# Agenda Yorkville Public Library Board of Trustees Meeting May 13, 2024, 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

14. Unfinished Business: HVAC update/Chiller replacement update

Strategic Plan update

15. New Business: Cost of Living Adjustment (COLA) increase

Reminder: **Saturday, June 1, 2024, 9:00-Noon Board Retreat** to set strategic direction, areas of focus, vision and mission

statements.

### 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

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### **DRAFT**

### Yorkville Public Library

Board of Trustees Meeting Monday, April 8, 2024 7:00pm Michelle Pfister Meeting Room 902 Game Farm Road, Yorkville, IL

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

### **Roll Call:**

Tara Schumacher-yes, Jason Hedman-yes, Keri Pesola-yes, Jackie Milschewski-yes, Wendy Gatz-yes, Ryan Forristall-yes, Theron Garcia-yes, Rosie Millen-yes, Bret Reifsteck-yes

### **Staff Present:**

Library Director Shelley Augustine

### **Others Present:**

Friends of Library President Kathi Murphy, Amanda Standerfer from Fast Forward Libraries via Zoom, Mike Krempski

### **Recognition of Visitors:**

President Garcia recognized staff and guests.

### Oath of Office:

### New Board Member - Wendy Gatz

Ms. Gatz recited the Oath of Office for the library and President Garcia welcomed her as a new Board member.

### Amendments to the Agenda: None

### **Presentations:**

# Environmental Scan and SOAR Analysis with Strategic Planning Consultant Amanda Standerfer-Fast Forward Libraries LLC

Ms. Standerfer of Fast Forward Libraries, Champaign, was present via Zoom to lead the Strategic Plan discussion. She said the Board would be discussing the Environmental Scan and SOAR analysis. She shared an overview of the Strategic Plan progress The kickoff for the Strategic Plan was in February and they have been working on obtaining feedback from the community and said 240 survey responses were received. Her associate will be in Yorkville April 9 for focus groups and interviews and Ms. Standerfer has already met with staff. Board members will receive a follow-up survey for additional information. She gave a general timeline for the process. Staff will have a retreat on May 31 and the Board will have a retreat on June 1. An outline of the Plan will be presented in July and implementation of the Strategic Plan is expected in August or September.

The first discussion was the Environmental Scan which included these topics: Political, Economic, Social, Technological, Legal and Library Sector. The Board members gave input for each of these outside influences that might affect the library when planning for the future.

The second discussion was the SOAR Analysis and the Board provided their thoughts for these categories: Strengths, Opportunities, Aspirations and Results.

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Ms. Standerfer thanked the Board for their input and said that a survey will be forwarded to each Board member.

### **Approval of Minutes:** March 11, 2024

Moved by Ms. Garcia and seconded by Ms. Milschewski to approve the minutes as presented. Roll call: Hedman-yes, Pesola-yes, Milschewski-yes, Gatz-yes, Forristall-yes, Garcia-yes, Millen-yes, Reifsteck-yes, Schumacher-yes. Carried 9-0.

### **Correspondence:** None

### **Public Comment:**

Mr. Krempski congratulated Ms. Gatz on her appointment to the Library Board of Trustees. He said that by taking the oath, she swore to uphold the state and federal constitutions. He had given her a copy of the Illinois constitution. He said the oath is also a call to God and act of religion. Mr. Krempski also read a small portion of the Preamble of the Constitution and a portion of Chapter 1, Section 1 of the Illinois Constitution.

### Friends of the Library Report:

Kathi Murphy said it is National Library Week and lunch will be provided to the staff on Tuesday. The Friends are working on the used book sale which will be held Labor Day weekend.

### Staff Comment: None

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

### **Financial Statement**

Treasurer Milschewski commented on some of the bills for payment. She noted that the 4 Imprint invoice for \$670.15 will be reimbursed by the Friends. She also noted bills for the Strategic Plan and TK Elevator repair. The budget is currently at 92% and she said the Professional Services is at 156% of the budget due to the Strategic Plan. On the revenue side, \$14,000 was received in March development fees.

### **Payment of Bills**

Treasurer Milschewski moved to pay the bills as follows and President Garcia seconded.

Accounts Payable: \$28,862.41 Payroll: \$56,271.59 Total: \$85,134.00

Roll call: Pesola-yes, Milschewski-yes, Gatz-yes, Forristall-yes, Garcia-yes, Millen-yes, Reifsteck-yes, Schumacher-yes, Hedman-yes. Carried 9-0.

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

Ms. Augustine reported the following:

- 1. Tablescape event was held with library receiving half of the proceeds, with the other half going to charities. As a result of this event and a social media post, a former Yorkville resident sent a letter and check for \$1,000
- 2. Library Road Trip ends April 30 and 21 libraries are participating, over 20 people visit each day as part of this program.
- 3. Strategic Plan focus groups are scheduled for tomorrow (April 9).
- 4. Ms. Augustine informed the Board about the various programs that have been presented.
- 5. Jennette Weiss attended the STEM night at Bristol Bay and over 350 people stopped at her table.
- 6. The landscaping was just done and the company did a great job.
- 7. Ms. Weiss won an award from the Yorkville Education Foundation for Partner of the Year.
- 8. New Board member Wendy Gatz received orientation and a library tour.
- 9. The Library will be involved in 4 city festivals this summer.
- 10. Radio station WGN will be doing a "hometown feature" on June 27. Filming will be done and Ms. Augustine is on a list of possible interviewees.
- 11. The e-rate application process has begun, to replace the firewall.

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City Council Liaison: None

Standing Committees: None

### **Unfinished Business:**

### **HVAC Update/Chiller Replacement Update**

In the last Board meeting, Ms. Augustine said a boiler and pump were going to be rebuilt. However, after opening the equipment it was determined it would be more cost-effective to replace. A monitor will be placed on the pump to take readings of the off/on cycle to determine if it's working correctly.

### Strategic Plan Update

The update was done earlier during the presentation. Ms. Augustine added that a survey will be received by Board members April 9. The Board retreat will be on June 1, with the time to be determined.

### **New Business:**

### Discussion/Approval of Bid for Chiller Replacement

The bid openings were on April 2 and 13 bids were received. It was narrowed down to 3 manufacturers by the engineering group and they also tabulated the results in a letter to the library. The recommended bidder was the lowest bid from Oakbrook Mechanical for \$235,000 for a Carrier-manufactured product. The engineer has reviewed the scope with the contractor. There is a 30-week lead time to receive the equipment and Mr. Forristall said 4 weeks should be added to that time for procurement. There was a brief discussion about Trico not being the company selected since they have done work for the library. Trico carries a Daikin product and it was noted that a Carrier product is easier to get parts for and more contractors can work on it. Oakbrook Mechanical will service the product for the first year. Ms. Augustine said Ted Milschewski will oversee the project once it begins. Mr. Hedman noted there were many years when preventative maintenance was not done and he also asked if references had been called. Ms. Augustine said the engineering firm worked with Oakbrook Mechanical several times and they are known in the industry, having worked in the Chicago area. Mr. Forristall said they have a good project list and have a performance bond to complete the work. He also suggested determining when the one-year maintenance period begins and what is covered under that time period which should be listed in the specs. He cautioned about not having gaps in service.

A motion was then made by President Garcia, seconded by Ms. Milschewski, to approve the chiller replacement bid as presented. Roll call: Garcia-yes, Millen-yes, Reifsteck-yes, Schumacher-yes, Hedman-yes, Pesola-yes, Milschewski-yes, Gatz-yes, Forristall-yes. Carried 9-0.

### **Resolution to Adopt Non-Resident Card**

Director Augustine said this is an annual decision regarding offering non-resident library cards. If the Board decides to offer them, they must decide how to charge for them, either by the tax bill method or a mathematical formula per state law. The library has always charged by the tax bill method since it is most equitable for all patrons. Currently there are 75 non-resident cards and \$11,122 was collected from that. She recommends to allow non-resident cards with cost determined by the tax bill method. Ms. Garcia made a motion to approve this action, seconded by Mr. Hedman. Roll call: Millen-yes, Reifsteck-yes, Schumacher-yes, Hedman-yes, Pesolayes, Milschewski-yes, Gatz-yes, Forristall-yes, Garcia-yes. Carried 9-0.

### Reminder: File SEI (Statement of Economic Interest) before 5-1-24

President Garcia reminded Board members to file this statement by the deadline since there is a penalty for non-compliance.

**Executive Session:** None

### **Adjournment:**

There was no further business and the meeting was adjourned at 8:31pm.

Minutes respectfully submitted by Marlys Young, Minute Taker

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TIME: 12:26:10 ID: AP225000.WOW

DATE: 04/17/24

CHECK #	VENDOR # INVOICE #		INVOICE DATE	ITEM #	DESCRIPTION	CHECK DATE	ACCOUNT #	ITEM AMT	
900145	FNBO F	FIRST	NATIONAL BANK	ОМАНА		04/25/24			
	042524-J.JAC	CKSON	03/31/24		MENARDS#032024-GRE COUPLER, GARBAGE B		52-520-56-00-5620 ** COMMENT **	117.06	
					MENARDS#022724-MAG SET	TOOL HOLDER	52-520-56-00-5620 ** COMMENT **		
							INVOICE TOTAL:	132.05 *	
	042524-J.JEN	ISEN	03/31/24		AMAZON-BADGE HOLDE		01-210-56-00-5620		
					KENDALL PRINT-ANNU		01-210-54-00-5430		
					HOME DEPO-WET/DRY	and the second second second	01-210-56-00-5620		
					PARADISE-CAR WASH		01-210-54-00-5495		
				05	AMAZON-CAMERA TRIP	OD CO	01-210-56-00-5620		
					/	1	INVOICE TOTAL:	838.69 *	
	042524-J.NAV	/ARRO	03/31/24	01	AMAZON-SOCKET EXTE	NDER, BULBS	24-216-56-00-5656	80.84	
				02	AMAZON-REFUND WALL	PLATE	25-205-60-00-6060		
				03	GRAINGER-CEILING F	'AN	24-216-56-00-5656	187.52	
				04	HOME DEPO-PLUGBOOT	RETURN	25-205-60-00-6060	-27.96	
				0.5	AMAZON-RETURNED SC	CKETS	24-216-56-00-5656	-80.84	
				06	AMAZON-PAPER TOWEL	S	24-216-56-00-5656	72.42	
				07	AMAZON-PAPER TOWEL	S	24-216-56-00-5656	105.57	
				0.8	AMAZON-BULBS		24-216-56-00-5656	107.94	
					AMPERAGE#2055463-M		24-216-56-00-5656 ** COMMENT **	95.91	
					AMPERAGE#2053907-L	AMPS, MOGUL	24-216-56-00-5656	877.73	
					CORN COBS		** COMMENT **		
					AMAZON-LAMP BASE A TUBES	DAPTERS	24-216-56-00-5656 ** COMMENT **	153.47	
				15	AMAZON-KEY TAGS	CYLE IV	24-216-56-00-5656		
				16	AMAZON-SOLENOID KI	T	24-216-56-00-5656	227.70	
							INVOICE TOTAL:	1,822.02 *	•
	042524-J.PET	ragai	LO 03/31/24	01	MENARDS#031424-WAT	ER	01-220-56-00-5620	29.90	
							INVOICE TOTAL:	29.90 *	
	042524-J.SLE	EEZER	03/31/24	01	AMAZON-SPRAY GUN,	COPIER INK	52-520-56-00-5610	328.98	
				02	AMAZON-PLOTTER PAP	ER	52-520-56-00-5610	79.99	
							INVOICE TOTAL:	408.97 *	
	042524-J.WEI	ISS	03/31/24	01	DOLLAR TREE-PROGRA	M SUPPLIES	82-000-24-00-2480	21.00	
				02		STRATOR	82-820-56-00-5671	24.25	
				03	SHOWCASE SUPPLIES		** COMMENT ** INVOICE TOTAL:	45.25 *	
	042524-J.WHE	EELER	03/31/24		ILLINOIS SAFETY-CP CERTIFICATION	R	79-795-54-00-5412 ** COMMENT **	55.00	
				0.2			INVOICE TOTAL:	55.00 *	

