

**Agenda
Yorkville Public Library
Board of Trustees
August 9, 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. Presentations
5. Minutes
6. Correspondence
7. Public Comment
8. Staff Comment
9. Report of the Treasurer:
 - Financial Statement
 - Payment of Bills
10. Report of the Library Director
11. City Council Liaison
12. Standing Committees:
 - Policy
 - Physical Facilities
 - Community Relations
 - Personnel
 - Finance
13. Unfinished Business:
 - Verde Energy Lighting Proposal
 - YPL Community Fest
14. New Business:
 - Extending Library Service Hours
 - COLA
 - Carpet Cleaning Proposal
15. Executive Session (if needed)
 1. For the discussion of minutes of meetings lawfully closed under the Open Meetings Act, whether for purposes of approval by the body of the minutes or semi-annual review of the minutes as mandated by Section 2.06.
 2. 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.
16. New Business (continued) Release of Executive Session Minutes
17. Adjournment

NOTICE
LIBRARY BOARD OF TRUSTEES MEETING
Monday, August 9, 2021
7:00 p.m.
Yorkville Public Library
902 Game Farm Road, Yorkville, IL

Remote Meeting Attendance Instructions for the
Yorkville Public Library Board of Trustees Meeting to be held on August 9, 2021 at 7:00 p.m.

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 is encouraging social distancing by allowing remote attendance to the Library Board of Trustees meeting to be held on Monday, August 9, 2021 at 7:00 p.m. Instructions for joining the meeting are listed below.

The Yorkville Public Library is inviting you to a scheduled Zoom meeting.

Topic: Yorkville Public Library Board of Trustee Meeting
Time: Aug 9, 2021 07:00 PM Central Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/83307132707>

Meeting ID: 833 0713 2707

One tap mobile

+13126266799,,83307132707# US (Chicago)

+16465588656,,83307132707# US (New York)

Dial by your location

+1 312 626 6799 US (Chicago)

+1 646 558 8656 US (New York)

+1 301 715 8592 US (Washington DC)

+1 346 248 7799 US (Houston)

+1 669 900 9128 US (San Jose)

+1 253 215 8782 US (Tacoma)

Meeting ID: 833 0713 2707

Find your local number: <https://us02web.zoom.us/u/kDJUREUIX>

DRAFT

Yorkville Public Library
Policy Committee Meeting
Wednesday, July 7, 2021 6:00pm
902 Game Farm Road – Michelle Pfister Meeting Room

The meeting was called to order at 6:00pm by Chairperson Theron Garcia, roll was called and a quorum was established.

Roll Call Committee Members: Darren Crawford-yes, Rosie Millen-yes, Theron Garcia-yes, Tara Schumacher-yes

Others Present: Library Director Shelley Augustine

Recognition of Visitors: Ms. Garcia recognized Ms. Augustine.

Public Comment: None

New Business:

Tutoring Policy Review & Update

The committee met to further revise and update the Tutoring Policy. Ms. Augustine detailed the changes she made as requested from the June 30th meeting.

Director Augustine said she would prefer not to have group tutoring at this time and to only use study rooms. Mr. Crawford said the library should have a partnership with the schools for group tutoring.

Ms. Garcia asked if there is anything in the library law that pertains to tutoring. The Director could not locate anything and noted that Plano does not have a tutoring policy and Oswego has guidelines and designated “noise” zones for tutoring purposes.

Committee members suggested re-arranging several of the bullet points and placing some of them under the Prohibitions area. Ms. Augustine will make the revisions and the revised policy will be presented at the next Board of Trustees meeting for consideration and adoption as a policy.

Adjournment:

There was no other business and the meeting was adjourned at 6:11pm.

Minutes respectfully submitted by
Marlys Young, Minute Taker

This page intentionally left blank.

DRAFT

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

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

Roll Call:

Susan Chacon-(arr. 7:02pm), Ryan Forristall-yes, Rosie Millen-yes, Russ Walter-yes

Other Board Members, Library Staff & Guests Present:

Library Board President Darren Crawford, Library Director Shelley Augustine, Director of Technical Services Dixie DeBord, Youth Services Director Jennette Weiss, Circulation Manager Sharyl Iwanski-Goist, Judy Somerlot-Friends of the Library, Doug Somerlot, Joan Knutson, Daniel Chacon, Sue Smithmeyer-Friends of the Library, Carol Morris-Friends of the Library, Sharon Lowy-Friends of the Library, Lucas Robinson-*Kendall County Record*, Victoria Crawford-Kylynn's Ridge, Sands Uridil-Friends of the Library, Lou Uridil-Friends of the Library, Pat McNamara-Blackberry North, Cesar Chacon, Corey Johnson

Recognition of Visitors:

Mr. Walter welcomed staff and guests.

Public Comment: (Under New Business)

New Business:

Q&A About the Process of Conversion to a Library District

Mr. Walter opened the meeting and showed a map slide that illustrated the local city boundaries and library district boundaries. It also showed locations of the persons outside the city limits who have purchased a Yorkville library card. A question and answer session followed.

Q. Mr. Walter posed the first question--what is a library district? **Answer:** A district is its own entity, the district controls the levy, the Board is elected and all else remains the same.

Q. The second question posed by Mr. Walter was what is the process to convert to a district? **Answer:** There are 3 different ways:

1. The Board must pass a resolution, City Council must approve, court hearing, public input, judge decides based on public hearing, legal costs of \$16,000. Process would take a year.
2. Referendum whereby Yorkville residents must vote to convert or not.
3. Public initiative--signatures gathered on petition (must be 10% of registered Yorkville voters), residents vote.

Ms. Somerlot noted that the Aurora Library and City Council worked on the groundwork for many months for Aurora to become a district library. The Council approved a \$2.7 million increase in levy to form the district. Mr. Crawford said the Yorkville library would have to be solvent to bring forth a resolution and that the library still has bonds to pay. Mr. Walter noted that it takes approximately \$1 million a year to run the library. He does not want to affect the Yorkville resident tax which is now \$250-\$300 per year and there would be no increase to them. The goal of a district is to offer library services to those outside city limits. Costs to people outside the city would be based on their assessed home value which is currently the method used when purchasing a non-resident card.

Currently the city provides many services to the library that would be lost by being a district. Mr. Walter showed a slide of the additional costs that a district would incur including ComEd costs, natural gas, employee benefits, snow removal, mowing, grounds cleanup, payroll services all of which would add approximately \$160,000 to the annual costs. Mr. Somerlot asked if there is a coalition/pool of other library districts, to defer costs on the services. Ms. Augustine said there is a building insurance consortium through RAILS and she has reached out to the Plano Library in regards to this. Mr. Walter noted that a new librarian has just been hired who has experience with grant writing, etc. and she has been asked to help.

Q: How will conversion to a district affect operations? **Answer:** It will not change, the staff will be the same, etc., same number of programs, books, etc. Advantages: expand reach to unincorporated areas, library has increased bandwidth and personal computers can be used in library. An audience guest stated that a district library advantage would be expanded hours of operations. He said evening hours are needed since many kids now go to the Oswego Library which is open longer.

Q: What additional amount would be manageable for the budget? **Answer:** Budget is usually \$45,000 over what is received in taxes (a deficit budget), but the library budget usually ends with a surplus. Development fees would still be collected as a district.

Q: If there is a surplus of money at year's end, what happens to it? **Answer:** It stays in the library budget. Mr. Walter noted that the library bonds will be paid in full in 2025 and there will be a reduction in the taxes likely in 2026. With an approved referendum, the extra money from the tax bills could be put into the General Fund to pay for library operations.

Q: Ms. Victoria Crawford asked if the out-of-city residents could be surveyed, perhaps door to door, to determine interest in a district library. **Answer:** A survey could be possible, more meetings like this could also be held.

Q: Sue Smithmeyer asked if the referendum option is held back due to the bond payments? The surrounding towns would have the same other costs. **Answer:** Other districts have a larger area from which to gain resources. Board Treasurer Chacon said \$645,000 is the refunding bond and \$75,000 for regular bond that needs to be paid this budget year.

Q: How did Plano acquire all the area they have in their district? **Answer:** It is not known, they have been a district for a long time.

Q. Daniel Chacon asked if the random district boundaries of other libraries, contribute to funding deficits? **Answer:** Mr. Walter said the library has never requested an increase in the taxes. An increase could only be a certain amount due to a tax cap. For many years, books were purchased with only the money raised by Friends of the Library. Staff worked 6 years without a raise. If there was an approved referendum, taxes could be increased.

Summarizing the needs for a district library, Doug Somerlot said there are two components to becoming a district: increasing the money coming in and reducing the costs of each service for which the library must be responsible as a district. Additionally, he said that more firm cost figures must be obtained as well. Mr. Walter said electricity and benefits package would be the biggest expenses.

Q. Ms. Smithmeyer asked: Will someone contact ComEd to determine if a lower fee can be negotiated from them? **Answer:** Mr. Walter will attempt to contact them.

Judy Somerlot noted there were 5 Board members present at this meeting and she wondered if the entire Board is committed to this endeavor. She said there is no point pursuing this idea without the support of the entire Board. Committee member Millen said there is not enough information at this time, for the Board to take a vote. She would not want to cut benefits to employees, so much building maintenance is needed and much more than \$160,000 a year would be necessary. She added that Oswego is thriving with their expanded hours. She wants Yorkville to put more energy into the library services and expanded hours to help it grow.

Another participant wondered if the library wants to form a district so they can move in their own direction especially following the pre-school decision and the replacement of some Board members. Another attendee said there are many dedicated volunteers and that a district library would be beneficial for some autonomy for the library.

Audience members thanked the committee for holding the meeting and asked that more advance notice be given for any future meetings.

Adjournment:

There was no further discussion or questions/answers and the meeting was adjourned at 8:07pm.

Minutes Respectfully Submitted by Marlys Young, Minute Taker

This page intentionally left blank.

DRAFT

Yorkville Public Library
Board of Trustees
Monday, July 12, 2021 7:00pm
902 Game Farm Road – Michelle Pfister Meeting Room

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:

Tara Schumacher-yes, Sue Shimp-yes, Russ Walter-yes, Susan Chacon-yes, Darren Crawford-yes, Ryan Forristall-yes, Theron Garcia-yes, Rosie Millen-yes, Bret Reifsteck-(arr. 7:04pm)

Staff Present:

Library Director Shelley Augustine, Director of Technical Services Dixie DeBord, Director of Adult Services Genevieve Hix

Others Present:

City Council Library Liaison Jackie Milschewski, Friend of the Library Judy Somerlot, Friend of the Library Tiffany Forristall, Daniel Chacon, Cesar Chacon, Alisa Hansen from Verde Energy Efficiency Experts

Recognition of Visitors:

President Crawford recognized staff and guests.

Amendments to the Agenda:

Mr. Walter asked to have Presentations moved up under Amendments to the Agenda on future agendas.

Minutes: June 14 Board of Trustees, June 21 Physical Facilities Committee, June 30 Policy Committee

Ms. Garcia moved and Mr. Crawford seconded to approve all sets of minutes as presented. Roll call: Shimp-yes, Walter-yes, Chacon-yes, Crawford-yes, Forristall-yes, Garcia-yes, Millen-yes, Reifsteck-yes, Schumacher-yes. Carried 9-0.

Correspondence:

Ms. Augustine received a letter of thanks for the purchase of some books promoting diversity and inclusivity.

