

**Palatine Public Library District**  
**Statement of Cash Changes-Corporate**  
 Period Ending February 28, 2018  
 66.67 % of Budget Year Completed

	<u>MTD</u>	<u>YTD</u>	<u>Annual Budget</u>	<u>% Budget Realized YTD</u>	<u>% Budget Realized Prior YTD</u>
<b>Ordinary Income/Expense</b>					
<b>Income</b>					
4000 · Tax Levies	606,933.92	3,521,274.45	5,425,680.00	64.90%	58.94%
4010 · Replacement Tax	0.00	5,525.82	13,000.00	42.51%	55.09%
4100 · Interest Income	1,249.25	13,771.62	9,000.00	153.02%	125.01%
<b>4200 · Other Fees and Income</b>					
4201 · Fines	6,620.81	59,368.69	102,000.00	58.20%	61.86%
4202 · Special Purchases	159.33	1,644.97	4,000.00	41.12%	49.63%
4203 · Lost/Replacement Fees	1,145.11	9,490.97	14,000.00	67.79%	81.55%
4204 · Book Recovery Service	971.75	8,347.76	16,000.00	52.17%	55.13%
4210 · Copier Income	623.40	6,077.63	9,000.00	67.53%	74.00%
4211 · Printing Income	1,280.04	10,217.14	17,000.00	60.10%	76.65%
4212 · Vending Machines	178.00	1,256.61	2,000.00	62.83%	70.21%
4222 · Meeting Room Fees	389.00	5,289.00	10,000.00	52.89%	43.05%
4223 · Interlibrary Loan Fees	0.00	121.25	500.00	24.25%	25.40%
4224 · Non-Resident Fees	188.05	6,648.42	10,000.00	66.48%	78.26%
4231 · Per Capita Grant	0.00	0.00	69,089.00	0.00%	100.00%
4232 · Gifts/Donations	40.00	4,041.59	20,000.00	20.21%	157.18%
4233 · Other Grants	0.00	23,800.00	5,000.00	476.00%	0.00%
4241 · Misc-General	0.00	42.00	500.00	8.40%	40.00%
4257 · Used Materials Income	591.74	4,686.17	6,000.00	78.10%	71.98%
4261 · Sale of Equipment	320.42	1,187.03	2,000.00	59.35%	64.30%
<b>Total 4200 · Other Fees and Income</b>	<u>12,507.65</u>	<u>142,219.23</u>	<u>287,089.00</u>	<u>49.54%</u>	<u>78.19%</u>
<b>Total Income</b>	620,690.82	3,682,791.12	5,734,769.00	64.22%	60.02%
<b>Expense</b>					
<b>5100 · Materials</b>					
5101 · Books	28,243.96	213,943.80	360,000.00	59.43%	61.14%
5102 · Continuations	62.45	30,911.95	30,000.00	103.04%	52.24%
5104 · Digital Reference	37,860.15	218,348.25	225,000.00	97.04%	86.15%
5105 · Digital Materials	24,079.76	176,237.23	330,810.00	53.27%	70.19%
<b>Total 5100 · Materials</b>	<u>90,246.32</u>	<u>639,441.23</u>	<u>945,810.00</u>	<u>67.61%</u>	<u>69.59%</u>
<b>5200 · Capital Expenditures</b>					
5205 · Furniture	0.00	3,282.00	40,000.00	8.21%	-1.37%
5206 · Office Equipment	0.00	0.00	4,000.00	0.00%	0.00%
5207 · Computers/Technology	780.67	14,544.38	125,000.00	11.64%	36.49%
<b>Total 5200 · Capital Expenditures</b>	<u>780.67</u>	<u>17,826.38</u>	<u>169,000.00</u>	<u>10.55%</u>	<u>25.71%</u>

N/A-Unable to compute figures due to zero dollar budget

**Palatine Public Library District**  
**Statement of Cash Changes-Corporate**  
**Period Ending February 28, 2018**  
**66.67 % of Budget Year Completed**

	<u>MTD</u>	<u>YTD</u>	<u>Annual Budget</u>	<u>% Budget Realized YTD</u>	<u>% Budget Realized Prior YTD</u>
<b>5300 - Payroll Expenses</b>					
5310 - Gross Salaries	274,026.74	2,048,844.84	3,316,159.00	61.78%	63.28%
5313 - Health & Life Insurance	21,810.31	166,026.67	300,000.00	55.34%	60.97%
5328 - Misc. Fringe Benefits	0.00	2,106.61	9,500.00	22.17%	61.86%
<b>Total 5300 - Payroll Expenses</b>	<u>295,837.05</u>	<u>2,216,978.12</u>	<u>3,625,659.00</u>	<u>61.15%</u>	<u>63.10%</u>
<b>5400 - Utilities</b>					
5421 - Gas	7,539.59	17,397.43	30,000.00	57.99%	40.63%
5422 - Electricity	19,380.02	142,779.35	250,000.00	57.11%	68.98%
5423 - Water	287.78	11,540.84	20,000.00	57.70%	79.33%
<b>Total 5400 - Utilities</b>	<u>27,207.39</u>	<u>171,717.62</u>	<u>300,000.00</u>	<u>57.24%</u>	<u>66.63%</u>
<b>5600 - Contracts</b>					
5651 - Copier Costs	2,000.13	18,240.88	34,500.00	52.87%	56.49%
5653 - Technology Support	0.00	23,838.16	35,000.00	68.11%	66.08%
5654 - Postage Machine	472.68	1,418.04	2,000.00	70.90%	70.90%
5655 - LAN Management	0.00	60,600.00	80,800.00	75.00%	74.77%
5656 - Integrated Library System	0.00	83,794.64	84,000.00	99.76%	100.16%
5657 - Internet Service	2,990.00	16,532.26	26,000.00	63.59%	52.73%
5658 - Bibliographic Support	0.00	642.83	4,000.00	16.07%	63.32%
5659 - Book Recovery Service	492.25	3,141.45	10,000.00	31.41%	37.23%
5660 - Accounting/Payroll	1,665.17	11,688.63	20,000.00	58.44%	58.99%
5661 - Leases(Office Park)	0.00	2,637.92	4,000.00	65.95%	82.44%
5663 - Consultants	8,333.34	19,408.34	30,000.00	64.69%	2.98%
5666 - Leases(Branches)	3,090.00	24,720.00	38,000.00	65.05%	65.00%
<b>Total 5600 - Contracts</b>	<u>19,043.57</u>	<u>266,663.15</u>	<u>368,300.00</u>	<u>72.40%</u>	<u>70.00%</u>
<b>5700 - Supplies</b>					
5771 - Office & Kitchen Supplies	97.54	624.26	3,000.00	20.81%	26.00%
5772 - Art & Printing Supplies	145.44	8,149.30	10,000.00	81.49%	33.00%
5773 - Copier & Printer Supplies	0.00	5,524.99	9,000.00	61.39%	65.00%
5774 - Library Services Supplies	6,537.81	35,069.22	50,000.00	70.14%	52.00%
5776 - Program Supplies	464.38	6,651.77	12,000.00	55.43%	35.00%
<b>Total 5700 - Supplies</b>	<u>7,245.17</u>	<u>56,019.54</u>	<u>84,000.00</u>	<u>66.69%</u>	<u>47.00%</u>

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**Palatine Public Library District**  
**Statement of Cash Changes-Corporate**  
 Period Ending February 28, 2018  
 66.67 % of Budget Year Completed

	<u>MTD</u>	<u>YTD</u>	<u>Annual Budget</u>	<u>% Budget Realized YTD</u>	<u>% Budget Realized Prior YTD</u>
<b>5800 - Operating - Other</b>					
5801 - Library Insurance Package	0.00	2,530.00	5,000.00	50.60%	51.00%
5810 - Interlibrary Loan/Reciprocal Borrowing	0.00	4,433.49	5,000.00	88.67%	84.00%
5811 - Telephone	1,130.43	7,913.33	15,000.00	52.76%	34.00%
5812 - Postage	13.50	163.97	3,000.00	5.47%	29.00%
5813 - Cultural/Educational Programs	2,330.00	23,569.00	40,000.00	58.92%	67.00%
5814 - Inservice & Training	990.78	10,323.42	30,000.00	34.41%	58.00%
5815 - Memberships	650.00	6,098.47	8,000.00	76.23%	57.00%
5816 - Community Information	832.50	2,871.75	10,000.00	28.72%	51.00%
5817 - Legal	0.00	2,547.85	15,000.00	16.99%	9.00%
5818 - Special Purchases	369.68	1,637.21	4,000.00	40.93%	48.00%
5819 - Want Ads/Legal Notices	0.00	1,130.17	5,000.00	22.60%	19.00%
5820 - Gifts/Donations	0.00	6,501.30	20,000.00	32.51%	145.00%
5821 - Reimbursements-Circulation	0.00	212.41	1,000.00	21.24%	31.00%
5823 - POC Shared Administrative Costs	0.00	10,000.00	10,000.00	100.00%	100.00%
5826 - Other Grant Expenditures	0.00	0.00	5,000.00	0.00%	0.00%
<b>Total 5800 - Operating - Other</b>	<u>6,316.89</u>	<u>79,932.37</u>	<u>176,000.00</u>	<u>45.42%</u>	<u>61.00%</u>
<b>5900 - Auxiliary</b>					
5913 - Newsletter/Communication	0.00	33,502.00	62,000.00	54.04%	54.00%
5914 - Volunteer Programs	16.17	1,082.37	4,000.00	27.06%	14.00%
<b>Total 5900 - Auxiliary</b>	<u>16.17</u>	<u>34,584.37</u>	<u>66,000.00</u>	<u>52.40%</u>	<u>51.00%</u>
<b>Total Expense</b>	<u>446,693.23</u>	<u>3,483,162.78</u>	<u>5,734,769.00</u>	<u>60.74%</u>	<u>63.00%</u>
<b>Net Ordinary Income</b>	<u>173,997.59</u>	<u>199,628.34</u>	<u>0.00</u>		
<b>Net Income</b>	<u><u>173,997.59</u></u>	<u><u>199,628.34</u></u>	<u><u>0.00</u></u>		

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**Palatine Public Library District**  
**Statement of Cash Changes-Audit**  
**Period Ending February 28, 2018**  
**66.67 % of Budget Year Completed**