TIME: 12:26:10 ID: AP225000.WOW

DATE: 04/17/24

CHECK #	VENDOR # INVOICE #		INVOICE DATE	ITEM #	DESCRIPTION	CHECK DATE	ACCOUNT #	ITEM AMT
900145	FNBO	FIRST	NATIONAL BANK C	MAHA		04/25/24		
	042524-M.	CISIJA	03/31/24	03	AMAZON-PROTABLE MONITO	R FOR	01-110-56-00-5610 ** COMMENT **	82.87
				04	AMAZON-BADGE HOLDERS		01-110-56-00-5610 INVOICE TOTAL:	41.76 228.80 *
	042524-M.	CURTIS	03/31/24	01	JEWEL-BOOK & COOK SUPP WALMART-BINDERS	LIES	82-000-24-00-2480 82-820-56-00-5610	23.02
							INVOICE TOTAL:	32.79 *
	042524-M.	DONOVAN	03/31/24		ILLINOIS SAFETY-CPR CERTIFICATION	D CIE	79-795-54-00-5412 ** COMMENT **	55.00
	042524 M	CENC	02/21/24	0.1	HOME DEDO HEY WEY CEM	moor orr	INVOICE TOTAL:	55.00 * 96.50
	042524-M.	SENG	03/31/24		HOME DEPO-HEX KEY SET,	TOOL OIL	01-410-56-00-5630	14.64
					ACE-NUTS, BOLTS ACE-BOLTS	d Acres	01-410-56-00-5620 01-410-56-00-5620	6.57
				03	ACE-BOLIS		INVOICE TOTAL:	117.71 *
	042524-M.	WARD	03/31/24	01	BRAVE BOOKS-BOOKS		84-840-56-00-5686 INVOICE TOTAL:	303.94 303.94 *
	042524-P,	SCODRO	03/31/24	01	AMAZON-SCREEN PROTECTO	R	51-510-56-00-5620	25.94
				02	MENARDS#031424-HAND TR	UCK, TARP	51-510-56-00-5638	145.40
				03	STRAPS, PAIL	County Seat	** COMMENT **	
				04	MENARDS#032124-BATTERI	ES,	51-510-56-00-5620	27.56
				05	DUCT SEALING COMPOUND	Name of the state	** COMMENT **	
					1	LE IV	INVOICE TOTAL:	198.90 *
	042524-P.	MCMAHON	03/31/24		NEST-NEST AWARE MONTHL	Y FEE	01-210-54-00-5460	8.00
					GALLS-UNIFORM PANTS		01-210-56-00-5600	144.40
					GALLS-SERVICE UNIFORMS		01-210-56-00-5600	3,072.94
					GALLS-SERVICE UNIFORMS		01-210-56-00-5600	638.36
					GALLS-FLASHLIGHTS	D.C.	01-210-56-00-5600	469.40
					BADGE & WALLET - BAR HOLDE	KS	01-210-56-00-5600	506.00 26.98
					AMAZON-CARDSTOCK		01-210-56-00-5610	29.99
					AMAZON-DIPLOMA HOLDERS		01-210-56-00-5610	
					GALLS-SERVICE BOOTS LOGO FACTORY-POLOS		01-210-56-00-5600 01-210-56-00-5600	148.96 48.00
					GALLS-SERVICE BOOTS		01-210-56-00-5600	144.50
					GALLS-SERVICE BOOTS GALLS-SERVICE PANTS		01-210-56-00-5600	144.50
					GALLS-SERVICE PANTS		01-210-56-00-5600	101.00
					WASH HOUSE-ALTERATIONS		01-210-56-00-5600	37.44
					GALLS-SAFETY BOOTS		01-210-56-00-5600	122.00
					STREICHERS-HATS		01-210-56-00-5600	859.70
							INVOICE TOTAL:	6,498.67 *

TIME: 12:26:10 ID: AP225000.WOW

DATE: 04/17/24

CHECK #	VENDOR # INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	CHECK DATE	ACCOUNT #	ITEM AMT
900145	FNBO FIRST NA	TIONAL BANK (	OMAHA		04/25/24		
	042524-S, .AUGUSTINE	03/31/24	01 02 03 04 05 06 07 08 09 10 11 12 13 14 15 16	YORK CHAMBER-MEBERSHIP AMAZON-MERCHANDISE REF QUILL-TOILET PAPER, CL SPRAY, GARBAGE BAGS, S QUILL-TONER, DIVIDERS ZOOM-3/9/24-3/8/25 USE AMAZON-LRT PRIZES SWANK-4/1-12/31 COPYRI COMPLIANCE SITE LICENS TRIBUNE-SUBSCRIPTION R AMAZON MONTHLY PRIME F STATION ONE-LTR GIFT C GRACE-LTR GIFT CARD CRAFTD-LTR GIFT CARD AMAZON-LAMINATING POUC AMAZON-KIDS MONTHLY SU QUILL-TONER	UND EANING OAP  R FEES GHT E ENEWAL EE ARD	82-820-54-00-5460 82-000-24-00-2480 82-820-56-00-5621 ** COMMENT **  82-820-56-00-5460 82-820-54-00-5460 82-820-54-00-5460 ** COMMENT **  82-820-54-00-5460 82-820-54-00-5460 82-820-54-00-5460 82-820-54-00-5460 82-820-54-00-2480 82-000-24-00-2480 82-000-24-00-2480 82-820-56-00-5671 82-000-24-00-2480 82-820-56-00-5610 INVOICE TOTAL:	125.00 -4.98 502.37 565.45 159.90 107.31 333.00 324.00 14.99 25.00 25.00 25.00 50.00 35.00 48.42 441.29 2,751.75 *
	042524-S.IWANSKI	03/31/24	01	YORK POST-POSTAGE		82-820-54-00-5452 INVOICE TOTAL:	55.44 55.44 *
	042524-S.MENDEZ	03/31/24	01	AMAZON-WIRELESS MOUSE	County Seat	01-220-56-00-5620 INVOICE TOTAL:	43.29 43.29 *
	042524-S.REDMON	04/11/24	02 03 04 05 06 07 08 09 10 11 12 13 14 15 16 17	HEARTSMART-AED REPLACE FUN EXPRESS-EASTER SUP CLEANERS-BUNNY COSTUME AMAZON-EASTER SUPPLIES AMAZON-EASTER SUPPLIES AT&T-2/24-3/23 INTERNE TOWN SQUARE PARK SIGN AMAZON-ST PATRICK SWEA RUNCO-WIPES, TAPE RUNCO-PAPER RUNCO-HAND TOWELS AMAZON-CONFETTI AMAZON-ST PATRICKS COS AMAZON-STICKERS, TISSU WONDER IDEA-CATALOG DI SOFTWARE ARNESON#246224-JAN 202 ARNESON#247208-FEB 202 ARNESON#247208-FEB 202	PLIES T FOR TSHIRTS TUME E PAPER SPLAY 4 GAS 4 GAS	25-225-60-00-6010 79-795-56-00-5606 79-795-56-00-5606 79-795-56-00-5606 79-795-54-00-5440 ** COMMENT ** 79-795-56-00-5606 79-795-56-00-5606 79-795-56-00-5606 79-795-56-00-5606 79-795-56-00-5606 79-795-56-00-5606 79-795-56-00-5606 79-795-56-00-5606 79-795-56-00-5606 79-795-56-00-5606 79-795-56-00-5606 79-795-56-00-5606 79-795-56-00-5605 79-790-56-00-5695	274.74 26.85 193.57 65.90 104.70 213.30 64.92 137.97 34.97 13.98 39.90 28.96 299.00
				ARNESON#247200-FEB 202 ARNESON#237451-OCT 202		79-790-56-00-5695	246.04

TIME: 07:40:43 PRG ID: AP215000.WOW

DATE: 05/07/24

UNITED CITY OF YORKVILLE

CHECK REGISTER FY 24

CHECK DATE: 05/13/24

CHECK #	VENDOR #	INVOICE NUMBER	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	ITEM AMT	
105475	2010ENG	2010 ENGI	NEERING GRO	UP LL	С			
	2220A1-1		04/25/24	02	12/8/23-4/20/24 ENGINEERING SERVICES FOR CHILLER REPLACEMENT	84-840-60-00-6020 ** COMMENT ** ** COMMENT **	13,200.00	
						INVOICE TOTAL:	13,200.00 *	
						CHECK TOTAL:		13,200.00
105476	ADVDROOF	ADVANCED	ROOFING INC					
	2154		04/24/24		REMOVE & REPLACE DAMAGED	82-820-54-00-5495 ** COMMENT **	7,463.57	
				02	GUTTERS	INVOICE TOTAL:	7,463.57 *	
					_	CHECK TOTAL:		7,463.57
105477	AUGUSTIS	SHELLY AU	JGUSTINE	- 3				
	041124-MIL	EAGE	04/11/24	01	SAIL MEETING MILEAGE REIMBURSEMENT	82-820-54-00-5415 ** COMMENT **	30.28	
				02	REIMBURGEMENI	INVOICE TOTAL:	30.28 *	
	041824-MIL	EAGE	04/18/24	01 02	GOLD MEETING MILEAGE REIMBURSEMENT	82-820-54-00-5415 ** COMMENT **	16.75	
				02	KEIMBUKSEMENI	INVOICE TOTAL:	16.75 *	
	042424-MIL	EAGE	04/24/24	01	DELEGATES ASSEMBLY MEETING	82-820-54-00-5415 ** COMMENT **	56.28	
				02	MILEAGE REIMBURSEMENT	INVOICE TOTAL:	56.28 *	
	050124		05/01/24		APR 2024 MOBILE EMAIL	82-820-54-00-5440 ** COMMENT **	45.00	
				UΖ	REIMBURSEMENT	INVOICE TOTAL:	45.00 *	
						CHECK TOTAL:		148.31

82-820 LIBRARY OPERATIONS 84-840 LIBRARY CAPITAL UNITED CITY OF YORKVILLE CHECK REGISTER

DATE: 05/07/24 TIME: 07:40:43

105481 LLWCONSU LLOYD WARBER

PRG ID: AP215000.WOW FY 24 CHECK DATE: 05/13/24

CHECK #	VENDOR #	INVOICE INVO	OICE ITE TE #	M DESCRIPTION	ACCOUNT #	ITEM AMT	
105478	AZTECH	AZTECH					
	YPLIB-24049	04/	08/24 01	SPRING LANDSCAPING CLEAN UP	82-820-54-00-5495 INVOICE TOTAL:	8,688.00 8,688.00 *	
					CHECK TOTAL:		8,688.00
105479	BAKTAY	BAKER & TAYLOR					
	2038192878	04/	01/24 01	BOOKS	84-840-56-00-5686 INVOICE TOTAL:	730.51 730.51 *	
	2038207024	04/	08/24 01	BOOKS	84-840-56-00-5686 INVOICE TOTAL:	527.69 527.69 *	
	2038219801	04/	- ,	BOOKS BOOKS	82-000-24-00-2480 84-840-56-00-5686 INVOICE TOTAL:	389.63 628.48 1,018.11 *	
	2038223153	04/		BOOKS BOOKS	84-840-56-00-5686 82-000-24-00-2480 INVOICE TOTAL:	950.64 25.88 976.52 *	
	2038236690	04/	22/24 01 02	BOOKS BOOKS	84-840-56-00-5686 82-000-24-00-2480 INVOICE TOTAL:	548.81 85.44 634.25 *	
105480	IMPACT	IMPACT NETWORK	ING, LLC	PUBLIC	CHECK TOTAL:		3,887.08
	3211245	04/	12/24 01	01/15-04/14 COPIER CHARGES	82-820-54-00-5462 INVOICE TOTAL:	519.07 519.07 *	
					CHECK TOTAL:		519.07