Public Comment:

Ms. Somerlot reported the following:

1. Friends meeting held this morning with 15 in attendance, welcomed new Adult Services Director Genevieve Hix.
2. Approved \$800 expenditure for the pop-up library.
3. There were about 26 people representing the library, who walked in the July 4th parade.

4. Grassroots team gave update at Friends meeting, have \$300 in donations for sign purchase.
5. Used book sale has outgrown the meeting room and will be expanded to other locations in the library.
6. Teen program / intern librarians will be reading to children.
7. Friends of the Library member Betty Popovich passed away. She had volunteered at many library events. Contributions in her name will be directed to the library and a brick with her name will be purchased for the courtyard.

Tiffany Forristall is coordinating a YPL Community Fest and reported the following:

1. She met with library staff members regarding this event and a partnership will be formed with the schools, city and Parks & Rec.
2. This event will be held in place of the ice cream social and will be from 11-3pm in September which is Library Card Month and Food for Fines Month. With the donation of food, late charges will be subtracted from what patrons owe.
3. Food trucks will be invited to participate with the hope of them donating 10% of their sales to the library.
4. A raffle will be held and a map will be provided for the various stations/activities.
5. Request for Board of Trustees to volunteer.

Staff Comment: None

Report of the Treasurer:

Financial Statement

Treasurer Chacon said a new voltage board was purchased for \$3,972.35. She will also research possible missing Nicor bills. Half of the property taxes have been received and the remainder will come in September. She noted the development fees are up by 17%. Mr. Walter commented that the e-rate consultant believes the library has not received all the rebates owed from Comcast, so the consultant will research this.

Payment of Bills

President Crawford moved and Ms. Garcia seconded the motion to pay the following expenses:

\$24,263.02 Accounts Payable

\$34,073.80 Payroll

\$58,336.82 Total

Roll call: Walter-yes, Chacon-yes, Crawford-yes, Forristall-yes, Garcia-yes, Millen-yes, Reifsteck-yes, Schumacher-yes, Shimp-yes. Carried 9-0.

Report of the Library Director:

Programming

Director Augustine reported the following: foot traffic increased 31% in May, program attendance was up 297% and 134 new library cards were issued in May. She shared information of the various upcoming programs and also noted that a graduation ceremony for "Girls Who Code" was held after the 13-week program taught by the daughter of former Board member Wamecca Rodriguez.

Outreach

Ms. Augustine thanked Mr. Crawford's daughter for organizing the July 4th parade entry. The meeting room has been booked by an Illinois representative for a town hall meeting and a blood drive is scheduled in conjunction with the Chamber.

Reports

The annual IPLA report was submitted in June and the per capita grant was received for about \$25,000. The circulation department has purged 796 expired cards since the library pays for the PrairieCat membership based on the number of cardholders.

Library Operations

Ms. Augustine detailed the various chiller services recently performed, a list of building maintenance issues was given to Trustee Forristall for the Facilities Committee meeting, and building phones and internet were switched to Metronet July 1. The city flushed the water lines so the water fountains could be restored following Covid guidelines. Library staff is looking at possibly expanding library hours.

Staff and Training

Director Augustine welcomed the new Adult Services Director Genevieve Hix who brings many skills to the library. Ms. Augustine continues to attend Director University classes. A pop-up library was suggested by Ms. DeBord and the Friends will finance the idea upon Board approval. A tent and other equipment would be purchased to be able to attend events where staff will sign-up residents for library cards and other services. They hope to do this once a week and will schedule according to upcoming events beginning with Hometown Days. Parks and Rec has agreed to let the library use their hotspots for a trial run. Ms. Shimp suggested giving away some of the books left from the book sale during these events.

City Council Liaison:

City Council is currently discussing a plan for locating solar panels at various locations including possibly the library roof. Board members said they had some concerns about the weight of the panels and asked Ms. Milschewski to keep this in mind in further City Council discussions.

Standing Committees:

Community Relations

Chairman Walter said there was a positive response to the recent meeting held to discuss a district library formation. Approximately 25 attended and there was a Q. and A. session.

Physical Facilities

Chairman Forristall said a list of needs/repairs was compiled by staff with the parking lot restriping and security cameras among the top priorities along with carpet cleaning and window washing. Mr. Crawford suggested coordinating with the schools since they are also updating their camera system. Expert help will be enlisted for proper camera placement.

Policy

Chairman Garcia said 2 meetings were held to revise a tutoring policy and it will be voted on at this meeting.

Unfinished Business: None

New Business:

Leaf Filter Gutter Covers Proposal

Positive references were received for the gutter covers proposed for purchase. Mr. Walter made a motion to approve the purchase of the covers at a cost of \$23,829. Mr. Forristall suggested deferring the purchase to focus on the list from staff of needed repairs. After a short discussion, Mr. Walter

withdrew his motion and this item will be revisited at a later time.

Page 3 of 5

Syserco HVAC Control System

The new computer has been received which Mr. Walter will set up. He will also meet with a company regarding the lighting system.

New Business:

Verde Energy Lighting Proposal

Verde Energy Efficiency Experts representative Alisa Hansen said she is a ComEd contractor who conducts energy efficiency assessments for money-saving opportunities for public buildings such as libraries, fire stations, etc. She recently did a survey of all library lighting and compiled a proposal for the library to become more energy efficient by switching from fluorescent lighting to LED lights. She gave an extensive presentation of the program and how it works, products, etc. She discussed the inside and outdoor lighting and the \$35,000 investment it would require, saying the payback time is 3.5 years. She said the new lighting would last about 15-20 years. Ms. Schumacher asked about the benefits for the library since the library currently does not pay for electricity. Ms. Hansen said benefits and factors are sustainability, \$60,000 yearly electricity costs if the library becomes a district and maintenance and replacement of bulbs. She added that the library lights are coming to the end of their life span.

Ms. Millen said there is a local company that does this type of program and suggested that additional bids should be obtained due to the amount of money. She said her company did this type of conversion and the benefit came from the bulbs purchased. Mr. Reifsteck said a conversation with the city would also be needed since they pay for electricity [through a franchise agreement]. Ms. DeBord said a monthly ComEd statement is received by the library which shows how much the costs would be if the library was paying for the electricity. Mr. Forristall asked if the new city hall might require more of the pool of money from the franchise, possibly resulting in the library paying for electricity. Follow-up with the city will be needed regarding the franchise and the Board will discuss further next month.

Board Officer Elections

A slate of officers was determined at last month's meeting with the following nominations: Susan Chacon for Treasurer, Russ Walter for secretary, Theron Garcia for Vice President and Darren Crawford for President. Others were invited to submit names, but there were no additional nominations. Mr. Walter moved to approve the nominations as presented [he stated the names] and Ms. Garcia seconded the motion. Roll call: Garcia-yes, Millen-yes, Reifsteck-yes, Schumacher-yes, Shimp-yes, Walter-yes, Chacon-yes, Crawford-yes, Forristall-yes. Carried 9-0.

Schedule Staff In-Service Day in September - Close Library for the Day

Ms. Augustine requested to close the library for one day on Friday, September 24th for professional development. Among the activities will be a review of safety procedures and technology instruction. Trustee Garcia moved to approve the in-service day with a second by Mr. Walter. Roll call: Millen-yes, Reifsteck-yes, Schumacher-yes, Shimp-yes, Walter-yes, Chacon-yes, Crawford-yes, Forristall-yes, Garcia-yes. Carried 9-0.

Approve Tutor Policy

The Policy Committee revised the policy for approval at this Board meeting. One component states that no money is allowed to exchange hands in the library. Ms. Milschewski noted that in the past, teachers could not use the library for tutoring and be paid for their services. The Board felt this policy will greatly assist the community. There was also a brief discussion regarding people who may want to

Page 4 of 5

conduct business at the library. Ms. Shimp stated that it's important to put this policy/changes in writing and make teachers aware. Mr. Crawford made a motion to adopt the policy as presented and Ms. Garcia seconded. Roll call: Reifsteck-yes, Schumacher-yes, Shimp-yes, Walter-yes, Chacon-yes, Crawford-yes, Forristall-yes, Garcia-yes, Millen-yes. Carried 9-0. Director Augustine will provide a revised copy to all Trustees at the next Board meeting.

Mr. Walter noted that a policy is also needed for remote work at the library.

Executive Session: None

Adjournment:

There was no further business and the meeting adjourned at 8:40pm.

Minutes respectfully submitted by
Marlys Young, Minute Taker

This page intentionally left blank.

DRAFT

Yorkville Public Library
Michele Pfister Meeting Room
Cooperative Educational Commission Inaugural Meeting
Monday, July 19, 2021 - 6:00pm
902 Game Farm Road

The meeting was called to order at 6:00pm by Darren Crawford and roll was called.

Roll Call: Darren Crawford-yes, Bret Reifsteck-(arr. 6:02pm), Tara Schumacher-(arr. 6:01pm), Sue Shimp-yes

Others Present:

Library Director Shelley Augustine, Youth Services Director Jennette Weiss

Recognition of Visitors: Mr. Crawford recognized library staff.

Public Comment: None

New Business:

Discussion on Building a Relationship Between YPL and Yorkville School District

Chairman Crawford said this would be a 'brainstorming' meeting to develop ideas to start a relationship with the Yorkville Schools. He said library information is currently sent to the digital "Backpack" for K-12 district-wide and Ms. Weiss said the library is in constant contact with teachers to advise them of opportunities at the library.

Ms. Weiss detailed the following coordination of programs already in place with the schools: Prior to Covid, students learning Spanish came to the library to read during Spanish story hour and earned service hours. Art students displayed art at the library, tours are given to various schools, Heartland comes for story time and teen programs are promoted through the high school. Teachers work with kindergarten roundup, reading specialists provide a 6-week program for incoming kindergartners and the library also works with Grace School. Assistance from students in the past has included the football team doing mulching and helping with mini-golf setup and middle school students monitored a library-sponsored run.

Chairman Crawford said a national trend is teen involvement in the library and he asked how the library could promote this. Ms. Shimp said students at St. Pat's need service hours and high school kids could tutor younger kids. The library is already planning a program in August matching teens with kids to earn service hours. Ms. Schumacher said Marmion and Rosary students also need service hours. Ms. Weiss said the library works with a recently created school book ambassador to coordinate purchase of books for summer reading (ambassador could be a point person).

Coordination with department chairs would be beneficial for purchasing extra books being read at school. A suggestion was for older textbooks to be kept at the library for reference, starting with science texts and an informal meet and greet with school department heads would be beneficial for that

purpose. Mr. Reifsteck said this would be an opportunity to open dialogue with the schools and gather feedback. Ms. Shimp also noted the importance of the library reaching out to the schools to possibly coordinate the purchase of cameras and Mr. Reifsteck commented the library should work hand in hand with city.

Other Brief Discussion Points

--Oswego teachers have 'teacher' library cards at the Oswego Library, is there an IGA between the library and schools? Would it be legal for Yorkville?

--Discussed Cards for Kids Act whereby kids outside of city limits who are eligible for free/reduced school lunches can receive Yorkville library cards with proof of eligibility.

--Can students attend library programs as part of their class requirements/part of their grade?

--Hand out stickers saying "I Love YPL" and have students place on their Chromebooks or other locations (as advertisement).

--Offer tutorials in school regarding library databases, coordinate with school librarians.