	<u>MTD</u>	<u>YTD</u>	<u>Annual Budget</u>	<u>% Budget Realized YTD</u>	<u>% Budget Realized Prior YTD</u>
<b>Ordinary Income/Expense</b>					
<b>Income</b>					
<b>4000 - Tax Levies</b>	984.36	3,398.05	3,860.00	88.03%	54.72%
<b>Total Income</b>	984.36	3,398.05	3,860.00	88.03%	54.72%
<b>Expense</b>					
<b>5600 - Contracts</b>					
<b>5662 - Audit Fund Expenses</b>	6,200.00	6,200.00	6,200.00	100.00%	100.00%
<b>Total 5600 - Contracts</b>	6,200.00	6,200.00	6,200.00	100.00%	100.00%
<b>Total Expense</b>	6,200.00	6,200.00	6,200.00	100.00%	100.00%
<b>Net Ordinary Income</b>	(5,215.64)	(2,801.95)	(2,340.00)		
<b>Net Income</b>	<u>(5,215.64)</u>	<u>(2,801.95)</u>	<u>(2,340.00)</u>		
<b>Contribution From Fund Balance</b>			2,340.00		
<b>Total</b>	<u>(5,215.64)</u>	<u>(2,801.95)</u>	<u>0.00</u>	<u>0.00%</u>	<u>0.00%</u>

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**Palatine Public Library District**  
**Statement of Cash Changes-Bldg & Maint**  
**Period Ending February 28, 2018**  
**66.67 % of Budget Year Completed**

	<u>MTD</u>	<u>YTD</u>	<u>Annual Budget</u>	<u>% Budget Realized YTD</u>	<u>% Budget Realized Prior YTD</u>
<b>Ordinary Income/Expense</b>					
<b>Income</b>					
<b>4000 · Tax Levies</b>	24,468.61	147,910.52	231,600.00	63.86%	58.14%
<b>Total Income</b>	24,468.61	147,910.52	231,600.00	63.86%	58.14%
<b>Expense</b>					
<b>5500 · Maintenance</b>					
5531 · Cleaning Service	5,935.20	48,931.60	80,000.00	61.16%	59.24%
5532 · Equipment Repair	0.00	406.69	4,000.00	10.17%	16.58%
5533 · Trash	0.00	1,745.82	4,000.00	43.65%	39.46%
5534 · Landscaping and Lawn Service	388.00	7,524.22	12,000.00	62.70%	58.45%
5535 · Fire and Security	35.00	6,998.45	15,000.00	46.66%	66.14%
5536 · Elevator	0.00	4,829.46	10,000.00	48.29%	41.29%
5537 · Building Maintenance	737.00	5,443.87	40,000.00	13.61%	35.52%
5538 · Snow Removal	3,755.00	5,167.50	9,000.00	57.42%	36.67%
5539 · HVAC	990.00	16,425.20	38,500.00	42.66%	73.68%
5540 · Parking Areas	0.00	9,835.19	10,000.00	98.35%	0.00%
5541 · Van Maintenance	0.00	0.00	1,000.00	0.00%	0.00%
5544 · Roof Maintenance	0.00	2,896.00	4,000.00	72.40%	35.50%
5545 · Van Fuel	93.00	704.25	1,500.00	46.95%	20.57%
5775 · Maintenance Supplies	1,696.97	18,636.72	40,000.00	46.59%	48.03%
<b>Total 5500 · Maintenance</b>	<u>13,630.17</u>	<u>129,544.97</u>	<u>269,000.00</u>	<u>48.16%</u>	<u>50.18%</u>
<b>Total Expense</b>	<u>13,630.17</u>	<u>129,544.97</u>	<u>269,000.00</u>	<u>48.16%</u>	<u>50.18%</u>
<b>Net Ordinary Income</b>	<u>10,838.44</u>	<u>18,365.55</u>	<u>(37,400.00)</u>		
<b>Net Income</b>	<u><u>10,838.44</u></u>	<u><u>18,365.55</u></u>	<u><u>(37,400.00)</u></u>		
<b>Contribution From Fund Balance</b>			<u>37,400.00</u>		
<b>Total</b>	<u><u>10,838.44</u></u>	<u><u>18,365.55</u></u>	<u><u>0.00</u></u>	<u><u>0.00</u></u>	<u><u>0.00</u></u>

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**Palatine Public Library District**  
**Statement of Cash Changes-IMRF**  
 Period Ending February 28, 2018  
 66.67 % of Budget Year Completed

	<u>MTD</u>	<u>YTD</u>	<u>Annual Budget</u>	<u>% Budget Realized YTD</u>	<u>% Budget Realized Prior YTD</u>
<b>Ordinary Income/Expense</b>					
<b>Income</b>					
<b>4000 · Tax Levies</b>	37,265.41	218,345.29	337,750.00	64.65%	58.40%
<b>4001 · Tax Levies-TIF</b>	0.00	0.00	21,000.00	0.00%	0.00%
<b>4010 · Replacement Tax</b>	0.00	22,103.24	50,000.00	44.21%	57.29%
<b>Total Income</b>	37,265.41	240,448.53	408,750.00	58.83%	55.28%
<b>Expense</b>					
<b>5300 · Payroll Expenses</b>					
<b>5311 · IMRF Fund Expense</b>	34,192.08	251,151.63	406,000.00	61.86%	63.69%
<b>Total 5300 · Payroll Expenses</b>	34,192.08	251,151.63	406,000.00	61.86%	63.69%
<b>Total Expense</b>	34,192.08	251,151.63	406,000.00	61.86%	63.69%
<b>Net Ordinary Income</b>	3,073.33	(10,703.10)	2,750.00		
<b>Net Income</b>	<u>3,073.33</u>	<u>(10,703.10)</u>	<u>2,750.00</u>		
<b>Contribution From Fund Balance</b>			0.00		
<b>Total</b>	<u>3,073.33</u>	<u>(10,703.10)</u>	<u>2,750.00</u>	<u>0.00%</u>	<u>0.00%</u>

**Palatine Public Library District**  
**Statement of Cash Changes-Social Security**  
 Period Ending February 28, 2018  
 66.67% of Budget Year Completed

	<u>MTD</u>	<u>YTD</u>	<u>Annual Budget</u>	<u>% Budget Realized YTD</u>	<u>% Budget Realized Prior YTD</u>
<b>Ordinary Income/Expense</b>					
<b>Income</b>					
<b>4000 - Tax Levies</b>	<u>29,249.84</u>	<u>160,334.13</u>	<u>241,250.00</u>	<u>66.46%</u>	<u>59.00%</u>
<b>Total Income</b>	29,249.84	160,334.13	241,250.00	66.46%	59.00%
<b>Expense</b>					
<b>5300 - Payroll Expenses</b>					
<b>5312 - Social Security Fund Exp</b>	<u>20,222.03</u>	<u>151,451.23</u>	<u>250,000.00</u>	<u>60.58%</u>	<u>62.00%</u>
<b>Total 5300 - Payroll Expenses</b>	<u>20,222.03</u>	<u>151,451.23</u>	<u>250,000.00</u>	<u>60.58%</u>	<u>62.00%</u>
<b>Total Expense</b>	<u>20,222.03</u>	<u>151,451.23</u>	<u>250,000.00</u>	<u>60.58%</u>	<u>62.00%</u>
<b>Net Ordinary Income</b>	<u>9,027.81</u>	<u>8,882.90</u>	<u>(8,750.00)</u>		
<b>Net Income</b>	<u><u>9,027.81</u></u>	<u><u>8,882.90</u></u>	<u><u>(8,750.00)</u></u>		
<b>Contribution From Fund Balance</b>			<u>8,750.00</u>		
<b>Total</b>	<u><u>9,027.81</u></u>	<u><u>8,882.90</u></u>	<u><u>0.00</u></u>	<u><u>0.00%</u></u>	<u><u>0.00%</u></u>

**Palatine Public Library District**  
**Statement of Cash Changes-Tort Immunity**  
 Period Ending February 28, 2018  
 66.67 % of Budget Year Completed

	<u>MTD</u>	<u>YTD</u>	<u>Annual Budget</u>	<u>% Budget Realized YTD</u>	<u>% Budget Realized Prior YTD</u>
<b>Ordinary Income/Expense</b>					
<b>Income</b>					
<b>4000 - Tax Levies</b>	4,218.73	25,034.14	38,600.00	64.86%	56.00%
<b>Total Income</b>	4,218.73	25,034.14	38,600.00	64.86%	56.00%
<b>Expense</b>					
<b>5802 - Tort Immunity Fund Exp</b>	16,229.00	57,611.61	73,000.00	78.92%	71.00%
<b>Total Expense</b>	16,229.00	57,611.61	73,000.00	78.92%	71.00%
<b>Net Ordinary Income</b>	(12,010.27)	(32,577.47)	(34,400.00)		
<b>Net Income</b>	<u>(12,010.27)</u>	<u>(32,577.47)</u>	<u>(34,400.00)</u>		
<b>Contribution From Fund Balance</b>			34,400.00		
<b>Total</b>	<u>(12,010.27)</u>	<u>(32,577.47)</u>	<u>0.00</u>	<u>0.00%</u>	<u>0.00%</u>



**Palatine Public Library District**  
**Statement of Cash Changes-Unemployment Insurance**  
 Period Ending February 28, 2018  
 66.67 % of Budget Year Completed

	<u>MTD</u>	<u>YTD</u>	<u>Annual Budget</u>	<u>% Budget Realized YTD</u>	<u>% Budget Realized Prior YTD</u>
<b>Ordinary Income/Expense</b>					
<b>Expense</b>					
5330 - Unemployment Ins Fund Expense	0.00	0.00	5,000.00	0.00%	0.00%
<b>Total Expense</b>	<u>0.00</u>	<u>0.00</u>	<u>5,000.00</u>	<u>0.00%</u>	<u>0.00%</u>
<b>Net Ordinary Income</b>	<u>0.00</u>	<u>0.00</u>	<u>(5,000.00)</u>		
<b>Net Income</b>	<u><u>0.00</u></u>	<u><u>0.00</u></u>	<u><u>(5,000.00)</u></u>		
<b>Contribution From Fund Balance</b>	<u>0.00</u>	<u>0.00</u>	<u>5,000.00</u>		
<b>Total</b>	<u><u>0.00</u></u>	<u><u>0.00</u></u>	<u><u>0.00</u></u>	<u><u>0.00</u></u>	<u><u>0.00</u></u>

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**Palatine Public Library District  
Cash Position  
as of February 28, 2018**