82-820 LIBRARY OPERATIONS 84-840 LIBRARY CAPITAL UNITED CITY OF YORKVILLE CHECK REGISTER

CHECK DATE: 05/13/24

TIME: 07:40:43 CHECK REGISTER

DATE: 05/07/24

FY 24

CHECK # VENDOR # INVOICE INVOICE ITEM NUMBER DATE # DESCRIPTION ACCOUNT # ITEM AMT LLOYD WARBER 105481 LLWCONSU 10572 82-820-54-00-5462 1,200.00 INVOICE TOTAL: 1,200.00 \* 10574 82-820-54-00-5462 750.00 INVOICE TOTAL: 750.00 \* 1,950.00 CHECK TOTAL: 105482 METRONET METRO FIBERNET LLC 259.94 1651373-050124 05/01/24 01 MAY 2024 INTERNET 82-820-54-00-5440 INVOICE TOTAL: 259.94 \* CHECK TOTAL: 259.94 105483 MIDWTAPE MIDWEST TAPE LLC 505399616 04/29/24 01 DVDS 82-820-56-00-5685 346.60 INVOICE TOTAL: 346.60 \* CHECK TOTAL: 346.60 105484 PSNRBLAW PEREGRINE, STIME, NEWMAN, 04/02/24 01 JULY-MAR LEGAL SERVICES 62599 675.00 675.00 \* 675.00 105485 TCG TCG SOLUTIONS, INC 04/01/24 01 MONTHLY HOSTED VOIP 24-0152 82-820-54-00-5440 445.00 INVOICE TOTAL: 445.00 \*

82-820 LIBRARY OPERATIONS 84-840 LIBRARY CAPITAL

CHECK TOTAL:

445.00

DATE: 05/07/24 TIME: 07:40:43

/07/24 UNITED CITY OF YORKVILLE :40:43 CHECK REGISTER

TIME: 07:40:43 CHECK REGISTER FY 24
PRG ID: AP215000.WOW

CHECK DATE: 05/13/24

CHECK #	VENDOR #	INVOICE NUMBER	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	ITEM AMT	
105486	TRICO	TRICO MEC	HANICAL , I	NC				
	8553		03/29/24	01	REINSTALLED BOILER PUMP	82-820-54-00-5495 INVOICE TOTAL:	3,964.00 3,964.00 *	
	8554		03/29/24	01	INSTALLED BOILER PUMP BOARD	82-820-54-00-5495 INVOICE TOTAL:	1,341.00 1,341.00 *	
						CHECK TOTAL:		5,305.00
						TOTAL AMOUNT PAID:		42,887.57





### UNITED CITY OF YORKVILLE PAYROLL SUMMARY April 12, 2024

<u>-</u>	REGULAR	OVERTIME	TOTAL	IMRF	FICA	TOTALS
ADMINISTRATION	19,897.90	-	19,897.90	1,160.05	1,475.10	22,533.05
FINANCE	13,682.94	-	13,682.94	797.71	1,011.00	15,491.65
POLICE	141,436.77	3,316.66	144,753.43	310.88	10,801.04	155,865.35
COMMUNITY DEV.	28,344.80	-	28,344.80	1,675.82	2,112.16	32,132.78
STREETS	23,708.05	-	23,708.05	1,388.00	1,759.55	26,855.60
<b>BUILDING &amp; GROUNDS</b>	5,938.01	-	5,938.01	354.93	457.22	6,750.16
WATER	17,366.48	785.75	18,152.23	1,058.29	1,323.21	20,533.73
SEWER	10,141.69	-	10,141.69	591.24	741.51	11,474.44
PARKS	29,698.08	79.07	29,777.15	1,706.03	2,211.23	33,694.41
RECREATION	23,218.77	-	23,218.77	1,151.69	1,743.36	26,113.82
LIBRARY	16,793.72		16,793.72	640.25	1,234.19	18,668.16
TOTALS	\$ 330,227.21	\$ 4,181.48	\$ 334,408.69	\$ 10,834.89	\$ 24,869.57	\$ 370,113.15

**TOTAL PAYROLL** 

\$ 370,113.15



### UNITED CITY OF YORKVILLE PAYROLL SUMMARY April 26, 2024

	REGULAR	OVERTIME	TOTAL	IMRF	FICA	TOTALS
MAYOR & LIQ. COM.	\$ 1,583.34	- \$	\$ 1,583.34	\$ -	\$ 121.13	\$ 1,704.47
ALDERMAN	5,916.64	<b>.</b>	5,916.64	-	452.68	6,369.32
ADMINISTRATION	18,872.44	-	18,872.44	1,100.26	1,396.64	21,369.34
FINANCE	14,229.78	-	14,229.78	829.60	1,053.58	16,112.96
POLICE	132,855.66	2,106.79	134,962.45	368.52	10,013.87	145,344.84
COMMUNITY DEV.	28,344.80	-	28,344.80	1,652.50	2,081.55	32,078.85
STREETS	23,708.05	41.88	23,749.93	1,384.61	1,755.10	26,889.64
<b>BUILDING &amp; GROUNDS</b>	5,938.01	-	5,938.01	346.19	445.75	6,729.95
WATER	17,782.37	868.47	18,650.84	1,087.35	1,360.79	21,098.98
SEWER	10,141.70	-	10,141.70	591.26	741.34	11,474.30
PARKS	29,818.10	-	29,818.10	1,692.68	2,202.90	33,713.68
RECREATION	30,155.30	-	30,155.30	1,273.03	2,262.58	33,690.91
LIBRARY	17,078.65	_	17,078.65	640.25	1,255.99	18,974.89
TOTALS	\$ 336,424.84	\$ 3,017.14	\$ 339,441.98	\$ 10,966.25	\$ 25,143.90	\$ 375,552.13

TOTAL PAYROLL

\$ 375,552.13



# YORKVILLE LIBRARY BOARD BILL LIST SUMMARY

Monday, May 13, 2024

### **ACCOUNTS PAYABLE**

Library CC Check Register (Pages 1 - 3)	04/25/2024	\$ 3,189.17
Library Check Register (Pages 4 - 7)	05/13/2024	42,887.57
Unimax - Mar. 2024 Office Cleaning	04/09/2024	1,950.00
BCBSIL - Dearborn/BCBS EAP-Apr 2024	04/09/2024	7.05
First Non-Profit-Unemploy Ins.	04/23/2024	413.88
Ryan Homes - Build Permit Development Fee Refund	04/23/2024	500.00
Nicor - 03/31-04/01 Service	04/23/2024	1,403.03
TOTAL BILLS PAI	ID:	50,350.70
PAYROLL	<u>DATE</u>	
Bi-weekly <i>(Page 8)</i>	04/12/2024	\$18,668.16
Bi-weekly <i>(Page 9)</i>	04/26/2024	18,974.89
TOTAL PAYRO	LL:	 37,643.05
TOTAL DISBURSEMEN	TS:	87,993.75

### UNITED CITY OF YORKVILLE FOR FISCAL YEAR 2024

ACTIVITY THROUGH FISCAL PERIOD 12

### DATE: 05/07/2024 PAGE: 1 TIME: 08:07:46 GENERAL LEDGER ACTIVITY REPORT ID: GL440000.WOW

	JOURNAL #		TRANSACTION DESCRIPTION MEMORIALS & GIFTS		CHECK	INVOICE	DEBIT	CREDIT
<u>2-00</u> 01	0-24-00-2480	05/01/2023	MEMORIALS & GIFTS  REGINNING BALANCE					56,505.06
<i>)</i> 1	∆P=230525MB	05/30/2023 24	BEGINNING BALANCE AMAZON-YOGA MATS AMAZON-BOOKS AMAZON-DISECTION KITS AMAZON-BOX BUILDING SET	EIRST NATIONAL BANK	900133	052523-M CHRTTS-R	99.65	30,303.00
	MI ZJUJZJMD	05/30/2023 25	MMN ZON BOOKS	EIDGE NYELONYI BYNK	900133	052523 M.CORTIS B	78.36	
		05/30/2023 26	AMAZON BOOKS	FIRST NATIONAL DANK	000133	052523 M.COKIIS B	12.99	
		05/30/2023 27	AMAZON DISECTION KITS	FIRST NATIONAL BANK	900133	052523 S.AUGUSTINE B	40.00	
		03/30/2023 27	AMAZON BOX BUILDING SEI	TOTAL PERIOD 01 ACTIVI	TY	032323 3.A0G0311NE B	231.00	0.00
12	AP-230612B	06/06/2023 01	MAY YOGA & COOKING CLASSES	JESSICA YOUHANATE	105320	202305	392.88	
		06/23/2023 282	MAY YOGA & COOKING CLASSES DOLLAR TREE-PROGRAM SUPPLIES	FIRST NATIONAL BANK	900135	062523-J.WEISS-B	38.75	
		06/23/2023 283	AMAZON-YOGA AIDS	FIRST NATIONAL BANK		062523-S.AUGUSTINE-B	81.75	
		06/23/2023 284	BRICKS R HS-ENGRAVED MEMORIAL	FIRST NATIONAL BANK	900135	062523-S AUGUSTINE-B	40 65	
	GJ-230629LB	07/05/2023 05	June 2023 Deposits	TIME MITTOME BINN	300100	002020 0111000011112 2	10.00	100.00
		.,,.,,,	June 2023 Deposits  LIBRARY GARDENING PROGRAM  DOLLARE TREE-KIDS PROGRAMMING  AMAZON-ACRYLIC SEALER, PAINT  AMAZON-DONATION BOX  AMAZON-MOD PODGE  AMAZON-LEGOS, TABLET DOODLE  July 2023 Deposits	TOTAL PERIOD 02 ACTIVI	TY	<del></del>	554.03	100.00
)3	AP-230710	07/05/2023 01	LIBRARY GARDENING PROGRAM	PEARL CARPENTER	105334	061523	150.00	
	AP-230725MB	07/20/2023 395	DOLLARE TREE-KIDS PROGRAMMING	FIRST NATIONAL BANK	900136	072523-J.WEISS	28.75	
		07/20/2023 396	AMAZON-ACRYLIC SEALER, PAINT	FIRST NATIONAL BANK	900136	072523-S.AUGUSTING	22.98	
		07/20/2023 397	AMAZON-DONATION BOX	FIRST NATIONAL BANK	900136	072523-S.AUGUSTING	39.65	
		07/20/2023 398	AMAZON-MOD PODGE	FIRST NATIONAL BANK	900136	072523-S.AUGUSTING	14.37	
		07/20/2023 399	AMAZON-LEGOS, TABLET DOODLE	FIRST NATIONAL BANK	900136	072523-S.AUGUSTING	124.18	
	GJ-230730LB	08/02/2023 06	July 2023 Deposits					100.00
			1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1	TOTAL PERIOD 03 ACTIVI	TY	<del></del>	379.93	100.00
) 4	AP-230814	08/08/2023 01	JUNE CHAIR YOGA AND COOKING	JESSICA YOUHANAIE	105352	202306	395.00	
	AP-230825M	08/22/2023 302	AMAZON-BOOKS	FIRST NATIONAL BANK	900137	082523-S.AUGUSTINE	55.20	
		08/22/2023 303	AMAZON-BOOKS	FIRST NATIONAL BANK	900137	082523-S.AUGUSTINE	20.00	
		08/22/2023 304	AMAZON-BOOKS	FIRST NATIONAL BANK	900137	082523-S.AUGUSTINE	27.72	
		08/22/2023 305	AMAZON-BOOKS, KEY CHAINS,	FIRST NATIONAL BANK	900137	082523-S.AUGUSTINE	105.75	
		08/22/2023 306		FIRST NATIONAL BANK	900137	082523-S.AUGUSTINE	13.77	
				TOTAL PERIOD 04 ACTIVI	TY	<del></del>	617.44	0.00
05	AP-230911	09/06/2023 01	POLLINATING FLOWERS	JESSICA PRESNAK	105365	100	150.00	
	AP-230925M	09/18/2023 357	DOLLAR TREE-AUG 2023 PROGRAM	FIRST NATIONAL BANK	900138	092523-J.WEISS	37.50	
				TOTAL PERIOD 05 ACTIVI	TY		187.50	0.00
06	AP-231009	10/03/2023 01	BEEKEEPING PRESENTATION	WILLIAM NOVICKI	105376		150.00	
	AP-231025M	10/24/2023 368	AMAZON-GOOGLY EYES	FIRST NATIONAL BANK	900139	102523-M.CURTIS	5.40	
		10/24/2023 369	AMAZON-SATIN RIBBON	FIRST NATIONAL BANK FIRST NATIONAL BANK	900139	102523-M.CURTIS	8.65	
		10/24/2023 370	WEBSTAURANT-COTTON WASHCLOTHS	FIRST NATIONAL BANK	900139	102523 M. CURTIS	40.26	
		10/24/2023 371	AMAZON-HARRY POTTER PROGRAM	FIRST NATIONAL BANK	900139	102523-S.AUGUSTINE	101.10	
		10/24/2023 372	AMAZON-WOOD CRAFT STICKS	FIRST NATIONAL BANK	900139	102523-S.AUGUSTINE	14.69	
		10/24/2023 373	AMAZON-DRY ERASE MARKERS &	FIRST NATIONAL BANK	900139	102523-S.AUGUSTINE	466.77	
		10/24/2023 374	AMAZON-WOOD CRAFT STICKS AMAZON-DRY ERASE MARKERS & AMAZON-TABLE COVERS	FIRST NATIONAL BANK	900139	102523-S.AUGUSTINE	69.98	
	GJ-231030LB	11/02/2023 05	Oct 2023 Deposits					400.00
				TOTAL PERIOD 06 ACTIVI	TY		856.85	400.00
07	AP-231113	11/07/2023 01	ILLINOIS LIBRARY PRESENTS	RAILS	105395	11713	685.00	
		11/21/2023 339	AMAZON-BLOOD PRESSURE	FIRST NATIONAL BANK	900140	112523-S.AUGUSTINE	94.97	
	111 20112011	,,,		- 11.01 IIII DIIII	200110		5 1 • 5 /	