--Suggestions to have band quartets/groups from schools provide music at library, during fall festival and at pop-up library.

Actions to be Taken

Ms. Schumacher: will ask Athletic Director to contact coaches regarding assistance with a list of activities, with which students could help including moving boxes of books for upcoming used book sale.

Mr. Crawford: Volunteered to talk with school department heads (names obtained from school secretaries and/or Ms. Shimp) from both high school and middle school/discuss retention of old textbooks.

Ms. Weiss: Reach out to school ambassador.

Ms. Shimp: Remind school personnel of the Cards for Kids program. Will advise Superintendent Tim Shimp of new tutoring policy and ask him to convey to teachers. Ask Mr. Travis (at school) about older textbooks remaining at school.

Adjournment:

There was no further business and the meeting adjourned at 6:51pm.

Minutes respectfully submitted by Marlys Young, Minute Taker

CHECK #	VENDOR # INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	CHECK DATE	ACCOUNT #	ITEM AMT
900107	FNBO	FIRST NATIONAL BANK OMAHA			07/25/21		
	072521-A.SIMMONS	06/30/21	01	ADS-JUL-SEPT 2021 MONITORING		24-216-54-00-5446	626.49
			02	FOR 800 GAME FARM RD		** COMMENT **	
			03	ADS-ALARM BOOSTER SUPPLY		24-216-54-00-5446	1,053.23
			04	DONE AT 651 PRAIRIE POINTE DR		** COMMENT **	
			05	ADS-REAPAIRED AND REWIRED		82-820-54-00-5495	1,933.00
			06	GATES AT 902 GAME FARM RD		** COMMENT **	
			07	VERIZON-MAY 2021 IN CAR UNITS		01-210-54-00-5440	792.22
			08	VERIZON-MAY 2021 MOBILE PHONES		01-220-54-00-5440	169.76
			09	VERIZON-MAY 2021 MOBILE PHONES		01-110-54-00-5440	169.76
			10	VERIZON-MAY 2021 MOBILE PHONES		01-210-54-00-5440	923.65
			11	VERIZON-MAY 2021 MOBILE PHONES		79-790-54-00-5440	36.01
			12	VERIZON-MAY 2021 MOBILE PHONES		51-510-54-00-5440	236.28
			13	VERIZON-MAY 2021 MOBILE PHONES		52-520-54-00-5440	36.01
			14	VERIZON-MAY 2021 MOBILE PHONES		79-795-54-00-5440	156.90
			15	HOMER INV#45169-REMOVAL OF		01-410-54-00-5458	2,500.00
			16	PARKWAY TREES		** COMMENT **	
			17	HOMER INV#45169-REMOVAL OF		01-410-54-00-5458	2,250.00
			18	PARKWAY TREES		** COMMENT **	
				INVOICE TOTAL:			10,883.31 *
	072521-B.OLSON	06/30/21	01	ZOOM-MONTHLY USAGE FEE		01-110-54-00-5462	209.96
				INVOICE TOTAL:			209.96 *
	072521-B.PFIZENMAIER	06/30/21	01	AMAZON-BIG EASY DELUX KIT		25-205-60-00-6070	162.60
			02	AMAZON-ULTRASTINGER FLASHLIGHT		25-205-60-00-6070	260.80
			03	GJOVIK-OIL CHANGE		01-210-54-00-5495	42.00
			04	GJOVIK-OIL CHANGE,REPLACE BULB		01-210-54-00-5495	73.22
			05	GJOVIK-PATCH TIRE		01-210-54-00-5495	15.00
			06	GJOVIK-OIL CHANGE, REPLACE		01-210-54-00-5495	576.55
			07	BRAKE PADS & ROTORS		** COMMENT **	
			08	GJOVIK-REPAIR EXHAUST LEAK		01-210-54-00-5495	492.63
			09	GJOVIK-REPLACE OXYGEN SENSOR,		01-210-54-00-5495	388.45
				INVOICE TOTAL:			2,011.25 *
	072521-C.CALCAGNO	06/30/21	01	STATE FOOD SAFETY-BASSET		79-795-54-00-5412	14.25
			02	TRAINING		** COMMENT **	
				INVOICE TOTAL:			14.25 *
	072521-D.BROWN	06/30/21	01	MAGENTO-MESH SEAT COVERS		51-510-56-00-5628	404.95
			02	FLATSOS-TIRE PLUG		51-510-56-00-5628	10.00
			03	AMAZON-SURGE PROTECTOR		51-510-56-00-5638	79.98
				INVOICE TOTAL:			494.93 *
	072521-D.DEBORD	06/30/21	01	AMAZON-PRIME MEMBERSHIP FEE		82-820-54-00-5460	12.99
			02	AMAZON-COPY PAPER		82-820-56-00-5610	86.34

CHECK #	VENDOR # INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	CHECK DATE	ACCOUNT #	ITEM AMT
900107	FNBO	FIRST NATIONAL BANK OMAHA			07/25/21		
	072521-D.DEBORD	06/30/21	03	AMAZON-TONER CARTRIDGE		82-820-56-00-5610	106.89
						INVOICE TOTAL:	206.22 *
	072521-D.HENNE	06/30/21	01	HOME DEPO-CONDUIT		01-410-56-00-5640	30.34
			02	CARROLL-REBAR		01-410-56-00-5640	22.44
						INVOICE TOTAL:	52.78 *
	072521-D.SMITH	06/30/21	01	SEAL MASTER#82696 &		79-790-56-00-5640	3,416.06
			02	82872-TENNIS COURT SURFACING		** COMMENT **	
						INVOICE TOTAL:	3,416.06 *
	072521-E.DHUSE	06/30/21	01	PARADISE-CAR WASHES		51-510-56-00-5628	90.00
			02	NAPA#286133-FILTERS		52-520-56-00-5628	47.44
			03	NAPA#286303-WINDSHIELD FLUID		52-520-56-00-5628	53.48
			04	AMAZON-FILE FOLDERS		52-520-56-00-5610	25.97
			05	NAPA#286551-FILTERS		01-410-56-00-5628	40.97
			06	AMAZON-MOWER TRIMMER RACK		01-410-56-00-5628	109.99
			07	NSI-SAFETY GLASSES, VESTS		01-410-56-00-5600	128.08
			08	NSI-SAFETY GLASSES, VESTS		51-510-56-00-5600	128.08
			09	NSI-SAFETY GLASSES, VESTS		52-520-56-00-5600	128.08
			10	NAPA#286639-FILTERS		01-410-56-00-5628	5.34
			11	NAPA#286492-V-BELTS		52-520-56-00-5613	38.77
			12	NAPA#286955-MUD FLAPS		01-410-56-00-5628	14.29
			13	NAPA#288140-MOTOR OIL		01-410-56-00-5628	28.95
			14	NAPA#287221-FILTERS		52-520-56-00-5628	40.93
			15	NAPA#288207-FILTERS		79-790-56-00-5640	22.10
			16	NAPA#288258-FILTERS		01-410-56-00-5628	41.93
			17	NAPA#288642-WIPER BLADES		51-510-56-00-5628	27.30
			18	NAPA#288393-FILTERS		52-520-56-00-5628	66.74
						INVOICE TOTAL:	1,038.44 *
	072521-E.WILLRETT	06/30/21	01	ILCMA-MEMBERSHIP RENEWAL		01-110-54-00-5460	256.50
			02	ELEMENT FOUR-JUN 2021 OFFSITE		01-640-54-00-5450	584.73
			03	CLOUD CONNECT BACKUPS		** COMMENT **	
			04	YORKVILLE CHAMBER-2021 ANNUAL		01-110-54-00-5412	240.00
			05	DINNER FOR 4 PEOPLE		** COMMENT **	
						INVOICE TOTAL:	1,081.23 *
	072521-G.JOHNSON	06/30/21	01	RURAL KING-KEVLAR LACES		51-510-56-00-5600	10.81
			02	TARGET-PRINTER INK		51-510-56-00-5620	120.68
						INVOICE TOTAL:	131.49 *
	072521-G.STEFFENS	06/30/21	01	HOME DEPO-ECHO REPLACEMENT		01-410-56-00-5620	29.97
			02	HEAD		** COMMENT **	
						INVOICE TOTAL:	29.97 *

CHECK #	VENDOR # INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	CHECK DATE	ACCOUNT #	ITEM AMT
900107	FNBO	FIRST NATIONAL BANK OMAHA			07/25/21		
	072521-J.BEHLAND	06/30/21	01	NAGARA-2 RECORD MANAGEMENT		01-110-54-00-5412	99.00
			02	WORKSHOPS-BEHLAND		** COMMENT **	
						INVOICE TOTAL:	99.00 *
	072521-J.ENGBERG	06/30/21	01	ADOBE-CREATIVE CLOUD FEE		01-220-54-00-5462	52.99
			02	AMAZON-BRASS PLAQUE		01-220-56-00-5620	14.50
						INVOICE TOTAL:	67.49 *
	072521-J.GALAUNER	06/30/21	01	BSN SPORTS-10 DOZEN SOFTBALLS		79-795-56-00-5606	560.00
			02	BSN SPORTS-BASEBALL/SOFTBALL		79-795-56-00-5606	152.00
			03	JERSEYS		** COMMENT **	
			04	KENNEDY POINTE-GOLF OUTING		79-795-56-00-5606	1,642.66
			05	LUNCH		** COMMENT **	
			06	BSN SPORTS-BASEBALL JERSEYS		79-795-56-00-5606	578.00
			07	BSN SPORTS-BASEBALL/SOFTBALL		79-795-56-00-5606	164.00
			08	COACHES SHIRTS		** COMMENT **	
			09	BSN SPORTS-4 DOZEN SOFTBALLS		79-795-56-00-5606	224.00
			10	BSN SPORTS-WINDSCREENS		79-795-56-00-5606	330.00
						INVOICE TOTAL:	3,650.66 *
	072521-J.JENSEN	06/30/21	01	IACP-SAFE-T ACT TRAINING-		01-210-54-00-5412	45.00
			02	JENSEN		** COMMENT **	
						INVOICE TOTAL:	45.00 *
	072521-J.WEISS	06/30/21	01	TARGET-MATERIALS FOR THE ONLY		82-820-56-00-5671	74.31
			02	ONE YOU ANNUAL PROGRAM		** COMMENT **	
			03	GROUND EFFECTS-PEBBLES		82-820-56-00-5671	4.54
						INVOICE TOTAL:	78.85 *
	072521-K.BARKSDALE	06/30/21	01	IWORDQ-INTERNET SOFTWARE		01-220-54-00-5462	4,750.00
			02	MANAGMENT & SUPPORT RENEWAL		** COMMENT **	
			03	EVENTBRITE-FINDING THE		01-220-54-00-5412	15.00
			04	MIDDLE: INCLUSIVE BY DESIGN		** COMMENT **	
			05	WEBINAR REGISTRATION-BARKSDALE		** COMMENT **	
						INVOICE TOTAL:	4,765.00 *
	072521-K.GREGORY	06/30/21	01	AMAZON-MASKS		01-110-56-00-5610	25.00
			02	AMAZON-COPY PAPER		01-220-56-00-5610	65.96
			03	WAREHOUSE-KNIVES, NAPKINS,		01-110-56-00-5610	53.35
			04	LEGAL PADS		** COMMENT **	
			05	LAWSON-CABLE TES,K WASHERS,		01-410-56-00-5620	97.96
			06	NUTS		** COMMENT **	
			07	LAWSON-CABLE TES,K WASHERS,		51-510-56-00-5620	97.96
			08	NUTS		** COMMENT **	
			09	LAWSON-CABLE TIES,K WASHERS,		52-520-56-00-5620	97.95

