** in accordance with the Scope of Work outlined below. Syserco Midwest Inc. will provide design, installation, programming and startup of an Alerton Ascent DDC Control System for the following:

Scope: Replace 1 Obsolete BCM Array and Workstation

- Provide and install (1) new Alerton Control Module (data sheet attached)
- Provide and install battery backup for ACM.
- Provide (1) 64 device license
- Back up all databases after completion

Compass Upgrade

- Provide and set up new Dell workstation
- Upgrade Envision for BacTalk to Compass Medium software package
- Transfer all system graphics, programs, and databases
- Verify system operation for trends, alarms, and schedules
- Backup all databases after completion

Pricing

- ACM Controller, Workstation, Software - \$12,910
- Engineering, Installation, Programming and Checkout - \$6,990
- Shipping & Warranty - \$650
- Total Price: \$20,550

Deduct: Yorkville to provide new Windows-based PC.

Deduct Price = \$2,500

Assumptions/Clarifications:

1. Any equipment specified to be integrated to the BAS are to be supplied with appropriate BACNet MS/TP Open Protocol translator for integration to Alerton BAS. Further, pricing is based upon Equipment Supplier providing all necessary onsite programming / technical support to ensure both systems are communicating and all points are mapped and interactive between systems in conjunction with BAS Contractor.
2. Point availability from and specific sequences of operation and controllability of Equipment with Manufacturer provided controls is limited by Manufacturer. Syserco does not have the ability to modify Equipment Manufacturer sequences.
3. Standard Syserco temperature sensors, CO2, damper actuators, current sensors and relays etc. will be provided.
4. Ethernet Connectivity to all "Global" controllers to be provided by others prior to startup activities.
5. All field controllers to utilize BACNet MSTP communication bus. We have excluded IP field bus communications.
6. All wire in walls and concealed areas is ran exposed in plenum cable. Wire in exposed areas is enclosed in EMT conduit raceway.
7. All concealed tubing is FR Poly.
8. 120V power to all "Global" controllers to be provided by others prior to startup activities.
9. A One year warranty from date of system acceptance is included.

Exclusions: We specifically exclude all work not included in our Scope of Work above, including, but not limited to the following:

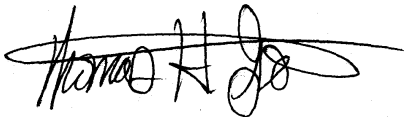
1. *Unless specifically noted as a line item below under "Proposed Pricing" any cost impact resulting from COVID jobsite specific IPPs is excluded and will be provided after Syserco receives the General Contractor's site specific COVID plan.*
2. Commissioning Agent / Validation support is specifically excluded except as noted above. All testing scripts are to be developed and provided by a 3rd Party Commissioning Agent.
3. All control wiring and/or installation of "ship loose" not directly connected to Syserco hardware or Syserco communications network is excluded unless noted above.
4. Building or Utility or sub metering, metering and monitoring is excluded.
5. Domestic or Irrigation Water Metering, monitoring is excluded.
6. Trenching is excluded.
7. Patching is excluded.
8. Demolition is excluded.
9. Sequence of Operations development is excluded.
10. Coring is excluded.
11. 120V Power to all control and transformer panels is by Division 26.
12. Smoke detectors supplied, installed, powered, controlled, and interlocked to mechanical equipment by others.
13. Any work associated with the fire alarm system or life safety system including combination SPF, fire/smoke dampers, actuators, annunciators, associated wiring, alarm points, programming and life safety testing or any work associated with smoke control is excluded.
14. Firefighters control panel is excluded.
15. All gauges, thermometers and other indicating devices supplied, installed, tubed by others.
16. Roof Penetrations, flashing, roof repair/patching and Wall/Floor cutting/patching/painting is excluded.
17. Cost for permits is excluded. If permits are needed they are to be procured by owner.
18. Overtime is excluded.

Terms and Conditions: This quotation is subject to acceptance within 45 calendar days and to all of the terms and conditions contained below.