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UNITED CITY OF YORKVILLE

GENERAL LEDGER ACTIVITY REPORT

FOR FISCAL YEAR 2024

ACTIVITY THROUGH FISCAL PERIOD 12

ACTIVITY THROUGH FISCAL PERIOD 12

PER. JOURNAL # ENTRY DATE ITEM TRANSACTION DESCRIPTION VENDOR CHECK INVOICE DEBIT CREDIT 82-000-24-00-2480 (L) ESCROW - MEMORIALS & GIFTS 07 GJ-231129LB 12/05/2023 07 Nov 2023 Deposits 1,120.00 TOTAL PERIOD 07 ACTIVITY 1,120.00 08 AP-231225M 12/19/2023 313 AMAZON-BOOK FIRST NATIONAL BANK 900141 122523-S.AUGUSTINE 12/19/2023 314 AMAZON-REFUND FOR BOOK FIRST NATIONAL BANK 900141 122523-S.AUGUSTINE 12/19/2023 315 AMAZON-GLAZE, MARKERS FIRST NATIONAL BANK 900141 122523-S.AUGUSTINE 24.41 12/19/2023 316 AMAZON-POLAR EXPRESS SUPPLIES FIRST NATIONAL BANK 900141 122523-S.AUGUSTINE 186.75 12/19/2023 317 AMAZON-ENVELOPES, NOISE MAKERS FIRST NATIONAL BANK 900141 122523-S.AUGUSTINE 21.94 GJ-231230LB 01/02/2024 07 December 2023 Deposits TOTAL PERIOD 08 ACTIVITY 245.06 11.96 1,400.00 1,411.96 09 AP-240108 01/03/2024 01 BASIC SEVERE WEATHER PROGRAM NICKOLAS BARTHOLOMEW 105427 INV1212 395.00
AP-240125M 01/18/2024 324 DOLLAR TREE-JANUARY FIRST NATIONAL BANK 900142 012524-J.WEISS 77.50
01/18/2024 325 AMAZON-PENCIL SHARPENER, FIRST NATIONAL BANK 900142 012524-S.AUGUSTINE 257.75
01/18/2024 326 AMAZON-HOLIDAY PROGRAM FIRST NATIONAL BANK 900142 012524-S.AUGUSTINE 10.89
01/18/2024 327 AMAZON-REPORT COVERS FIRST NATIONAL BANK 900142 012524-S.AUGUSTINE 21.99
GJ-240130LB 02/02/2024 06 Jan 2024 Deposits

TOTAL PERIOD 09 ACTIVITY 763.13 615.00 615.00 10 AP-240212 02/05/2024 01 LIBRARY AWARE RENEWAL EBSCO INDUSTRIES, IN 105437 1000224811-1 692.00 02/05/2024 02 DEC 2023 CHAIR YOGA CLASSES JESSICA YOUHANAIE 105442 202312 850.00 02/05/2024 03 DEC 2023 SENIOR COOKING JESSICA YOUHANAIE 105442 202312-1 750.00 AP-240225M 02/13/2024 324 AMAZON-PAINTING CANVAS BOARDS FIRST NATIONAL BANK 900143 022524-M.CURTIS 42.21 02/13/2024 325 AMAZON-INFLATABLE AIR DANCERS FIRST NATIONAL BANK 900143 022524-S.AUGUSTINE 199.00 02/13/2024 326 BOOKPAGE-ANNUAL SUBSCRIPTION FIRST NATIONAL BANK 900143 022524-S.AUGUSTINE 402.00 02/13/2024 327 AMAZON-WINTER PROGRAMMING FIRST NATIONAL BANK 900143 022524-S.AUGUSTINE 74.94 GJ-240227LB 03/01/2024 06 Feb 2024 Deposits 3,091.21 3,010.15 TOTAL PERIOD 10 ACTIVITY 3,091.21 11 AP-240325M 03/19/2024 314 AMAZON-DRY ERASE MARKERS, FIRST NATIONAL BANK 900144 032524-M.CURTIS 60.89 03/19/2024 315 AMAZON-DESK CALENDAR FIRST NATIONAL BANK 900144 032524-M.CURTIS 12.98 03/19/2024 316 4IMPRINT-PROMOTIONAL MATERIALS FIRST NATIONAL BANK 900144 032524-S.AUGUSTINE 1,670.15 03/19/2024 317 AMAZON-CHARGING CABLES, CRAFT FIRST NATIONAL BANK 900144 032524-S.AUGUSTINE 60.70 03/19/2024 318 AMAZON-PUZZLE SHEETS FIRST NATIONAL BANK 900144 032524-S.AUGUSTINE 16.98 GJ-240330LB 04/01/2024 06 March 2024 Deposits 03/19/2024 318 AMAZON-FOZZZZ S.... GJ-240330LB 04/01/2024 06 March 2024 Deposits

TOTAL PERIOD 11 ACTIVITY 172.55 1,821.70 172.55 AP-240408 04/02/2024 03 5/21/24 BEEKEEPING WILLIAM NOVICKI 105466 102 200.00 04/02/2024 04 4/11 GARDENING PRESENTATION PEARL CARPENTER 105467 101 200.00 04/17/2024 378 DOLLAR TREE-PROGRAM SUPPLIES FIRST NATIONAL BANK 900145 042524-J.WEISS 21.00 04/17/2024 379 JEWEL-BOOK & COOK SUPPLIES FIRST NATIONAL BANK 900145 042524-M.CURTIS 23.02 04/17/2024 380 AMAZON-MERCHANDISE REFUND FIRST NATIONAL BANK 900145 042524-S, AUGUSTINE 04/17/2024 381 AMAZON-LRT PRIZES FIRST NATIONAL BANK 900145 042524-S, AUGUSTINE 107.31 04/17/2024 382 STATION ONE-LTR GIFT CARD FIRST NATIONAL BANK 900145 042524-S, AUGUSTINE 25.00 04/17/2024 383 GRACE-LTR GIFT CARD FIRST NATIONAL BANK 900145 042524-S, AUGUSTINE 25.00 04/17/2024 384 CRAFTD-LTR GIFT CARD FIRST NATIONAL BANK 900145 042524-S, AUGUSTINE 25.00 04/17/2024 385 AMAZON-KIDS MONTHLY SUPPLIES FIRST NATIONAL BANK 900145 042524-S, AUGUSTINE 30.00 04/17/2024 385 AMAZON-KIDS MONTHLY SUPPLIES FIRST NATIONAL BANK 900145 042524-S, AUGUSTINE 48.42 GLIPPING 05/02/2024 07 Apr 2024 Deposits 12 AP-240408 04/02/2024 03 5/21/24 BEEKEEPING WILLIAM NOVICKI 4.98 GJ-240429LB 05/02/2024 07 Apr 2024 Deposits 1,748.44

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GENERAL LEDGER ACTIVITY REPORT

FOR FISCAL YEAR 2024

ACTIVITY THROUGH FISCAL PERIOD 12

PER. JOURNAL # ENTRY DATE ITEM TRANSACTION DESCRIPTION VENDOR CHECK INVOICE DEBIT CREDIT 82-000-24-00-2480 (L) ESCROW - MEMORIALS & GIFTS 12 GJ-240430TR 04/30/2024 05 LIB Mini Golf Escrow Trsf 1,165.89 699.75 2,919.31 TOTAL PERIOD 12 ACTIVITY TOTAL ACCOUNT ACTIVITY 10,146.51 9,930.03 ENDING BALANCE 56,288.58 0.00 56,288.58 GRAND TOTAL TOTAL DIFFERENCE 0.00 56,288.58

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### YORKVILLE PUBLIC LIBRARY FISCAL YEAR 2024 BUDGET REPORT For the Month Ended April 30, 2024