CHECK #	VENDOR # INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	CHECK DATE	ACCOUNT #	ITEM AMT
900107	FNBO	FIRST NATIONAL BANK OMAHA			07/25/21		
	072521-R.FREDRICKSON	06/30/21	35	AT 610 TOWER OFC2		** COMMENT **	
			36	COMCAST-06/02-07/01 INTERNET		01-110-54-00-5440	300.31
			37	AND VOICE AT 651 PRAIRIE		** COMMENT **	
			38	POINTE		** COMMENT **	
				INVOICE TOTAL:			3,038.19 *
	072521-R.HARMON	06/30/21	01	AMAZON-RETURN MERCHANDISE CR		79-795-56-00-5606	-21.58
				INVOICE TOTAL:			-21.58 *
	072521-R.MIKOLASEK	06/30/21	01	JUMERS-IPACC CONFERENCE		01-000-24-00-2440	810.96
			02	LODGING		** COMMENT **	
				INVOICE TOTAL:			810.96 *
	072521-S.AUGUSTINE	06/30/21	01	ROAD SCHOLAR-PROGRAM		82-820-56-00-5671	75.00
			02	PROCESSING FEE		** COMMENT **	
			03	YORK POST-POSTAGE		82-820-54-00-5452	2.75
			04	AMAZON-MICROFIBER CLOTHS		82-820-56-00-5621	102.97
			05	BANNERS SO CHEAP-BANNER		82-820-54-00-5426	61.18
			06	AMAZON-BOOKS		82-000-24-00-2480	49.39
			07	AMAZON-BOOKMARKS		82-820-56-00-5671	26.25
				INVOICE TOTAL:			317.54 *
	072521-S.IWANSKI	06/30/21	01	YORK POST-POSTAGE		82-820-54-00-5452	2.75
				INVOICE TOTAL:			2.75 *
	072521-S.REDMON	06/30/21	01	OTC BRAND-SUMMER CAMP SUPPLIES		79-795-56-00-5602	192.47
			02	AT&T-TOWN SQUARE DIGITAL SIGN		79-795-54-00-5440	78.53
			03	4IMPRINT-GOLF OUTING GIFTS		79-795-56-00-5606	435.57
			04	AMAZON-SOAP DISPENSER		79-795-56-00-5607	18.22
			05	JOTFORM-JUN 2021 SERVICE		79-795-56-00-5606	29.00
			06	PLUGNPAY-MAY 2021 BILLING FEE		79-795-54-00-5462	30.00
			07	WALMART-GOLF OUTING PRIZES		79-795-56-00-5606	57.48
			08	SMITHEREEN-MAY 2021 PEST		79-790-54-00-5495	88.00
			09	CONTROL		** COMMENT **	
			10	RUNCO-PAPER TOWEL, TISSUE		79-795-56-00-5607	99.97
			11	ARNESON#181853-MAY 2021 DIESEL		79-790-56-00-5695	360.56
			12	ARNESON#181851-MAY 2021 GAS		79-790-56-00-5695	665.55
			13	ARNESON#179344-MAY 2021 DIESEL		79-790-56-00-5695	163.08
			14	ARNESON#179345-MAY 2021 GAS		79-790-56-00-5695	588.29
			15	ARNESON#180545-MAY 2021 GAS		79-790-56-00-5695	607.07
			16	ARNESON#180544-MAY 2021 GAS		79-790-56-00-5695	270.58
			17	ARNESON#180595-MAY 2021 GAS		79-790-56-00-5695	534.42
			18	ARNESON#180596-MAY 2021 DIESEL		79-790-56-00-5695	135.29
			20	ARAMARK#610000139707-MATS		79-790-54-00-5462	56.65
			21	ARAMARK#610000126829-MATS		79-790-54-00-5462	18.21

Total for All Highlighted Library Invoices: \$2,538.36

UNITED CITY OF YORKVILLE
CHECK REGISTER

CHECK DATE: 08/09/21

CHECK #	VENDOR #	INVOICE NUMBER	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	ITEM AMT
105052	BAKTAY	BAKER & TAYLOR					
	2036000263		06/22/21	01	BOOKS	84-840-56-00-5686	432.03
					INVOICE TOTAL:		432.03 *
	2036012643		06/22/21	01	BOOKS	84-840-56-00-5686	328.04
					INVOICE TOTAL:		328.04 *
	2036035500		06/25/21	01	BOOKS	84-840-56-00-5686	296.79
					INVOICE TOTAL:		296.79 *
	2036041002		07/06/21	01	BOOKS	84-840-56-00-5686	726.47
					INVOICE TOTAL:		726.47 *
	2036053528		07/07/21	01	BOOKS	84-840-56-00-5686	602.52
					INVOICE TOTAL:		602.52 *
					CHECK TOTAL:		2,385.85
105053	CAMBRIA	CAMBRIA SALES COMPANY INC.					
	42549		07/26/21	01	GARBAGE BAGS	82-820-56-00-5621	80.13
					INVOICE TOTAL:		80.13 *
					CHECK TOTAL:		80.13
105054	DELAGE	DLL FINANCIAL SERVICES INC					
	73193559		07/15/21	01	SEPT 2021 COPIER LEASE	82-820-54-00-5462	185.00
					INVOICE TOTAL:		185.00 *
					CHECK TOTAL:		185.00
105055	IMPACT	IMPACT NETWORKING, LLC					
	2197254		07/15/21	01	04/15-07/14 COPIER CHARGES	82-820-54-00-5462	169.62
					INVOICE TOTAL:		169.62 *
					CHECK TOTAL:		169.62

82-820 LIBRARY OPERATIONS

84-840 LIBRARY CAPITAL

UNITED CITY OF YORKVILLE
CHECK REGISTER

CHECK DATE: 08/09/21

CHECK #	VENDOR #	INVOICE NUMBER	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	ITEM AMT
105056	LLWCONSU	LLOYD WARBER					
	10500		07/30/21	01	APR 2021 ONLINE IT SUPPORT	82-820-54-00-5462	720.00
					INVOICE TOTAL:		720.00 *
	10501		07/30/21	01	MAY 2021 ON SITE IT SUPPORT	82-820-54-00-5462	720.00
					INVOICE TOTAL:		720.00 *
	10502		07/30/21	01	JUN 2021 ON SITE IT SUPPORT	82-820-54-00-5462	720.00
					INVOICE TOTAL:		720.00 *
	10503		07/30/21	01	JUL 2021 ON SITE IT SUPPORT	82-820-54-00-5462	1,080.00
					INVOICE TOTAL:		1,080.00 *
					CHECK TOTAL:		3,240.00
105057	MARTPLMB	MARTIN PLUMBING & HEATING CO.					
	2021-729		07/14/21	01	REPAIRED 2 TOILETS	82-820-54-00-5495	580.00
					INVOICE TOTAL:		580.00 *
					CHECK TOTAL:		580.00
105058	MIDWTAPE	MIDWEST TAPE					
	500675366		07/06/21	01	AUDIO BOOK	84-840-56-00-5683	55.99
					INVOICE TOTAL:		55.99 *
	500684692		07/08/21	01	DVDS	84-840-56-00-5685	42.73
					INVOICE TOTAL:		42.73 *
	500734022		07/19/21	01	DVD	84-840-56-00-5685	22.49
					INVOICE TOTAL:		22.49 *
	500744766		07/22/21	01	AUDIO BOOKS	84-840-56-00-5683	74.98
				02	DVDS	84-840-56-00-5685	176.17
					INVOICE TOTAL:		251.15 *

82-820 LIBRARY OPERATIONS

84-840 LIBRARY CAPITAL

UNITED CITY OF YORKVILLE
CHECK REGISTER

CHECK DATE: 08/09/21

CHECK #	VENDOR #	INVOICE NUMBER	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	ITEM AMT
105058	MIDWTAPE	MIDWEST TAPE					
	500770625		07/27/21	01	DVD	84-840-56-00-5685	19.49
				02	AUDIO BOOKS	84-840-56-00-5683	99.97
					INVOICE TOTAL:		119.46 *
					CHECK TOTAL:		491.82
105059	PSNRBLAW	PEREGRINE, STIME, NEWMAN,					
	61141		07/12/21	01	GENERAL LEGAL SERVICES THROUGH	82-820-54-00-5466	2,137.50
				02	06/30/21	** COMMENT **	
					INVOICE TOTAL:		2,137.50 *
					CHECK TOTAL:		2,137.50
105060	RJONEIL	R.J. O'NEIL, INC.					
	00114572		07/22/21	01	SEMI ANNUAL PREVENTATIVE	82-820-54-00-5495	2,195.00
				02	MAINTENANCE	** COMMENT **	
					INVOICE TOTAL:		2,195.00 *
					CHECK TOTAL:		2,195.00
105061	THOMREUT	WEST PUBLISHING CORPORATION					
	844678815		07/04/21	01	STATE BAR BOOKS	82-820-56-00-5686	272.40
					INVOICE TOTAL:		272.40 *
					CHECK TOTAL:		272.40
105062	TODAYS	TODAY'S BUSINESS SOLUTIONS INC					
	071221-73		07/20/21	01	1ST QTR COST FOR FAXES	82-820-54-00-5462	24.48
					INVOICE TOTAL:		24.48 *
					CHECK TOTAL:		24.48

82-820 LIBRARY OPERATIONS

84-840 LIBRARY CAPITAL

UNITED CITY OF YORKVILLE
CHECK REGISTER

CHECK DATE: 08/09/21

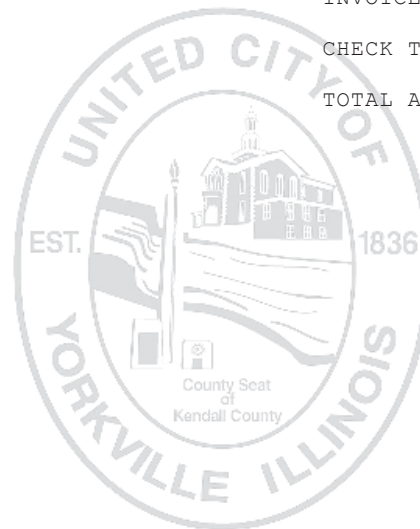
CHECK #	VENDOR #	INVOICE NUMBER	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	ITEM AMT
105063	YOUNGM	MARLYS J. YOUNG					
	070721-LIB		07/21/21	01	07/07/21 LIB COMMUNITY	82-820-54-00-5462	63.00
				02	RELATIONS COMMITTEE	** COMMENT **	
					INVOICE TOTAL:		63.00 *
	071221		07/27/21	01	07/12/21 MEETING MINUTES	82-820-54-00-5462	76.75
					INVOICE TOTAL:		76.75 *
	07721-LIB REL		07/21/21	01	07/07/21 MEETING MINUTES	82-820-54-00-5462	63.00
					INVOICE TOTAL:		63.00 *

CHECK TOTAL:

202.75

TOTAL AMOUNT PAID:

11,964.55





UNITED CITY OF YORKVILLE

PAYROLL SUMMARY

July 9, 2021

	REGULAR	OVERTIME	TOTAL	IMRF	FICA	TOTALS
ADMINISTRATION	\$ 19,447.27	\$ -	19,447.27	\$ 2,168.93	\$ 1,456.02	\$ 23,072.22
FINANCE	14,458.72	-	14,458.72	1,623.03	1,096.56	\$ 17,178.31
POLICE	120,001.41	3,669.77	123,671.18	973.42	9,179.73	\$ 133,824.33
COMMUNITY DEV.	26,486.18	-	26,486.18	2,975.95	1,990.62	\$ 31,452.75
STREETS	18,991.18	111.37	19,102.55	2,036.98	1,347.52	\$ 22,487.05
WATER	18,712.71	-	18,712.71	1,972.35	1,369.76	\$ 22,054.82
SEWER	10,662.04	132.13	10,794.17	1,199.23	790.96	\$ 12,784.36
PARKS	26,716.88	297.10	27,013.98	2,665.07	2,011.55	\$ 31,690.60
RECREATION	15,564.47	-	15,564.47	1,458.37	1,177.66	\$ 18,200.50
LIBRARY	15,430.07	-	15,430.07	975.83	1,144.82	\$ 17,550.72
TOTALS	\$ 286,470.93	\$ 4,210.37	\$ 290,681.30	\$ 18,049.16	\$ 21,565.20	\$ 330,295.66

TOTAL PAYROLL \$ 330,295.66



UNITED CITY OF YORKVILLE PAYROLL SUMMARY July 23, 2021

	REGULAR	OVERTIME	TOTAL	IMRF	FICA	TOTALS
MAYOR & LIQ. COM.	\$ 908.34	\$ -	\$ 908.34	\$ -	\$ 69.49	\$ 977.83
ALDERMAN	3,800.00	-	3,800.00	-	290.70	4,090.70
ADMINISTRATION	30,452.54	-	30,452.54	1,642.63	1,108.47	33,203.64
FINANCE	12,422.70	-	12,422.70	1,380.16	929.34	14,732.20
POLICE	130,892.55	8,295.62	139,188.17	740.92	10,207.27	150,136.36
COMMUNITY DEV.	21,231.55	-	21,231.55	2,358.84	1,565.69	25,156.08
STREETS	19,562.18	-	19,562.18	2,077.37	1,375.31	23,014.86
WATER	18,516.83	116.43	18,633.26	1,950.18	1,363.69	21,947.13
SEWER	9,672.00	16.52	9,688.52	1,076.39	706.38	11,471.29
PARKS	27,136.75	471.75	27,608.50	2,736.68	2,049.36	32,394.54
RECREATION	15,273.99	-	15,273.99	1,434.91	1,142.05	17,850.95
LIBRARY	16,310.69	-	16,310.69	1,154.26	1,212.22	18,677.17
TOTALS	\$ 306,180.12	\$ 8,900.32	\$ 315,080.44	\$ 16,552.34	\$ 22,019.97	\$ 353,652.75
TOTAL PAYROLL						\$ 353,652.75



YORKVILLE LIBRARY BOARD

BILL LIST SUMMARY

Monday, August 9, 2021

ACCOUNTS PAYABLE

Library CC Check Register - FY22 (<i>Pages 1 - 3</i>)	07/25/2021	\$2,538.36
Library Check Register - FY22 (<i>Pages 4 - 7</i>)	08/09/2021	11,964.55
IPRF - Aug 2021 Workers Comp	07/13/2021	872.21
Delage - Aug 2021 Copier Lease	07/13/2021	185.00
First Non-Profit-3rd Qtr Unemployment Ins	07/27/2021	363.96
Glatfelter Liability Ins. - Installment #7	07/27/2021	903.08
Marlys Young - Meeting Minutes	07/27/2021	19.65
Nicor -06/01/21-07/03/21 services	07/27/2021	1,101.56
TOTAL BILLS PAID:		<hr/> \$17,948.37

PAYROLL

	<u>DATE</u>	
Bi-weekly (<i>Page 8</i>)	07/09/2021	\$17,550.72
Bi-weekly (<i>Page 9</i>)	07/23/2021	18,677.17
TOTAL PAYROLL:		<hr/> \$36,227.89

TOTAL DISBURSEMENTS:	<hr/> \$54,176.26 <hr/>
-----------------------------	--------------------------------

This page intentionally left blank.

DATE: 08/04/2021
TIME: 12:28:08
ID: GL440000.WOW

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

PAGE: 1

ACTIVITY THROUGH FISCAL PERIOD 03

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
02	AP-210625MB	06/23/2021	96	IREAD-SUMMER READING PROGRAM	FIRST NATIONAL BANK	900105	062521-S.AUGUSTINE-B	44.30	
		06/23/2021	97	AMAZON-KALEIDOSCOPE SHAPES	FIRST NATIONAL BANK	900105	062521-S.AUGUSTINE-B	16.58	
		06/23/2021	98	GRACE-GIFT CARDS FOR SUMMER	FIRST NATIONAL BANK	900105	062521-S.AUGUSTINE-B	40.00	
		06/23/2021	99	AMAZON-FIRE TABLETS AND	FIRST NATIONAL BANK	900105	062521-S.AUGUSTINE-B	121.96	
		06/23/2021	100	AMAZON-PONY BEADS	FIRST NATIONAL BANK	900105	062521-S.AUGUSTINE-B	4.67	
		06/23/2021	101	AMAZON-MATERIALS FOR SUMMER	FIRST NATIONAL BANK	900105	062521-S.AUGUSTINE-B	144.22	
	GJ-210630LB	07/06/2021	05	June 2021 Deposits					20.00
				TOTAL PERIOD 02 ACTIVITY				371.73	20.00
03	AP-2101725M	07/26/2021	191	AMAZON-BOOKS	FIRST NATIONAL BANK	900107	072521-S.AUGUSTINE	49.39	
	GJ-210730LB	08/04/2021	03	July 2021 Deposits					60.00
				TOTAL PERIOD 03 ACTIVITY				49.39	60.00
				TOTAL ACCOUNT ACTIVITY				421.12	80.00
				ENDING BALANCE					49,169.56
				GRAND TOTAL				0.00	49,169.56
				TOTAL DIFFERENCE				0.00	49,169.56

This page intentionally left blank.



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

		% of Fiscal Year					
ACCOUNT NUMBER	DESCRIPTION	8% May-21	17% June-21	25% July-21	Year-to-Date Totals	FISCAL YEAR 2022 BUDGET	% of Budget
LIBRARY OPERATIONS REVENUES							
<i>Taxes</i>							
82-000-40-00-4000	PROPERTY TAXES	36,449	366,781	11,201	414,431	776,734	53.36%
82-000-40-00-4083	PROPERTY TAXES-DEBT SERVICE	39,429	396,774	12,117	448,320	836,024	53.63%
<i>Intergovernmental</i>							
82-000-41-00-4120	PERSONAL PROPERTY TAX	2,085	-	1,519	3,604	5,250	68.65%
82-000-41-00-4170	STATE GRANTS	-	-	-	-	21,151	0.00%
<i>Fines & Forfeits</i>							
82-000-43-00-4330	LIBRARY FINES	557	485	238	1,279	8,500	15.05%
<i>Charges for Service</i>							
82-000-44-00-4401	LIBRARY SUBSCRIPTION CARDS	1,435	991	-	2,426	8,500	28.54%
82-000-44-00-4422	COPY FEES	271	297	-	568	3,800	14.95%
<i>Investment Earnings</i>							
82-000-45-00-4500	INVESTMENT EARNINGS	41	44	64	149	2,000	7.47%
<i>Miscellaneous</i>							
82-000-48-00-4820	RENTAL INCOME	-	-	-	-	1,750	0.00%
82-000-48-00-4850	MISCELLANEOUS INCOME	98	374	175	648	2,000	32.40%
<i>Other Financing Sources</i>							
82-000-49-00-4901	TRANSFER FROM GENERAL	1,775	1,775	2,139	5,690	26,993	21.08%
TOTAL REVENUES: LIBRARY		82,141	767,522	27,453	877,116	1,692,702	51.82%

LIBRARY OPERATIONS EXPENDITURES

<i>Salaries & Wages</i>							
82-820-50-00-5010	SALARIES & WAGES	17,137	17,567	19,173	53,876	286,470	18.81%
82-820-50-00-5015	PART-TIME SALARIES	12,796	12,339	12,568	37,703	195,544	19.28%
<i>Benefits</i>							
82-820-52-00-5212	RETIREMENT PLAN CONTRIBUTION	1,904	1,952	2,130	5,986	32,180	18.60%
82-820-52-00-5214	FICA CONTRIBUTION	2,219	2,217	2,357	6,792	35,685	19.03%
82-820-52-00-5216	GROUP HEALTH INSURANCE	11,119	12,186	6,624	29,930	105,501	28.37%
82-820-52-00-5222	GROUP LIFE INSURANCE	-	66	-	66	377	17.46%
82-820-52-00-5223	DENTAL INSURANCE	-	1,439	-	1,439	7,079	20.32%
82-820-52-00-5224	VISION INSURANCE	34	72	-	105	1,088	9.67%
82-820-52-00-5230	UNEMPLOYMENT INSURANCE	-	-	364	364	1,000	36.40%
82-820-52-00-5231	LIABILITY INSURANCE	2,114	1,775	1,775	5,665	25,993	21.79%
<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	-	-	167	167	2,500	6.68%
82-820-54-00-5440	TELECOMMUNICATIONS	-	426	-	426	7,200	5.91%
82-820-54-00-5452	POSTAGE & SHIPPING	-	12	6	18	750	2.40%
82-820-54-00-5460	DUES & SUBSCRIPTIONS	569	1,371	1,492	3,432	11,000	31.20%
82-820-54-00-5462	PROFESSIONAL SERVICES	1,262	2,982	2,767	7,011	40,000	17.53%
82-820-54-00-5466	LEGAL SERVICES	-	-	-	-	3,000	0.00%
82-820-54-00-5468	AUTOMATION	2,534	-	4,748	7,282	20,000	36.41%
82-820-54-00-5480	UTILITIES	-	-	2,406	2,406	12,351	19.48%
82-820-54-00-5495	OUTSIDE REPAIR & MAINTENANCE	1,033	2,347	5,905	9,285	50,000	18.57%
82-820-54-00-5498	PAYING AGENT FEES	-	1,100	589	1,689	1,700	99.32%
<i>Supplies</i>							
82-820-56-00-5610	OFFICE SUPPLIES	-	454	193	647	8,000	8.09%
82-820-56-00-5620	OPERATING SUPPLIES	-	446	-	446	4,000	11.16%
82-820-56-00-5621	CUSTODIAL SUPPLIES	-	28	103	131	7,000	1.87%
82-820-56-00-5635	COMPUTER EQUIPMENT & SOFTWARE	-	-	-	-	2,000	0.00%



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

		% of Fiscal Year					
ACCOUNT NUMBER	DESCRIPTION	8% May-21	17% June-21	25% July-21	Year-to-Date Totals	FISCAL YEAR 2022 BUDGET	% of Budget
82-820-56-00-5671	LIBRARY PROGRAMMING	-	26	180	206	2,000	10.30%
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	-	8,338	-	8,338	16,675	50.00%
<i>2013 Refunding Bond</i>							
82-820-99-00-8000	PRINCIPAL PAYMENT	-	-	-	-	645,000	0.00%
82-820-99-00-8050	INTEREST PAYMENT	-	51,775	-	51,775	103,550	50.00%
TOTAL FUND REVENUES		82,141	767,522	27,453	877,116	1,692,702	51.82%
TOTAL FUND EXPENDITURES		52,721	118,916	63,548	235,184	1,709,443	13.76%
FUND SURPLUS (DEFICIT)		29,420	648,606	(36,095)	641,932	(16,741)	