**Cash and Investments**

Pal Bk & Trt - Merchant Checking			81,570.39
Petty Cash			950.00
Pal Bk & Trt - General Checking			19,515.50
Pal Bk & Trt - Imprest			1,500.00
Pal Bk & Trt - Payroll			10,447.50
Pal Bk & Trt - Money Market			2,947,388.38
Certificate of Deposit-Palatine Bank & Trust( 91 Days)	1.52%	3/8/2018	1,000,000.00
Certificate of Deposit-Palatine Bank & Trust 7302( 12 Month)	0.20%	7/13/2018	250,000.00
Certificate of Deposit 1006-Wintrust(12 Month)	1.00%	8/11/2018	250,000.00
Certificate of Deposit 1007-Wintrust(12 Month)	1.00%	11/14/2018	250,000.00
Certificate of Deposit 1004-Wintrust(12 Month)	1.00%	2/11/2019	250,000.00
Certificate of Deposit 1005-Wintrust(12 Month)	1.00%	5/11/2018	250,000.00
Total			<u>5,311,371.77</u>

**Fund Balances**

Corporate Fund Balance	3,691,084.50
Audit Fund Balance	3,681.31
Bldg & Maint Fund Balance	239,751.17
PPLD IMRF Fund Balance*	197,458.82
Social Security Fund Balance	87,140.25
Tort Immunity Fund Balance	87,946.06
Unemployment Ins Fund Balance	48,166.96
Special Reserve Fund Balance	956,142.70

**IMRF**

\*Unfunded liability for IMRF obligation as of 12/31/16 is \$2,712,941

**Palatine Public Library District**  
**Invoice Distribution-Warrant Check**  
February 15 through March 14, 2018

Name	Memo	Account	Class	Paid Amount
<b>5100 - Materials</b>				
<b>5101 - Books</b>				
AMAZON	AMAZON CORPORATE CARD	5101 - Books	10 Corporate	1,542.41
BAKER & TAYLOR-L542324	204036 L542324	5101 - Books	10 Corporate	62.04
CENGAGE LEARNING, INC	156385	5101 - Books	10 Corporate	108.70
CENGAGE LEARNING, INC	156385	5101 - Books	10 Corporate	67.99
CENGAGE LEARNING, INC	156385	5101 - Books	10 Corporate	28.49
CENGAGE LEARNING, INC	156385	5101 - Books	10 Corporate	184.43
CENGAGE LEARNING, INC	156385	5101 - Books	10 Corporate	108.71
CENGAGE LEARNING, INC	156385	5101 - Books	10 Corporate	31.48
CENGAGE LEARNING, INC	156385	5101 - Books	10 Corporate	55.18
CENGAGE LEARNING, INC	156385	5101 - Books	10 Corporate	77.97
CENGAGE LEARNING, INC	156385	5101 - Books	10 Corporate	122.95
CENGAGE LEARNING, INC	156385	5101 - Books	10 Corporate	75.72
CENGAGE LEARNING, INC	156385	5101 - Books	10 Corporate	98.21
CENGAGE LEARNING, INC	156385	5101 - Books	10 Corporate	21.59
CENGAGE LEARNING, INC	156385	5101 - Books	10 Corporate	37.58
D & Z HOUSE OF BOOKS	ORDER # 19511	5101 - Books	10 Corporate	104.96
D & Z HOUSE OF BOOKS	ORDER # 19546	5101 - Books	10 Corporate	18.36
INGRAM-2004115	2004115	5101 - Books	10 Corporate	-11.98
INGRAM-2004115	2004115	5101 - Books	10 Corporate	-15.26
INGRAM-2004115	2004115	5101 - Books	10 Corporate	87.46
INGRAM-2004115	2004115	5101 - Books	10 Corporate	200.78
INGRAM-2004115	2004115	5101 - Books	10 Corporate	1,754.73
INGRAM-2004115	2004115	5101 - Books	10 Corporate	222.50
INGRAM-2004115	2004115	5101 - Books	10 Corporate	165.37
INGRAM-2004115	2004115	5101 - Books	10 Corporate	78.16
INGRAM-2004115	2004115	5101 - Books	10 Corporate	356.29
INGRAM-2004115	2004115	5101 - Books	10 Corporate	473.26
INGRAM-2004115	2004115	5101 - Books	10 Corporate	110.80
INGRAM-2004115	2004115	5101 - Books	10 Corporate	34.75
INGRAM-2004115	2004115	5101 - Books	10 Corporate	151.04
INGRAM-2004115	2004115	5101 - Books	10 Corporate	721.66
INGRAM-2004115	2004115	5101 - Books	10 Corporate	131.08
INGRAM-2004115	2004115	5101 - Books	10 Corporate	259.99
INGRAM-2004115	2004115	5101 - Books	10 Corporate	39.45
INGRAM-2004115	2004115	5101 - Books	10 Corporate	789.03
INGRAM-2004115	2004115	5101 - Books	10 Corporate	10.62
INGRAM-2004115	2004115	5101 - Books	10 Corporate	190.31
INGRAM-2004115	2004115	5101 - Books	10 Corporate	784.12
INGRAM-2004115	2004115	5101 - Books	10 Corporate	31.70

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<u>Name</u>	<u>Memo</u>	<u>Account</u>	<u>Class</u>	<u>Paid Amount</u>
INGRAM-2004115	2004115	5101 · Books	10 Corporate	9.70
INGRAM-2004115	2004115	5101 · Books	10 Corporate	156.18
INGRAM-2004115	2004115	5101 · Books	10 Corporate	477.17
INGRAM-2004115	2004115	5101 · Books	10 Corporate	211.51
INGRAM-2004115	2004115	5101 · Books	10 Corporate	76.45
INGRAM-2004115	2004115	5101 · Books	10 Corporate	251.03
INGRAM-2004115	2004115	5101 · Books	10 Corporate	310.21
INGRAM-2004115	2004115	5101 · Books	10 Corporate	387.17
INGRAM-2004115	2004115	5101 · Books	10 Corporate	136.58
INGRAM-2004115	2004115	5101 · Books	10 Corporate	162.57
INGRAM-2004115	2004115	5101 · Books	10 Corporate	40.53
INGRAM-2004115	2004115	5101 · Books	10 Corporate	319.97
INGRAM-2004115	2004115	5101 · Books	10 Corporate	264.63
INGRAM-2004115	2004115	5101 · Books	10 Corporate	141.07
INGRAM-2004115	2004115	5101 · Books	10 Corporate	37.78
INGRAM-2004115	2004115	5101 · Books	10 Corporate	486.12
INGRAM-2004115	2004115	5101 · Books	10 Corporate	242.35
INGRAM-2004115	2004115	5101 · Books	10 Corporate	358.32
INGRAM-2004115	2004115	5101 · Books	10 Corporate	71.97
INGRAM-2004115	2004115	5101 · Books	10 Corporate	374.22
INGRAM-2004115	2004115	5101 · Books	10 Corporate	137.90
INGRAM-2004115	2004115	5101 · Books	10 Corporate	620.08
INGRAM-2004115	2004115	5101 · Books	10 Corporate	20.58
INGRAM-2004115	2004115	5101 · Books	10 Corporate	649.16
INGRAM-2004115	2004115	5101 · Books	10 Corporate	250.17
INGRAM-2004115	2004115	5101 · Books	10 Corporate	44.88
INGRAM-2004115	2004115	5101 · Books	10 Corporate	35.28
INGRAM-2004115	2004115	5101 · Books	10 Corporate	93.74
INGRAM-2004115	2004115	5101 · Books	10 Corporate	45.69
INGRAM-2004115	2004115	5101 · Books	10 Corporate	61.72
INGRAM-2004115	2004115	5101 · Books	10 Corporate	261.08
INGRAM-2004115	2004115	5101 · Books	10 Corporate	356.84
INGRAM-2004115	2004115	5101 · Books	10 Corporate	231.81
INGRAM-2004115	2004115	5101 · Books	10 Corporate	94.91
INGRAM-2004115	2004115	5101 · Books	10 Corporate	197.61
INGRAM-2004115	2004115	5101 · Books	10 Corporate	64.11
INGRAM-2004115	2004115	5101 · Books	10 Corporate	82.42
INGRAM-2004115	2004115	5101 · Books	10 Corporate	50.18
INGRAM-2004115	2004115	5101 · Books	10 Corporate	638.10
INGRAM-2004115	2004115	5101 · Books	10 Corporate	1,136.06
INGRAM-2004115	2004115	5101 · Books	10 Corporate	278.04

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Name	Memo	Account	Class	Paid Amount
INGRAM-2004115	2004115	5101 · Books	10 Corporate	804.84
INGRAM-2004115	2004115	5101 · Books	10 Corporate	65.61
INGRAM-2004115	2004115	5101 · Books	10 Corporate	36.28
INGRAM-2004115	2004115	5101 · Books	10 Corporate	45.55
INGRAM-2004115	2004115	5101 · Books	10 Corporate	36.53
INGRAM-2004115	2004115	5101 · Books	10 Corporate	131.72
INGRAM-2004115	2004115	5101 · Books	10 Corporate	265.69
INGRAM-2004115	2004115	5101 · Books	10 Corporate	343.98
INGRAM-2004115	2004115	5101 · Books	10 Corporate	542.33
INGRAM-2004115	2004115	5101 · Books	10 Corporate	96.10
INGRAM-2004115	2004115	5101 · Books	10 Corporate	18.86
INGRAM-2004115	2004115	5101 · Books	10 Corporate	6.68
INGRAM-2004115	2004115	5101 · Books	10 Corporate	11.82
INGRAM-2004115	2004115	5101 · Books	10 Corporate	9.44
INGRAM-2004115	2004115	5101 · Books	10 Corporate	15.05
INGRAM-2004115	2004115	5101 · Books	10 Corporate	519.48
INGRAM-2004115	2004115	5101 · Books	10 Corporate	161.39
INGRAM-2004115	2004115	5101 · Books	10 Corporate	730.43
INGRAM-2004115	2004115	5101 · Books	10 Corporate	-6.77
OLLIS BOOK CORPORATION	PO#19767	5101 · Books	10 Corporate	2,003.35
PAYPAL	PO#19746	5101 · Books	10 Corporate	30.19
POLONIA BOOKSTORE	PO 19714	5101 · Books	10 Corporate	20.75
TASTE OF HOME	QUICK COOKING	5101 · Books	10 Corporate	32.98
TSAI FONG BOOKS	BW-1000258	5101 · Books	10 Corporate	23.27
Total 5101 · Books				25,124.07
<b>5102 · Continuations</b>				
CHICAGO TRIBUNE-NEWSPAPER	ANNUAL SUBSCRIPTION	5102 · Continuations	10 Corporate	728.00
EBS CO	FINANCIAL TIMES AND VALUE LINE	5102 · Continuations	10 Corporate	1,667.62
TV y NOVELAS	10 EJEMPLARES	5102 · Continuations	10 Corporate	16.50
Total 5102 · Continuations				2,412.12

