

**Agenda  
Yorkville Public Library  
Board of Trustees Meeting  
January 9, 2023, 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. Approval of Minutes
6. Correspondence
7. Public Comment
8. Friends of the Library Report
9. Staff Comment
10. Report of the Treasurer: Financial Statement  
Payment of Bills
11. Report of the Library Director
12. City Council Liaison
13. Standing Committees: Policy Personnel  
Physical Facilities Finance – meeting update  
Community Relations
14. Unfinished Business: HVAC repairs update
15. New Business: Update on flooding in library  
Director’s evaluation goal #2
  - Research the establishment of a 501c3 for library
16. Executive Session: (if needed)
  1. For the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee of the public body, or against legal counsel for the public body to determine its validity.
17. New Business (continued)
18. Adjournment

This page intentionally left blank.

**Yorkville Public Library**  
Board of Trustees Meeting  
Monday, December 12, 2022 7:00pm  
902 Game Farm Road – Michelle Pfister Meeting Room

The Board of Trustees meeting was called to order at 7:00pm by Vice-President Theron Garcia, roll was called and a quorum was established.

**Roll Call:**

Tara Schumacher-yes, Sue Shimp-yes, Keri Pesola-yes, Jackie Milschewski-yes, Ryan Forristall-yes, Theron Garcia-yes, Rosie Millen-yes, Bret Reifsteck-yes

Absent: Darren Crawford

**Others Present:**

Library Director Shelley Augustine, Friends of the Library Susan Neustrom

**Recognition of Visitors:**

Vice-President Garcia recognized the Director and guest.

**Amendments to the Agenda:** None

**Presentations:** None

**Approval of Minutes:** November 14, 2022

Ms. Garcia made a motion to approve the minutes as presented and Ms. Milschewski seconded.

Roll call: Shimp-yes, Pesola-yes, Milschewski-yes, Forristall-yes, Garcia-yes, Millen-yes, Reifsteck-yes, Schumacher-yes. Carried 8-0.

**Correspondence:** None

**Public Comment:** None

**Friends of the Library Report:**

Ms. Neustrom said the Friends meeting was held today along with a staff lunch. They discussed the mini-golf event and used book sale which needs a chairman. A social was discussed for Friends of Library and it was decided to hold it in April in conjunction with Library Week.

**Staff Comment:** None

**Report of the Treasurer:**

**Financial Statement**

Treasurer Milschewski said there was a bill for boiler glycol replacement for \$4,000.

**Payment of Bills**

Ms. Milschewski moved to pay the bills as follows, seconded by Ms. Garcia.

\$27,434.28	Accounts Payable
\$37,753.89	Payroll
<b>\$65,188.17</b>	<b>Total</b>

Roll call: Pesola-yes, Milschewski-yes, Forristall-yes, Garcia-yes, Millen-yes, Reifsteck-yes, Schumacher-yes, Shimp-yes. Carried 8-0

**Report of the Library Director:**

Director Augustine reported the following:

1. Ms. Weiss held the Polar Express event.
2. Hosted a cookbook author on Zoom, part of Illinois Libraries Present.
3. Holding program about Carole King sponsored by Friends and Illinois Libraries Present.
4. 4-H Science Explorers will create DNA model.
5. 3-D printing resuming and is being spearheaded by a high school student.
6. Starting healthy cooking class with yoga instructor January 16.
7. Had Hix Brothers Ukulele program.
8. Ms. Augustine reached out to STAR Net team who sponsors eclipse events for public libraries. She attended a Zoom meeting with Adler Planetarium regarding eclipses in 2023 and 2024. Possible sponsorship with Parks and Rec?
9. Library had a Community Giving Tree and winter clothing accessories were collected for Food Pantry.
10. Hired new part time person for circulation, 2 people have resigned.
11. Staff holiday party to be held.
12. Mini golf meetings to be held, all holes are assigned and sponsored. Tickets have gone on sale.
13. Received \$200 anonymous donation for children's department
14. Director noted programs for November nearly doubled from 2021 to 2022. Attendance is up 98%.

**City Council Liaison:** None

**Standing Committees:** None

**Unfinished Business:****HVAC Repairs Update**

Facilities Manager Steve Raasch did a recap report which Ms. Augustine shared with the Board. A glycol refresh was done, all glycol removed and 165 new gallons were added. A chiller investigation was done to determine if there was a leak, but none was found initially. One was found later and was repaired. There is a rewiring issue with the boiler and is being repaired, but should not be charged to the library. Based on a report from Ted Milschewski and Trico, replacement of the chiller is not needed next year, but possibly in 2025/2026. Mr. Raasch recommends an engineering work study and that it be included in the budget planning for next year. The natural gas usage is still being tracked and there is a 52% decrease.

**New Business****Set Finance Committee Meeting Date for FY24 Budget Planning**

A meeting was set for January 4, 2023 at 6pm.

**Executive Session:** None

**Adjournment:**

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

Minutes respectfully submitted by Marlys Young, Minute Taker



CHECK #	VENDOR # INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	CHECK DATE	ACCOUNT #	ITEM AMT
900127	FNBO	FIRST NATIONAL BANK OMAHA			12/25/22		
	122522-A.HERNANDEZ	11/30/22	01	MENARDS#102722-GRIPPER, TAPE		79-790-56-00-5640	22.73
			02	MENARDS#110222-CONCRETE		79-790-56-00-5640	92.86
			03	FORMING, COVER, HEAVY DUTY		** COMMENT **	
			04	FRAMES		** COMMENT **	
				INVOICE TOTAL:			115.59 *
	122522-A.SIMMONS	11/30/22	01	CORRO-TECH-CHLORINE		52-520-54-00-5444	343.00
			02	ADS-NOV 2022-JAN 2023 ALARM		24-216-54-00-5446	233.70
			03	MONITORING AT 102 E VAN EMMON		** COMMENT **	
			04	ADS-NOV 2022-JAN 2023 ALARM		24-216-54-00-5446	183.03
			05	MONITORING AT 651 PRAIRIE		** COMMENT **	
			06	POINTE DR		** COMMENT **	
			07	ADS-ADJUSTED TAMPER AND		24-216-54-00-5446	102.00
			08	CLEARED SYSTEM AT 651 PRAIRIE		** COMMENT **	
			09	POINTE DR		** COMMENT **	
			10	ADANNUAL ALARM MONITORING AT		82-820-54-00-5462	1,457.29
			11	902 GAME FARM RD		** COMMENT **	
			12	VERIZON-OCT 2022 IN CAR UNITS		01-210-54-00-5440	612.17
			13	COMCAST-10/20-11/19 INTERNET		24-216-54-00-5440	289.58
			14	AT 651 PRAIRIE POINTE DR		** COMMENT **	
				INVOICE TOTAL:			3,220.77 *
	122522-B.BEHRENS	11/30/22	01	MENARDS#111622-RODS, GRINGING		01-410-56-00-5620	18.77
			02	POINT		** COMMENT **	
			03	NAPA#327807-BULBS		01-410-56-00-5628	15.28
				INVOICE TOTAL:			34.05 *
	122522-B.OLSON	11/30/22	01	ILCMA-NOV. LUNCH EVENT		01-110-54-00-5412	65.00
			02	AMERICAN AIRLINES-WASHINGTON		01-110-54-00-5415	383.21
			03	DC TRANSPORT FOR AGENCY		** COMMENT **	
			04	DISCUSSIONS		** COMMENT **	
			05	ZOOM-OCT 23-11/22 USER FEES		01-110-54-00-5462	209.96
				INVOICE TOTAL:			658.17 *
	122522-B.PFIZENMAIER	11/30/22	01	MENARDS#103022-MOTOR OIL,		01-210-56-00-5620	44.95
			02	HEADLIGHT BULB		** COMMENT **	
			03	FITNESS FACTORY-KETTLEBELLS		01-000-24-00-2420	962.00
			04	MENARDS#111622-HEADLIGHT BULBS		01-210-56-00-5620	16.99
				INVOICE TOTAL:			1,023.94 *
	122522-B.VALLS	11/30/22	01	MENARDS#111722-HEAT GUN		01-410-56-00-5630	46.00
			02	MENARDS#112222-CLMP, SOAP		01-410-56-00-5620	11.47
			03	NAPA#327828-FUSES		01-410-56-00-5628	21.96
			04	GJOVIKS#423506-INSTALL RUNNING		01-410-54-00-5490	674.67
			05	BOARDS		** COMMENT **	

CHECK #	VENDOR # INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	CHECK DATE	ACCOUNT #	ITEM AMT
900127	FNBO	FIRST NATIONAL BANK OMAHA			12/25/22		
	122522-B.VALLER	11/30/22	06	GJOVIKS#423507-INSTALL RUNNING		01-410-54-00-5490	674.67
			07	BOARDS		** COMMENT **	
						INVOICE TOTAL:	1,428.77 *
	122522-D.BROWN	11/30/22	01	GRAINGER-LABEL TAPE CARTRIDGE		51-510-56-00-5620	24.07
			02	GRAINGER-HARD HAT RETURNED		51-510-56-00-5600	-160.99
			03	GJOVIK#432084-INSTALL RUNNING		51-510-54-00-5490	672.99
			04	BOARDS		** COMMENT **	
			05	GJOVIK#423082-INSTALL RUNNING		51-510-54-00-5490	672.99
			06	BOARDS		** COMMENT **	
			07	MENARDS#112322-BAND SAW		51-510-56-00-5630	161.35
			08	BLADES, NIPPLES, BAND SAW		** COMMENT **	
			09	MENARDS#112322-RETURNED BAND		51-510-56-00-5630	-148.96
			10	SAW & BLADES		** COMMENT **	
			11	MENARDS#112222-PVS UNION,		51-510-56-00-5638	74.28
			12	RISERS, ELBOWS, BLADES		** COMMENT **	
						INVOICE TOTAL:	1,295.73 *
	122522-D.DEBORD	11/30/22	01	AMAZON PRIME MONTHLY FEE		82-820-54-00-5460	14.99
						INVOICE TOTAL:	14.99 *
	122522-D.HENNE	11/30/22	01	MENARDS#111622-DOOR KNOB		24-216-56-00-5656	17.97
			02	MENARDS#112322-WIRE,HOLE STRAP		23-230-56-00-5642	112.56
			03	MENARDS#111522-NUTS,BOLTS,		01-410-56-00-5620	29.99
			04	WASHERS		** COMMENT **	
			05	ACE#542367-FUSE		01-410-56-00-5628	5.98
						INVOICE TOTAL:	166.50 *
	122522-D.SMITH	11/30/22	01	HOME DEPO-SOCKETS		79-790-56-00-5630	17.28
			02	MENARDS#110422-SOCKET TRAYS		79-790-56-00-5630	39.96
			03	MENARDS#110822-DROP CLOTHS		79-790-56-00-5620	11.97
			04	MENARDS#112222-NUTS, BOLTS		79-790-56-00-5640	25.65
			05	MENARDS#112322-BULBS, STAKE		79-790-56-00-5640	92.87
			06	FLAGS, ANTIFREEZE		** COMMENT **	
			07	MASTER HALCO#231298737-POSTS,		79-790-56-00-5646	5,500.00
						INVOICE TOTAL:	5,687.73 *
	122522-E.DHUSE	11/30/22	01	STANDARD-BROOMBADGER RENTAL		01-410-54-00-5485	4,950.00
			02	SAFETY GEAR-JACKETS		01-410-56-00-5600	260.79
			03	AMAZON-SAFETY GEAR		01-410-56-00-5620	365.60
			04	AMAZON-SAFETY GEAR		51-510-56-00-5620	365.60
			05	AMAZON-SAFETY GEAR		52-520-56-00-5620	365.60
			06	AMAZON-SAFETY GEAR RETURNED		52-520-56-00-5620	-281.93
			07	AMAZON-SAFETY GEAR RETURNED		51-510-56-00-5620	-281.93
			08	AMAZON-SAFETY GEAR RETURNED		52-520-56-00-5620	-281.92