% of Fiscal Year ACCOUNT NUMBER DESCRIPTION	8% May-23	17% June-23	25% July-23	33% August-23	42% September-23	50% October-23	58% November-23	67% December-23	75% January-24	83% February-24	92% March-24	100% April-24	Year-to-Date Totals	FISCAL YEAR 2024 BUDGET	% of Budget
LIBRARY OPERATIONS REVENUES															
Taxes												l			
82-000-40-00-4000 PROPERTY TAXES	70,444	403,741	12,629	47,399	349,447	10,445	6,712	-	-	-	-	-	900,817	899,043	100.20%
82-000-40-00-4083 PROPERTY TAXES-DEBT SERVICE Intergovernmental	67,261	385,503	12,059	45,258	333,662	9,973	6,409	-	-	-	-	-	860,125	864,150	99.53%
82-000-41-00-4120 PERSONAL PROPERTY TAX	3,574	-	2,890	466	-	2,395	-	743	1,644	-	969	865	13,545	17,000	79.68%
82-000-41-00-4170 STATE GRANTS	-	-	31,761	-	-	-	-	-	-	-	-	-	31,761	30,000	105.87%
Fines & Forfeits															
82-000-43-00-4330 LIBRARY FINES	209	25	560	118	5	16	259	37	113	221	55	65	1,682	1,000	168.20%
Charges for Service 82-000-44-00-4401 LIBRARY SUBSCRIPTION CARDS	2,709	774	3,002	579	934	-	1,979	196	701	1,893	338	102	13,208	3,500	377.38%
82-000-44-00-4422 COPY FEES	277	227	319	1	357	315	50	311	252	20	2	727	2,857	2,500	114.27%
82-000-44-00-4439 PROGRAM FEES	29	-	10	15	17	4	234	1	16	4	15		484	-	0.00%
Investment Earnings															
82-000-45-00-4500 INVESTMENT EARNINGS  Miscellaneous	1,385	1,376	2,360	3,627	1,637	6,229	1,686	1,710	11,821	1,592	2,216	1,652	37,290	15,000	248.60%
82-000-48-00-4820 RENTAL INCOME	-	-	-	-	-	-	50	75	-	-	-	90	215	250	86.00%
82-000-48-00-4850 MISCELLANEOUS INCOME	181	792	250	214	165	409	137	199	130	263	289	291	3,320	3,000	110.67%
Other Financing Sources															
82-000-49-00-4901 TRANSFER FROM GENERAL	2,230	2,230	2,230	2,572	2,230	2,573	1,026	5,103	2,155	1,330	943	414	25,035	31,335	79.90%
TOTAL REVENUES: LIBRARY	148,298	794,667	68,070	100,248	688,453	32,359	18,542	8,376	16,831	5,322	4,828	4,346	1,890,340	1,866,778	101.26%
LIBRARY OPERATIONS EXPENDITURES															
Salaries & Wages															
82-820-50-00-5010 SALARIES & WAGES	32,522	21,661	21,661	22,797	32,946	21,964	21,964	21,964	21,964	21,964	32,946	21,964	296,316	288,307	102.78%
82-820-50-00-5015 PART-TIME SALARIES  Benefits	12,630	11,752	11,724	12,246	17,596	12,116	11,813	11,694	9,828	12,289	17,643	11,908	153,240	168,000	91.21%
82-820-52-00-5212 RETIREMENT PLAN CONTRIBUTION	2,140	1,428	1,428	1,502	2,168	1,447	1,447	1,447	1,304	1,286	1,921	1,281	18,799	21,201	88.67%
82-820-52-00-5214 FICA CONTRIBUTION	3,399	2,487	2,485	2,612	3,798	2,538	2,515	2,506	2,349	2,537	3,762	2,490	33,478	33,917	98.71%
82-820-52-00-5216 GROUP HEALTH INSURANCE	14,362	7,081	7,924	15,504	3,784	5,565	6,983	6,032	7,199	6,849	9,333	1,354	91,970	89,456	102.81%
82-820-52-00-5222 GROUP LIFE INSURANCE	67	42	50	50	50	57	43	57	50	50	43	50	609	554	109.95%
82-820-52-00-5223 DENTAL INSURANCE	1,178	570	570	(4,854)	570	570	570	570	570	570	570	-	1,451	6,835	21.22%
82-820-52-00-5224 VISION INSURANCE	105	73	85	85	85	85	85	16	78	78	78	78	933	940	99.21%
82-820-52-00-5230 UNEMPLOYMENT INSURANCE	-	-	-	342	-	342	-	-	-	387	-	414	1,486	1,250	118.86%
82-820-52-00-5231 LIABILITY INSURANCE	2,230	2,230	2,230	2,230	2,230	2,230	1,026	5,103	2,155	943	943	-	23,550	30,085	78.28%
Contractual Services															
82-820-54-00-5401 ADMINISTRATIVE CHARGEBACK	-	-	-	-	-	7,500	7,500	-	-	-	-	-	15,000	15,000	100.00%
82-820-54-00-5412 TRAINING & CONFERENCES	-	270	65	300	-	-	210	55	-	-	-	-	900	3,000	30.00%
82-820-54-00-5415 TRAVEL & LODGING	-	45	-	350	-	-	927	-	51	-	-	45	1,417	1,500	94.50%
82-820-54-00-5426 PUBLISHING & ADVERTISING 82-820-54-00-5440 TELECOMMUNICATIONS	-	445	699	125	125	125	570	1,530	1,460	1,060	170	490	6,798	2,500 8,000	0.00%
82-820-54-00-5452 POSTAGE & SHIPPING	-	- 443	23	31	123	70	18	1,330	273	37	48	55	650	1,000	65.00%
82-820-54-00-5453 BUILDING & GROUND CHARGEBACK	624	624	624	624	624	624	624	624	624	624	624	624	7,486	7,486	100.00%
82-820-54-00-5460 DUES & SUBSCRIPTIONS	421	1,030	281	1,015	547	200	660	15	1,807	4,181	15	957	11,128	18,000	61.82%
82-820-54-00-5462 PROFESSIONAL SERVICES	3,088	3,310	1,277	4,056	2,518	1,015	3,481	9,496	784	8,780	14,645	85	52,535	33,500	156.82%
82-820-54-00-5466 LEGAL SERVICES	-	-		-	2,510	-,015	338	-	-	-	- 1,013	-	338	3,000	11.25%
82-820-54-00-5468 AUTOMATION	-		5,463		_	5,019	945	499	5,019			1,673	18,617	25,000	74.47%
82-820-54-00-5480 UTILITIES	_	900		1,775	-	438	1,253	3,318	1,895	2,275	2,018	1,403	15,275	24,719	61.79%
82-820-54-00-5488 OFFICE CLEANING	-	5,177	5,177	5,177	5,177	1,950	1,950	1,950	1,950	1,950	1,950	1,950	34,358	75,000	45.81%
82-820-54-00-5495 OUTSIDE REPAIR & MAINTENANCE	-	-	2,272	17,511	2,087	7,149	28,680	-	2,319	1,356	1,768	7,358	70,499	131,000	53.82%
82-820-54-00-5498 PAYING AGENT FEES	-	1,689	-	-	-	-	-	-	-	-	-	-	1,689	1,700	99.32%
Supplies						<u> </u>	<u> </u>					1		I	
82-820-56-00-5610 OFFICE SUPPLIES	-	1,359	223	-	486	137	89	678	57	147	280	1,017	4,473	8,000	55.91%
82-820-56-00-5620 OPERATING SUPPLIES	-	35	211	11	-	783	-	309	177	225	76		1,826	4,000	45.65%
82-820-56-00-5621 CUSTODIAL SUPPLIES	-	-	697	330	260	-	-	1,661	74	-	413	502	3,937	7,000	56.25%
82-820-56-00-5635 COMPUTER EQUIPMENT & SOFTWARE	-	-	-	-	-	-	-	2,870	-	-	-	-	2,870	3,000	95.65%
82-820-56-00-5671 LIBRARY PROGRAMMING	-	-	60	30	-	171	215	45	-	43	61	59	685	2,000	34.23%



### YORKVILLE PUBLIC LIBRARY FISCAL YEAR 2024 BUDGET REPORT For the Month Ended April 30, 2024

■ PUBLIC I	% of Fiscal Year	8%	17%	25%	33%	42%	50%	58%	67%	75%	83%	92%	100%	Year-to-Date	FISCAL YEAR 2024	
ACCOUNT NUMBER	DESCRIPTION	May-23	June-23	July-23	August-23	September-23	October-23	November-23	December-23	January-24	February-24	March-24	April-24	Totals	BUDGET	% of Budget
82-820-56-00-5675	EMPLOYEE RECOGNITION	-	-	39	-	-	-	-	-	58	-	-	-	97	300	32.36%
82-820-56-00-5683	AUDIO BOOKS	-	116	306	124	635	-	-	45	777	50	628	56	2,736	3,500	78.18%
82-820-56-00-5684	COMPACT DISCS & OTHER MUSIC	-	53	-	-		-	-	-	-	-	-	-	53	500	10.59%
82-820-56-00-5685	DVD'S	-	26	85	80	52	67	40	245	293	46	191	73	1,200	3,000	40.00%
82-820-56-00-5686	BOOKS	-	3,469	1,518	6,475	2,041	4,467	2,300	-	-	-	-	-	20,271	20,000	101.36%
2006 Bond																
82-820-84-00-8000	PRINCIPAL PAYMENT	-	-	-	-		-	-	100,000	-	-	-	-	100,000	100,000	100.00%
82-820-84-00-8050	INTEREST PAYMENT	-	4,775	-	-	-	-	-	4,775	-	-	-	-	9,550	9,550	100.00%
2013 Refunding Bond	1															
82-820-99-00-8000	PRINCIPAL PAYMENT	-	-	-	-	-	-	-	700,000	-	-	-	-	700,000	700,000	100.00%
82-820-99-00-8050	INTEREST PAYMENT	-	28,600	-	-	-	-	-	28,600	-	-	-	-	57,200	57,200	100.00%
	moment strain necessaries	4 40 200	=0.4.65=	CD 080	400.040	600 4 <b>5</b> 3	****	40.540	0.256	46.004		4.000	1216	4 000 240	4.000 ==0	404.2501
	TOTAL FUND REVENUES	148,298	794,667	68,070	100,248	688,453	32,359	18,542	8,376	16,831	5,322	4,828	4,346	1,890,340	1,866,778	101.26%
	TOTAL FUND EXPENDITURES	72,765	99,246	67,177	90,529	77,790	76,630	96,245	906,186	63,111	67,727	90,126	55,886	1,763,419	1,909,000	92.37%
	FUND SURPLUS (DEFICIT)	75,533	695,421	893	9,719	610,662	(44,271)	(77,703)	(897,809)	(46,280)	(62,405)	(85,297)	(51,541)	126,921	(42,222)	
LIBRARY CAPITA	L REVENUES															
84-000-42-00-4214	DEVELOPMENT FEES	15,500	18,000	22,000	9,000	14,500	19,500	17,500	18,000	4,500	6,000	14,000	10,500	169,000	50,000	338.00%
84-000-45-00-4500	INVESTMENT EARNINGS	21	22	22	25	26	27	28	29	29	27	29	28	315	150	209.83%
84-000-48-00-4850	MISCELLANEOUS INCOME	-	22	-	-	-	-	-	-	-	-	-	-	22	-	0.00%
TOTAL REVENUE	S: LIBRARY CAPITAL	15,521	18,044	22,022	9,025	14,526	19,527	17,528	18,029	4,529	6,027	14,029	10,528	169,337	50,150	337.66%
LIBRARY CAPITA	L EXPENDITURES															
84-840-54-00-5460	E-BOOK SUBSCRIPTIONS		-	-		-		-		-	-	-	-	-	3,500	0.00%
84-840-56-00-5635	COMPUTER EQUIPMENT & SOFTWARE	-	-	-	-		-	-	-	2,049	3,177	-	-	5,226	25,000	20.90%
84-840-56-00-5686	BOOKS	-	-	-	-	-	-	2,572	3,388	2,152	2,004	3,835	5,852	19,803	30,000	66.01%
84-840-60-00-6020	BUILDING IMPROVEMENTS	-	-	-	-	-	-	22,492	-	22,492	-	-	-	44,983	56,000	80.33%
	TOTAL PUND DEVENUES	15.50	10.011	22.022	0.022	14.50	10.555	15.500	10.000	4.500		14000	10.520	160 227	50.150	225 6624
	TOTAL FUND REVENUES	15,521	18,044	22,022	9,025	14,526	19,527	17,528	18,029	4,529	6,027	14,029	10,528	169,337	50,150	337.66%
	TOTAL FUND EXPENDITURES	-	-	•	-		-	25,064	3,388	26,693	5,181	3,835	5,852	70,013	114,500	61.15%
	FUND SURPLUS (DEFICIT)	15,521	18,044	22,022	9,025	14,526	19,527	(7,536)	14,642	(22,164)	846	10,195	4,676	99,324	(64,350)	



### YORKVILLE PUBLIC LIBRARY CASH STATEMENT

**As of April 30, 2024** 

### FISCAL YEAR 2024

		May 2023	June 2023	July 2023	August 2023	September 2023	October 2023	November 2023	December 2023	January 2024	February 2024	March 2024	April 2024
Library Operations	Old Second	\$ 540,138	\$ 862,652	\$ 817,202	\$ 782,184	\$ 1,156,284	\$ 1,095,654	\$ 1,026,116	\$ 859,792	\$ 838,511	\$ 733,352	\$ 667,913	\$ 587,893
Building Development Fees	Old Second	251,541	258,085	285,107	307,132	315,658	330,685	337,649	350,903	342,627	345,473	344,685	352,343
Library Operations	Illinois Funds	311,158	312,484	345,779	347,381	348,955	350,594	352,185	353,819	355,439	356,965	358,603	360,201
Total:		\$ 1,102,836	\$ 1,433,221	\$ 1,448,088	\$ 1,436,697	\$ 1,820,897	\$ 1,776,934	\$ 1,715,949	\$ 1,564,514	\$ 1,536,577	\$ 1,435,789	\$ 1,371,200	\$ 1,300,437
PAYROLL													
1 <sup>ST</sup> PAY PERIOD 2 <sup>ND</sup> PAY PERIOD		\$ 31,324 19,368	\$ 18,289 19,039						\$ 18,391 19,220			\$ 18,472 18,623	\$ 18,668 18,975
3 <sup>RD</sup> PAY PERIOD		-	-	-	-	18,492		-	-	-	-	19,177	-
Total		\$ 50,692	\$ 37,328	\$ 37,298	\$ 39,157	\$ 56,507	\$ 37,655	\$ 37,739	\$ 37,611	\$ 35,444	\$ 38,076	\$ 56,272	\$ 37,643