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Name	Memo	Account	Class	Paid Amount
<b>5105 · Digital Materials</b>				
AMAZON	AMAZON CORPORATE CARD	5105 · Digital Materials	10 Corporate	3,494.62
BARNES & NOBLE	PO# BN19586	5105 · Digital Materials	10 Corporate	62.30
MIDWEST TAPE	ACCOUNT 2000007065	5105 · Digital Materials	10 Corporate	119.98
MIDWEST TAPE	ACCOUNT 2000007065	5105 · Digital Materials	10 Corporate	260.89
MIDWEST TAPE	ACCOUNT 2000007065	5105 · Digital Materials	10 Corporate	1,970.58
MIDWEST TAPE	ACCOUNT 2000007065	5105 · Digital Materials	10 Corporate	408.64
MIDWEST TAPE	ACCOUNT 2000007065	5105 · Digital Materials	10 Corporate	628.85
MIDWEST TAPE	ACCOUNT 2000007065	5105 · Digital Materials	10 Corporate	119.98
MIDWEST TAPE	ACCOUNT 2000007065	5105 · Digital Materials	10 Corporate	466.89
MIDWEST TAPE	ACCOUNT 2000007065	5105 · Digital Materials	10 Corporate	214.34
MIDWEST TAPE	ACCOUNT 2000007065	5105 · Digital Materials	10 Corporate	429.43
MIDWEST TAPE	ACCOUNT 2000007065	5105 · Digital Materials	10 Corporate	1,805.78
MIDWEST TAPE	ACCOUNT 2000007065	5105 · Digital Materials	10 Corporate	142.16
MIDWEST TAPE	ACCOUNT 2000007065	5105 · Digital Materials	10 Corporate	830.78
MIDWEST TAPE	ACCOUNT 2000007065	5105 · Digital Materials	10 Corporate	2,206.10
MIDWEST TAPE	ACCOUNT 2000007065	5105 · Digital Materials	10 Corporate	854.69
MIDWEST TAPE	ACCOUNT 2000007065	5105 · Digital Materials	10 Corporate	335.91
MIDWEST TAPE	ACCOUNT 2000007065	5105 · Digital Materials	10 Corporate	59.99
MIDWEST TAPE	ACCOUNT 2000007065	5105 · Digital Materials	10 Corporate	84.17
MIDWEST TAPE	ACCOUNT 2000007065	5105 · Digital Materials	10 Corporate	581.37
MIDWEST TAPE	ACCOUNT 2000007065	5105 · Digital Materials	10 Corporate	1,756.32
MIDWEST TAPE-HOOPLA	EBOOKS	5105 · Digital Materials	10 Corporate	3,419.75
OVERDRIVE INC.	EBOOKS	5105 · Digital Materials	10 Corporate	742.85
OVERDRIVE INC.	EBOOKS	5105 · Digital Materials	10 Corporate	962.80
OVERDRIVE INC.	EBOOKS	5105 · Digital Materials	10 Corporate	559.29
OVERDRIVE INC.	EBOOKS	5105 · Digital Materials	10 Corporate	747.76
OVERDRIVE INC.	E-BOOKS	5105 · Digital Materials	10 Corporate	2,887.14
RECORDED BOOKS	83176	5105 · Digital Materials	10 Corporate	97.87
Total 5105 · Digital Materials				<u>26,251.23</u>
Total 5100 · Materials				<u>53,787.42</u>

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<u>Name</u>	<u>Memo</u>	<u>Account</u>	<u>Class</u>	<u>Paid Amount</u>
<b>5200 · Capital Expenditures</b>				
<b>5207 · Computers/Technology</b>				
AMAZON	INTER-TEL PHONE	5207 · Computers/Technology	10 Corporate	44.90
AMAZON	INTER-TEL PHONE	5207 · Computers/Technology	10 Corporate	44.90
	SCREEN CLEANER, CANON INK			
AMAZON	CARTRIGE, ETHERNET SWITCH PORT	5207 · Computers/Technology	10 Corporate	240.82
AMAZON	CANON PRINTER FOR CIRCULATION	5207 · Computers/Technology	10 Corporate	175.08
ION AUDIO, INC	CARTRIDGE FOR CD DIRECT	5207 · Computers/Technology	10 Corporate	33.43
LIBRARY MARKET	WEBSITE DESIGN & DEVELOPEMENT	5207 · Computers/Technology	10 Corporate	9,450.00
Total 5207 · Computers/Technology				<u>9,989.13</u>
Total 5200 · Capital Expenditures				9,989.13
<b>5300 · Payroll Expenses</b>				
<b>5328 · Misc. Fringe Benefits</b>				
MARIANOS	STAFF COMMITTEE	5328 · Misc. Fringe Benefits	10 Corporate	112.75
MARIANOS	STAFF COMMITTEE	5328 · Misc. Fringe Benefits	10 Corporate	28.29
MARIANOS	STAFF COMMITTEE	5328 · Misc. Fringe Benefits	10 Corporate	124.06
SPUNKY DUNKERS	STAFF COMMITTEE	5328 · Misc. Fringe Benefits	10 Corporate	12.00
TARGET	STAFF COMMITTEE	5328 · Misc. Fringe Benefits	10 Corporate	57.84
Total 5328 · Misc. Fringe Benefits				<u>334.94</u>
Total 5300 · Payroll Expenses				334.94
<b>5400 · Utilities</b>				
<b>5421 · Gas</b>				
VANGUARD ENERGY SERVICES, LLC	FEBRUARY GAS USAGE	5421 · Gas	10 Corporate	6,050.74
Total 5421 · Gas				<u>6,050.74</u>
<b>5422 · Electricity</b>				
MID AMERICAN ENERGY	MAIN	5422 · Electricity	10 Corporate	19,008.10
Total 5422 · Electricity				<u>19,008.10</u>
<b>5423 · Water</b>				
CULLIGAN WATER CONDITIONING, INC	RRB	5423 · Water	10 Corporate	12.50
VILLAGE OF PALATINE-WATER	MAIN	5423 · Water	10 Corporate	302.23
Total 5423 · Water				<u>314.73</u>
Total 5400 · Utilities				<u>25,373.57</u>
<b>5600 · Contracts</b>				
<b>5651 · Copier Costs</b>				
KONICA MINOLTA-MAINT (COPIES)	COPIER CHARGES	5651 · Copier Costs	10 Corporate	539.35
KONICA MINOLTA ADMIN	CONTRACT#061-0135465-000	5651 · Copier Costs	10 Corporate	1,360.00
KONICA MINOLTA ADMIN	CONTRACT#061-0084884-000 & 061-0117691-000	5651 · Copier Costs	10 Corporate	1,751.50
Total 5651 · Copier Costs				<u>3,650.85</u>

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Name	Memo	Account	Class	Paid Amount
<b>5653 · Technology Support</b>				
LIBRARY MARKET	ANNUAL WEB HOSTING AND MAINTENANCE	5653 · Technology Support	10 Corporate	600.00
LIBRARY MARKET	CALENDAR	5653 · Technology Support	10 Corporate	3,000.00
LIBRARY MARKET	SUPPORT	5653 · Technology Support	10 Corporate	3,600.00
MY DROP WIZARD	WEBSITE HOSTING	5653 · Technology Support	10 Corporate	625.00
Total 5653 · Technology Support				7,825.00
<b>5657 · Internet Service</b>				
COMCAST	INTERNET SERVICE - RRB 2 MONTHS	5657 · Internet Service	10 Corporate	259.70
COMCAST	INTERNET SERVICE - NHB 2 MONTHS	5657 · Internet Service	10 Corporate	259.70
COMCAST	INTERNET SERVICE - MAIN 2 MONTHS	5657 · Internet Service	10 Corporate	390.28
UNITE PRIVATE NETWORKS, LLC	FIBER OPTIC LINE	5657 · Internet Service	10 Corporate	1,495.00
Total 5657 · Internet Service				2,404.68
<b>5659 · Book Recovery Service</b>				
UNIQUE MANAGEMENT SERVICES	COMMISSIONS	5659 · Book Recovery Service	10 Corporate	384.85
Total 5659 · Book Recovery Service				384.85
<b>5660 · Accounting/Payroll</b>				
PAYCOM FEE	TIMECLOCKS - 2/15/2018	5660 · Accounting/Payroll	10 Corporate	140.00
PAYCOM FEE	ACA FILING 2017	5660 · Accounting/Payroll	10 Corporate	387.35
PAYCOM FEE	PAYROLL PROCESSING FEE - 2/15/2018	5660 · Accounting/Payroll	10 Corporate	490.22
PAYCOM FEE	TIME CLOCK FEE - 2/28/2018	5660 · Accounting/Payroll	10 Corporate	140.00
PAYCOM FEE	PAYROLL PROCESSING FEE - 2/28/2018	5660 · Accounting/Payroll	10 Corporate	487.65
PAYPAL	MNTHLY C C RPOCESSING FEE	5660 · Accounting/Payroll	10 Corporate	19.95
Total 5660 · Accounting/Payroll				1,665.17
<b>5666 · Leases(Branches)</b>				
HOFFMAN ESTATES PARK DISTRICT	RENT-NHB	5666 · Leases(Branches)	10 Corporate	2,500.00
NORTHWEST COMMUNITY HEALTHCARE	RENT-RRB	5666 · Leases(Branches)	10 Corporate	590.00
Total 5666 · Leases(Branches)				3,090.00
Total 5600 · Contracts				19,020.55
<b>5700 · Supplies</b>				
<b>5772 · Art &amp; Printing Supplies</b>				
ALLEGRA PRINT & IMAGING	BUSINESS CARDS J.D.;K.S.;R.S.;G.S.;M.G.	5772 · Art & Printing Supplies	10 Corporate	97.00
FLICKR	2 YEAR SUBSCRIPTION FOR FLICKR PRO	5772 · Art & Printing Supplies	10 Corporate	44.95
IT SUPPLIES	EPSON PAPER 17X22	5772 · Art & Printing Supplies	10 Corporate	56.99
IT SUPPLIES	HP SUPER HEAVYWEIGHT PLUS MATTE	5772 · Art & Printing Supplies	10 Corporate	115.99
WAREHOUSE DIRECT	AVERY LABELS	5772 · Art & Printing Supplies	10 Corporate	22.54
Total 5772 · Art & Printing Supplies				337.47