CHECK #	VENDOR # INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	CHECK DATE	ACCOUNT #	ITEM AMT
900127	FNBO	FIRST NATIONAL BANK OMAHA			12/25/22		
	122522-J.WEISS	11/30/22	01	EVENTBRITE-REGISTRATION FOR		82-820-54-00-5412	17.55
			02	ANNUAL MULTI-LIBRARY STAFF DAY		** COMMENT **	
						INVOICE TOTAL:	17.55 *
	122522-K.BALOG	11/30/22	01	COMCAST-10/15-11/14 INTERNET		01-640-54-00-5449	1,164.43
			02	SHRED IT-OCT 2022 SHREDDING		01-210-54-00-5462	242.96
			03	COMCAST-11/08-11/07 CABLE		01-210-54-00-5440	21.06
			04	ACCURINT-SEPT 2022 SEARCHES		01-210-54-00-5462	150.00
						INVOICE TOTAL:	1,578.45 *
	122522-K.BARKSDALE	11/30/22	01	AMAZON-KEURIG COFFEE MAKER,		01-220-56-00-5620	128.45
			02	KCUPS		** COMMENT **	
						INVOICE TOTAL:	128.45 *
	122522-K.GREGORY	11/30/22	01	MENARDS#111422-MERRY & BRIGHT		79-795-56-00-5606	25.00
			02	GIFT CARD		** COMMENT **	
						INVOICE TOTAL:	25.00 *
	122522-K.JONES	11/30/22	01	AMAZON-COPY PAPER		01-110-56-00-5610	51.99
			02	WAREHOUSE-PAPER TOWEL		01-110-56-00-5610	32.16
			03	AMAZON-EXPANDABLE ENVELOPES		01-120-56-00-5610	8.99
			04	AMAZON-COPY PAPER, TAPE		01-110-56-00-5610	164.48
			05	AMAZON-TEASPOONS		01-110-56-00-5610	29.99
			06	AMAZON-FORKS		01-110-56-00-5610	27.39
						INVOICE TOTAL:	315.00 *
	122522-M.CARYLE	11/30/22	01	PSI-UNMANNED AIRCRAFT EXAM		01-210-54-00-5412	175.00
			02	REGISTRATION-SHEPHERD		** COMMENT **	
			03	PSI-UNMANNED AIRCRAFT EXAM		01-210-54-00-5412	175.00
			04	REGISTRATION-KETCHMARK		** COMMENT **	
			05	PSI-UNMANNED AIRCRAFT EXAM		01-210-54-00-5412	175.00
			06	REGISTRATION-CARLYLE		** COMMENT **	
			07	O'HERRON-SERVICE UNIFORM		01-210-56-00-5600	634.24
			08	COMMERCIAL TIRE-6 TIRES		01-210-54-00-5495	846.54
			09	GALLS-HAIX BOOTS		01-210-56-00-5620	150.67
			10	GALLS-TOURNIQUETS, BANDAGES,		01-210-56-00-5620	1,038.28
			11	EARPHONES, AUDIO TUBE WITH		** COMMENT **	
			12	PLUGGLOVES		** COMMENT **	
			13	GJOVIK#421690-ALIGNMENT		01-210-54-00-5495	104.99
			14	GJOVIK#421691-REPLACE TIRES		01-210-54-00-5495	163.79
			15	GJOVIK#421985-OIL CHANGE		01-210-54-00-5495	69.12
			16	GJOVIK#421758-OIL CHANGE		01-210-54-00-5495	69.12
			17	GJOVIK#422026-REPLACE BATTERY		01-210-54-00-5495	249.95
			18	GJOVIK#422224-REPLACED PURGE		01-210-54-00-5495	1,060.71
			19	VALVE, REPLACE 4 TIRES		** COMMENT **	

CHECK #	VENDOR # INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	CHECK DATE	ACCOUNT #	ITEM AMT
900127	FNBO	FIRST NATIONAL BANK OMAHA			12/25/22		
	122522-R.WOOLSEY	11/30/22	81	AMPERAGE#1346072-LAMPS,BALLAST		24-216-56-00-5656	165.60
			82	AMPERAGE#1344534-CORN COB LED		23-230-56-00-5642	166.65
			83	AMPERAGE#1347830-BALLAST KIT		23-230-56-00-5642	96.60
			84	AMPERAGE#1347446-UTILCO LOCKS		23-230-56-00-5642	594.23
			85	AMPERAGE#1347601-BALLAST KIT		23-230-56-00-5642	58.40
			86	MINER#339900-DEC 2022 MANAGED		01-410-54-00-5462	366.85
			87	SERVICES RADIO		** COMMENT **	
			88	MINER#339900-DEC 2022 MANAGED		51-510-54-00-5462	430.65
			89	SERVICES RADIO		** COMMENT **	
			90	MINER#339900-DEC 2022 MANAGED		52-520-54-00-5462	287.10
			91	SERVICES RADIO		** COMMENT **	
			92	MINER#339900-DEC 2022 MANAGED		79-790-54-00-5462	510.40
			93	SERVICES RADIO		** COMMENT **	
				INVOICE TOTAL:			20,103.71 *
	122522-S.AUGUSTINE	11/30/22	01	LIBERTY MUTUAL-BOND RENEWAL		82-820-54-00-5462	652.00
			02	QUILL-LABELS		82-820-56-00-5610	5.64
			03	QUILL-POLYETHYLENE		82-820-56-00-5621	53.06
			04	STARBUCKS-GIFTCARDS		82-820-56-00-5676	20.00
			05	AMAZON-PUZZEL RETURN CREDIT		82-000-24-00-2480	-21.99
			06	MENARDS-SLIDERS, CARDS		82-820-56-00-5610	23.48
			07	QUILL-NAME BADGES, DESK PADS,		82-820-56-00-5610	223.73
			08	COPY PAPER		** COMMENT **	
			09	QUILL-GARBAGE BAGS, WINDEX		82-820-56-00-5621	285.82
			10	TRIBUNE-SUBSCRIPTION THROUGH		82-820-54-00-5460	235.42
			11	01/29/23		** COMMENT **	
			12	AMAZON-ENVELOPES		82-820-56-00-5610	23.06
			13	AMAZON-CRAFT SUPPLIES		82-000-24-00-2480	125.97
				INVOICE TOTAL:			1,626.19 *
	122522-S.IWANSKI	11/30/22	01	YORKVILLE POST-POSTAGE		82-820-54-00-5452	23.70
			02	EVENTBRITE-REGISTRATION FOR		82-820-54-00-5412	17.55
			03	ANNUAL MULTI-LIBRARY STAFF DAY		** COMMENT **	
				INVOICE TOTAL:			41.25 *
	122522-S.RASCH	11/30/22	01	HOME DEPO-STORAGE SHELVING		24-216-60-00-6030	3,204.88
			02	HOME DEPO-STORAGE SHELVING		24-216-60-00-6030	6,468.97
			03	AMAZON-FILTERS		24-216-54-00-5446	306.10
			04	HOME DEPO-10 MICROWAVES, 8		24-216-60-00-6030	9,943.95
			05	REFRIGERATORS, 1 DISHWASHER		** COMMENT **	
				INVOICE TOTAL:			19,923.90 *
	122522-S.REDMON	11/30/22	01	AMAZON-FIRST AID SUPPLIES		79-795-56-00-5620	164.29
			02	AMAZON-FIRST AID SUPPLIES		79-795-56-00-5620	340.84
			03	SMITHEREEN-OCT 2022 PC SERVICE		79-795-54-00-5495	74.00

Total for all Highlighted Library Invoices: \$3,187.27

UNITED CITY OF YORKVILLE  
CHECK REGISTER

CHECK DATE: 01/09/23

CHECK #	VENDOR #	INVOICE NUMBER	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	ITEM AMT
105248	BAKTAY	BAKER & TAYLOR					
	2037169407		12/05/22	01	BOOKS	84-840-56-00-5686	406.27
					INVOICE TOTAL:		406.27 *
	2037176903		12/05/22	01	BOOKS	84-840-56-00-5686	722.03
					INVOICE TOTAL:		722.03 *
	2037179693		12/05/22	01	BOOKS	84-840-56-00-5686	338.18
					INVOICE TOTAL:		338.18 *
	2037187974		12/06/22	01	BOOKS	84-840-56-00-5686	265.07
					INVOICE TOTAL:		265.07 *
	2037200166		12/14/22	01	BOOKS	84-840-56-00-5686	492.19
					INVOICE TOTAL:		492.19 *
					CHECK TOTAL:		2,223.74
105249	DELAGE	DLL FINANCIAL SERVICES INC					
	78517389		12/19/22	01	FEB 2023 COPIER LEASE	82-820-54-00-5462	185.00
					INVOICE TOTAL:		185.00 *
					CHECK TOTAL:		185.00
105250	ELMUSA	ELM USA INC					
	54857		12/21/22	01	ECO PRO DISC REPAIR SYSTEM	82-820-56-00-5620	1,382.95
					INVOICE TOTAL:		1,382.95 *
					CHECK TOTAL:		1,382.95
105251	IMPERIAL	IMPERIAL SERVICE SYSTEMS, INC					
	158313		12/08/22	01	DEC 2022 CLEANING SERVICES	82-820-54-00-5462	5,177.00
					INVOICE TOTAL:		5,177.00 *
					CHECK TOTAL:		5,177.00

82-820 LIBRARY OPERATIONS

84-840 LIBRARY CAPITAL

CHECK DATE: 01/09/23

CHECK #	VENDOR #	INVOICE NUMBER	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	ITEM AMT
105252	LLWCONSU	LLOYD WARBER					
	10538		12/06/22	01	NOV 2022 ONSITE IT SUPPORT	82-820-54-00-5462	540.00
					INVOICE TOTAL:		540.00 *
	10542		12/31/22	01	DEC 2022 ONSITE IT SUPPORT	82-820-54-00-5462	720.00
					INVOICE TOTAL:		720.00 *
					CHECK TOTAL:		1,260.00
105253	METRONET	METRO FIBERNET LLC					
	1651373-010123		01/01/23	01	JAN 2023 INTERNET	82-820-54-00-5440	124.97
					INVOICE TOTAL:		124.97 *
					CHECK TOTAL:		124.97
105254	MIDWTAPE	MIDWEST TAPE					
	503046910		12/03/22	01	DVDS	84-840-56-00-5685	68.97
					INVOICE TOTAL:		68.97 *
	503067057		12/08/22	01	DVDS	84-840-56-00-5685	51.23
					INVOICE TOTAL:		51.23 *
	503150835		12/27/22	01	AUDIO BOOKS	84-840-56-00-5683	299.95
					INVOICE TOTAL:		299.95 *
					CHECK TOTAL:		420.15
105255	NICOR	NICOR GAS					
	91-85-68-4012 8-1122		12/05/22	01	11/01-12/02 902 GAME FARM RD	82-820-54-00-5480	1,798.27
					INVOICE TOTAL:		1,798.27 *
					CHECK TOTAL:		1,798.27