LIBRARY CAPITAL REVENUES

84-000-42-00-4214	DEVELOPMENT FEES	10,300	10,300	13,150	33,750	50,000	67.50%
84-000-45-00-4500	INVESTMENT EARNINGS	13	14	16	44	200	21.86%
84-000-48-00-4850	MISCELLANEOUS INCOME	-	31	-	31	-	0.00%
TOTAL REVENUES: LIBRARY CAPITAL		10,313	10,346	13,166	33,825	50,200	67.38%

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	-	20	265	285	3,500	8.14%
84-840-56-00-5684	COMPACT DISCS & OTHER MUSIC	-	-	-	-	500	0.00%
84-840-56-00-5685	DVD'S	-	121	181	303	3,000	10.09%
84-840-56-00-5686	BOOKS	-	2,239	1,090	3,329	50,000	6.66%
84-840-60-00-6020	BUILDING IMPROVEMENTS	-	-	-	-	20,000	0.00%
TOTAL FUND REVENUES		10,313	10,346	13,166	33,825	50,200	67.38%
TOTAL FUND EXPENDITURES		-	2,380	1,537	3,917	95,500	4.10%
FUND SURPLUS (DEFICIT)		10,313	7,965	11,629	29,908	(45,300)	

[illegible]

PAYROLL

[illegible]

This page intentionally left blank.



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

	July Actual	YTD Actual	% of Budget	FY 2022 Budget	Fiscal Year 2021 For the Month Ended July 31, 2020 YTD Actual % Change	
LIBRARY OPERATIONS FUND (82)						
<i>Revenues</i>						
Property Taxes	\$ 23,318	\$ 862,751	53.50%	\$ 1,612,758	\$ 803,984	7.31%
<u>Intergovernmental</u>						
Personal Property Replacement Tax	\$ 1,519	\$ 3,604	68.65%	\$ 5,250	\$ 1,631	120.99%
State Grants	-	-	0.00%	21,151	-	0.00%
Total Intergovernmental	\$ 1,519	\$ 3,604	13.65%	\$ 26,401	\$ 1,631	120.99%
Library Fines	\$ 238	\$ 1,279	15.05%	\$ 8,500	\$ 1,072	19.37%
<u>Charges for Services</u>						
Library Subscription Cards	\$ -	\$ 2,426	28.54%	\$ 8,500	\$ 651	272.75%
Copy Fees	-	568	14.95%	3,800	3	17654.69%
Total Charges for Services	\$ -	\$ 2,994	24.34%	\$ 12,300	\$ 654	357.80%
Investment Earnings	\$ 64	\$ 149	7.47%	\$ 2,000	\$ 481	-68.90%
<u>Reimbursements/Miscellaneous/Transfers In</u>						
Miscellaneous Reimbursements	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%
Rental Income	-	-	0.00%	1,750	-	0.00%
Miscellaneous Income	175	648	32.40%	2,000	324	100.09%
Transfer In	2,139	5,690	21.08%	26,993	10,066	-43.47%
Total Miscellaneous & Transfers	\$ 2,315	\$ 6,338	20.62%	\$ 30,743	\$ 10,390	-39.00%
Total Revenues and Transfers	\$ 27,453	\$ 877,116	51.82%	\$ 1,692,702	\$ 818,211	7.20%
<i>Expenditures</i>						
<u>Library Operations</u>	<u>\$ 63,548</u>	<u>\$ 235,184</u>	<u>13.76%</u>	<u>\$ 1,709,443</u>	<u>\$ 264,712</u>	<u>-11.15%</u>
50 Salaries	31,741	91,580	19.00%	482,014	112,757	-18.78%
52 Benefits	13,251	50,346	24.10%	208,903	57,900	-13.05%
54 Contractual Services	18,080	31,716	20.73%	153,001	20,470	54.94%
56 Supplies	476	1,430	5.65%	25,300	2,542	-43.72%
99 Debt Service	-	60,113	7.15%	840,225	71,044	-15.39%
Total Expenditures and Transfers	\$ 63,548	\$ 235,184	13.76%	\$ 1,709,443	\$ 264,712	-11.15%
<i>Surplus(Deficit)</i>	<i>\$ (36,095)</i>	<i>\$ 641,932</i>		<i>\$ (16,741)</i>	<i>\$ 553,499</i>	

* July represents 25% of fiscal year 2022

This page intentionally left blank.

Directors Report for July 2021

Programming

Reading Colors Your World 2021 Summer Reading Program

For the children's department we had two formats for logging reading that were available, Wandoo (62) and paper (315). Eight reading challenges were included in the online option. Two grand prize winners were announced August 2, 2021. A Kindle Fire and a light up art tablet were made possible by the Friends of the Library. In the adult department, we passed out 100 printed reading logs and had 25 people participate with our online program Wandoo. A big thank you to our sponsors of Summer Reading: Friends of the Library, Keller's Farm, Yorkville Wendy's, Foxy's Ice Cream, Classic Cinemas, NIU Football, Rosati's Pizza, Farnsworth House, Silver Fox, Evergreen Farm & Amy's Greenhouse, and Sweet Temptations!

YPL Community Fest will be held on Sat, Oct 9 from 11-3. We will have a truck event along with food truck vendors. There will be various demonstrations and programs happening throughout the library that day. We will showcase all our technology in the library including our green screen, 3d printer, eBooks, wireless printing, and our fax/scan station. The Kendall Country Food Pantry will be here collecting food for fines and a representative from the Yorkville Historic Society will be in our Genealogy Room to field questions. We will have "celebrity" guest storytime readers in our quiet reading room. The Hix Brothers Ukulele Band will give a rocking performance. Merry Hearts Clowns and Characters for a Cause will be on hand to interact with the kids for the day.

Friends of the Library Annual Books Sale will be Sat, Sept 4, 9-4 and Sun, Sept 5, 10-4. We need volunteers for set up, the days of the event, and cleanup. Please let me know when you would be willing to volunteer your time.

Wed, Aug 11 @ 7:00 – Illinois Storm Chasers – Storm Chasing 101 sponsored by the Friends of the Library. This interactive program will go over common myths, radar analysis, photos, and videos from the field.

Escape Room Adventure – Weather Wizard for the month of August – We need kids to help release the Wacky Weather Machine from the lock box and stop the Weather Wizard from controlling the weather.

Wed, Aug 11 & 25 – Facebook Spanish Story Time with Senora Katalina.

Wed, Aug 11 & Tue, Aug 24 – Tots and Toddlers is Back!! For songs, stories, and dancing.

Fri, Aug 13 – Chalk the Walk

Tue, Aug 17 – Read In – Share the Gift of Reading with Someone Younger– Teens will be partnered with a young reading buddy and earn service hours and receive a small token of our appreciation.

Sat, Aug 21 – Read with Paws – Therapy dog group will be here for kids to read to the dogs. This program was designed originally because children feel less pressure to read to a dog than an adult; so, it was meant to be a way to help struggling readers or even just to encourage reading.

Sept 14 @ 7:00 – A Date We Will Always Remember with historian, Jim Gibbons. – Sponsored by the Friends of the Library.

Oct 7 @ 10:00 – Tool Savvy with Barbara Collins a published author and garden tool product reviewer. Partnered with the Yorkville Garden Club and sponsored by the Friends of the Library.

Always have all our reoccurring program running throughout the month as well.

Threads, Lunch Bunch Book Club, Men's Book Club, Creative Writing Group, Drop In Storytime, Tag – Teens Advisory Group, Monday Movie Madness for Adults and Kids, Window Art, Crochet Club, Virtual 3D printing, Book Clubs for grades 1-2 and 3-5.

Outreach

We held 2 Medicare seminars in July for patrons to learn more about signing up for and updates in Medicare. Open enrollment will start in October for the following year.

We have received our tent, hotspot, book bins, and car magnets for our pop-up library. We have already received money from the Friends to cover these purchases. I have tested our equipment for our technology, and we are good to go. I have contacted Tim Evans to get a spot for our tent at the Hometown Days Festival. This will be our first event with the pop-up.

I will be attending the Chamber of Commerce Luncheon on Tue, Aug 10.

I have been invited to attend a Kendall County Historic Preservation Commission meeting on Mon, Aug 16 at 6:30. The purpose of this meeting is to explore collaborative opportunities between historic preservation groups in Kendall County and to receive updates on the activities of local historic preservation groups coming out of the pandemic.

Chamber of Commerce will be holding their blood drive in our meeting room on Tue, Aug 17.

Library Operations

Yorkville Public Library Mask announcement 7-30-21

Since the beginning of this pandemic, the library has followed CDC and IDPH recommendations closely. Kendall County is in the substantial category, and so the library is strongly recommending that everyone, regardless of vaccination status, wear a mask when inside the library building.

This change goes into effect Friday, July 30, 2021. This will remain active until Kendall County is updated to a moderate/low transmission state or the CDC and IDPH updates its recommendation.

R.J. O'Neil was here on 7-14 to preform PM on our equipment.

Had to call TK Elevator for a repair of a broken elevator button for the 2nd time in 2 months. There were here and replaced the button in under 20 minutes.

I'm in the process of collecting proposals for maintenance contracts with 2 elevator services. Our current contract auto renewed on Nov 2020. This was a 3-year contract that auto renewed.

On 7-26 I came into the library to a louder than usual mechanical fan noise running upstairs in the adult department. All panel/lights in the mechanical room are showing operational and nothing out of the

ordinary. I reached out to Steve at the City for his advice before I contact R.J. O'Neil to come over and investigate but have not heard back from them.

Reached out to Tom Goetz from Syserco about our BAC equipment and he responded that our upgrade is booked, and they are in the engineering process, creating a drawing and wiring diagram of the new controller. Steve Bernard, their PM will provide me with more details this week before the board meeting.

We are continuing hold on to one of the top spots for libraries in usage of the Capria-Mobile App. There are around 48 libraries that use this app, and we are usually ranked 2 or 3rd as far as the top library for stats in usage. Moline and New Lenox are the other 2 top libraries.

Staff & Training

Reminder to the new board members to complete their OMA trustee training for the State before their first 90 days of appointment.

Genevieve is working on writing a grant with the American Rescue Plan Act of 2021 (ARPA) Grant Offerings with the Illinois State Library. The application is due Aug 15 the "Expanding Digital Inclusion: Transforming Library Services" focuses on devices and technologies that circulate to meet the needs of an identified target audience in response to and recovery from the pandemic.

I have completed the schedule for our In-Service Staff Day on Fri, Sept 24. We will be viewing 2 live Zoom meetings with the PrairieCat PUG Day attendees. The morning session will be "The Library After COVID-19" and the afternoon session will be "Technology on a Shoestring Budget: Delivering Value and WOW! Experiences To Library Patrons without Breaking the Bank". We will be reviewing our Disaster/Emergency Preparedness Plan with staff as well as a webinar about our e-book services for front line staff. We will finish the day with a bit of recycled book art therapy and departmental updates.