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<u>Name</u>	<u>Memo</u>	<u>Account</u>	<u>Class</u>	<u>Paid Amount</u>
<b>5773 · Copier &amp; Printer Supplies</b>				
GARVEY'S OFFICE PRODUCTS	HP PRINTER HEADS FOR BANNER PRINTER	5773 · Copier & Printer Supplies	10 Corporate	135.80
GARVEY'S OFFICE PRODUCTS	INKCART, PRINthead	5773 · Copier & Printer Supplies	10 Corporate	80.12
GARVEY'S OFFICE PRODUCTS	INKCART, PRINthead	5773 · Copier & Printer Supplies	10 Corporate	70.99
GARVEY'S OFFICE PRODUCTS	PRINthead	5773 · Copier & Printer Supplies	10 Corporate	-70.99
KONICA MINOLTA - PRINTER SERVICE	STAFF PRINTER SERVICE	5773 · Copier & Printer Supplies	10 Corporate	545.05
Total 5773 · Copier & Printer Supplies				760.97
<b>5774 · Library Services Supplies</b>				
AMAZON	RETURNED CART	5774 · Library Services Supplies	10 Corporate	-173.49
AMAZON	RETURNED CART	5774 · Library Services Supplies	10 Corporate	-173.49
AMAZON	PMD - KRAFT PAPER	5774 · Library Services Supplies	10 Corporate	44.95
AMAZON	ISD - PORTABLE PA SYSTEM	5774 · Library Services Supplies	10 Corporate	33.45
AMAZON	ADMIN - QB REFERENCE CARD	5774 · Library Services Supplies	10 Corporate	5.75
ELM USA, INC.	TS - DISC CLEANING SERVICE	5774 · Library Services Supplies	10 Corporate	218.34
ELM USA, INC.	TS - DISC CLEANING SERVICE	5774 · Library Services Supplies	10 Corporate	175.81
GARVEY'S OFFICE PRODUCTS	ADMIN - CLOROX WIPES, POST IT NOTES, TEASPOONS, HAND SANITIZERS	5774 · Library Services Supplies	10 Corporate	95.38
	ADMIN - CLIPS, RUBBERBANDS, WIPES, CALCULATOR PAPER,			
GARVEY'S OFFICE PRODUCTS	CALCULATOR,COPYHOLDER	5774 · Library Services Supplies	10 Corporate	175.73
GARVEY'S OFFICE PRODUCTS	BRANCH - MOUNTING TAPE	5774 · Library Services Supplies	10 Corporate	7.98
GARVEY'S OFFICE PRODUCTS	TS - BOOK REPAIR TAPE	5774 · Library Services Supplies	10 Corporate	131.76
LABELVALUE.COM	TS - DYMO LABELS	5774 · Library Services Supplies	10 Corporate	189.60
MAILCHIMP	CIRC - EXPIRED LIBRARY CARDS	5774 · Library Services Supplies	10 Corporate	12.75
PETTY CASH	ADMIN - FOLDERS	5774 · Library Services Supplies	10 Corporate	3.32
TELEVEND SERVICES, INC	FAXCASH CARDS	5774 · Library Services Supplies	10 Corporate	76.05
WAREHOUSE DIRECT	TS ; BOOK TAPE	5774 · Library Services Supplies	10 Corporate	123.12
WAREHOUSE DIRECT	TS - CASE, DVD	5774 · Library Services Supplies	10 Corporate	245.00
WAREHOUSE DIRECT	ADMIN - Name Badges	5774 · Library Services Supplies	10 Corporate	39.00
WAREHOUSE DIRECT	CIRC - Anti Fatigue Mats	5774 · Library Services Supplies	10 Corporate	47.92
WAREHOUSE DIRECT	ADMIN - Name Badges	5774 · Library Services Supplies	10 Corporate	42.00
Total 5774 · Library Services Supplies				1,320.93

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Name	Memo	Account	Class	Paid Amount
<b>5776 · Program Supplies</b>				
AMAZON	PMD - DIY SPA	5776 · Program Supplies	10 Corporate	134.38
BOLLMAN, KAREN	PMD - LALOTERIA PRIZES & SUPPLIES	5776 · Program Supplies	10 Corporate	48.27
GAME STOP	PMD - POKEMON DROP-IN	5776 · Program Supplies	10 Corporate	59.98
GFS MARKETPLACE	PMD - POKEMON DROP-IN	5776 · Program Supplies	10 Corporate	43.34
HOBBY LOBBY	PMD - GIVE A MOUSE A COOKIE	5776 · Program Supplies	10 Corporate	20.92
LAKESHORE LEARNING MATERIALS	PMD - BUSY TODDLER	5776 · Program Supplies	10 Corporate	8.39
NEW ALBERTSONS INC	PMD - BK DISCUSSION, VALENTINE'S DAY & WIL	5776 · Program Supplies	10 Corporate	49.55
PETTY CASH	PMD - TODDLER ART PROGRAM	5776 · Program Supplies	10 Corporate	13.66
VERDUZCO,SARAH	PMD - PRIZES FOR RRB LA LOTERIA	5776 · Program Supplies	10 Corporate	52.12
WALMART	PMD - BUSY TODDLER	5776 · Program Supplies	10 Corporate	40.41
NEW ALBERTSONS INC	ISD - ESL	5776 · Program Supplies	10 Corporate	28.94
PETTY CASH	ISD - CROCHET PROGRAM SUPPLIES	5776 · Program Supplies	10 Corporate	11.97
Total 5776 · Program Supplies				<u>511.93</u>
Total 5700 · Supplies				<u>2,931.30</u>
<b>5800 · Operating - Other</b>				
<b>5811 · Telephone</b>				
CALL ONE	PHONE CHARGES-MAIN, NHB, RAND	5811 · Telephone	10 Corporate	308.49
FIRST COM (GLOBAL COM)	MAIN(ELEVATORS)	5811 · Telephone	10 Corporate	155.85
FIRST COM (GLOBAL COM)	MAIN	5811 · Telephone	10 Corporate	517.26
Total 5811 · Telephone				<u>981.60</u>
<b>5812 · Postage</b>				
UPS	WALKIE TALKIE SENT OUT FOR REPAIR	5812 · Postage	10 Corporate	9.76
Total 5812 · Postage				<u>9.76</u>
<b>5813 · Cultural/Educational Programs</b>				
FLYING FOX CONSERVATION FUND	PMD - MAMMALS AND MORE	5813 · Cultural/Ed Programs	10 Corporate	350.00
HUNT, ROBERT	PMD - CIRCUS BOY	5813 · Cultural/Ed Programs	10 Corporate	475.00
KOLLUM, JASON	PMD - SEE THE SHOW! BECOME A PRO	5813 · Cultural/Ed Programs	10 Corporate	395.00
NORTHERN ILLINOIS TRAIN CLUB	PMD - LEGO TRAIN EXHIBIT	5813 · Cultural/Ed Programs	10 Corporate	595.00
SEBASTIAN, STEVEN	PMD - BILINGUAL FAMILY CONCERT	5813 · Cultural/Ed Programs	10 Corporate	425.00
SMARTY PANTS	PMD - BIG BALLOON SHOW	5813 · Cultural/Ed Programs	10 Corporate	499.00
THE MYSTERY SHOP	PMD - THE MYSTERY SHOP - DEPOSIT	5813 · Cultural/Ed Programs	10 Corporate	158.18
THE ROPE WARRIOR	PMD - THE ROPE WARRIOR DEPOSIT	5813 · Cultural/Ed Programs	10 Corporate	275.00
BENSON, RAYMOND	ISD - GREAT ANIMATED FILMS	5813 · Cultural/Ed Programs	10 Corporate	250.00
FOTOPOULOS, KAREN	ISD - CHAIR YOGA	5813 · Cultural/Ed Programs	10 Corporate	60.00
GIRE, DANN	ISD - GREAT ANIMATED FILMS	5813 · Cultural/Ed Programs	10 Corporate	250.00
REARDON, THERESE	ISD - GMOS - WHAT YOU NEED TO KNOW	5813 · Cultural/Ed Programs	10 Corporate	50.00
FISCHOFF, ANDREW	TECH - WEBSITE CODING 101	5813 · Cultural/Ed Programs	10 Corporate	200.00
VERY SMART PEOPLE LLC	TECH - PINTEREST	5813 · Cultural/Ed Programs	10 Corporate	150.00
Total 5813 · Cultural/Educational Programs				<u>4,132.18</u>

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<u>Name</u>	<u>Memo</u>	<u>Account</u>	<u>Class</u>	<u>Paid Amount</u>
<b>5814 · Inservice &amp; Training</b>				
AMERICAN LIBRARY ASSOCIATION	BUILD A GREAT TEAM WORKSHOP	5814 · Inservice & Training	10 Corporate	60.00
AMERICAN LIBRARY ASSOCIATION	ALA CONFERENCE K.S.	5814 · Inservice & Training	10 Corporate	305.00
AMERICAN LIBRARY ASSOCIATION	ALA CONFERENCE J.D.	5814 · Inservice & Training	10 Corporate	305.00
APPLEGATE, SELICIA	REGISTRATION AND MILEAGE FOR "DEVELOPING TECH TRAINING FOR YOUR LIBRARY"	5814 · Inservice & Training	10 Corporate	41.89
COLIN, GUADALUPE	MILEAGE REIMBURSEMENT SCHOOL FACILITATOR & OUTREACH G.C.	5814 · Inservice & Training	10 Corporate	34.21
EVENTBRITE	DEVELOPING TECH TRAINING - P.S.	5814 · Inservice & Training	10 Corporate	15.00
HOFFMAN ESTATES CHAMBER OF COMMERCE MANAGEMENT ASSOCIATION OF ILLINOIS	HOFFMAN ESTATE'S MAYOR UPDATE CONFERENCE M.G.	5814 · Inservice & Training	10 Corporate	25.00
PETTY CASH	MILEAGE REIMBURSEMENT - P.S.;H.J.;C.T.;K.B.;S.V.;S.A.;K.P.;D.L.;G.K.;B.A.;T .P.;G.S.;N.M.;R.S.	5814 · Inservice & Training	10 Corporate	209.05
THOMPSON, CARLY	MILEAGE REIMBURSEMENT C.T.	5814 · Inservice & Training	10 Corporate	33.25
WiBAF	MEETING M.G.	5814 · Inservice & Training	10 Corporate	15.00
Total 5814 · Inservice & Training				1,488.40
<b>5815 · Memberships</b>				
AMERICAN LIBRARY ASSOCIATION	MEMBERSHIP T.P.	5815 · Memberships	10 Corporate	140.00
PALATINE AREA CHAMBER OF COMMERCE	BOD MEETINGS	5815 · Memberships	10 Corporate	132.00
Total 5815 · Memberships				272.00
<b>5816 · Community Information</b>				
JOURNAL & TOPICS NEWSPAPERS	ADS IN JOURNAL & TOPICS	5816 · Community Information	10 Corporate	3,132.00
ORIENTAL TRADING COMPANY INC	ST. PATRICK'S DAY PARADE SUPPLIES	5816 · Community Information	10 Corporate	154.85
PALATINE JC	HOMETOWN FEST PARADE	5816 · Community Information	10 Corporate	50.00
Total 5816 · Community Information				3,336.85
<b>5817 · Legal</b>				
KLEIN THORPE AND JENKINS, LTD	LEGAL MATTERS	5817 · Legal	10 Corporate	126.00
Total 5817 · Legal				126.00