UNITED CITY OF YORKVILLE  
CHECK REGISTER

CHECK DATE: 01/09/23

CHECK #	VENDOR #	INVOICE NUMBER	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	ITEM AMT
105256	PRAIRCAT	PRAIRIECAT					
	8295		01/03/23	01	01/01-03/31 PARTICIPATION FEES	82-820-54-00-5468	4,354.50
					INVOICE TOTAL:		4,354.50 *
					CHECK TOTAL:		4,354.50
105257	PROQUEST	PROQUEST INFORMATION					
	70749915		01/01/23	01	ANCESTRY LIBRARY RENEWAL	82-820-54-00-5460	1,441.30
					INVOICE TOTAL:		1,441.30 *
					CHECK TOTAL:		1,441.30
105258	RAILS	RAILS					
	10286		01/03/23	01	ERead MEMBERSHIP FEE RENEWAL	82-820-54-00-5468	391.50
					INVOICE TOTAL:		391.50 *
					CHECK TOTAL:		391.50
105259	TCG	TCG SOLUTIONS, INC					
	22-0130		08/01/22	01	HOSTED VOIP ACCESS-AUG 2022	82-820-54-00-5440	415.00
					INVOICE TOTAL:		415.00 *
	22-0156		09/01/22	01	HOSTED VOIP ACCESS-SEPT 2022	82-820-54-00-5440	415.00
					INVOICE TOTAL:		415.00 *
	22-0157		10/01/22	01	HOSTED VOIP ACCESS-AUG 2022	82-820-54-00-5440	415.00
					INVOICE TOTAL:		415.00 *
	22-0296		12/01/22	01	HOSTED VOIP ACCESS-DEC 2022	82-820-54-00-5440	445.00
					INVOICE TOTAL:		445.00 *
					CHECK TOTAL:		1,690.00

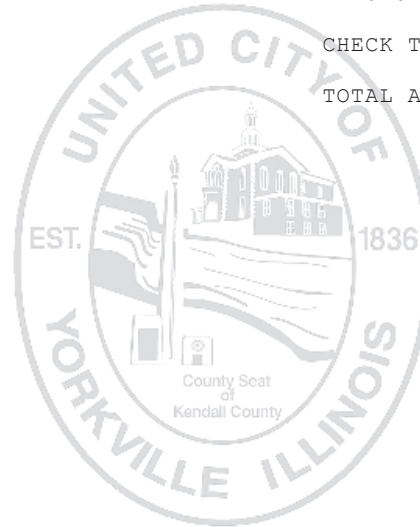
82-820 LIBRARY OPERATIONS

84-840 LIBRARY CAPITAL

UNITED CITY OF YORKVILLE  
CHECK REGISTER

CHECK DATE: 01/09/23

CHECK #	VENDOR #	INVOICE NUMBER	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	ITEM AMT	
105260	TODAYS	TODAY'S BUSINESS SOLUTIONS INC						
	14142		12/09/22	01	TOWER MAINTENANCE AGREEMENT	82-820-54-00-5462	325.00	
					INVOICE TOTAL:		325.00 *	
					CHECK TOTAL:			325.00
105261	YOUNGM	MARLYS J. YOUNG						
	121222-LIB		12/28/22	01	12/12/22 LIB MEETING MINUTES	82-820-54-00-5462	85.00	
					INVOICE TOTAL:		85.00 *	
					CHECK TOTAL:			85.00
					TOTAL AMOUNT PAID:			20,859.38







# UNITED CITY OF YORKVILLE

## PAYROLL SUMMARY

### December 9, 2022

	REGULAR	OVERTIME	TOTAL	IMRF	FICA	TOTALS
ADMINISTRATION	17,438.34	-	17,438.34	1,552.02	863.45	19,853.81
FINANCE	11,949.81	-	11,949.81	1,063.52	633.63	13,646.96
POLICE	132,238.22	9,864.46	142,102.68	558.15	10,238.25	152,899.08
COMMUNITY DEV.	27,902.22	-	27,902.22	2,523.35	2,096.98	32,522.55
STREETS	22,203.84	580.69	22,784.53	2,036.73	1,682.14	26,503.40
BUILDING & GROUNDS	2,328.71	87.33	2,416.04	228.38	196.30	2,840.72
WATER	17,092.99	429.11	17,522.10	1,559.47	1,271.15	20,352.72
SEWER	7,336.08	69.62	7,405.70	659.11	538.82	8,603.63
PARKS	28,719.84	-	28,719.84	2,531.32	2,150.30	33,401.46
RECREATION	21,558.71	-	21,558.71	1,685.39	1,611.91	24,856.01
LIBRARY	15,857.86	-	15,857.86	995.56	1,163.76	18,017.18
TOTALS	\$ 304,626.62	\$ 11,031.21	\$ 315,657.83	\$ 15,393.00	\$ 22,446.69	\$ 353,497.52

**TOTAL PAYROLL \$ 353,497.52**



# UNITED CITY OF YORKVILLE

## PAYROLL SUMMARY

### December 22, 2022

	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	18,466.11	-	18,466.11	1,643.48	893.87	21,003.46
FINANCE	12,116.45	-	12,116.45	1,078.36	534.29	13,729.10
POLICE	127,379.02	4,002.53	131,381.55	558.15	9,389.13	141,328.83
COMMUNITY DEV.	27,902.22	-	27,902.22	2,483.30	1,831.61	32,217.13
STREETS	22,228.90	220.74	22,449.64	1,998.03	1,648.50	26,096.17
BUILDING & GROUNDS	2,328.71	130.99	2,459.70	218.91	188.17	2,866.78
WATER	17,093.00	380.78	17,473.78	1,555.15	1,267.83	20,296.76
SEWER	7,336.11	25.47	7,361.58	655.18	535.44	8,552.20
PARKS	28,831.78		28,831.78	2,543.24	2,139.73	33,514.75
RECREATION	22,800.22	-	22,800.22	1,733.22	1,695.39	26,228.83
LIBRARY	16,460.25	-	16,460.25	995.56	1,209.83	18,665.64

<b>TOTALS</b>	\$ 307,751.11	\$ 4,760.51	\$ 312,511.62	\$ 15,462.58	\$ 21,701.63	\$ 349,675.83
---------------	---------------	-------------	---------------	--------------	--------------	---------------

**TOTAL PAYROLL                    \$ 349,675.83**



## YORKVILLE LIBRARY BOARD

### BILL LIST SUMMARY

Monday, January 9, 2023

#### ACCOUNTS PAYABLE

Library CC Check Register <i>(Pages 1 - 4)</i>	12/25/2022	\$3,157.27
Library Check Register <i>(Pages 5 - 8)</i>	01/09/2023	20,859.38
IPRF - Jan 2023 Work Comp Ins	12/13/2022	1,025.64
Delage - Jan 2023 Copier Lease	12/13/2022	185.00
Illinois State Police-Fingerprinting	12/13/2022	28.25
First Non-Profit-2022 4th Qtr Unemployment Ins	12/21/2022	295.18
Illinois State Police-Fingerprinting	12/21/2022	28.25
<b>TOTAL BILLS PAID:</b>		<hr/> <b>\$25,578.97</b>

#### PAYROLL

	<u>DATE</u>	
Bi-weekly <i>(Page 9)</i>	12/09/2022	\$18,017.18
Bi-weekly <i>(Page 10)</i>	12/22/2022	18,665.64
<b>TOTAL PAYROLL:</b>		<hr/> <b>\$36,682.82</b>

<b>TOTAL DISBURSEMENTS:</b>	<hr/> <b>\$62,261.79</b>
-----------------------------	--------------------------

This page intentionally left blank.

ACTIVITY THROUGH FISCAL PERIOD 08

PER.	JOURNAL #	ENTRY DATE	ITEM	TRANSACTION DESCRIPTION	VENDOR	CHECK	INVOICE	DEBIT	CREDIT
82-000-24-00-2480	(L)	ESCROW -	MEMORIALS & GIFTS						
01		05/01/2022		BEGINNING BALANCE					55,275.84
	AP-220525MB	05/24/2022	21	METERNALLY.COM-DVD &	FIRST NATIONAL BANK	900118	052522-G,HIX-B	65.45	
	GJ-220531LB	06/02/2022	05	May 2022 Deposits					93.00
				TOTAL PERIOD 01 ACTIVITY				65.45	93.00
02	AP-220613B	06/06/2022	01	BOOKS	BAKER & TAYLOR	105168	2036714384	1,083.04	
		06/06/2022	02	BOOKS	BAKER & TAYLOR	105168	2036721767	378.72	
		06/06/2022	03	BOOKS	BAKER & TAYLOR	105168	2036735616	720.23	
	AP-220625MB	06/15/2022	157	HOME DEPO-PLANTER FLOWERS	FIRST NATIONAL BANK	900120	062522-D.DEBORD-B	131.20	
		06/15/2022	158	AMAZON-FIRE TABLET	FIRST NATIONAL BANK	900120	062522-S.AUGUSTINE-B	99.99	
		06/15/2022	159	AMAZON-BOOKS	FIRST NATIONAL BANK	900120	062522-S.AUGUSTINE-B	18.90	
		06/15/2022	160	AMAZON-BOOK	FIRST NATIONAL BANK	900120	062522-S.AUGUSTINE-B	18.95	
				TOTAL PERIOD 02 ACTIVITY				2,451.03	0.00
03	AP-220725MB	07/19/2022	243	NCG-SUMMER READING CLUB PRIZE	FIRST NATIONAL BANK	900122	072522-G.HIX-B	60.00	
		07/19/2022	244	GRACE-SUMMER READING CLUB	FIRST NATIONAL BANK	900122	072522-G.HIX-B	30.97	
		07/19/2022	245	FOXY'S-SUMMER READING CLUB	FIRST NATIONAL BANK	900122	072522-G.HIX-B	20.00	
		07/19/2022	246	GROUND EFFECTS-PEBBLES	FIRST NATIONAL BANK	900122	072522-J.WEISS-B	6.93	
	GJ-220731LB	08/01/2022	05	July 2022 Deposits					300.00
				TOTAL PERIOD 03 ACTIVITY				117.90	300.00
04	AP-220825M	08/22/2022	202	AMAZON-BOOKS	FIRST NATIONAL BANK	900123	082522-D.DEBORD	78.63	
		08/22/2022	203	GUMROAD-BOOKS	FIRST NATIONAL BANK	900123	082522-J.WEISS	24.00	
		08/22/2022	204	TARGET-CANDY, WATER,GIFT CARDS	FIRST NATIONAL BANK	900123	082522-J.WEISS	90.09	
		08/22/2022	205	TARGET-FRIENDS OF HARRY POTTER	FIRST NATIONAL BANK	900123	082522-J.WEISS	123.86	
		08/22/2022	206	JEWEL-POPCORN, BOWLS	FIRST NATIONAL BANK	900123	082522-M.CURTIS	13.85	
		08/22/2022	207	AMAZON-RAFFLE TICKETS	FIRST NATIONAL BANK	900123	082522-S.AUGUSTINE	15.54	
		08/22/2022	208	AMAZON-CHOCOLATE BALLS	FIRST NATIONAL BANK	900123	082522-S.AUGUSTINE	33.96	
		08/22/2022	209	AMAZON-CONTACT LENS SOLUTION,	FIRST NATIONAL BANK	900123	082522-S.AUGUSTINE	225.63	
		08/22/2022	210	AMAZON-CANDY	FIRST NATIONAL BANK	900123	082522-S.AUGUSTINE	120.68	
	GJ-220831LB	09/01/2022	05	August 2022 Deposits					400.00
				TOTAL PERIOD 04 ACTIVITY				726.24	400.00
05	AP-220912	09/06/2022	01	BOOKS	BAKER & TAYLOR	105202	2036897861	636.81	
	AP-220925M	09/22/2022	291	DOLLAR TREE-SUPPLIES FOR HARRY	FIRST NATIONAL BANK	900124	092522-J.WEISS	43.75	
		09/22/2022	292	AMAZON-TABLE COVERS	FIRST NATIONAL BANK	900124	092522-S.AUGUSTINE	80.86	
		09/22/2022	293	AMAZON-TABLE COVER REFUND	FIRST NATIONAL BANK	900124	092522-S.AUGUSTINE		32.99
		09/22/2022	294	MENARDS#49899-PLANTS, SOIL	FIRST NATIONAL BANK	900124	092522-S.AUGUSTINE	22.11	
	GJ-220930LB	10/04/2022	05	Sept 2022 Deposits					100.00
				TOTAL PERIOD 05 ACTIVITY				783.53	132.99
06	AP-221025M	10/18/2022	373	MENARDS#44442-MULCH	FIRST NATIONAL BANK	900125	102522-D.DEBORD	26.52	
		10/18/2022	374	MENARDS#44444-MULCH, GRAVEL	FIRST NATIONAL BANK	900125	102522-D.DEBORD	24.90	
		10/18/2022	375	MENARDS#092222-FALL DECOR	FIRST NATIONAL BANK	900125	102522-D.DEBORD	92.37	
		10/18/2022	376	DOLLAR TREE-FRENDIS	FIRST NATIONAL BANK	900125	102522-J.WEISS	23.75	
		10/18/2022	377	AMAZON-BOOKS	FIRST NATIONAL BANK	900125	102522-M.CURTIS	97.32	
		10/18/2022	378	BRICKS R US-2 CONCRETE BRICKS	FIRST NATIONAL BANK	900125	102522-S.AUGUSTINE	65.37	
	GJ-221031LB	11/02/2022	05	Oct 2022 Deposits					471.50
				TOTAL PERIOD 06 ACTIVITY				330.23	471.50