RAILS Online Roundtable: Succession Planning for Trustees - Wed, Aug 11, 2021, | 12:00 pm - 1:00 pm

Join colleagues from around RAILS for an event designed specifically for trustees. On Wednesday, August 11, 2021, 12:00-1:00pm Central, you're invited to RAILS Online Roundtable: Succession Planning for Trustees.

This event will include a short presentation by Amanda Standerfer, Independent Consultant with Standerfer Consulting / Fast Forward Libraries. Amanda will discuss the importance of succession planning for public library boards and how libraries can successfully plan for the future.

This event will also include a breakout room with an opportunity to connect with other trustees from around RAILS. There will also be a Q&A. All public library trustees from RAILS member libraries are invited. The presentation portion of this event will be recorded.

<https://librarylearning.org/event/2021-08-11/rails-online-roundtable-succession-planning-trustees>

Other

Spoke with the Director of Oswego Library about a group of “auditors” that have been visiting public government buildings and filming staff and patrons and questioning policies. I have informed staff of this group and how to handle the situation. I have also reached out to the Chief of Police. He was aware of these groups and said to follow policy and not to engage into an argument. They are allowed to be in the building and filming in a public place.

Children’s Programs:

21 programs with 875 attending (2 book clubs, 5 story times, Window Art, chalk the Walk, color Hunt, Heartland school tour, Escape Room, 2 Tots-and-toddlers, 4 Artists at work, shark find, Candyland scavenger hunt, Candyland story walk)

8 passive programs with 2226 attending (coloring contest, 5 Facebook story time, 2 face book Spanish story time)

14 Teen programs with 88 attending (book club, 2 TAG, girls who code graduation, 5 Summer interns, 2 crochet club)

1 passive teen programs with 1 attending (3-D printing)

Note: Read and return area is now available at Kendall County Courthouse, Mutual Ground, Yorkville Soap Bar Laundromat, and Kendall County community Food Pantry.

Adult Programs:

6 programs with 67 attending

7/6 Threads - 10

7/14 Lunch Bunch Book Club-7

7/14 Medicare Basics x 2 - 15

7/15 Men’s Book club- 8

7/20 Corn Program - 19

7/26 Monday movie- 12

7/27 Creative Writing Group-13

Meeting Room Usage: Rentals- 1; Library use- 26; Community use- 1; Zoom meets-5

Museum pass: 11

Proctored tests: 0

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



PARTNERSHIP AGREEMENT

Customized for:

Yorkville Library

902 Game Farm Rd, Yorkville, IL 60560



About us

Verde Energy Efficiency Experts doesn't just recommend energy efficiency solutions, We make and stand by them.

Our core values, the heart of our business.

Curiously exploring new solutions.

Confident and resilient.

Eloquent communication.

Taking pride in our work.

Humble and gracious.

Positive, contagious energy.

Our trusted partners

PHILIPS

J JARVIS
LIGHTING



Energy Efficiency Assessment

- [Our trained analysts](#) came out and identified all the ways you can lower the operational costs of your facility through energy efficiency projects.
- We listened to your current challenges, made notes of your heaviest energy usages, and now will make custom recommendations based on your building and usage.
- We have identified the Public Sector Program to be the right program to maximize incentives.
- We prepare all utility paperwork on your behalf, so you just need to sign digitally.

Pre-inspection & Installation

- We believe in an additional step of pre-inspection to make sure your installation goes smoothly and impacts your business minimally.
- During the pre-inspection process, we take videos of the existing equipment and space, so our installers walk in ready to go.
- We measure for proper lift and ladder height, as well as prepare for the safety of both our installers and your staff during our installation.
- Our installation has been crafted over the years by firefighters, so safety and efficiency is our highest priority.
- We take so much pride in our work, that we offer a 3 year warranty on all lighting, controls, thermostats, and refrigeration upgrades.
- During our installation, we will be providing and practicing all necessary precautions to protect our crew and your staff during the period of abundance of caution.
- We will not install during this time if a health risk arises.

Partnership Review

- After your project has been completed, Alisa Hansen will be reaching out to schedule a partnership review.
- We love opportunities to better our process and expect genuine feedback.
- While it can take a few months to see energy savings fully kick in, you will see the benefits of our work immediately.
- Since technology changes quickly in energy efficiency, we want to stay a long term partner with you in terms of HVAC, Solar PV, and other longer payback opportunities that you will be considering.

- If we didn't get the process right in a large or small way, we want the feedback to better serve you in the future.

What We Learned

Pains and Current State

- Yorkville Library currently has fluorescent lighting, which is associated with higher maintenance and operational costs. Fluorescents are also known for their flickering, buzzing, cracking or exploding and turning yellow/orange as they age.

Desired Gains & Proposed State

- Converting to LED would bring a lot of benefits to Yorkville Library. First and foremost, safety. Taking the fluorescents out of the library means getting rid of toxic materials (mercury) found inside the fluorescent light bulb. LEDs are more energy efficient, brighter and don't lose their lumen output over time. There is no buzzing or cracking - they are made of plastic and not glass which makes them a lot safer. The LED upgrade would significantly reduce maintenance and operational costs and receive positive feedback from the community patrons.

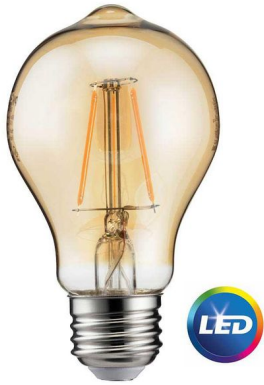
Recommendations



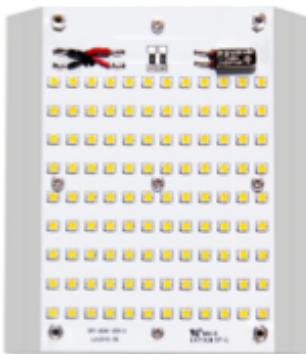
Trim Kit: The can lights will be retrofitted with a dimmable LED can trim kit. This will update the aesthetic of the lighting by closing the hole in the ceiling. The fixture lays flush against the ceiling, putting more light into the space and permanently removing maintenance issues with ballasts.



The fluorescent lights throughout the facility will be retrofitted with Philips tube LEDs and new drivers will be installed to replace existing ballasts. In addition to a much longer lifetime of 70,000 hours for the system, the LED tubes are made of plastic and therefore pose no risk of shattering and releasing harmful mercury-vapor into the space. The existing lenses will be left in place.



Incandescent and CFL lamps will be swapped with an LED equivalent lamp. Verde uses the Philips brand, and can typically accommodate 2700 - 5000k for most lamp types. We also offer vintage style LEDs, as well as warm-glow technology, which dim lights to 2200k for ambient mood lighting in restaurants.



LED Panel Retrofit: HID lighting can be replaced with a high wattage LED panel retrofit. The ballast and metal halide will be removed, and an LED panel will be fitted inside the existing housing. This improvement will drastically reduce the consumed watts of the fixture. Heat dissipation is mitigated with an internal DC fan that keeps the LED cool and extends the life.

Partnership Benefits

- Verde recycles all lamps and ballasts, as well as cardboard and other waste.
- Verde also practice what we preach with compost bins, terracycle, transit and bike benefits.
- [Verde is an L3C, a mission-focused business](#), so we are truly partnered to save energy.
- Verde was founded by a firefighter, and has firefighters throughout our staff. You will find we are trustworthy, as well as safety conscious above other partners you might find.



Electricity Savings: After our careful analysis, we calculate an estimated energy savings of **91,040 kWh** savings. We calculate this based on your hours of operation, current equipment, and proposed equipment. While not exact, we are pretty darn good at this calculation after 10 years of experience.



Trees Planted: This kWh savings is important, as it means less coal is being shoveled into power plants. This is the equivalent of **1,071** trees planted to absorb the carbon produced from the blend of electricity in Illinois. The work we do together is important to future generations.



Dollars Saved: This amount of energy savings will save your building **\$10,014** annually in offset electricity. Additional savings will be captured in both labor and lamps/ballasts purchased.

Partnership Expectations

Point of Contact

- Scheduling: Ideally this will be someone responsive and with access to the facility calendar. This person will meet our crew at the time of the installation, or will let us know who our crew will be meeting on installation day. Wherever possible, we would like to install in an empty space.
- Inspection: The analyst will schedule a pre-inspection with you directly, as soon as possible after verbal commitment.

Day of Installation

- The installation will begin on a mutually agreed date.
- Our lighting installations start at 7am Monday through Saturday. We may adjust start time to mitigate potential health risks.
- Each installation will have an assigned Crew Chief that will be your main point of contact throughout the installation.

Billing (AP & AR)

- Before we move forward with scheduling your installation, we will need your upfront deposit invoice paid.
- Once the project is completed, you will be receiving a final invoice from our operations team within 24 hours. Payment terms are Net10.

Revisions, Communication, Emergencies & Response Time

- Each scope of work is subject to change slightly once the installation begins.
- If inventory is unavailable due to COVID supply chain delays, Verde will install what we can, and reach out to reschedule the remaining scope of work.
- In regards to emergency maintenance requests, we do not have an emergency crew available at all times.
- If an emergency situation comes up, please let us know as soon as possible and we will always do our best to get a crew out within 24 hours.

Lighting Investment

- All materials and installation included, as well as utility rebate processing
- 3-year-warranty, including labor and material, for lighting and lighting controls.
- All equipment included (unless specialized lifts are required and identified prior to start)
- Recycling of existing equipment, where applicable.

Pricing Breakdown

Proposed Phase 1: Interior Tube & Driver Measures	QTY	Price	Prevailing Wage	Subtotal
1 Lamp 4ft TLED T5 40K w/ driver	144	\$58.75	25%	\$10,575.00
2 Lamp 2ft TLED 40K w/ Driver Spec Sheet	28	\$61.80	25%	\$2,163.00
2 Lamp 4ft TLED 40K w/ Driver Spec Sheet	93	\$56.28	25%	\$6,542.55
3 Lamp 4ft TLED 40K w/ Driver Spec Sheet	187	\$77.46	25%	\$18,106.28
Utility Paperwork and Inspection Services	1	\$300.00	0%	\$300.00
Delivery and lift services	1	\$200.00	0%	\$200.00

Total Price	\$37,886.83
Utility Incentives	-\$14,033.63
Sales Tax (0%)	\$0.00
Price after Incentive	\$23,853.20

Proposed Phase: Exterior	QTY	Price	Prevailing Wage	Subtotal
45W LED Retrofit Kit Spec Sheet	2	\$306.74	25%	\$766.85
75W LED Retrofit Kit Spec Sheet	9	\$363.72	25%	\$4,091.85
8" LED Trim Kit (Indoor/Outdoor: 40K) 120-277V DIM Spec Sheet	9	\$130.50	25%	\$1,468.13
H.O. A19 LED Spec Sheet	13	\$16.98	25%	\$275.93
Utility Paperwork and Inspection Services	1	\$300.00	0%	\$300.00
Delivery and lift services	1	\$200.00	0%	\$200.00

Total Price	\$7,102.76
Utility Incentives	-\$2,515.13
Sales Tax	\$0.00

Price after Incentive	\$4,587.63
------------------------------	-------------------