# YORKVILLE PUBLIC LIBRARY STATEMENT OF REVENUES, EXPENDITURES AND TRANSFERS For the Month Ended April 30, 2024 \*

PUBLIC LIBRARY						Fiscal Ye	ar 2023
	April	YTD	% of	FY 2024		For the Month End	
	 Actual	Actual	Budget	Budget	7	TD Actual	% Change
LIBRARY OPERATIONS FUND (82)							
Revenues Property Taxes	\$ -	\$ 1,760,941	99.87%	\$ 1,763,193	\$	1,665,847	5.71%
Intergovernmental							
Personal Property Replacement Tax	\$ 865	\$ 13,545	79.68%	\$ 17,000	\$	18,733	-27.69%
State Grant	_	31,761	105.87%	30,000		34,217	-7.18%
Total Intergovernmental	\$ 865	\$ 45,307	96.40%	\$ 47,000	\$	52,950	-14.44%
Library Fines	\$ 65	\$ 1,682	168.20%	\$ 1,000	\$	2,433	-30.87%
Charges for Services							
Library Subscription Cards	\$ 102	\$ 13,208	377.38%	\$ 3,500	\$	11,319	16.69%
Copy Fees	 727	2,857	114.27%	2,500		2,845	0.41%
Total Charges for Services	\$ 830	\$ 16,065	267.75%	\$ 6,000	\$	14,164	13.42%
Investment Earnings	\$ 1,652	\$ 27,290	181.94%	\$ 15,000	\$	19,205	42.10%
Reimbursements/Miscellaneous/Transfers In							
Miscellaneous Reimbursements	\$ -	\$ -	0.00%	\$ -	\$	-	0.00%
Rental Income	90	215	86.00%	250		200	7.50%
Miscellaneous Income	431	3,804	126.81%	3,000		60,688	-93.73%
Transfer In	 414	25,035	79.90%	31,335		28,770	-12.98%
Total Miscellaneous & Transfers	\$ 935	\$ 29,055	84.01%	\$ 34,585	\$	89,658	-67.59%
<b>Total Revenues and Transfers</b>	\$ 4,346	\$ 1,880,340	100.73%	\$ 1,866,778	\$	1,844,257	1.96%
Expenditures							
<u>Library Operations</u>	\$ 55,886	\$ 1,763,419	92.37%	\$ 1,909,000	\$	1,772,608	<u>-0.52%</u>
50 Salaries	33,872	449,556	98.52%	456,307		460,117	-2.30%
52 Benefits	5,667	172,275	93.51%	184,238		198,909	-13.39%
54 Contractual Services	14,640	236,690	67.55%	350,405		249,570	-5.16%
56 Supplies	1,707	38,148	74.36%	51,300		16,699	128.44%
99 Debt Service	-	866,750	100.00%	866,750		847,313	2.29%
<b>Total Expenditures and Transfers</b>	\$ 55,886	\$ 1,763,419	92.37%	\$ 1,909,000	\$	1,772,608	-0.52%
Surplus(Deficit)	\$ (51,541)	\$ 116,921		\$ (42,222)	\$	71,649	

<sup>\*</sup> April represents the culmination of fiscal year 2024

### **April Director's Report 2024**

### **Upcoming Events and Programs:**

### YPL Puzzle Swap

Do you have puzzles you have already done? Are they taking over your basement? Stop by the YPL and swap a few of your gently used puzzles for some of ours. All puzzles must be 500 pieces or larger, in good condition, and in the original box. Please pack the pieces in a resealable plastic bag inside the box.

### Exploring Illinois State Parks – Wed, May 15 @ 7:00

A few years ago, local explorer Celeste Brown decided to visit every single State Park in Illinois - all 123 of them! She is well on her way, and she is taking a break from these adventures to share with the Yorkville Library the best of the best, some insider tips, and all the cool stuff you can find in and around Illinois State Parks. Join us for this very special presentation of Celeste's adventures.

### Getting the Dirt on Gardening: Beekeeping 101 – Tue, May 21 @ 6:00

Join beekeeper Bill Novicki for this special discussion on bees and beekeeping. Learn the basics from the different types of hives to harvesting honey to what gear you need to start your own bee colony.

### One Stop Career Resource Center – Wed, May 15 & 29 1:00 – 4:00

workNet Batavia will be in the library for drop-in career services. If you are looking for work, trying to enhance your skills, or thinking about pivoting to a new career, workNet Batavia, a non-profit career resource service, may be able to help you! Drop in to the Yorkville Public Library on select days and workNet's experienced staff will be available to assist you with one-on-one coaching, resume creation and enhancement, job search strategies, LinkedIn, mock interviews, and career readiness workshops.

### Summer Reading Programs for all ages – June 1 through July 31

### Past Programs & Highlights:

The Library Road Trip wrapped up its 3<sup>rd</sup> year with 21 participating local libraries. We handed out 130 passports to our patrons, stamped 519 visitor passports, handed out 255 kids and 264 adult give-a-way prizes (compliments of the Friends of the Library). We had 37 stamped passports returned and 116 drawing slips entered into our grand prize drawing (compliments of the Friends of the Library). There will be a wrap-up meeting at the end of the month.

We assisted over 300 adults and students at Circle Center Grade School's STEM night.

A representative of the Illinois Storm Chasers was here for his 3<sup>rd</sup> presentation on weather to a crowd of 87 people.

Our Chair Yoga is creating a large following. We had 102 people attend 4 sessions this month!

### **Library Operations:**

Our new copiers were installed and the old, leased copiers returned. We had our IT consultant on hand to coordinate the install.

Issue with our new copier and our coin box not working together has been resolved. Technicians had to replace the board in the coin box and update the software.

Pump #4 on Boiler #1 has failed. Trico called Marshall Electric to perform a circuit inspection to rule out an electrical issue. They replaced the boiler pump board and relays and rebuilt the pump.

There was a bid opening at city hall with 13 bids submitted for our chiller replacement project. Our engineer will draft a letter of recommendation to the board to be included in the packet for the next (April) board meeting.

While Ted was at the library, he heard the exhaust fan in the elevator bearing start to fail. He shut down the fan and called Trico to investigate.

A new gutter has been installed on the back side of the meeting room that was damaged by the falling ice and snow this winter.

Have not been able to determine the cause of the loud BANG and small amount of smoke that resulted in calling 911. We had our HVAC unit inspected by Trico. Our IT consultant inspected our server, switches, battery backup, firewall, and other IT equipment. Ted and Jesus, the Facilities Manager for the City, inspected all panels, breakers, and equipment.

### Staff:

I finished drafting the managers performance reviews and will sit with each one sometime this month.

### Other:

The library will have a table at the following festivals this coming year:

- Beach Party Town Square Thurs, June 6 5-9pm
- River Fest Riverfront Park Sat, July 20 11-3
- National Night Out Reimenschneider Park Tue, Aug 6 TBD
- Hometown Days Beecher Fields Sat, Aug 31 11-4

April 9, our strategic planning consultants conducted 3 focus group interviews. They will include their findings in the Learning Report to be distributed to all staff and board members at their retreat May/June.

We were a food collection drop off for the YHS Food Drive this month. The students were featured on CBS local morning broadcast.

Received an email from our attorney about a new rule issued by the US Department of Justice requiring units of local government to assure website accessibility to people with disabilities. We must comply

with this rule by April 26, 2027. Will be attending several webinars & trainings on this and will be in touch with our website developer/host.

### **Meetings & Events Attended:**

- Mon, April 1 Managers Meeting
- Tue, April 2 Bid Opening for Chiller Replacement
- Thurs, April 4 one-on-one meeting with Bart
- Thurs, April 4 Tablescape setup
- Sat, April 6 Tablescape event
- Mon, April 8 Friends of the Library meeting
- Mon, April 8 Board meeting
- Tue, April 9 3 Focus Groups
- Wed, April 10 Zoom meeting with Strat Plan Consultant
- Wed, April 10 Zoom meeting with Calendar event consultant
- Thurs, April 11 SAIL Directors meeting
- Wed, April 17 Storm Chasers program
- Thurs, April 18 GOLD Directors meeting
- Mon, April 22 Zoom meeting with Sec. of State Giannoulias "State of Libraries"
- Wed, April 24 Delegates Assembly Quarterly meeting
- Thurs, April 25 Tablescape wrap up meeting
- Mon, April 29 FOL Board of Directors meeting

### **APRIL 2024 Programs**

### **APRIL Youth Programs:**

	Age	Age	Age		All	At	Off	
Name of Program	0-5	6-11	12-18	Adult	Ages	Library	Site	Attendance
Story Walk							Х	
Girl Scout Tour	12			7		Х		19
CCGS Stem Night					300+		Х	300+
Book club grades 1-2		8				Х		8
Mom and Me YOGA (2)	16			15		Х		31
Preschool Zone (2)	24			22		Х		46
Drop In Story Time (4)	68	68				Х		137
3D Printing in person		6	6			Х		12
Lego Kits	4	12	1			Х		17
TAG			9			Х		9
Tots and Toddlers (2)	33			32		Х		65
Storm Chasers		43	43			Х		87
Literacy Centers	18	18				Х		37
Chalk the Walk	5	3		8		Х		16
Toddler Play	7			5		Х		13
Artful Beginnings	16			15		Х		31
Cards for Kids- teens			27			Х		27
Science Explorers ages 6-8		7				Х		7
Science Explorers ages 9-12		6	2			Х		8
Read with Paws	7	7				Х		15

Total APR Programs 20 Total APR Attendance 585

<sup>+10</sup> passive programs with 721 attending (Escape Room, Coloring Pages, MakerSpace, Scavenger Hunts (x2), Find Foxy, Book Guess, Poetry Contest, Lib Card Pockets, Facebook Spanish Story Time)

### **APRIL 2024 Adult Programs**

4/1	Monday ELL	4	4/17	Strom Chasers	78
4/2	Tuesday ELL	4	4/17	Thriller Book Club	9
4/2	Threads & More	12	4/18	Thursday ELL	-
4/2	Books & Cooks	8	4/18	Chair Yoga	33
4/3	Wednesday ELL	-	4/18	Dungeons & Dragons	12
4/3	ILP Temple Grandin	21	4/18	Men's Books Club	10
4/4	Thursday ELL	4	4/19	Roaming Readers	-
4/4	Chair Yoga	22	4/20	Saturday ELL	6
4/4	Dungeons & Dragons	11	4/20	Resume Writing	3
4/5	Roaming Readers	-	4/20	Genealogy	3
4/6	Saturday ELL	7	4/22	Monday ELL	2
4/6	Tablescape	130	4/22	Horror Book Club	8
4/6	Resume Writing	4	4/23	Tuesday ELL	13
4/8	Monday ELL	2	4/23	Retirement Roadblocks	3
4/9	Tuesday ELL	12	4/23	Creative Writing	7
4/10	Wednesday ELL	3	4/24	Wednesday ELL	3
4/10	Lunch Bunch Book Club	9	4/24	Computers for Seniors	4
4/11	Thursday ELL	-	4/24	Fox River: Hidden Gem	68
4/11	Chair Yoga	19	4/25	Thursday ELL	2
4/11	Dungeons & Dragons	12	4/25	Chair Yoga	28
4/11	Getting the Dirt on Gardening	8	4/25	Dungeons & Dragons	11
4/13	Saturday ELL	3	4/27	Saturday ELL	2
4/15	Monday ELL	7	4/29	Monday ELL	3
4/15	Healthy Cooking	12	4/29	Movie Madness	7
4/16	Tuesday ELL	16			
4/17	Wednesday ELL	6	Total A	APR Programs	46
4/17	Cake Decorating	13	Total A	attendance	664

+6 passive programs with 287 attending (Battle of the Books(new)-233, puzzle, chess, poem of the week, art wall)

Meeting Room Use: rentals-7, library use-22, zoom-3

**Board Room Use:** community- 1, library- 18

Study Room Use: 77 Museum Pass: 11

**Volunteers:** Friends of the Library are collecting and sorting books for the sale, maintaining the lobby book sale, and have been continuing to index the KCR Obits (this month's volunteer/s: Sands U.).