ACTIVITY THROUGH FISCAL PERIOD 08

PER.	JOURNAL #	ENTRY DATE	ITEM	TRANSACTION DESCRIPTION	VENDOR	CHECK	INVOICE	DEBIT	CREDIT
82-000-24-00-2480	(L)	ESCROW -	MEMORIALS & GIFTS						
07	AP-221125M	11/18/2022	418	TARGET-SNACKS, C&R SKETCH	FIRST NATIONAL BANK	900126	112522-J.WEISS	32.96	
		11/18/2022	419	MENARDS#102122-STONES, CANDY	FIRST NATIONAL BANK	900126	112522-J.WEISS	88.47	
		11/18/2022	420	MENARDS#102122-FABRIC, STONES	FIRST NATIONAL BANK	900126	112522-J.WEISS	52.66	
		11/18/2022	421	DOLLAR TREE-FRIENDS	FIRST NATIONAL BANK	900126	112522-J.WEISS	31.25	
		11/18/2022	422	BOOK PAGE-ANNUAL RENEWAL	FIRST NATIONAL BANK	900126	112522-S.AUGUSTINE	411.50	
		11/18/2022	423	AMAZON-PUZZELS, PAINTER'S	FIRST NATIONAL BANK	900126	112522-S.AUGUSTINE	94.56	
		11/18/2022	424	AMAZON-BOOKS	FIRST NATIONAL BANK	900126	112522-S.AUGUSTINE	45.98	
		11/18/2022	425	AMAZON-BOOK	FIRST NATIONAL BANK	900126	112522-S.AUGUSTINE	14.49	
	GJ-221130LB	12/01/2022	05	Nov 2022 Deposits					750.00
				TOTAL PERIOD 07 ACTIVITY				771.87	750.00
08	AP-221212	12/06/2022	01	SEPT 2022-JUN 2023 ILLINOIS	RAILS	105243	10147	750.00	
	AP-221225M	12/19/2022	359	AMAZON-PUZZEL RETURN CREDIT	FIRST NATIONAL BANK	900127	122522-S.AUGUSTINE		21.99
		12/19/2022	360	AMAZON-CRAFT SUPPLIES	FIRST NATIONAL BANK	900127	122522-S.AUGUSTINE	125.97	
	GJ-221231LB	01/03/2023	04	Dec 2022 Deposits					1,900.00
				TOTAL PERIOD 08 ACTIVITY				875.97	1,921.99
				TOTAL ACCOUNT ACTIVITY				6,122.22	4,069.48
				ENDING BALANCE					53,223.10
				GRAND TOTAL				0.00	53,223.10
				TOTAL DIFFERENCE				0.00	53,223.10



YORKVILLE PUBLIC LIBRARY  
FISCAL YEAR 2023 BUDGET REPORT  
For the Month Ended December 31, 2022

% of Fiscal Year		8%	17%	25%	33%	42%	50%	58%	67%	Year-to-Date	FISCAL YEAR 2023	
ACCOUNT NUMBER	DESCRIPTION	May-22	June-22	July-22	August-22	September-22	October-22	November-22	December-22	Totals	BUDGET	% of Budget
LIBRARY OPERATIONS REVENUES												
Taxes												
82-000-40-00-4000	PROPERTY TAXES	44,628	377,451	15,406	27,464	341,193	7,663	6,708	-	820,513	822,463	99.76%
82-000-40-00-4083	PROPERTY TAXES-DEBT SERVICE	45,978	388,869	15,872	28,295	351,515	7,894	6,911	-	845,334	844,771	100.07%
Intergovernmental												
82-000-41-00-4120	PERSONAL PROPERTY TAX	3,996	-	2,877	328	-	3,875	-	1,269	12,344	8,000	154.30%
82-000-41-00-4160	FEDERAL GRANTS	870	-	840	-	-	-	746	-	2,456	-	0.00%
82-000-41-00-4170	STATE GRANTS	-	-	-	31,761	-	-	-	-	31,761	21,151	150.16%
Fines & Forfeits												
82-000-43-00-4330	LIBRARY FINES	1,156	38	89	315	67	199	49	99	2,011	1,000	201.11%
Charges for Service												
82-000-44-00-4401	LIBRARY SUBSCRIPTION CARDS	2,212	730	569	2,987	628	2,519	206	-	9,852	8,500	115.90%
82-000-44-00-4422	COPY FEES	299	168	210	382	121	163	-	438	1,781	3,000	59.38%
Investment Earnings												
82-000-45-00-4500	INVESTMENT EARNINGS	238	326	447	602	2,130	1,832	1,019	1,140	7,732	1,000	773.24%
Miscellaneous												
82-000-48-00-4820	RENTAL INCOME	-	-	-	-	-	-	75	-	75	500	15.00%
82-000-48-00-4850	MISCELLANEOUS INCOME	306	1,020	200	106	187	191	183	280	2,474	2,750	89.97%
Other Financing Sources												
82-000-49-00-4901	TRANSFER FROM GENERAL	7,245	2,022	2,022	2,022	2,303	2,022	928	1,321	19,886	23,638	84.13%
TOTAL REVENUES: LIBRARY		106,928	770,624	38,532	94,263	698,144	26,358	16,825	4,547	1,756,221	1,736,773	101.12%

LIBRARY OPERATIONS EXPENDITURES

Salaries & Wages												
82-820-50-00-5010	SALARIES & WAGES	21,923	23,457	22,760	22,372	33,558	22,372	22,372	22,372	191,187	291,111	65.67%
82-820-50-00-5015	PART-TIME SALARIES	14,775	14,339	14,679	16,333	21,981	11,751	10,941	9,946	114,745	213,000	53.87%
Benefits												
82-820-52-00-5212	RETIREMENT PLAN CONTRIBUTION	1,951	2,098	2,026	1,991	2,987	1,991	1,991	1,991	17,026	26,240	64.88%
82-820-52-00-5214	FICA CONTRIBUTION	2,722	2,806	2,777	2,862	4,150	2,512	2,450	2,374	22,652	37,585	60.27%
82-820-52-00-5216	GROUP HEALTH INSURANCE	15,608	7,030	4,943	12,073	9,612	8,218	7,764	(1,432)	63,815	102,663	62.16%
82-820-52-00-5222	GROUP LIFE INSURANCE	47	47	47	30	69	49	49	49	388	586	66.19%
82-820-52-00-5223	DENTAL INSURANCE	624	595	412	930	646	646	646	-	4,498	7,135	63.04%
82-820-52-00-5224	VISION INSURANCE	85	85	85	58	131	91	91	91	718	1,051	68.29%
82-820-52-00-5230	UNEMPLOYMENT INSURANCE	295	-	-	-	281	-	-	295	871	1,000	87.10%
82-820-52-00-5231	LIABILITY INSURANCE	6,950	2,022	2,022	2,022	2,022	2,022	928	1,026	19,015	22,638	84.00%
Contractual Services												
82-820-54-00-5401	ADMINISTRATIVE CHARGEBACK	-	-	-	-	-	-	-	-	-	15,000	0.00%
82-820-54-00-5412	TRAINING & CONFERENCES	320	-	-	-	-	-	-	35	355	3,000	11.84%
82-820-54-00-5415	TRAVEL & LODGING	-	83	-	20	-	-	73	-	176	1,500	11.71%
82-820-54-00-5426	PUBLISHING & ADVERTISING	-	-	-	-	-	-	-	-	-	2,500	0.00%
82-820-54-00-5440	TELECOMMUNICATIONS	125	695	445	570	125	125	125	125	2,335	8,000	29.18%
82-820-54-00-5452	POSTAGE & SHIPPING	-	16	116	16	263	18	142	24	595	750	79.28%
82-820-54-00-5453	BUILDING & GROUND CHARGEBACK	536	536	536	536	536	536	536	536	4,285	6,428	66.67%
82-820-54-00-5460	DUES & SUBSCRIPTIONS	829	1,262	194	1,379	19	15	197	194	4,472	11,000	40.65%
82-820-54-00-5462	PROFESSIONAL SERVICES	1,617	3,570	1,275	1,331	1,864	107	7,912	11,677	29,353	40,000	73.38%