**Palatine Public Library District**  
**Invoice Distribution-Warrant Check**  
February 15 through March 14, 2018

Name	Memo	Account	Class	Paid Amount
<b>5818 · Special Purchases</b>				
AMAZON	AMAZON CORPORATE CARD	5818 · Special Purchases	10 Corporate	48.81
INGRAM-2004115		5818 · Special Purchases	10 Corporate	-9.57
INGRAM-2004115	2004115	5818 · Special Purchases	10 Corporate	5.39
INGRAM-2004115	2004115	5818 · Special Purchases	10 Corporate	25.17
INGRAM-2004115	2004115	5818 · Special Purchases	10 Corporate	23.42
INGRAM-2004115	2004115	5818 · Special Purchases	10 Corporate	0.09
INGRAM-2004115	2004115	5818 · Special Purchases	10 Corporate	0.16
INGRAM-2004115	2004115	5818 · Special Purchases	10 Corporate	7.18
INGRAM-2004115	2004115	5818 · Special Purchases	10 Corporate	0.13
INGRAM-2004115	2004115	5818 · Special Purchases	10 Corporate	0.21
INGRAM-2004115	2004115	5818 · Special Purchases	10 Corporate	17.98
Total 5818 · Special Purchases				<u>118.97</u>
Total 5800 · Operating - Other				<u>10,465.76</u>
<b>5900 · Auxiliary</b>				
<b>5913 · Newsletter/Communication</b>				
VOGUE PRINTERS, INC.	SPRING NEWSLETTER	5913 · Newsletter/Communication	10 Corporate	12,198.00
Total 5913 · Newsletter/Communication				<u>12,198.00</u>
<b>5914 · Volunteer Programs</b>				
GFS MARKETPLACE	TAB	5914 · Volunteer Programs	10 Corporate	43.34
Total 5914 · Volunteer Programs				<u>43.34</u>
Total 5900 · Auxiliary				<u>12,241.34</u>
<b>Total Corporate</b>				<u>134,144.01</u>
 <b>30 MAINTENANCE</b>				
<b>5500 · Maintenance</b>				
<b>5531 · Cleaning Service</b>				
CINTAS	TOWEL SERVICE	5531 · Cleaning Service	30 Building	35.60
CINTAS	SERVICE CHARGE	5531 · Cleaning Service	30 Building	14.60
COMPLETE CLEANING COMPANY, INC	CLEANING SERVICES	5531 · Cleaning Service	30 Building	5,885.00
Total 5531 · Cleaning Service				<u>5,935.20</u>
<b>5533 · Trash</b>				
GROOT	MTHLY TRASH AND RECYCLING SERVICE	5533 · Trash	30 Building	546.78
Total 5533 · Trash				<u>546.78</u>
<b>5534 · Landscaping and Lawn Service</b>				
EVERLIVING GREENERY	FOLIAGE MAINTENANCE SERVICE	5534 · Landscaping and Lawn Service	30 Building	388.00
Total 5534 · Landscaping and Lawn Service				<u>388.00</u>
<b>5535 · Fire and Security</b>				
BLUE LION SYSTEMS	MONTHLY MONITORING CHARGES	5535 · Fire and Security	30 Building	35.00

**Palatine Public Library District**  
**Invoice Distribution-Warrant Check**  
February 15 through March 14, 2018

<u>Name</u>	<u>Memo</u>	<u>Account</u>	<u>Class</u>	<u>Paid Amount</u>
Total 5535 · Fire and Security				35.00
<b>5536 · Elevator</b>				
COLLEY ELEVATOR CO.	QUARTERLY ELEVATOR INSPECTION	5536 · Elevator	30 Building	1,452.00
Total 5536 · Elevator				1,452.00
<b>5537 · Building Maintenance</b>				
HENNING BROTHERS	PMD - CABINET LOCK REPAIR & TEST SUMP SYSTEM -	5537 · Building Maintenance	30 Building	85.60
ILLINOIS PUMP, INC.	BASEMENT PARKING GARAGE	5537 · Building Maintenance	30 Building	670.38
TAYLOR PLUMBING INC.	REPLACE P-TRAP ON FLOOR DRAIN	5537 · Building Maintenance	30 Building	2,501.00
TWIN SUPPLIES, LTD	EVO KIT SENSOR	5537 · Building Maintenance	30 Building	356.40
Total 5537 · Building Maintenance				3,613.38
<b>5538 · Snow Removal</b>				
SCOTT, T.L.	SNOW PLOW & SALT	5538 · Snow Removal	30 Building	487.50
SCOTT, T.L.	SNOW PLOW & SALT	5538 · Snow Removal	30 Building	618.50
SCOTT, T.L.	SNOW PLOW & SALT	5538 · Snow Removal	30 Building	450.00
SCOTT, T.L.	SNOW PLOW & SALT	5538 · Snow Removal	30 Building	725.00
SCOTT, T.L.	SNOW PLOW & SALT	5538 · Snow Removal	30 Building	1,031.25
SCOTT, T.L.	SNOW PLOW & SALT	5538 · Snow Removal	30 Building	762.50
SCOTT, T.L.	SNOW PLOW & SALT	5538 · Snow Removal	30 Building	175.00
SCOTT, T.L.	SNOW PLOW & SALT	5538 · Snow Removal	30 Building	175.00
Total 5538 · Snow Removal				4,424.75
<b>5539 · HVAC</b>				
HAYES MECHANICAL	WEST MUAU DOWN	5539 · HVAC	30 Building	676.00
HAYES MECHANICAL	HEAT PUMP - COMPUTER LAB 2ND FL	5539 · HVAC	30 Building	1,322.00
YSERCO	QTRLY MAINTENANCE AGREEMENT	5539 · HVAC	30 Building	1,370.00
YSERCO	QTRLY MAINTENANCE AGREEMENT	5539 · HVAC	30 Building	1,370.00
Total 5539 · HVAC				4,738.00
<b>5544 · Roof Maintenance</b>				
NATIONAL INTERNATIONAL ROOFING	DECEMBER 2017 QUARTERLY CARE PLA	5544 · Roof Maintenance	30 Building	300.00
Total 5544 · Roof Maintenance				300.00
<b>5545 · Van Fuel</b>				
EXXON-MOBIL	GASOLINE	5545 · Van Fuel	30 Building	46.33
Total 5545 · Van Fuel				46.33

**Palatine Public Library District**  
**Invoice Distribution-Warrant Check**  
February 15 through March 14, 2018

Name	Memo	Account	Class	Paid Amount
<b>5775 · Maintenance Supplies</b>				
1000BULBS	LIGHT FOR FLAG POLE	5775 · Maintenance Supplies	30 Building	40.10
AMAZON	WATER FILERS FOR REFRIGERATORS	5775 · Maintenance Supplies	30 Building	55.98
AMAZON	SCOTCH CLEAR MOUNTING TAPE	5775 · Maintenance Supplies	30 Building	14.29
AMAZON	CHRISTMAS LIGHTS FOR TREE	5775 · Maintenance Supplies	30 Building	10.00
AMAZON	QUICK DISCONNECT BALLASTS	5775 · Maintenance Supplies	30 Building	69.00
ATLANTA LIGHT BULBS	BALLASTS AND BULBS	5775 · Maintenance Supplies	30 Building	167.41
BUY INSULATION PRODUCTS	P-TRAP REPAIR	5775 · Maintenance Supplies	30 Building	50.62
BUY INSULATION PRODUCTS	P-TRAP REPAIR	5775 · Maintenance Supplies	30 Building	174.95
CONNEXION	BULBS	5775 · Maintenance Supplies	30 Building	1,321.20
	JOINT COMPOUND, CORNER GUARDS			
HOME DEPOT	CLAMPS DRILL BITS SHIPPING TAPE	5775 · Maintenance Supplies	30 Building	33.45
	JOINT COMPOUND, CORNER GUARDS			
HOME DEPOT	CLAMPS DRILL BITS SHIPPING TAPE	5775 · Maintenance Supplies	30 Building	24.95
HOME DEPOT	RETURNED CARPETR PAD	5775 · Maintenance Supplies	30 Building	-24.95
SANTIAIRE COMMERICAL VACUUM	VACUUM PARTS	5775 · Maintenance Supplies	30 Building	29.58
SANTIAIRE COMMERICAL VACUUM	VACUUM PARTS	5775 · Maintenance Supplies	30 Building	7.02
	NAPKINS, TOWELS, GARBAGE LINERS, FRESHENER,BATTERY			
WAREHOUSE DIRECT		5775 · Maintenance Supplies	30 Building	232.43
WAREHOUSE DIRECT	TISSUES, SOAP, LINERS, FACIAL TISSUES	5775 · Maintenance Supplies	30 Building	478.47
WAREHOUSE DIRECT	TOWELS, CAN LINERS, TISSUES	5775 · Maintenance Supplies	30 Building	230.08
WAREHOUSE DIRECT	WASTE CONTAINERS - RECYCLING	5775 · Maintenance Supplies	30 Building	365.00
Total 5775 · Maintenance Supplies				<u>3,279.58</u>
<b>Total · Maintenance</b>				24,759.02
<b>75 SPECIAL RESERVES</b>				
<b>5209 · Capital Acquisition-Spec Reser</b>				
AUTOMATIC FIRE SYSTEMS, INC.	FINAL PAYMENT OF FIRE SURPRESSION SYSTEM	5209 · Capital Acquisition-Spec Reser	75 Spec Res	3,723.00
ENGBERG ANDERSON, INC	2017 CAPITAL REPLACEMENT	5209 · Capital Acquisition-Spec Reser	75 Spec Res	2,093.68
<b>TOTAL SPECIAL RESERVES</b>				<u>5,816.68</u>
<b>TOTAL</b>				<u><u>164,719.71</u></u>