Proposed Phase 2: Interior Cans & Specialty Fixtures	QTY	Price	Prevailing Wage	Subtotal
4-Pin LED 4K Vertical Spec Sheet	62	\$18.03	25%	\$1,397.33
6" LED Trim Kit (Indoor/Outdoor: 40K) 120-277V DIM Spec Sheet	43	\$60.00	25%	\$3,225.00
BR30 LED 30K Spec Sheet	37	\$10.15	25%	\$469.44
MR16 LED 30K Gu10 Base Spec Sheet	18	\$14.25	25%	\$320.63
A19 LED 30K Spec Sheet	190	\$23.45	25%	\$5,569.38
Utility Paperwork and Inspection Services	1	\$300.00	0%	\$300.00
Delivery and lift services	1	\$200.00	0%	\$200.00

Total Price **\$11,481.78**
Utility Incentives **-\$1,831.36**
Sales Tax **\$0.00**

Price after Incentive \$9,650.42

Proposed Phase: Emergency drivers - assuming 15%	QTY	Price	Prevailing Wage	Subtotal
EM drivers	68	\$203.90	25%	\$17,331.50

Total Price **\$17,331.50**
Utility Incentives **-\$0.00**
Sales Tax **\$0.00**

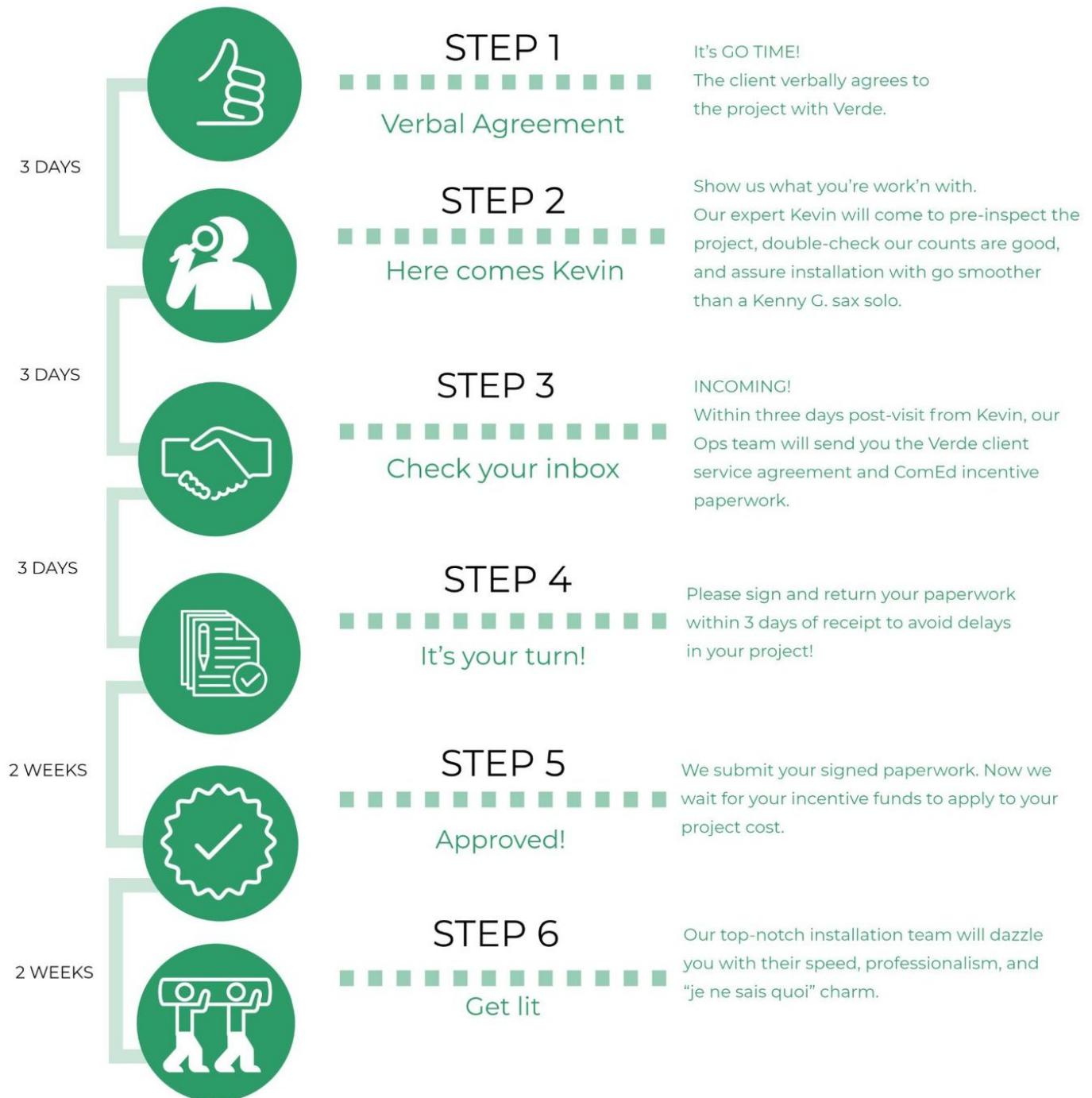
Price after Incentive \$17,331.50

- **Deposit Request**
- **Final Payment**
- **Pricing is valid for 30 days**

(deposit) : **50%**
(final invoice) : **50%**

Your Project Timeline

The average time from Step 1 Verbal to Step 5 Installation complete is 40 days.



Questions? We got you.

Email : projects@verde.expert

Call: 779-333-0821

Your personal timeline estimate

Verbal Agreement Date _____

Projected Installation Date _____

This page intentionally left blank.

July 23, 2021

Our Agreement

AGREEMENT:

Between IMPERIAL SERVICE SYSTEMS, INC., hereinafter referred to as the Contractor and YORKVILLE PUBLIC LIBRARY, hereinafter referred to as the Client. This is the entire agreement. It replaces all previous agreements, oral or written, between the two parties. Unless otherwise notified, Imperial Service Systems, Inc. has the right to post this business relationship on social media.

SERVICE:

The Contractor agrees to furnish labor, equipment, cleaning materials and supervision necessary to provide the services being performed at Yorkville Public Library, 902 Game Farm Rd., Yorkville, IL. 60560. The areas to be serviced includes all specified areas named.

Disposable supplies such as hand towels, soap, toilet tissue, trash can liners, etc., shall be provided by the Client. If contractor provides disposable supplies at the request of the Client, it is understood that they will be provided at an extra cost. These prices are subject to change based upon prevailing costs.

Client shall provide a secure storage area for cleaning equipment and supplies solely accessible to IMPERIAL personnel and client management. Area is to be kept neat and clean.

COST:

Total charges for specified services as read and agreed upon by Client and Contractor and enclosed within the proposal will be: **\$ 4,523.00 deluxe per month \$ 3,521.00 basic per month**

Providing there is no change in the scope of the work, minimum wage laws or government requirements, this price is guaranteed for twelve months. Periods of construction, renovation or other unusual occurrences which increase workload may require additional charges during such periods to compensate for the additional work required.

TERM OF AGREEMENT:

It is the intention of this agreement that it remain in force, uninterrupted, to the satisfaction and best interest of both parties. In the event either party feels that cancellation is necessary for any reason, a 30-day notice must be filed via certified or registered mail and effective the date of mailing. Contractor may terminate services at any time for non-payment of invoices. All monies owed shall be paid in full at the time of termination.

PERSONNEL:

The Client agrees that it may at no time during or for six months after termination of this agreement, hire, retain or employ on its own payroll or by contract basis through a 3rd party, directly or indirectly, any individual that is or has been employed by the Contractor, for the performance of janitorial tasks without the approval of the Contractor.

The Contractor assumes all financial responsibility (wages, withholding taxes, social security, sales and other taxes) directly related to the specified services.

INSURANCE:

The Contractor agrees to furnish certificates of insurance prior to commencement of work, in the amount of \$1,000,000 General Liability, \$1,000,000 Worker's Compensation and \$10,000,000 Excess Liability.

INVOICING:

Unless other arrangements have been made, invoicing shall be monthly on the 1st of the month that is being invoiced. Payment is due on the last day of said month. Failure to pay in a timely manner could result in a cancellation of the service. Contractor reserves the right to charge interest of 1½% per month on accounts over 60 days past due. If Client's account is referred to an agency or attorney for collection, attorney's fees and costs of collection shall be recoverable by Contractor.

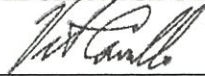
YORKVILLE PUBLIC LIBRARY

Accepted by _____

Date: ____/____/____

Starting Date: ____/____/____

IMPERIAL SERVICE SYSTEMS, INC.

 _____

Vito Cavallo President

7 / 23 / 21

This agreement has a Start Date but no ending date because we intend to be the Last janitorial service you'll ever need.

Yorkville Public Library

902 Game Farm Road
Yorkville, IL 60560
Ms. Shelley Augustine
Phone: 630.553.4354 Ext. 117
E-Mail: saugustine@yorkville.lib.il.us

Window Washing

Date: July 23, 2021

Sales Rep: Paul O'Callaghan

Job Date: TBD

Cell: 331.4014896

WORK TO BE DONE: Window Washing

Job 1: 1/Y- Once per Year

- Wash all exterior clear glass windows and all entries, Outside Only
- Includes partition of front entry, Both Sides
- Wipe all sills
- Standard window washing will not remove stains on glass

Price per Cleaning: \$949.00

Job 2: 1/Y – Once per Year

- Wash all exterior clear glass windows and all entries, Inside Only
- Does not include partition of front entry way
- Items must be removed from windows and in front of windows
- Wipe all sills
- Standard window washing will not remove stains on glass

Price per Cleaning: \$860.00

NOTE: Crack or out of order windows will not be washed

Yorkville Public Library

Imperial Service Systems, Inc.

Accepted By:

 _____

Date: ____/____/____

7 / 23 / 21

Yorkville Public Library

902 Game Farm Rd.
Yorkville, IL. 60560
Ms. Shelley Augustine
Phone: 630.553.4354 Ext. 117
E-Mail: saugustine@yorkville.lib.il.us

Scrub Ceramic Tile

Date: July 23, 2021

Sales Rep: Paul O'Callaghan

Job Date: TBD

Cell: 331.401.4896

WORK TO BE DONE:

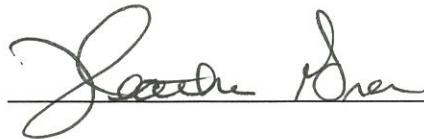
- Scrubbing of ceramic tile in the restrooms and entrance

Total: \$ 450.00

YORKVILLE PUBLIC LIBRARY

IMPERIAL SERVICE SYSTEMS, INC.

Accepted By:



7/23/21

Date: ____/____/____

Yorkville Public Library

902 Game Farm Rd.
Yorkville, IL. 60560
Ms. Shelley Augustine
Phone: 630.553.4354 Ext. 117
E-Mail: saugustine@yorkville.lib.il.us

Carpet Cleaning

Date: July 23, 2021

Sales Rep: Paul O'Callaghan

Job Date: TBD

Cell: 331.401.4896

WORK TO BE DONE:

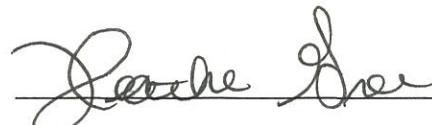
- Shampoo and extract all carpeted areas.

Total Price: \$ 4,437.00

YORKVILLE PUBLIC LIBRARY

IMPERIAL SERVICE SYSTEMS, INC.

Accepted By:



7 / 23 / 21

Date: ____/____/____