1. Syserco's quotation specifically excludes any "Pre-Payment" or "Early Payment" discounts. If contractor plans on enforcing any discount clause, the appropriate amount to offset any discount percentage is to be added to Syserco's final contract value.
2. Syserco's quotation is based upon a 10% initial Mobilization/Engineering Fee.
3. This proposal will constitute the Scope of Work under Client's contract with Syserco Inc.
4. A joint-check agreement is required between Syserco Inc. and Client unless Client has previously established satisfactory credit with Syserco Inc. Credit ratings are based solely on Syserco Inc.'s methods for determining credit worthiness and may change to reflect recent credit history.
5. Syserco is bondable, however the cost of bonds is not included and if required, shall be an additional expense to Client.
6. No work will commence on project, including engineering submittals until receipt of mutually agreeable contract that shall include, but not be limited to satisfactory progress payments, no special or limited consequential damages and all other terms no less favorable than the Contractor has with the owner.

I appreciate the opportunity to provide you with this proposal and look forward to our future involvement on this project. If you have any questions or additional requests, please do not hesitate to call me at 312-720-6758.

Sincerely,



Thomas Goetz
Account Executive
Syserco
t.goetz@syserco.com

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AGREEMENT FOR E-RATE CONSULTING SERVICES

For Funding Years 2022-2024

THIS AGREEMENT (the "Agreement") is made and entered into by and between **YORKVILLE PUBLIC LIBRARY**, 902 Game Farm Road, Yorkville, IL 60560, BEN: 135742, (the "Client") and **E-Rate Funding Services, LLC**, 718 Saint Nicholas Dr., O'Fallon, IL 62269-3125, St. Clair County, CRN 16082747, (the "Consultant").

RECITALS:

- The Client desires to have a Consultant to prepare documentation, forms and applications regarding the Federal Communications Commission ("FCC") E-Rate Program.
- Client has the authority to enter into an Agreement with a Consultant for purposes of complying with the FCC E-Rate Program.
- Consultant is duly qualified to provide the services called for in this Agreement in consideration for the fee stipulated in this Agreement.

IN CONSIDERATION OF the matters described above and of the mutual benefits and obligations set forth in this Agreement, the receipt and sufficiency of which consideration is hereby acknowledged, the Client and the Consultant (individually the "Party" and collectively the "Parties" to this Agreement) agree as follows:

Professional Services Provided The Client hereby agrees to engage the Consultant to provide the Client with services (the "Services") consisting of:

Best practices consulting services in all matters related to Priority One and Priority Two applications of the Federal Communication Commission E-Rate filings with the schools and library division ("SLD"); including E-Rate Program rules, regulations, policies, procedures, guidelines and deadlines.

Services provided under this agreement to include the following:

1. Advise Client on E-Rate compliance including updates on rule or regulatory changes, as applicable
2. Advise Client of eligible services (USAC Eligible Service List "ESL")
3. Advise and assist Client in the vendor selection process, sharing all vendor proposals, ensuring compliance with program rules and regulations
4. Advise and coordinate the preparation and filling of FCC Forms: 470, 471, 486, 500; item 21 attachments and related forms, e.g. RAL
 - a. Notify service providers of applicant's reimbursement payment option(s):
 1. File FCC Form 472, applicant reimbursement (BEAR) or
 2. File for Service Provider Invoice (SPI) vendor specific discounts. as specified
 - b. Prepare and file as required:
 1. Invoice Deadline Extension Request (IDER)
 2. Service Provider Identification Number (SPIN) change requests
 3. Service Substitution Requests
5. Respond to requests from USAC:
 - a. Program Integrity Assurance (PIA)
 - b. Selective Review Information Request (SRIR) related to a contracted filing year (current)
 - c. Payment Quality Assurance (PQA)
6. Preparation and filing of USAC and/or FCC appeals
7. Invoice Reconciliation for previous fund year disbursement
8. Follow up action as requested to all Funding Years
9. Act as the client's main point of contact with the SLD
10. Advise Client on E-Rate compliance including updates on rule or regulatory changes, as applicable
11. Other services or tasks which the Parties may agree on