**YORKVILLE PUBLIC LIBRARY  
FISCAL YEAR 2023 BUDGET REPORT  
For the Month Ended December 31, 2022**

ACCOUNT NUMBER	DESCRIPTION	% of Fiscal Year								Year-to-Date Totals	FISCAL YEAR 2023 BUDGET	
		8% May-22	17% June-22	25% July-22	33% August-22	42% September-22	50% October-22	58% November-22	67% December-22		% of Budget	
82-820-54-00-5466	LEGAL SERVICES	-	-	-	-	-	-	-	-	-	3,000	0.00%
82-820-54-00-5468	AUTOMATION	2,679	-	4,746	-	-	4,791	499	-	12,714	21,000	60.54%
82-820-54-00-5480	UTILITIES	-	-	2,026	-	3,326	-	1,143	1,254	7,748	23,320	33.23%
82-820-54-00-5495	OUTSIDE REPAIR & MAINTENANCE	-	6,013	2,408	762	5,484	1,088	26,114	5,229	47,098	50,000	94.20%
82-820-54-00-5498	PAYING AGENT FEES	-	1,689	-	-	-	-	-	-	1,689	1,700	99.32%
<i>Supplies</i>												
82-820-56-00-5610	OFFICE SUPPLIES	-	448	57	196	1,400	74	303	276	2,754	8,000	34.43%
82-820-56-00-5620	OPERATING SUPPLIES	-	336	-	392	-	-	-	-	728	4,000	18.21%
82-820-56-00-5621	CUSTODIAL SUPPLIES	-	440	577	569	223	259	559	339	2,966	7,000	42.37%
82-820-56-00-5635	COMPUTER EQUIPMENT & SOFTWARE	-	-	-	-	420	1,650	1,410	-	3,480	3,000	116.00%
82-820-56-00-5671	LIBRARY PROGRAMMING	-	-	-	-	89	-	-	-	89	2,000	4.46%
82-820-56-00-5675	EMPLOYEE RECOGNITION	-	63	-	-	-	-	-	20	83	300	27.51%
82-820-56-00-5685	DVD'S	-	-	-	-	-	-	-	-	-	500	0.00%
82-820-56-00-5686	BOOKS	-	599	273	115	-	-	-	-	986	1,500	65.73%
<i>2006 Bond</i>												
82-820-84-00-8000	PRINCIPAL PAYMENT	-	-	-	-	-	-	-	75,000	75,000	75,000	100.00%
82-820-84-00-8050	INTEREST PAYMENT	-	6,556	-	-	-	-	-	6,556	13,113	13,113	100.00%
<i>2013 Refunding Bond</i>												
82-820-99-00-8000	PRINCIPAL PAYMENT	-	-	-	-	-	-	-	675,000	675,000	675,000	100.00%
82-820-99-00-8050	INTEREST PAYMENT	-	42,100	-	-	-	-	-	42,100	84,200	84,200	100.00%
<b>TOTAL FUND REVENUES</b>		<b>106,928</b>	<b>770,624</b>	<b>38,532</b>	<b>94,263</b>	<b>698,144</b>	<b>26,358</b>	<b>16,825</b>	<b>4,547</b>	<b>1,756,221</b>	<b>1,736,773</b>	<b>101.12%</b>
<b>TOTAL FUND EXPENDITURES</b>		<b>71,085</b>	<b>116,883</b>	<b>62,405</b>	<b>64,557</b>	<b>89,181</b>	<b>58,496</b>	<b>86,243</b>	<b>855,282</b>	<b>1,404,133</b>	<b>1,763,820</b>	<b>79.61%</b>
<b>FUND SURPLUS (DEFICIT)</b>		<b>35,843</b>	<b>653,742</b>	<b>(23,874)</b>	<b>29,706</b>	<b>608,963</b>	<b>(32,138)</b>	<b>(69,419)</b>	<b>(850,736)</b>	<b>352,088</b>	<b>(27,047)</b>	

**LIBRARY CAPITAL REVENUES**

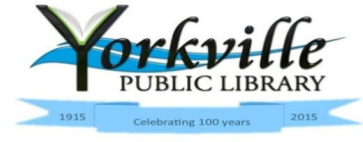
84-000-42-00-4214	DEVELOPMENT FEES	5,650	8,000	4,500	11,150	10,000	27,650	17,500	8,500	92,950	50,000	185.90%
84-000-45-00-4500	INVESTMENT EARNINGS	15	15	15	16	16	15	17	19	127	350	36.39%
84-000-48-00-4850	MISCELLANEOUS INCOME	-	26	-	-	-	-	-	-	26	-	0.00%
<b>TOTAL REVENUES: LIBRARY CAPITAL</b>		<b>5,665</b>	<b>8,040</b>	<b>4,515</b>	<b>11,166</b>	<b>10,016</b>	<b>27,665</b>	<b>17,517</b>	<b>8,519</b>	<b>93,103</b>	<b>50,350</b>	<b>184.91%</b>

**LIBRARY CAPITAL EXPENDITURES**

84-840-54-00-5460	E-BOOK SUBSCRIPTIONS	-	-	-	-	-	-	-	-	-	3,500	0.00%
84-840-56-00-5635	COMPUTER EQUIPMENT & SOFTWARE	-	-	180	-	308	5,000	-	-	5,488	25,000	21.95%
84-840-56-00-5683	AUDIO BOOKS	-	345	180	105	10	40	180	205	1,065	3,500	30.42%
84-840-56-00-5684	COMPACT DISCS & OTHER MUSIC	-	-	-	-	-	-	-	-	-	500	0.00%
84-840-56-00-5685	DVD'S	-	256	637	173	130	196	964	100	2,455	3,000	81.84%
84-840-56-00-5686	BOOKS	-	2,391	1,827	4,728	2,599	5,140	3,664	3,042	23,390	50,000	46.78%

<b>TOTAL FUND REVENUES</b>		<b>5,665</b>	<b>8,040</b>	<b>4,515</b>	<b>11,166</b>	<b>10,016</b>	<b>27,665</b>	<b>17,517</b>	<b>8,519</b>	<b>93,103</b>	<b>50,350</b>	<b>184.91%</b>
<b>TOTAL FUND EXPENDITURES</b>		<b>-</b>	<b>2,991</b>	<b>2,824</b>	<b>5,006</b>	<b>3,046</b>	<b>10,376</b>	<b>4,807</b>	<b>3,347</b>	<b>32,398</b>	<b>85,500</b>	<b>37.89%</b>
<b>FUND SURPLUS (DEFICIT)</b>		<b>5,665</b>	<b>5,049</b>	<b>1,692</b>	<b>6,160</b>	<b>6,970</b>	<b>17,289</b>	<b>12,709</b>	<b>5,172</b>	<b>60,705</b>	<b>(35,150)</b>	





**YORKVILLE PUBLIC LIBRARY**  
**CASH STATEMENT**  
**As of December 31, 2022**

**FISCAL YEAR 2023**

		May 2022	June 2022	July 2022	August 2022	September 2022	October 2022	November 2022	December 2022	January 2023	February 2023	March 2023	April 2023
<b>Library Operations</b>	<b>Old Second</b>	\$ 503,901	\$ 797,910	\$ 762,781	\$ 738,833	\$ 1,062,151	\$ 1,033,664	\$ 966,030	\$ 855,887				
<b>Building Development Fees</b>	<b>Old Second</b>	177,739	179,331	184,522	184,032	192,152	191,291	214,650	228,822				
<b>Library Operations</b>	<b>Illinois Funds</b>	283,566	283,827	284,214	316,514	317,169	317,993	318,929	319,994				
<b>Total:</b>		\$ 965,205	\$ 1,261,067	\$ 1,231,517	\$ 1,239,379	\$ 1,571,471	\$ 1,542,947	\$ 1,499,610	\$ 1,404,703	\$ -	\$ -	\$ -	\$ -

**PAYROLL**

1 <sup>ST</sup> PAY PERIOD		\$ 20,523	\$ 20,446	\$ 21,065	\$ 21,830	\$ 21,183	\$ 19,983	\$ 19,983	\$ 18,017				
2 <sup>ND</sup> PAY PERIOD		20,848	22,254	21,177	21,729	20,040	18,643	18,552	18,666				
3 <sup>RD</sup> PAY PERIOD		-	-	-	-	21,454	-	-	-				
<b>Total</b>		\$ 41,371	\$ 42,699	\$ 42,242	\$ 43,558	\$ 62,676	\$ 38,626	\$ 38,535	\$ 36,683	\$ -	\$ -	\$ -	\$ -



**YORKVILLE PUBLIC LIBRARY**  
**STATEMENT OF REVENUES, EXPENDITURES AND TRANSFERS**  
**For the Month Ended December 31, 2022 \***

					Fiscal Year 2022	
	December Actual	YTD Actual	% of Budget	FY 2023 Budget	For the Month Ended December 31, 2021 YTD Actual	% Change
<b>LIBRARY OPERATIONS FUND (82)</b>						
<i>Revenues</i>						
Property Taxes	\$ -	\$ 1,665,847	99.92%	\$ 1,667,234	\$ 1,611,808	3.35%
<u>Intergovernmental</u>						
Personal Property Replacement Tax	\$ 1,269	\$ 12,344	154.30%	\$ 8,000	\$ 6,854	80.10%
Federal & State Grants	-	34,217	161.78%	21,151	25,722	33.03%
Total Intergovernmental	\$ 1,269	\$ 46,562	159.73%	\$ 29,151	\$ 32,576	42.93%
Library Fines	\$ 99	\$ 2,011	201.11%	\$ 1,000	\$ 4,481	-55.12%
<u>Charges for Services</u>						
Library Subscription Cards	\$ -	\$ 9,852	115.90%	\$ 8,500	\$ 7,391	33.29%
Copy Fees	438	1,781	59.37%	3,000	1,883	-5.41%
Total Charges for Services	\$ 438	\$ 11,633	101.16%	\$ 11,500	\$ 9,274	25.44%
Investment Earnings	\$ 1,140	\$ 7,732	773.24%	\$ 1,000	\$ 897	762.03%
<u>Reimbursements/Miscellaneous/Transfers In</u>						
Miscellaneous Reimbursements	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%
Rental Income	-	75	15.00%	500	75	0.00%
Miscellaneous Income	280	2,474	89.97%	2,750	1,818	36.09%
Transfer In	1,321	19,886	84.13%	23,638	12,815	55.18%
Total Miscellaneous & Transfers	\$ 1,601	\$ 22,435	83.44%	\$ 26,888	\$ 14,708	52.54%
<b>Total Revenues and Transfers</b>	<b>\$ 4,547</b>	<b>\$ 1,756,220</b>	<b>101.12%</b>	<b>\$ 1,736,773</b>	<b>\$ 1,673,744</b>	<b>4.93%</b>
<i>Expenditures</i>						
<u>Library Operations</u>	<u>\$ 855,282</u>	<u>\$ 1,404,133</u>	<u>79.61%</u>	<u>\$ 1,763,820</u>	<u>\$ 1,337,367</u>	<u>4.99%</u>
50 Salaries	32,318	305,933	60.69%	504,111	281,129	8.82%
52 Benefits	4,394	128,982	64.85%	198,898	122,413	5.37%
54 Contractual Services	19,279	110,819	59.20%	187,198	84,508	31.13%
56 Supplies	635	11,087	42.15%	26,300	9,092	21.94%
99 Debt Service	798,656	847,313	100.00%	847,313	840,225	0.84%
<b>Total Expenditures and Transfers</b>	<b>\$ 855,282</b>	<b>\$ 1,404,133</b>	<b>79.61%</b>	<b>\$ 1,763,820</b>	<b>\$ 1,337,367</b>	<b>4.99%</b>
<i>Surplus(Deficit)</i>	<i>\$ (850,736)</i>	<i>\$ 352,087</i>		<i>\$ (27,047)</i>	<i>\$ 336,377</i>	

\* December represents 67% of fiscal year 2023

## **YPL Director's Report for Dec 2022**

### **Upcoming Events/Programs**

- **WINTER READ BINGO 2023 Challenge - 1/3/2023 - 2/28/2023**

Choose a reading challenge from the BINGO card, complete the reading, and mark the box. Each BINGO (5 in a row) you complete, you will earn one raffle ticket for a prize. Each participant can earn a maximum of 5 raffle tickets. Return your BINGO cards before March 1 to be entered into the raffle drawing. Stop by the library to pick up your BINGO card. Happy Reading!