YORKVIL	LE STATISTICS F	OR FY24			PRAIRIECA	\T								
									Items	Items	Items to		-	
			checkouts						lent to	borrowed	Reciprocal			
	web		+			holds	holds		other	from other	Borrowers at	Items	Patrons	
	renewals	web holds	renewals	checkouts	renewals	placed	filled	checkins	libraries	libraries	Yorkville	added	added	
MAY	768	1477	5785		266	351	1540	5432	551	1228	369	293	88	
JUNE	710	1707	8915	8562	353	341	1798	7038	615	1448	530	277	197	
JUL	1082	1928	8289	7951	338	411	1893	8128	635	1514	347	361	119	
AUG	929	1697	7313	6947	366	451	1900	7492	655	1525	330	323	124	
SEP	674	1622	5585	5274	311	302	1603	5612	691	1230	413	299	95	
ОСТ	929	1660	5949	5663	286	405	1675	5378	655	1344	317	192	107	
NOV	700	1629	5909	5598	311	271	1595	5621	621	1279	207	397	76	
DEC	744	1430	5733	5417	316	325	1535	5388	498	1250	106	344	77	
JAN	795	1934	6701	6426	275	418	1899	5686	696	1509	228	234	107	
FEB	856	1604	6229	5892	337	361	1693	6250	663	1410	335	254	114	
MAR	926	1977	7434		307	375	1962	6431	634	1626	221	449	119	
APR	919	1746	6038	5725	313	294	1682	6401	630	1359	320	231	106	
Totals	10032	20411	79880	76101	3779	4305	20775	74857	7544	16722	3723	3654	1329	
	TION TOTAL	ADULT	JUV.	YA	TOTAL		Books	Videos	Audios	Mag	other	<b>Total Circs</b>		
(use of re	esources)	35,565	50,100	4,247	89,912		81,670	4,955	2,220	277	790	89,912		
	ANCESTRY		E-READ IL			OMNI			OCLC					
	SEARCHES	HITS	E-BOOK	E-AUDIO	USERS	1	E-AUDIO	USERS	LENT	BORROWED				
MAY	84	62	27	103	43	812	717	385	18	3				
JUN	51	13	18		43	777	739	405	16	25				
JUL	32	27	44	106	44	906	806	443	16	31				
AUG	609	2717	33	103	44	948	792	408	19	22				
SEP	236	1495	39	82	47	890	757	396	17	20				
OCT	258	605	29	93	44	851	713	402	23	53				
NOV DEC	163	326 376	31 39	80 77	42	808	860	423	17 23	39				
JAN	162 233	216	39 58		40 68	918 1105	848 998	446 500	23	24 27				
JAN FEB	233	184	35		66	966	1008	500	18	27				
MAR	67	42	45		73	966	1008	505	24	14				
APR	345	74	53		73	884	1069	513	24	11				
ALIV.	343	/4	55	141	79	004	1034	213	24	11	l l			
Totals	2389	6137	451	1261	633	10839	10341	5327	235	293				

FY 2024 ATTENDANCE		MAY	JUN JUL	Α	UG SE	P	ОСТ	NOV	DEC	JAN	FEB	MAR	APR	TOTALS
PATRON DOOR COUNT		6330	7535	6450	7135	8150	7208	6184	6051	6205	7473	7437	7644	83802
CURBSIDE PATRONS		8	11	5	7	4	3	6			8		_	75
HOME DELIVERY		8	9	11	17	15	20	7	17	20	25	10	17	176
CARDS ISSUED THROUGH W	EBSITE	10	25	16	26	13	17	13	10	30	15	26	24	225
CHILDREN'S AGE 0-5 PROGR	AMS	10	18	9	11	10	12	8			10		1	130
AGE 0-5 ATTENDANCE		240	514	311	348	365	292	189	286	225	203	340	310	3623
CHILDREN'S AGE 6-11 PROG	RAMS	7	22	11	14	9	14	10			12			143
AGE 6-11 ATTENDANCE		289	587	274	375	330	314	130	239	209	212	352	328	3639
NUMBER OF CHILDREN'S PA		4	6	6	6	7	6	10	8	_	11			92
CHILDREN'S PASSIVE PROGR	AM ATTENDANCE	364	550	465	495	728	698	792	684	776	659	768	721	7700
NUMBER OF YA PROGRAMS		4	6	7	4	4	3	3	3	_	7			63
YA PROGRAM ATTENDANCE		21	44	92	40	37	43	30	25	65	62	184	88	731
NUMBER OF YA PASSIVE PRO		3	1	2	2	2	3	3	2		3			
YA PASSIVE PROGRAM ATTE	NDANCE	83	40	29	67	64	59	50	50	65	60	100	60	727
				_										
YOUTH SUMMER/WINTER R	EADING			217						120				
		_	_	_									_	
NUMBER OF ADULT PROGRA		46	46	35	41	39	48	48	29		39			493
ADULT PROGRAM ATTENDA	NCE	349	389	226	303	414	431	438	269	368	439	441	664	4731
		_	_		_				_			_		
NUMBER OF ADULT PASSIVE		4	4	4	5	4	4	4	4		4	-	-	51
ADULT PASSIVE PROGRAM A	ATTENDANCE	45	57	55	126	60	85	66	53	47	56	51	287	988
ADULT SUMMER/WINTER R				_	65	_			_				_	
MEETING RM. RENTAL/COM	IMUNITY USE	6	3	5	9	4	8	23	7		3			
MEETING ROOM USE:		18	29	27	23	20	27		15		25			273
BOARD ROOM USE		15	14	7	7	14	12	15	10		13			153
STUDY ROOM USE		67	57	56	58	61	79	69	52		67			788
MUSEUM PASS		11	21	14	15	7	8	4	15		0	_		118
YOUTH COMPUTER SESSION		26	28	17	27	19	15	10	14		35			291
ADULT COMPUTER SESSION	1	214	228	209	276	210	212	211	194	233	280	258	254	2779
YOUTH VOLUNTEER HOURS														

NEW BKS RECEIVED FOR	R FY24	AD-FIC	AD-NON	AD-LT	J-FIC	J-NON		VALUE OF COLLECTION FY	2024		
		576	499	101	1489	247					
AMT. ORDERED & RECE	IVED							MATERIAL TYPES	ITEM COUNT	VAL	JE
ADULT	\$ 20,788.48										
JUVENILE	\$ 19,921.91							воок	65,181	\$	1,356,236.31
DONATIONS	\$ 3,000.00							LARGE PRINT	3,319	\$	99,067.63
S&H	\$ 2,737.76							BOARDBOOK	1,147	\$	9,865.10
TOTAL	\$ 46,448.15							BOOK & DISC	104	\$	2,440.41
								AUDIO BOOK	2,045	\$	74,364.72
<b>NEW AV RECEIVED FOR</b>	FY24	DVD	J-DVD	AD-AUDIO BK	AD-PLAY	J-PLAY	MUSIC CD	PRELOADED	162	\$	9,717.00
		59	15	17	21	13	3	DVD	3,071	\$	72,663.04
AMT. ORDERED & RECIE	VED							BLU-RAY	129	\$	2,986.00
ADULT & JUVENILE	\$ 4,473.27							BLU-COMBO	159	\$	3,636.00
DONATIONS								MUSIC CD	1,807	\$	27,761.53
TOTAL	\$ 4,473.27							SHEET MUSIC/SCORE	1,268	\$	14,378.90
								MAGAZINE	612	\$	3,650.90
E-RESOURCES								KITS	55	, \$	4,187.50
PrairieCat E-books		100						3-D OBJECT	69	\$	5,294.83
OMNI E-bks		67,701						MAP/ATLAS	33	\$	1,227.45
OMNI Audio bks		11,490						SOFTWARE	7	\$	179.70
OMNI videos		0						UNKNOWN	1	\$	21.00
E-Read IL E-bks		42,760						MIXED MAT	1	\$	13.00
E-Read IL Audio bks		23,471						BRAILLE	1	\$	22.95
TOTAL E-RESOURCES		145,522						MUSIC VINYL	1	\$	16.00
TO THE E RESOURCES		1.0,022						VHS	1	\$	20.95
OTHER HOLDINGS INFO								V113	<b>±</b>	7	20.33
AD Magazine subscripti		47						TOTAL		П	
JV Magazine subscription		6						IOIAE			
YA Magazine subscription		3						PARTIAL BREAKDOWN:			
TOTAL SUBSCRIPTIONS	Olis	<b>56</b>						BOOKS	69,751		
TOTAL SUBSCRIPTIONS		30						AUDIO	4,014		
Newspaper titles		3						VIDEO	3359		
Newspaper titles		3						VIDEO	3333		
PATRON COUNTS											
Resident non-expired		5654									
Nonresident non-expire	ed	110									
Nonresident Taxpayer		8									
Nonresident VeteranNI	F	4									
Reciprocal borrower		84									
Recipiocal bollowel		04									
Nonresident fees collec	cted	\$12,902.72									
Tromesident lees collec	cieu	712,302.72									



# Monthly Statistics April 2024

Checkouts

2024: 6,957

2023: 8,298

Change: -16.16%

**Visits** 

2024: 7,644

2023: 5,500

Change: +38.98%

New Cardholders Added

2024: 106 2023: 127

Change: -16.54%



# Technology Stats

# Digital Checkouts

2024: 2,1122023: 1,676

Change: +26.01%

# Computer Use

2024: 286 2023: 266

Change: +7.52%

# Website Hits

2024: 6,085

2023: 6,003

Change: +1.37%

# **Events and Programs**

2024: 92

2023: 64

Change: +43.75%



# Canva

# Events and Program Attendance

2024: 2,458

2023: 1,397

Change: +75.95%

# **Items Added**

2024: 231

2023: 636

Change: -63.68%





# Yearly Statistics 2023 & 2024

Checkouts

2024: 89,912

2023: 84,640

Change: +6.23%

Visits

2024: 83,802

2023: 63,405

Change: +32.17%

New Cardholders Added

2024: 1,329 2023: 1,322

Change: +0.53%



# **Technology Stats**

# Digital Checkouts

2024: 22,892

2023: 18,524

Change: +23.58%

# Computer Use

2024: 3,070

2023: 2,709

Change: +13.33%

## Website Hits

2024: 69,785

2023: 62,948

Change: +10.86%

# **Events and Programs**

2024: 1,002

2023: 685

Change: +46.28%





# Events and Program Attendance

2024: 22,130

2023: 14,223

Change: +55.59%

# **Items Added**

2024: 3,654

2023: 4,803

Change: -23.92%



# **More Special Events**

## One Stop Career Resource Center

### Get Help with the Job Hunt

workNet Batavia will be in the library for drop in career services. If you are looking for work, trying to enhance your skills, or thinking about pivoting to a new career, workNet Batavia, a non-profit career resource service, may be able to help you!

Drop in to the Yorkville Public Library on select days and workNet's experienced staff will be available to assist you with one on one coaching, resume creation and enhancement, job search strategies, Linkedin, mock interviews, and career readiness workshops.



Drop in sessions at the Yorkville library:

Wednesdau. Mau 15th and Mau 29th



# Protecting Your Assets in Retirement and Beyond

Join us a for a new series of financial seminars with mortgage loan officer Scott Gajewski and financial advisor Eric Essex, to help adults set themselves up for retirement and beyond.

Saturday, May 11th @ 10:00 am

Maximizing Retirement Income: Leveraging Your Home for Tax-Free Supplemental Income

Register for these programs on the library's website to reserve your spot



# Helping You Navigate Medicare

Join as in this special seminar while a Medicare expert discusses the ins and outs of Medicare, helping seniors understand their coverage and the options they have.

> Wednesday, May 8th @ 10:00 am Thursday, May 21st @ 5:45 pm Tuesday, September 10th @ 9:30 am Wednesday, September 18th @ 5:45 pm



For a complete listing of upcoming adult programs and book groups, check out the Adult Services pages on the library's website.



### Yorkville Public Library

902 GAME FARM RD, YORKVILLE, Illinois 60560 630-553-4354 www.vorkville.lib.il.us/



Special Events, Informational Programs, Book <u>Clubs, C</u>reative Outlets, & Social Groups

May 2024

# **Upcoming Special Events**

The Hany Lives of Kal Penn
Join us for this very special Zoom event with Kal Penn
as he discusses his best-selling memoir You Cap't Be

Join us for this very special Zoom event with Kal Penn as he discusses his best-selling memoir You Can't Be Serious, delving into the many roles he's lived writer, producer, former White House staff member, voice actor, game show host, and Hollywood star. Penn is best know for his roles in the "Harold and Kumar" movies, How I Met Your Mother, The Big Bang Theory, House M.D., and Designated Survivor - in which he acted and served as a consultant.



Tuesday, May 7th @ 7:00 pm via Zoom Register on the library website to reserve your spot.