Client Responsibilities

- Provide all required / requested information and data necessary for successful participation for filing all forms with the SLD in a timely manner
- Take such official action to review drafts and promptly sign and return all forms required for filing with a third party in a timely manner
- Inform the Consultant at least forty-five (45) days prior to the signing of any contract that may concern E-Rate Eligible services
- Inform the Consultant within two (2) business days of any communication the Applicant receives from the SLD of the Universal Service Administrative Company ("USAC") or a service provider.
- Promptly pay Consultant's fee(s) for services rendered. All payments are due and payable upon receipt of the invoice, unless other payments options have been agreed upon by the parties
- Retain all necessary E-Rate documentation and correspondence relative to the program for at least ten (10) years from the last date of service
- USAC – EPC Portal. Client agrees to designate E-Rate Funding Services, LLC, as the Client's E-Rate consultant with full rights as defined by USAC

Compensation For the services rendered by the Consultant as described by this Agreement, the Client will provide compensation (the "Compensation") to the Consultant as follows:

- **Category 1 Services** – Telecommunications & Internet Access as designated by USAC:
 1. For Funding Year 2022, \$400.00 - payable July 1, 2021 or at contract signing.
 2. For Funding Year 2023, \$400.00 - payable July 1, 2022
 3. For Funding Year 2024, \$400.00 - payable July 1, 2023
- **Category 1 Services – Special Construction & Self-provisioned Network fees** – percentage of the approved funding as indicated in the USAC funding decision letter that is funded via either the SPI or BEAR payment option; funded amount up to \$500,000 at 3.0%; \$500,001 to \$1,000,000 at 2.5%; over \$1,000,001 at 2%.
- **Category 2 Services** – Internal Connections (IC) at five percent (5%); Basic Maintenance of Internal Connections (BMIC), and Managed Internal Broadband (MIB) Services at 10% of the approved funding as indicated in the USAC funding decision letter that is funded via either the SPI or BEAR payment option; a minimum fee of \$250.00 may be charged.

Additional Compensation The Client understands that the Compensation as provided in this Agreement will constitute the full and exclusive monetary consideration and compensation for all services in all matters related to Priority One and Priority Two applications performed by the Consultant. At the written request of the Client, the Consultant will provide additional Professional Services, compensation as agreed to by the parties.

Term The term of this Agreement ("Term") is for three (3) funding years commencing with funding year 2021 and will remain in full force until all issues with/for each funding year are resolved. The Term of this Agreement may be extended by mutual written agreement of the Parties.

Termination Either party may terminate this Agreement by delivering written notice of at least (30) days of the termination date.

Conflict of Interest No business or personal relationship exists between and client employee and the consultant.

Attorney's Fees and Costs In any litigation, arbitration, or other proceeding by which one party either seeks to enforce its rights under this Agreement (whether in contract, tort, or both) or seeks a declaration of any rights or obligations under this Agreement, each party shall bear its own attorney fees, together with any costs and expenses to resolve the dispute and to enforce the final judgement.

Severability In the event that any of the provisions of this Agreement are held to be invalid or unenforceable in whole or in part, all other provisions will nevertheless continue to be valid and enforceable with the invalid or unenforceable parts severed from the remainder of this Agreement.

Confidentiality Confidential information refers to any data or information relating to the Client, whether business or personal, which would reasonably be considered to be private or proprietary to the Client and that is not generally known and where the release of that Confidential Information could reasonably be expected to cause harm to the Client.

The Consultant agrees that they will not disclose, divulge, reveal, report or use, for any purpose, any Confidential Information which the Consultant has obtained, except as authorized by the client, or required by law. This obligation will survive for a period of one (1) year from the termination of this Agreement.

Independent Contractor While engaged in carrying out and complying with the terms and conditions of this Agreement, Consultant is an independent contractor and not an officer, employee, or agent of the Client.

Limitation of Liability The Client is responsible for verifying the accuracy of information submitted to the Consultant. The Consultant disclaims and makes no warranty, express or implied, nor assumes any legal liability or responsibility for the validity, accuracy, correctness, or completeness of any information that is provided by the Client to the Consultant. By submitting information, the Client understands that Consultant will submit the information to USAC, and shall not be liable for any direct, indirect, incidental, consequential, or exemplary damages, including but not limited to, damages for loss of funding, data or other intangible losses, resulting from the Client's non-response or incomplete response and/or the Client's inaccurate, invalid, incorrect, or incomplete provision of information.