- **An Evening with Ross Gay - Wednesday, January 11, 2023, 7:00 PM - 8:00 PM**

Join us for this very special Zoom event. Ross Gay is an American poet, essayist, and professor who won the National Book Critics Circle Award for Poetry and the Kingsley Tufts Poetry Award for his 2014 book *Catalog of Unabashed Gratitude*, which was also a finalist for the National Book Award for Poetry. This event is made possible by Illinois Libraries Present, a statewide collaboration among public libraries offering high-quality events. Illinois Libraries Present is committed to inclusion and accessibility

- **Healthy Cooking with Jess – Monday, January 16, 2023, 11:30am – 12:30pm**

A monthly series on nutrition and wellness after retirement and beyond! Learn to care for yourself in your newfound time. We'll talk about nutritionally dense foods, what foods that can help you feel your best, food energetics, and how to add joyful movement to your everyday. Certified Holistic Health Coach, Jess Stewart will demonstrate how easy and simple cooking healthy can be.

- **Stress Management and Mindfulness – Wednesday, January 25, 2023, 1:00pm**

Presented by Northwestern Medicine, this free one-hour program is designed to help us learn about stress and the effect it can have on health. Develop strategies to manage stress through diet, exercise, and lifestyle modification. Gain an insight into mindful eating and how to apply it to everyday life. Explore other practices to be mindful and present in daily living.

- **Microsoft Excel Classes – Wednesday, January 25, 2023, 6:00pm – 7:00pm**

Microsoft Excel is one of the most widely used spreadsheet programs. Excel skills are great to have and are in high demand by employers. In these courses, you'll learn to create spreadsheets, data, calculations and more. In addition to furthering your Excel skills, you can make budgeting easier, make yourself more marketable to employers, and just learn valuable skills. This course has four parts: Jan 25th- Intro to Excel, Feb 22nd- Intermediate Excel (this will include an intro to excel recap), March 22nd- Advance Excel- Pivot Tables (this will have some intro and intermediate excel functions mixed in as well), April 26th- Create Your Own Personal Budget Using Excel. The Library has a limited number of laptops available for patrons to use in this class - so it is recommended that you bring your own laptop if you can.

- **Paying for college without going broke – Wednesday, January 25, 2023, 7:00pm – 8:15pm**

The Yorkville Public Library is hosting "Paying for College without Going Broke" live on Zoom on Monday, 1/25 at 7 p.m. Register in advance at: <https://bit.ly/yorkvillelibrary14>. This webinar introduces little-

known financial strategies parents can use to reduce college costs, improve admissions chances, and increase scholarship opportunities.

- **4-H Science Explorers: build you animal! – Thursday, January 19, 2023, 4:30pm – 5:15pm - Ages 5-7**

Adaptations are body features and behavior habits that help a living thing survive and reproduce in its natural environment. Animals have adaptations that help them catch and find food, explore, and move around. How would you design an animal? How does this animal find food and what does it eat? How does this animal adapt to its environment? Join us to create your imaginary animal and learn more about animal adaptations!

- **Mini-Golf FUN Raiser – Sunday, February 5, 2023, 11:00am – 4:00pm**

Come play 18 holes of golf on both floors of the library. The course holes are sponsored by businesses and decorated either by that business or by a not for profit within the Yorkville Community. Players may vote for their favorite hole, try to get a hole-in-one on the 10th hole, and enjoy some quiet activities at the 19th hole. Many donations by area businesses and families will be raffled off the day of the event. All proceeds from the event will be used to support and promote library programs and services.

### **Library Operations**

Our maintenance person, Ted, called me the day after Christmas telling me we had 2 water pipes burst upstairs in the main library – one in Study Room B and a main line in my office. When I arrived at the library Ted and Tom from Trico were searching for the valve to shut off the water going to my office. There was extensive damage to my office. Water then flooded the office next to mine, into the IT room and then into the Large Print section of the library. The water from my office traveled downstairs into the book drop, Circulation Desk, and Circulation work area. The City's Facility Manager, Ted, 2 Public Works employees, 3 full time staff members, my husband, and myself we quickly moving furniture, books, and shelving away from the flooded areas. ServPro was contacted to come start the emergency recovery response. This company came with 56 air fans, 3 dehumidifiers, and an air purifier. They worked on water extraction, removing damaged materials, and removing the vinyl baseboards to drill holes into the drywall to position the fans to move air up into the wall studs and along the carpet. ServPro was in everyday monitoring the condition of the flooded spaces and resetting the air dryers. Because of the amount of equipment and extent of the damage we had to make the decision to delay reopening until Jan 3. After ServPro removed their equipment, another company came in to paint walls, install baseboards and ceiling tiles, and repair wallpaper. They finished on Friday, Jan 6. Imperial Services will be in on Saturday, Jan 14 to clean the carpets where there was standing water and high traffic areas. The City has filed the insurance claims.

### **Staff**

Several staff members attended training at the Kendall County Clerks Office to become Deputy Registrars. This enables them to register patrons to vote in the upcoming elections.

We hosted our holiday party at the library on Friday, Dec. 16 after hours. There was a potluck dinner, white elephant gift exchange, and games.

## Other

We had to trespass a YHS student at the library because of repeated violations of library behavioral policies.

The Facilities Manager has reached out to several contractors about sponsorship for the Mini Golf FUN Raiser. Several of those companies have reached out to Katelyn to commit to sponsorship.

## December 2022 Programs

### Youth Programs:

**15 Children's programs with 348 attending:** Window art, Tots & toddlers, Book club, Preschool zone, Polar Express, Santa Visit, Literacy center, Science Explorers, Read with Paws, Lego, Make and take ornament.

**5 passive Children's program with 323 attending:** color pages, Makerspace, Winter hunts, Facebook Spanish Story time, Escape room

**3 Teen program with 30 attending:** Teen cupcake decorating, Lego, Dungeons & Dragons,

**2 passive Teen programs with 27 attending:** 3D, escape room

### Adult Programs:

#### 12 programs with 138 attending

12/1	Chair Yoga	17
12/1	Dungeons & Dragons	9
12/2	Roaming Readers	6
12/6	Threads	6
12/5	Books & Cooks	8
12/8	Chair Yoga	18
12/8	Dungeons & Dragons	10
12/13	IPL Shauna Sever	15
12/14	Carole King	10
12/15	Dungeons & Dragons	10
12/15	Men's Book Club	11
12/22	Chair Yoga	18

**4 passive programs with 65 attending (puzzle, chess, art display, poem of the week)**

**Meeting Room Usage:** Rentals-0; Library use-15 Zoom meets-4; Community Use-4

**Board room Use:** 4

**Museum pass:** 4

**Volunteers-** Friends of the Library are operating the Lobby book sale, set up for the Annual Used Book Sale and have been continuing to index the KCR Obits

This page intentionally left blank.

# January Programs

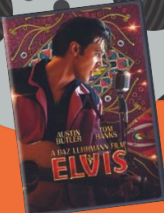


## Yorkville CREATIVE WRITING GROUP

Need inspiration?  
Looking for a friendly  
community of writers?  
Join the Yorkville Creative  
Writing Group and spark your  
creative energies.

The Writing Group holds  
meetings on the fourth  
Tuesday of every month.

NEXT MEETING: Tuesday, January 24th @ 7:00 PM



## MONDAY MOVIE MADNESS

Enjoy an afternoon movie at the library with your friends on the last Monday of each month.

Join us January 30th @ 1:00 pm to watch *Elvis* starring Austin Butler and Tom Hanks in this look at the legendary rock and roll star, Elvis Presley from his rise to fame to his complicated relationship with his enigmatic manager, Col. Tom Parker, over the course of 20 years.

## An Evening with Ross Gay

Join us for this very special Zoom event. Ross Gay is an American poet, essayist, and professor who won the National Book Critics Circle Award for Poetry and the Kingsley Tufts Poetry Award for his 2014 book *catalog of unabashed gratitude*, which was also a finalist for the National Book Award for Poetry.



Wednesday, January 11th @ 7:00 pm via Zoom  
Register on the library website to reserve your



This event is made possible by Illinois Libraries Present, a statewide collaboration among public libraries offering high-quality events.



**Yorkville Public Library**  
902 GAME FARM RD,  
YORKVILLE, Illinois 60560  
630-553-4354  
[www.yorkville.lib.il.us/](http://www.yorkville.lib.il.us/)

Yorkville Public Library

# Adult Services

## upcoming programs

Special Events, Informational Programs, Book Clubs, Creative Outlets, & Social Groups

Jan. 2023

## Upcoming Special Events

## Healthy Cooking with Jess

### Retirement Well-th

A monthly series on nutrition and wellness after retirement and beyond! Learn to care for yourself in your new found time. We'll talk about nutritionally dense foods, what foods that can help you feel your best, food energetics, and how too add joyful movement to your everyday. Certified Holistic Health Coach, Jess Stewart will demonstrate how easy and simple cooking healthy can be.

Starting Monday, January 16th @ 11:30 am

## Stress Management and Mindfulness

### A Health & Wellness program from Northwestern

Learn about stress and the effect it can have on health. Develop strategies to manage stress through diet, exercise and lifestyle modification. Gain an insight into mindful eating and how to apply it to everyday life. Explore other practices to be mindful and present in daily living.

Wednesday, January 25th @ 1:00 pm



## Inspiring Minds

Come check out our display featuring the artwork of Swedish painter John Bauer. After learning about Bauer's art and work, maybe you'll be inspired to draw, paint, sculpt, or write something of your own. Submit your work to the Adult Services department, then join us in January for a chance to see what all the other local artists and writers have created.

Art Display Oct. 1-Dec 31  
Inspiring Minds Event: Jan. 18th @ 7:00 pm





# Educational Programs

## Wellness Program CHAIR YOGA

Join us for this weekly, fun, wellness-based class! Everyone is welcome!  
Chair yoga benefits adults of all ages and experience levels.



Yoga can help to:  
Reduce inflammation  
Lower blood pressure  
Improve balance  
Increase strength  
Increase flexibility

Thursdays at 10:15 AM  
January 5  
January 12  
January 19  
January 26



## Computer Basics for Seniors

All classes Wednesday mornings @ 10:00 am

Class 1: Computer Basics - January 4th  
Class 2: Internet Basics - January 11th  
Class 3: File Management Basics - January 18th  
Class 4: Computer Maintenance Basics - January 25th  
Class 5: Email Basics - February 1st

Registration Required  
See a librarian if you need help registering.