# Exploring Illinois State Parks

A few years ago, local explorer Celeste Brown every single State Park in Illinois - all 123 of them! She's well on her way, and she's taking a break from these adventures to share with the Yorkville Library the best of the best, some insider tips, and all the cool stuff you can find in and around Illinois State Parks. Join us for

Wednesday, May 15th @ 7:00 PM

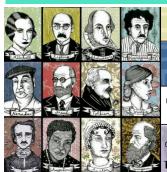
# Getting the Dirt on Gardening

Beekeeping 101

Tuesday, May 21st @ 6:00 pm

Join beekeeper Bill Novicki for this special discussion on bees and beekeeping. Learn the basics from the different types of hives to harvesting honey to what gear you need to start your own bee colony.

# **Recurring Programs**



### Yorkville

# Creative Writing Group

Need inspiration? Do you have that creative voice inside of you? ideas and don't know where to go with them? Looking for a friendly community of write Join the Yorkville Creative Writing Group and spark your creative energies. Meetings on the 4th Tuesday of every month. New writers always welcome!!!

This month's writing prompt: Write a piece in which your characters encounter a person who they previously thought was fictional (from movies, TV, literature, mythology...). Tuesday, May 28th @ 7:00 pm to discuss everyone's pieces



# **YPL Puzzle Swap**

Do you have puzzles you're already done? Are they taking over your basement? Are you craving a new one?

Stop by the Yorkville Public Library and swap a few of your gently used puzzles for some of ours.

Puzzle Swap is located upstairs on the west side



All puzzles must be 500 pieces or larger, in good condition, and in the original box. Please pack the pieces in a resealable plastic bag inside the box.

# **Adult Book Clubs**





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, May 16th @ 7:00 pm Discussing: A Most Tolerant Little Town by Rachel Louise Martin

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, oin 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, May 27th @ 7:00 pm Discussing The Drift by C.J. Tudor



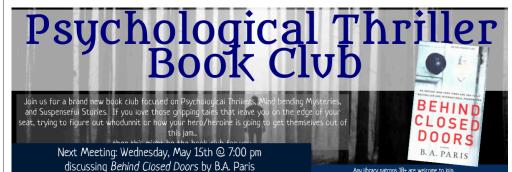
A book club for readers who love to eat... or is it a book club for eaters who love to read?

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, May 7th @ 7:00 pm Discussing and Eating Chocolate Chip Cookie Murder by Joanne Fluke





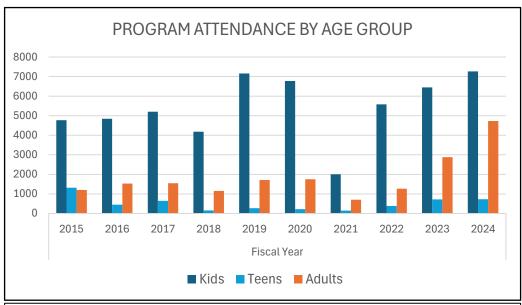


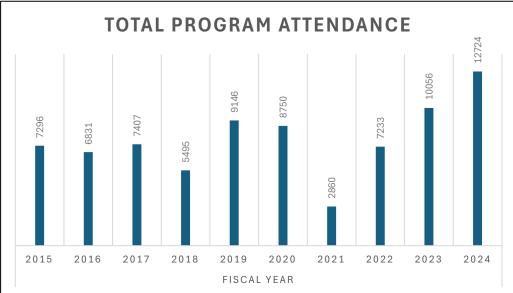


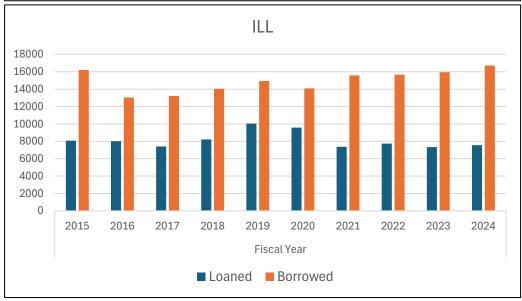
For more information on Yorkville Public Library's children's programs or to register, please visit our website at http://www.yorkville.lib.il.us

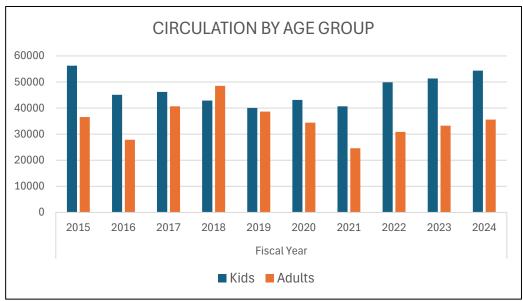


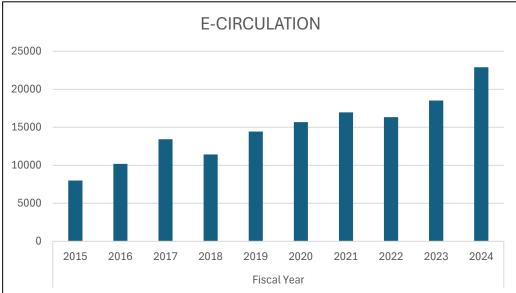
Sun	Mon	Tue	Wed	Thu	Fri	Sat
This Escape Ad	scape Adventure dventure is availa by or contact the reservation.	ble the month	Preschool Zone 10:30 or 1:30 Registration Required	Tots and Toddlers @ 10:30 Registration Required	DROP IN STORY TIME 10:30 @ YPL	3D Printing  **IN PERSON  Registration Required  *SEE WEBSITE
VIRTUAL 3D PRINTING *SEE WEBSITE*	6 Window	7 T.A.G. @ 2:45 Art (May 6-10) Regist	8 We Love Our MOMs Story Time @ 10:30 Registration Required ler online for an appo	9 BOOK CLUB (1-2) 4:30-5:00 Registration Required intment time	DROP IN STORY TIME 10:30 @ YPL	Cockroac Party 10:00
2 Happy Mother's Day	Book Club (Grades 3-5) @ 4:30 Registration Required	14Mommy & Me YOGA @10:30 Community Art Project Ages 5-9 4:30-5:30	Tots and Toddlers @ 10:30 Registration Required	16 BOOK CLUB (1-2) 4:30-5:00 Registration Required	DROP IN STORY TIME 10:30 @ YPL CHALK THE WALK	18 LEGO Kits May 13-17 Registration Required *SEE WEBSITE
9	20 Toddler Play @ 10:30 Book Club (Grades 3-5) @ 4:30 Registration Required	21 Teens SAT/ACT (Webinar) Registration Required *SEE WEBSITE	22 Facebook Spanish Story Time May 8 & 22 ENTERS: TUESDAY	YGS TOUR - FRIDAY *DROP IN	DROP IN STORY TIME 10:30 @ YPL	25 Read With Paws 10:30-11:30 Contact Library fo appointment time
6	CLOSED	28 Mommy & Me YOGA @10:30 Registration Required	29	30 Artful Beginnings- (Preschool) 10:30 Registration Required	CLOSED	SUMMER REA

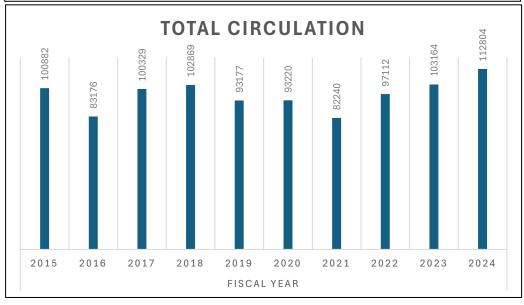


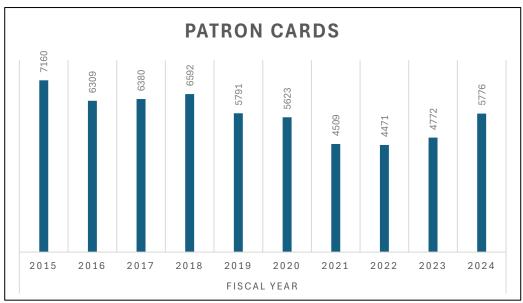


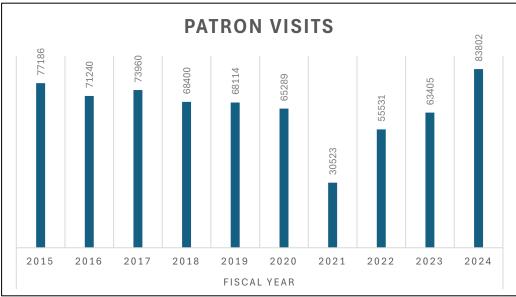














# **Yorkville Public Library Strategic Planning Process Timeline** Updated May 8, 2024

What	Who	When
PHASE I: LEARN	<u>wiio</u>	<u>when</u>
Planning Team Meeting: Process Kick-Off	Amanda and Laura with Planning Team	January 30, 2024
Community Survey Development and Administration	Amanda and Laura with Planning Team assistance	February – March 2024
Library Sector Trends Research	Laura	March 2024
<ul> <li>Initial Board and Staff Sessions</li> <li>1.5-hour session with Board (via zoom)</li> <li>1 hour session with staff (via zoom, may need multiple staff sessions)</li> </ul>	Amanda	Board: April 8, 7pm Staff: March 19 - PM March 22 - AM
Board and Staff Survey	Amanda and Laura with Planning Team	April 2024
Community Needs Assessment Focus Groups and Interviews  • 3 focus group sessions (one-hour each, in-person)  • Up to 6 interviews, 15-30 minutes each (via phone)	Cindy Fesemyer with logistical assistance from Planning Team	April 9, 2024 (in- person)
Learning Report	Amanda and Laura with editing assistance from Planning Team	May 2024
PHASE II: DREAM		
Planning Team Meeting: Learning Report and Retreat Prep  • 60-minutes via Zoom  • High-level review of Learning Report  • Review retreat session agendas	Amanda and Planning Team	May 13, 2024
<ul> <li>Board Retreat Session</li> <li>3-hours, in-person</li> <li>Review learning and develop strategic plan elements</li> </ul>	Amanda with Board	June 1, 2024 9:00- Noon



<ul> <li>Staff Retreat Session</li> <li>3-hours, in-person (or multiple, shorter sessions to maximize staff participation)</li> <li>Review learning, review strategic plan elements, and brainstorm activities to achieve plan goals.</li> </ul>	Amanda with Staff	May 31, 2024 1:00 - 4:00
Planning Team Meeting: Review Strategic Plan Outline  • 60-minutes via Zoom	Planning Team with Amanda	June or July 2024
PHASE III: DO		
Develop Plan Documents	Amanda and Laura	July 2024
Presentation of Draft Plan to Board  Up to 60-minutes via Zoom	Amanda with Board	July or August 2024
<ul> <li>Activity Plan and Evaluation Framework</li> <li>60-minutes via Zoom</li> <li>Review draft activity plan and evaluation framework</li> </ul>	Amanda and Director/Planning Team	August or September 2024





To: Board of Trustees

From: Shelley Augustine – Library Director

Date: May 1, 2024

Subject: 5% COLA increase for all staff

As we continue to strive for excellence in our library services, it is important that we prioritize the well-being and satisfaction of our dedicated staff members. Because this has already been approved by the Board in our FY25 budget, effective May 1, 2024, our entire staff will be receiving a 5% Cost of Living Adjustment (COLA) increase.

Here are some key points that were considered when budget planning for FY25:

- Retention and recruitment: Our library's success heavily relies on the talent and commitment of our staff. By offering a competitive COLA increase, we demonstrate our commitment to retaining our current employees and attracting new talent.
- 2. Cost of Living: The rising cost of living impacts everyone. A 5% COLA increase will help with the financial challenges our staff may face.
- 3. Morale and Productivity: By recognizing the hard work and dedication from our staff through a COLA increase, this will not only boost morale but also enhance productivity. When employees feel valued and fairly compensated, they are more motivated to perform at their best.
- 4. Commitment to Equity: Ensuring equitable compensation for all staff members is crucial for fostering a positive work environment and promoting inclusivity. This increase demonstrates our commitment to fairness and equity within the library.

Investing in our staff is an investment in the future success of our library.