**Palatine Public Library District**  
**Payroll Distribution**  
 FOR THE MONTH OF FEBRUARY 2018

	<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Class</u>	<u>Paid Amount</u>
<b>5300 - Payroll Expenses</b>					
<b>5310 - Gross Salaries</b>					
	02/15/2018	DM	PAYCOM	10 Corporate	141,125.16
	02/28/2018	DM	PAYCOM	10 Corporate	132,901.58
Total 5310 - Gross Salaries					<u>274,026.74</u>
<b>5311 - IMRF Fund Expense</b>					
	02/28/2018	DM	IMRF	40 IMRF	34,192.08
Total 5311 - IMRF Fund Expense					<u>34,192.08</u>
<b>5312 - Social Security Fund Exp</b>					
	02/15/2018	DM	PAYCOM	50 Social Security	10,665.35
	02/28/2018	DM	PAYCOM	50 Social Security	9,556.68
Total 5312 - Social Security Fund Exp					<u>20,222.03</u>
<b>5313 - Health &amp; Life Insurance</b>					
	02/28/2018	DM	BLUE CROSS BLUE SHIELD	10 Corporate	21,636.93
	02/28/2018	DM	PRINCIPAL INSURANCE	10 Corporate	173.38
Total 5313 - Health & Life Insurance					<u>21,810.31</u>
Total 5300 - Payroll Expenses					<u>350,251.16</u>
<b>TOTAL</b>					<u><b>350,251.16</b></u>

TOTAL INVOICES: \$ 164,719.71

TOTAL PAYROLL: 350,251.16

**GRAND TOTAL:** **\$514,970.87**

Approved by Board of Trustees

\_\_\_\_\_  
 President 3/14/2018  
Date

\_\_\_\_\_  
 Secretary 3/14/2018  
Date

**Palatine Public Library District**  
**Incurred Expenses**  
**Corporate**  
Fiscal Year thru period ending March 2018  
25% Budget Year Remaining

	<b>February</b>	<b>Mar 14, 2018</b>	<b>July 2017 - March 2018<sup>1</sup></b>	<b>Annual Budget</b>	<b>Budget Remaining</b>	<b>% Remaining</b>
<b>Expense</b>						
<b>5100 - Materials</b>						
5101 - Books	213,943.80	25,115.09	239,058.89	360,000.00	120,941.11	33.59%
5102 - Continuations	30,911.95	2,412.12	33,324.07	30,000.00	(3,324.07)	-11.08%
5104 - Digital Reference	218,348.25	0.00	218,348.25	225,000.00	6,651.75	2.96%
5105 - Digital Materials	176,237.23	26,251.23	202,488.46	330,810.00	128,321.54	38.79%
	<u>639,441.23</u>	<u>53,778.44</u>	<u>693,219.67</u>	<u>945,810.00</u>	<u>252,590.33</u>	<u>26.71%</u>
<b>5200 - Capital Expenditures</b>						
5205 - Furniture	3,282.00	0.00	3,282.00	40,000.00	36,718.00	91.80%
5206 - Office Equipment	0.00	0.00	0.00	4,000.00	4,000.00	100.00%
5207 - Computers/Technology	14,544.38	9,989.13	24,533.51	125,000.00	100,466.49	80.37%
	<u>17,826.38</u>	<u>9,989.13</u>	<u>27,815.51</u>	<u>169,000.00</u>	<u>141,184.49</u>	<u>83.54%</u>
<b>5300 - Payroll Expenses</b>						
5310 - Gross Salaries	2,048,844.84	276,346.58 <sup>2</sup>	2,325,191.42	3,316,159.00	990,967.58	29.88%
5313 - Health & Life Insurance	166,026.67	25,000.00 <sup>2</sup>	191,026.67	300,000.00	108,973.33	36.32%
5328 - Misc. Fringe Benefits	2,106.61	334.94	2,441.55	9,500.00	7,058.45	74.30%
	<u>2,216,978.12</u>	<u>301,681.52</u>	<u>2,518,659.64</u>	<u>3,625,659.00</u>	<u>1,106,999.36</u>	<u>30.53%</u>
<b>5400 - Utilities</b>						
5421 - Gas	17,397.43	6,050.74	23,448.17	30,000.00	6,551.83	21.84%
5422 - Electricity	142,779.35	19,008.10	161,787.45	250,000.00	88,212.55	35.29%
5423 - Water	11,540.84	314.73	11,855.57	20,000.00	8,144.43	40.72%
	<u>171,717.62</u>	<u>25,373.57</u>	<u>197,091.19</u>	<u>300,000.00</u>	<u>102,908.81</u>	<u>34.30%</u>



**Palatine Public Library District**  
**Incurred Expenses**  
**Corporate**  
Fiscal Year thru period ending March 2018  
25% Budget Year Remaining

	<b>February</b>	<b>Mar 14, 2018</b>	<b>July 2017 - March 2018<sup>1</sup></b>	<b>Annual Budget</b>	<b>Budget Remaining</b>	<b>% Remaining</b>
<b>5600 - Contracts</b>						
5651 - Copier Costs	18,240.88	3,650.85	21,891.73	34,500.00	12,608.27	36.55%
5653 - Technology Support	23,838.16	7,825.00	31,663.16	35,000.00	3,336.84	9.53%
5654 - Postage Machine	1,418.04	0.00	1,418.04	2,000.00	581.96	29.10%
5655 - LAN Management	60,600.00	0.00	60,600.00	80,800.00	20,200.00	25.00%
5656 - Integrated Library Systems	83,794.64	0.00	83,794.64	84,000.00	205.36	0.24%
5657 - Internet Service	16,532.26	2,404.68	18,936.94	26,000.00	7,063.06	27.17%
5658 - Bibliographic Support	642.83	0.00	642.83	4,000.00	3,357.17	83.93%
5659 - Book Recovery Service	3,141.45	384.85	3,526.30	10,000.00	6,473.70	64.74%
5660 - Accounting/Payroll	11,688.63	19.95	11,708.58	20,000.00	8,291.42	41.46%
5661 - Leases(Office Park)	2,637.92	0.00	2,637.92	4,000.00	1,362.08	34.05%
5663 - Consultants	19,408.34	0.00	19,408.34	30,000.00	10,591.66	35.31%
5666 - Leases(Branches)	24,720.00	3,090.00	27,810.00	38,000.00	10,190.00	26.82%
	<u>266,663.15</u>	<u>17,375.33</u>	<u>284,038.48</u>	<u>368,300.00</u>	<u>84,261.52</u>	<u>22.88%</u>
<b>5700 - Supplies</b>						
5771 - Office & Kitchen Supplies	624.26	0.00	624.26	3,000.00	2,375.74	79.19%
5772 - Art & Printing Supplies	8,149.30	337.47	8,486.77	10,000.00	1,513.23	15.13%
5773 - Copier & Printer Supplies	5,524.99	760.97	6,285.96	9,000.00	2,714.04	30.16%
5774 - Library Services Supplies	35,069.22	1,320.93	36,390.15	50,000.00	13,609.85	27.22%
5776 - Program Supplies	6,651.77	411.54	7,063.31	12,000.00	4,936.69	41.14%
	<u>56,019.54</u>	<u>2,830.91</u>	<u>58,850.45</u>	<u>84,000.00</u>	<u>25,149.55</u>	<u>29.94%</u>

**Palatine Public Library District  
Incurred Expenses  
Corporate**  
Fiscal Year thru period ending March 2018  
25% Budget Year Remaining

	<b>February</b>	<b>Mar 14, 2018</b>	<b>July 2017 - March 2018<sup>1</sup></b>	<b>Annual Budget</b>	<b>Budget Remaining</b>	<b>% Remaining</b>
<b>5800 - Operating - Other</b>						
5801 - Library Insurance Package	2,530.00	0.00	2,530.00	5,000.00	2,470.00	49.40%
5810 - Interlibrary Loan/Reprints	4,433.49	0.00	4,433.49	5,000.00	566.51	11.33%
5811 - Telephone	7,913.33	981.60	8,894.93	15,000.00	6,105.07	40.70%
5812 - Postage	163.97	9.76	173.73	3,000.00	2,826.27	94.21%
5813 - Cultural/Educational Programs	23,569.00	4,132.18	27,701.18	40,000.00	12,298.82	30.75%
5814 - Inservice & Training	10,323.42	1,379.05	11,702.47	30,000.00	18,297.53	60.99%
5815 - Memberships	6,098.47	272.00	6,370.47	8,000.00	1,629.53	20.37%
5816 - Community Information	2,871.75	3,336.85	6,208.60	10,000.00	3,791.40	37.91%
5817 - Legal	2,547.85	126.00	2,673.85	15,000.00	12,326.15	82.17%
5818 - Special Purchases	1,637.21	127.95	1,765.16	4,000.00	2,234.84	55.87%
5819 - Want Ads/Legal Notices	1,130.17	0.00	1,130.17	5,000.00	3,869.83	77.40%
5820 - Gifts/Donations	6,501.30	0.00	6,501.30	20,000.00	13,498.70	67.49%
5821 - Reimbursements-Circulation	212.41	0.00	212.41	1,000.00	787.59	78.76%
5823 - POC Shared Administrative Costs	10,000.00	0.00	10,000.00	10,000.00	0.00	0.00%
5826 - Other Grant Expenditures	0.00	0.00	0.00	5,000.00	5,000.00	100.00%
	<u>79,932.37</u>	<u>10,365.39</u>	<u>90,297.76</u>	<u>176,000.00</u>	<u>85,702.24</u>	<u>48.69%</u>
<b>5900 - Auxilary</b>						
5913 - Newsletter/Communication	33,502.00	12,198.00	45,700.00	62,000.00	16,300.00	26.29%
5914 - Volunteer Programs	1,082.37	43.34	1,125.71	4,000.00	2,874.29	71.86%
	<u>34,584.37</u>	<u>12,241.34</u>	<u>46,825.71</u>	<u>66,000.00</u>	<u>19,174.29</u>	<u>29.05%</u>
<b>Total Expense</b>	<u><u>3,483,162.78</u></u>	<u><u>433,635.63</u></u>	<u><u>3,916,798.41</u></u>	<u><u>5,734,769.00</u></u>	<u><u>1,817,970.59</u></u>	<u><u>31.70%</u></u>

<sup>1</sup> Includes payables through 3/14/18 and estimated payroll through 3/31/18

<sup>2</sup> Estimated Payroll Expenses for month of March 2018

**Palatine Public Library District**  
**Incurred Expenses**  
**Bldg & Maint**  
**March 2018**  
25 % of Budget Year Remaining