## Roaming Readers Walking Book Club

Meet at Hoover Forest Preserve for a  
walk and to talk about books.  
Fridays - January 6th and 20th @ 9:00 am

## Microsoft Excel Classes

Class 1: Intro to Excel - January 25th  
Class 2: Intermediate Excel - February 22nd  
Class 3: Advanced Excel - Pivot Tables - March 22nd  
Class 4: Create Your Own Personal Budget - April 26th

Registration Required  
See a librarian if you need help  
registering.

All classes Wednesday evenings @ 6:00 pm



# January Book Clubs



## Men's Book Club

Get excited and energized about reading with the YPL Men's Book Club, a monthly group that centers on thought provoking and lively discussions about fascinating and diverse books from all different genres.

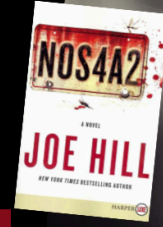
Next Meeting: Thursday, January 19th @ 7:00 pm  
Discussing: 11/22/63 by Stephen King



## HORROR BOOK CLUB

Do you enjoy the spooky, the scary, the creepy, and the eerie?  
If you like reading on the edge of your seat with chills down your spine and your hair standing on end, join us for the YPL Horror Book Club. Read some of your favorite dark tales and discuss them with like-minded readers for fun and exciting conversations.

Next Meeting: Monday, January 23rd @ 7:00 pm  
Discussing: NOS4A2 by Joe Hill



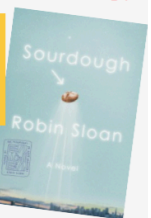
Any library patrons 18+ are welcome to join.



A book club for readers who love to eat...  
or is it a book club for eaters who love to read?

The Books & Cooks book club meets one  
Tuesday a month to discuss great books  
and share some food inspired by the  
books they've read.

Next meeting: Tuesday, January 3rd @ 7:00 pm  
Discussing and Eating Sourdough by Robin Sloan



## Lunch Bunch Book Club

Bring your lunch and join fellow  
readers in your community discussing  
a great new book each month.



Next Meeting: Wednesday, January 11th @ 12:00 pm  
Discussing: The Second Life of Mirielle West by Amanda Skenadore







For more information on Yorkville Public Library's children's programs Call us: 630-553-4354 ext 108  
Check out our Facebook or our Twitter @Yorkvillekidsread  
Registration is now online!! Sign up for programs at <http://www.yorkville.lib.il.us>

Sun	Mon	Tue	Wed	Thu	Fri	Sat
<b>WINTER READING BINGO</b> January 3–February 28 Stop by the Youth Service desk for your BINGO card. Happy Reading!						
<b>1</b> January 11 & 18 <b>BOOK CLUB (1-2)</b> 4:30-5:00 <i>Registration Required</i>	<b>2</b> <b>CLOSED</b>	<b>3</b>	<b>4</b> Books for BINGO 2:00-3:00 <i>Registration Required</i> <b>Window Art (Jan. 3-6)</b> <i>Registration Required</i> <b>*SEE WEBSITE</b>	<b>5</b>	<b>6</b> DROP IN STORY TIME 10:30 @ YPL	<b>7</b> <b>3D Printing</b> <b>**IN PERSON</b> <i>Registration Required</i> <b>*SEE WEBSITE</b>
<b>8</b> Facebook Spanish Story Time at 10:00 am Jan. 11 & 25	<b>9</b> <b>BOOK CLUB</b> (GRADE 3-5) 4:30-5:00 <i>Registration Required</i>	<b>10</b> Tots and Toddlers @ 10:30 <i>Registration Required</i> Dungeons & Dragons AGES 14-18 4:00-6:00	<b>11</b> Preschool Zone 10:30 or 1:30 <i>Registration Required</i> <b>BOOK CLUB (1-2)</b>	<b>12</b> Dungeons & Dragons AGES 11-13 4:00-6:00 <i>Registration Required</i>	<b>13</b> DROP IN STORY TIME 10:30 @ YPL	<b>14</b>
<b>15</b>	<b>16</b> <b>Martin Luther            King Jr Day</b>	<b>17</b> <b>TEEN Movie</b> <b>3:00-5:30</b> <i>Registration Required</i> <b>LITERACY CENTERS: TUESDAY– FRIDAY *DROP IN*</b>	<b>18</b> 4:30-5:00 <i>Registration Required</i>	<b>19</b> 4-H Science Explorers (Ages 5-7) 4:30-5:15 <i>Registration Required</i>	<b>20</b> DROP IN STORY TIME 10:30 @ YPL	<b>21</b> Read With Paws 10:30-11:30 <i>Registration Required</i> <b>*SEE WEBSITE</b>
<b>22</b> LEGO Kits January 24-27 <i>Registration Required</i> <b>*SEE WEBSITE</b>	<b>23</b> <b>BOOK CLUB</b> (GRADE 3-5) 4:30-5:00 <i>Registration Required</i>	<b>24</b> <b>YA Book Club</b> 4:00-4:30 <i>Registration Required</i>	<b>25</b> Tots and Toddlers @ 10:30 <i>Registration Required</i> <b>My College Planning            Paying for College            Without Going Broke            @7:00 WEBINAR</b> <i>Registration required</i>	<b>26</b> Harry Potter Book Club 4:30-5:30 <i>Registration Required</i> <b>*SEE WEBSITE</b>	<b>27</b> DROP IN STORY TIME 10:30 @ YPL	<b>28</b>
<b>29</b>	<b>30</b>	<b>31</b> <b>TEEN Card Making</b> <b>3:00– 4:30</b> <i>Registration Required</i>	<b>Escape Room</b> This Escape Adventure is available the entire month of January. Contact the library for an appointment.			



## Monthly Statistics December 2022

### Checkouts

2022: 4,449

2021: 5,225

Change: -14.85%

### Visits

2022: 4,504

2021: 3,931

Change: +14.58%

### New Cardholders Added

2022: 58

2021: 42

Change: +38.10%



## Technology Stats

### Digital Checkouts

2022: 1,386

2021: 1,266

Change: +9.48%

### Computer Use

2022: 142

2021: 188

Change: -24.47%

### Website Hits

2022: 3,980

2021: 3,981

Change: -.03%

## Events and Programs

2022: 42

2021: 35

Change: +20.0%



## Events and Program Attendance

2022: 845

2021: 672

Change: +25.74%

## Items Added

2022: 214

2021: 444

Change: -51.80%



YORKVILLE STATISTICS FOR FY23										PRAIRIECAT						
	web	web	checkout	checkout	renewals	all holds	holds	checkins	Items	Items	Items to					
	renewals	holds	s+	s		placed	filled		lent to	borrowe	Reciprocal					
			renewals	renewals					other	d from	Borrower					
									libraries	other	atYorkvill	Items	Patrons			
										libraries	e	added	added			
MAY	460	1308	5269	4982	287	373	1350	5227	574	1041	332	534	78			
JUNE	553	1772	8341	7965	376	366	1772	6001	598	1427	388	365	212			
JUL	1007	1774	8060	7682	378	311	1786	7759	534	1428	521	362	166			
AUG	783	1895	7403	6991	412	389	1770	7660	650	1387	416	317	152			
SEP	780	1651	5948	5547	401	435	1793	5737	659	1478	378	317	106			
OCT	880	1530	5510	5125	385	337	1530	5516	581	1249	348	443	82			
NOV	600	1534	5896	5476	420	367	1554	5413	602	1271	517	304	61			
DEC	740	1177	3930	3709	221	246	1124	4585	442	912	348	214	58			
JAN																
FEB																
MAR																
APR																
Totals																
	ANCESTRY		E-READ IL			OMNI				OCLC						
	SEARCHES	HITS	E-BOOK	E-AUDIO	USERS	E-BOOK	E-AUDIO	USERS	VIDEO	LENT	BORROWED					
MAY	20	9	28	108	31	729	598	317	0	17	3					
JUN	18	6	28	81	39	787	661	310	0	10	23					
JUL	30	33	24	110	35	728	687	333	0	18	11					
AUG	22	78	25	80	34	794	662	333	0	20	20					
SEP	11	23	14	92	33	739	592	336	0	18	17					
OCT	30	28	26	78	43	748	699	342	0	14	35					
NOV	43	24	26	60	34	720	623	335	0	14	4					
DEC	2	4	15	72	32	707	592	328	0	8	9					
JAN																
FEB																
MAR																
APR																
Totals																

FY 2021 ATTENDANCE			MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	
PATRON DOOR COUNT			5630	5954	4970	5441	4747	4159	5250	4504					
CURBSIDE PATRONS			16	18	3	8	18	4	6	9					
HOME DELIVERY			2	2	1	2	4	9	7	5					
CARDS ISSUED THROUGH WEBSITE			9	24	13	19	12	4	5	8					
CHILDREN'S AGE 0-5 PROGRAMS			8	18	18	8	7	9	8	8					
AGE 0-5 ATTENDANCE			198	201	135	146	214	202	97	146					
CHILDREN'S AGE 6-11 PROGRAMS			7	18	15	8	8	8	7	8					
AGE 6-11 ATTENDANCE			126	238	315	143	138	185	78	116					
NUMBER OF CHILDREN'S PASSIVE PROGRAMS			3	3	4	5	6	6	10	5					
CHILDREN'S PASSIVE PROGRAM ATTENDANCE			332	436	463	525	505	640	493	323					
NUMBER OF YA PROGRAMS			3	4	10	6	4	5	6	3					
YA PROGRAM ATTENDANCE				53	75	66	45	24	73	30					
NUMBER OF YA PASSIVE PROGRAMS			2	1	2	2		1	3	2					
YA PASSIVE PROGRAM ATTENDANCE			6	1	7	13		15	76	27					
YOUTH SUMMER/WINTER READING						218									
NUMBER OF ADULT PROGRAMS			17	19	17	21	25	25	23	12					
ADULT PROGRAM ATTENDANCE			164	212	177	179	240	213	298	138					
NUMBER OF ADULT PASSIVE PROGRAMS				1	3	3	4	2	4	4					
ADULT PASSIVE PROGRAM ATTENDANCE				3	52	61	73	53	65	65					
ADULT SUMMER/WINTER READING						43									
MEETING RM. RENTAL/COMMUNITY USE				2		2	5	12	9	4					
MEETING ROOM USE:			24	14	21	15	21	19	15	15					
BOARD ROOM USE			4	6	3	13	16	11	9	4					
STUDY ROOM USE			65	69	41	50	82	92	67	56					
MUSEUM PASS			9	14	22	22	6	12	3	4					
YOUTH COMPUTER SESSIONS			18	37	25	25	16	61	18	11					
ADULT COMPUTER SESSIONS			194	229	218	248	191	192	196	127					
FRIENDS VOLUNTEER HOURS			39	50	62.5	171	47	41							
YOUTH VOLUNTEER HOURS															
IPLAR NOTES: COUNT LIVE (SYNCHRONOUS) VIRTUAL PROGRAMS AS PROGRAM ATTENDANCE															
COUNT VIEWS OF RECORDED (ASYNCHRONOUS) VIRTUAL PROGRAMS AS PASSIVE PROGRAM ATTENDANCE															