Modification of Agreement Any amendment or modification of this Agreement or additional obligation assumed by either Party in connection with this Agreement will only be binding if evidenced in writing signed by each Party or an authorized representative of each Party.

Assignment The Consultant will not voluntarily or by operation of law assign or otherwise transfer its obligations under this Agreement without the prior written consent of the Client.

In the event the Consultant is unable to perform the above duties; with the consent of the Client, they may be assumed by Gerard "Gerry" F. Zeller, of Zeller and Associates, LLC; CRN 16051885; Telephone: 847-828-4606; Email: gzeller@zellerandassociates.com; Fax: 847-729-5240.

Governing Law It is the intention of the Parties to this Agreement that this Agreement and the performance under this Agreement, and all suits and special proceedings under this Agreement, be construed in accordance with and governed, to the exclusion of the law of any other forum, by the laws of the State of Illinois, without regard to the jurisdiction in which any action or special proceeding may be instituted.

Authority The individuals executing this Agreement represent and warrant that they have the legal capacity and authority to execute and contractually bind their respective legal entities.

Entire Agreement This Agreement, supersedes any and all other agreements, whether oral or in writing, between the parties with respect to the subject of this Agreement. The Agreement contains all of the covenants and agreements between the parties with respect to the subject of this Agreement, and each party acknowledges that no representations, inducements, promises, or agreements have been made by or on behalf of any party except the covenants and agreements embodied in this Agreement. No agreement, statement, or promise not contained in this Agreement shall be valid or binding on the parties with respect to the subject of this Agreement.

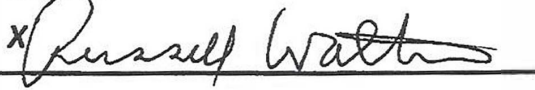
ACCEPTED on this 25th day of May 2021

Print Name of Authorized Signatory:

Russ Walter

Title: Trustee

Signature:

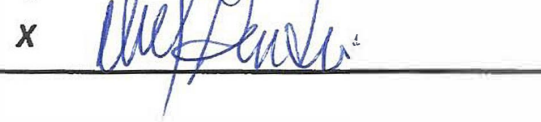
X 

For E-Rate Funding Services, LLC:

David Gornstein

Title: Consultant

Signature:

X 

E-Rate Funding Services, LLC

CRN 16082747

Cell: 973-714-3724 | Email: dave.erfs@att.net

Home Office: 618-589-9233 | Fax: 866-735-8070

From: J Burns <jtburns593@gmail.com>
Sent: Tuesday, June 08, 2021 8:51 AM
To: Russ Walter <russ.walter@yorkville.lib.il.us>
Subject: Library Revised Quote

Greetings Russ

As promised here is an overview of the scope of work for the Yorkville Public Library. This is a "snapshot" - we will present more detail on the 14th.

- 1) Inspect and make any necessary repairs to existing gutters and downspouts.
- 2) Clean out all gutters and downspouts
- 4) Seal gutters and downspouts with 50 year warranty Geocel silicone or equivalent
- 5) Install supplemental reinforcing brackets every 12 to 18 inches as required
- 6) Install LeafFilter Gutter Protection System
- 7) Provide lifetime transferable LeafFilter warranty and manufacturer's 100% money back "No Clog" guarantee
- 8) Price is inclusive of all material, labor, insurance during installation, job site clean up.

Total Price - \$26,477
Less 10% Commercial Discount
Total Discounted Price - \$23,829

Installation is anticipating 2-3 days to complete all work. Minimal impact to facility during install as we do not anticipate the need for any special equipment or accommodations for installation. Upon acceptance of this quote I will draft a formal contract for submission and review. Terms are payment upon completion.

Thanks again for your interest in LeafFilterGutter Protection. We look forward to providing a detailed overview of the LeafFilter product, its benefits, and the installation, with your board on June 14th at 7:00 PM. Please let me know if you have any additional questions or concerns.

Regards
Jack

Jack Burns
LeafFilter Gutter Protection
331-237-8721 (Cell)