	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P
1																
2	<b>Natural Gas Usage Log</b>									<b>Usage Comparison Year Over Year</b>						
3																
4		2017	2018	2019	2020	2021	2022	2023			2017-2018	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023
5	January	3633.07	3190.14	4047.26	3904.62	3862.19	4123.35			January	88%	127%	96%	99%	107%	0%
6	February	2406.77	2970.30	3351.70	3825.51	4238.88	3886.15			February	123%	113%	114%	111%	92%	0%
7	March	2289.39	2505.12	2434.83	2955.07	3014.77	3100.18			March	109%	97%	121%	102%	103%	0%
8	April	1234.98	1867.71	1830.51	2197.06	3044.17	3041.18			April	151%	98%	120%	139%	100%	0%
9	May	873.77	649.13	1169.64	1426.19	2670.43	2301.40			May	74%	180%	122%	187%	86%	0%
10	June	573.52	556.56	780.12	1810.30	2177.61	1767.32			June	97%	140%	232%	120%	81%	0%
11	July	653.27	724.12	653.42	1391.67	2382.67	2248.08			July	111%	90%	213%	171%	94%	0%
12	August	550.06	592.88	732.73	1793.18	2289.44	1003.32			August	108%	124%	245%	128%	44%	0%
13	September	960.56	762.78	947.35	2528.65	2513.66	943.2			September	79%	124%	267%	99%	38%	0%
14	October	1043.83	1415.43	1752.31	2985.39	2766.21	1446.63			October	136%	124%	170%	93%	52%	0%
15	November	2054.01	2922.25	3146.11	2975.45	3147.39	2413.41			November	142%	108%	95%	106%	77%	0%
16	December	3387.18	2875.82	3861.11	4215.99	3555.71				December	85%	134%	109%	84%	0%	#DIV/0!

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P
1																
2	<b>Natural Gas Cost Log</b>									<b>Cost Comparison Year Over Year</b>						
3																
4		2017	2018	2019	2020	2021	2022	2023			2017-2018	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023
5	January	2085.0	1502.0	2325.0	1635.0	1630.0	3208.0			January	72%	155%	70%	100%	197%	0%
6	February	1228.0	1751.0	1658.0	1448.0	1901.0	3500.0			February	143%	95%	87%	131%	184%	0%
7	March	1409.0	1096.0	1141.0	1078.0	1479.0	2094.0			March	78%	104%	94%	137%	142%	0%
8	April	640.0	837.0	869.0	803.0	1389.0	2282.0			April	131%	104%	92%	173%	164%	0%
9	May	477.0	373.0	559.0	600.0	1305.0	2221.0			May	78%	150%	107%	218%	170%	0%
10	June	362.0	341.0	420.0	700.0	1102.0	2026.0			June	94%	123%	167%	157%	184%	0%
11	July	384.0	415.0	354.0	570.0	1343.0	2125.5			July	108%	85%	161%	236%	158%	0%
12	August	337.0	359.0	376.0	735.0	1392.0	1200.3			August	107%	105%	195%	189%	86%	0%
13	September	1038.0	432.0	449.0	1124.0	1600.0	1142.9			September	42%	104%	250%	142%	71%	0%
14	October	500.0	727.0	759.0	1213.0	2145.0	1253.6			October	145%	104%	160%	177%	58%	0%
15	November	454.0	1553.0	1368.0	1465.0	5777.4	1798.3			November	342%	88%	107%	394%	31%	0%
16	December	1590.0	1781.0	1743.0	1874.0	2746.0				December	112%	98%	108%	147%	0%	#DIV/0!
17																
18	Totals	10504	11167.00	12021	13245	23809.39	22851.6	0								
19																
20			= Missing Data													

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P
1																
2	<b><u>Natural Gas Usage Log</u></b>									<b><u>Usage Comparison Year Over Year</u></b>						
3																
4		2017	2018	2019	2020	2021	2022	2023			2017-2018	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023
5	January	49161	40937	43268	48805	49912	46949			January	83%	106%	113%	102%	94%	0%
6	February	40444	51250	51293	46010	45444	49055			February	127%	100%	90%	99%	108%	0%
7	March	38129	43003	45040	42525	46566	41382			March	113%	105%	94%	110%	89%	0%
8	April	37178	38674	41484	36978	41122	42552			April	104%	107%	89%	111%	103%	0%
9	May	36921	37326	41264	28825	48743	41763			May	101%	111%	70%	169%	86%	0%
10	June	47768	54971	44617	27668	57429	55895			June	115%	81%	62%	208%	97%	0%
11	July	56549	58497	51610	65957	75213	72827			July	103%	88%	128%	114%	97%	0%
12	August	59719	65799	67540	74568	77386	77166			August	110%	103%	110%	104%	100%	0%
13	September	60030	62268	58508	75025	78634	65062			September	104%	94%	128%	105%	83%	0%
14	October	54062	59467	60396	66944	80601	62272			October	110%	102%	111%	120%	77%	0%
15	November	46205	42833	47419	60101	60010	41212			November	93%	111%	127%	100%	69%	0%
16	December	42505	43624	45978	49307	39280	44838			December	103%	105%	107%	80%	114%	0%
17																
18	Totals	568671	598649	598417	622713	700340	640973	0			105%	100%	104%	112%	92%	

This page intentionally left blank.





To: Board of Trustees  
From: Shelley Augustine – Library Director  
Date: Jan 9, 2023  
Subject: Library Director's Evaluation Goal #2

---

Goal #2 "Research the establishment of a 501c3 for the library including details on management, costs, legal requirements, and communication to be presented at the January 2023 board meeting."

Taken from The Administrative Ready Reference  
<https://www.ilsos.gov/departments/library/ARR/giving/home.html>

There are **two ways in which an Illinois public library may qualify to accept a charitable gift**. The **first method is to set up a tax-exempt foundation** qualified under the Internal Revenue Code, §501(c)(3). First, the local library or public library district would have to establish a not-for-profit organization "organized and operated exclusively for . . . literary or educational purposes." Technically and legally, **this corporation would be a separate entity from the library**. The most common example in Illinois would be a not-for-profit Illinois corporation organized through the Secretary of State's office. Articles of incorporation, bylaws, a board of directors, a registered agent, a registered office, and an annual report filing are all necessary elements for such an organization. This relatively inexpensive and easy not-for-profit incorporation does not by itself make the entity either tax-exempt itself or contributions to it tax-deductible.

The **second step**, since the IRS defines a charitable contribution as a "contribution or gift to or for the use of" certain types of organizations, **the corporation would have to apply to the IRS for "charitable foundation status,"** commonly called 501(c)(3) status. Once established, the foundation may receive charitable contributions, much like the well-known 501(c)(3) foundations (e.g., the American Cancer Society, the United Way).

The basic method of forming a foundation is not only **a lengthy process, in terms of forms and approval from the IRS, but expensive in terms of application and renewal fees, annual tax returns, and accountant or attorneys' fees, and a highly technical process with many traps for the unwary**. In addition, although a donor's charitable contributions are usually deductible for tax purposes, a transfer of money or other property to a charitable organization is not always an allowable charitable contribution for tax purposes. A charitable gift is deductible only if it is made to or for the use of a charitable organization qualified to receive such a gift. The precise question of deductibility should and must be left to the donor and his or her attorney or accountant, since it varies somewhat, based on the donor's particular status.

The **second method by which the local library or public library district may qualify to receive charitable gifts is inherent in its nature as a part of a municipality (local library) or a sovereign political subdivision (public library district)**. Both types of libraries fall within the term "political subdivision"

as used by the IRS. **The Internal Revenue Code §170(c)(1) states any political subdivision may receive charitable contributions,** "but only if the gift is made for exclusively public purposes."

Under Illinois library law, any person or group of persons may make donations of money or property for the benefit of any local library or public library district. [\[75 ILCS 5/1-6\]](#) and [\[75 ILCS 6/30-75\]](#) Title to the donation vests in the library board of trustees, upon acceptance according to the terms of the donor's deed, gift, devise, or bequest. The library's board of trustees automatically becomes a special trustee of the donated property under the library statutes without having to form a separate corporation or apply for the §501(c)(3) status of a foundation. Because of §170(c)(1) of the IRC, political subdivisions do not have to file for qualification as a §501(c)(3) organization initially, nor report annually to the IRS with information tax returns. This preferred status has the effect of saving great sums of money, both initially and annually ever after, thus benefiting the charitable goals rather than the lawyers and accountants.

The benefits of §170(c)(1) and being part of a municipality or political subdivision (rather than forming a foundation) are:

1. The libraries save money.
  - a. The municipality / political subdivision has already been "incorporated" when it was formed or organized under Illinois law, thus, there is no need to form a separate not-for-profit organization or to incur the initial or annual costs for doing so.
  - b. There are no additional state forms to be completed initially or annually and no annual reporting besides the annual state library report.
  - c. There are no additional filing fees or attorneys' fees.
  - d. The §501(c)(3) application to the IRS and subsequent determinations are not needed since §170(c)(1) applies.
  - e. There is no waiting for approval from the IRS, no filing fees incurred, no annual state or federal tax returns, and no separate audits.
2. The donor will receive a tax deduction if the donor's status is otherwise qualified.
3. The restrictions placed on the donation under §501(c)(3) are the same under §170(c)(1).
  - a. The donor can direct how the charitable donation is to be used. For example, the donor might instruct the board of trustees to use the charitable donation to purchase computers (the library, however, does not have to accept such terms).
  - b. If the gift is accepted, the library board of trustees is bound legally to honor the donor's request.
  - c. Like the foundation, a charitable donation given to a §170(c)(1) municipality or political subdivision may be a long-term investment.

Other option:

#### **Illinois Library Association Fund for Illinois Libraries:**

The [Fund for Illinois Libraries](#) was created in 1990 to help Illinois libraries in their fundraising efforts. Libraries often solicit funds from the general public, businesses, and foundations. In some cases, donors are permitted to give only to organizations holding [IRS 501\(c\)\(3\) tax-exempt status](#). For many libraries this means foregoing a gift, as the time, effort, and costs of establishing and maintaining 501(c)(3) status are prohibitive.

The purpose of the fund is to enable libraries to receive gifts from individuals or organizations that can only make donations only to 501(c)(3) charitable organizations. The [Illinois Library Association](#) (ILA) is the administrator for the Fund. In that capacity, ILA provides a fund agreement to participating libraries that

allows them to solicit funds and provide the donors with an ILA tax-exempt letter for purposes of documenting the tax-deductibility of their donation. Over the past two years, the Fund has received \$248,678 from 34 contributors.

The participating library directs the donor to make the contribution check payable to Illinois Library Association.

The annual fee associated with processing donations in a year is listed on the ILA web site. The library must be an ILA institutional member during the year in which the service is being used. For additional information, contact: <https://www.ila.org/initiatives/fund-for-illinois-libraries>

It is my recommendation to continue utilizing the ILA's "Fund for Illinois Libraries" 501(c)(3) charitable status as a means of donations to the library. If and/or when the Friends of the Library are ready and able to file for this status, I would be happy and willing to be part of their process.