	<u>February</u>	<u>Mar 14, 2018</u>	<u>July 2017- March 2018</u>	<u>Annual Budget</u>	<u>Budget Remaining</u>	<u>% Remaining</u>
<b>Expense</b>						
<b>5500 · Maintenance</b>						
5531 · Cleaning Service	48,931.60	5,935.20	54,866.80	80,000.00	25,133.20	31.42%
5532 · Equipment Repair	406.69	0.00	406.69	4,000.00	3,593.31	89.83%
5533 · Trash	1,745.82	546.78	2,292.60	4,000.00	1,707.40	42.69%
5534 · Landscaping and Lawn Service	7,524.22	388.00	7,912.22	12,000.00	4,087.78	34.06%
5535 · Fire and Security	6,998.45	35.00	7,033.45	15,000.00	7,966.55	53.11%
5536 · Elevator	4,829.46	1,452.00	6,281.46	10,000.00	3,718.54	37.19%
5537 · Building Maintenance	5,443.87	3,613.38	9,057.25	40,000.00	30,942.75	77.36%
5538 · Snow Removal	5,167.50	4,424.75	9,592.25	9,000.00	(592.25)	-6.58%
5539 · HVAC	16,425.20	4,738.00	21,163.20	38,500.00	17,336.80	45.03%
5540 · Parking Areas	9,835.19	0.00	9,835.19	10,000.00	164.81	1.65%
5541 · Van Maintenance	0.00	0.00	0.00	1,000.00	1,000.00	100.00%
5544 · Roof Maintenance	2,896.00	300.00	3,196.00	4,000.00	804.00	20.10%
5545 · Van Fuel	704.25	46.33	750.58	1,500.00	749.42	49.96%
5775 · Maintenance Supplies	18,636.72	3,279.58	21,916.30	40,000.00	18,083.70	45.21%
<b>Total 5500 · Maintenance</b>	<u>129,544.97</u>	<u>24,759.02</u>	<u>154,303.99</u>	<u>269,000.00</u>	<u>114,696.01</u>	<u>42.64%</u>
<b>Total Expense</b>	<u>129,544.97</u>	<u>24,759.02</u>	<u>154,303.99</u>	<u>269,000.00</u>	<u>114,696.01</u>	<u>42.64%</u>



## Palatine Public Library District Partner Agreement

**THIS PARTNER AGREEMENT** ("Agreement") is made this \_\_\_ day of \_\_\_\_\_, 2018, by and between Palatine Park District, an Illinois park district and unit of local government ("Park District"), and Palatine Public Library District, an Illinois library district and unit of local government ("Library"). Park District and Library are hereinafter sometimes individually referred to as a "Party" and collectively as "Parties."

### RECITALS

**WHEREAS**, this Agreement is entered into by virtue of the provisions of Article VII, Section 10 of the Illinois Constitution and the Illinois Intergovernmental Cooperation Act, 5 ILCS 220/1, et seq.; and

**WHEREAS**, the purpose of the Intergovernmental Cooperation Act, and Article VII of the Constitution of the State of Illinois, includes fostering cooperation among governmental bodies; and

**WHEREAS**, the Parties desire to create and promote a StoryWalk® project on certain designated portions of Park District Property ("StoryWalk Project"); and

**WHEREAS**, the StoryWalk Project consists of a series of laminated pages from a children's book attached to a series of display posts installed at various locations along an outdoor path or trail; and

**WHEREAS**, the StoryWalk Project is designed to support and encourage early literacy and family reading by combining the pleasures and benefits of reading with outdoor activity and exercise; and

**WHEREAS**, the StoryWalk Project is also designed to complement the Library's Summer Reading Program theme, "*Reading Takes You Everywhere*"; and

**WHEREAS**, the Parties have determined that the StoryWalk Project contemplated by this Agreement is in the best interests of their respective residents and the general public and that the establishment of this Intergovernmental Agreement is consistent with this determination.

**NOW THEREFORE**, in consideration of the foregoing and the mutual promises hereinafter set forth, and for other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the Parties agree as follows:

1. Incorporation of Recitals. That the foregoing recitals are hereby incorporated and adopted as if fully set forth herein.

2. Park District Obligations. The Park District shall provide the following, subject to the terms and conditions of this Agreement:

- a. Permission to use certain designated portions of Park District property for the installation of interpretive displays to house and exhibit pages from a children's book (approximately 10-11 posts). The interpretive display shall consist of a single, rectangular shaped wooden post, secured with a concrete footing, and equipped with a removable retainer frame designed to

house and display the pages from a children's book. A sample of the interpretive display is attached hereto as "Exhibit A" for illustrative purposes.

- b. A suitable location for the StoryWalk Project. The location of the StoryWalk Project and the placement of each individual interpretive display shall be determined by the Park District in its sole and absolute discretion.
- c. Install, maintain, and repair the single, rectangular shaped wooden post necessary to support the removable retainer frame, and the concrete footings associated with same.
- d. Assistance in monitoring the condition of the wooden posts and concrete footings.
- e. A \$1000 donation to the Library to defray some of the costs associated with the StoryWalk Project.
- f. During the duration of Summer Reading (June 1, 2018 through August 15, 2018) will cross promote this program through Park District social media, posters in lobby, and in the program guide.
- g. To the fullest extent permitted by law, the Park District shall protect, indemnify, save, defend and hold harmless the Library, including its officers, officials, volunteers, employees and agents, from and against any and all liabilities, obligations, claims, damages, penalties, causes of action, costs and expenses, including reasonable attorney and paralegal fees, which the Library and for which its officers, officials, volunteers, employees and agents may become obligated by reason of any accident, bodily injury, death of person or loss of or damage to tangible property, arising indirectly or directly in connection with or under, or as a result of this Agreement, except to the extent caused in whole or in part by any negligent or wrongful act or omission of the Library, including its officers, officials, volunteers, employees and/or agents.

3. Library Obligations. The Library shall provide the following, subject to the terms and conditions of this Agreement:

- a. Promotion of the StoryWalk Project through press releases, social media, digital media, newsletter, and posters.
- b. Include the Park Districts' name in all publicity.
- c. Include the Park Districts' name and logo on all StoryWalk posts.
- d. Install, maintain, and repair the removable retainer frame affixed to the rectangular shaped wooden post.
- e. Secure an appropriate children's story (and all applicable copyright or other permissions from any third-parties) or display in removable retainer frames. The children's story shall be changed not less than 1-2 times per year.



- f. Monitor the condition of the wooden posts, concrete footings, and the removable retainer frame.
- g. To the fullest extent permitted by law, the Library shall protect, indemnify, save, defend and hold harmless the Park District, including its officers, officials, volunteers, employees and agents, from and against any and all liabilities, obligations, claims, damages, penalties, causes of action, costs and expenses, including reasonable attorney and paralegal fees, which the Park District and for which its officers, officials, volunteers, employees and agents may become obligated by reason of any accident, bodily injury, death of person or loss of or damage to tangible property, arising indirectly or directly in connection with or under, or as a result of this Agreement, except to the extent caused in whole or in part by any negligent or wrongful act or omission of the Park District, including its officers, officials, volunteers, employees and/or agents.

4. Term and Termination. This Agreement shall commence upon execution by the Parties and shall continue in full force and effect indefinitely. Either party shall have the right to terminate this Agreement at any time by sending to the other Party 30 days' written notice prior to the termination date.

5. No Waiver of Tort Immunity. Nothing herein provided is intended to waive, nor shall it waive, any of the rights, defenses, and immunities afforded either party under the Local Governmental and Governmental Employees Tort Immunity Act, 745 ILCS 10 *et seq.*, and the Parties shall continue to have all of the protections and immunities provided by said Act as now or hereafter amended.

6. Notice. Any notices between the parties hereto shall be in writing and shall be deemed given and received if (i) personally delivered on the day of delivery or (ii) sent by certified mail two business days after deposited with the United States mail, and shall be addressed as follows:

If to Park District

Palatine Park District  
250 E Wood Street  
Palatine, IL 60067

If to the Library

Palatine Public Library District  
700 N. North Ct.  
Palatine, IL 60067

Any address for notice can be changed by sending notice to the other Party as outlined above.

7. Authority of the Parties. The Parties each represent that the individual signing has the authority to bind his or her respective company or organization to the terms set forth in this Agreement.

8. Amendment. The Agreement may not be modified or amended except by a writing signed by both parties.

9. Assignment. Neither Party shall assign, transfer, or convey this Agreement or its obligations or interests hereunder to any person or entity, without the written consent of the other Party.



10. Execution. This Agreement may be executed simultaneously in two (2) or more counterparts, each of which shall be deemed an original, and such counterparts together shall constitute one and the same Agreement.

**IN WITNESS WHERE OF** the Parties hereto have set their respective hands and seals the day and year set forth below.

**PALATINE PARK DISTRICT**

By: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

**PALATINE PUBLIC LIBRARY DISTRICT**

By: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

**EXHIBIT A**

**Sample of Interpretive Displays**







**RESOLUTION NO. 2018-02**

**RESOLUTION AUTHORIZING INTERVENTION  
IN ALL 2016-2018 TAX YEAR APPEALS  
BEFORE THE STATE OF ILLINOIS  
PROPERTY TAX APPEAL BOARD**

**WHEREAS**, the Palatine Public Library District (the "Library") acknowledges that the owners of certain parcels of real property located within the corporate boundaries of the Library, have heretofore filed appeals and may hereafter file appeals of the assessments of certain parcels of real property with the State of Illinois Property Tax Appeal Board (the "PTAB") for tax years 2016 through 2018; and

**WHEREAS**, these appeals seek or will seek a reduction in the assessed value of the parcels that are the subject of the appeals; and

**WHEREAS**, in such circumstances a taxing district has the right to intervene in the proceedings before the PTAB in order to protect its revenue interest in the assessed valuation of the parcels.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Library Trustees of the Palatine Public Library District, Cook County, Illinois, as follows:

**Section 1:** The Board of Library Trustees finds that all of the recitals contained above are true and correct, and that the same are hereby incorporated herein by reference.

**Section 2:** The Board of Library Trustees hereby authorizes Klein, Thorpe & Jenkins, Ltd., as its legal representative, to file a Request to Intervene in Appeal



Proceedings with the PTAB, and to represent the Library's interests with respect to the appeals challenging the assessed valuations for tax years 2016 through 2018, with respect to property located within the corporate boundaries of the Library.

Section 3: All motions and resolutions or parts thereof in conflict with the provisions of this Resolution are, to the extent of such conflict, hereby repealed.

Section 4: If any section, paragraph, clause, or provision of this Resolution shall be held invalid, the invalidity of such section, paragraph, clause, or provision shall not affect any of the other sections, paragraphs, clauses, or provisions of this Resolution.

Section 5: This Resolution shall be in full force and effect upon its adoption. RESOLVED by the Board of Library Trustees of the Palatine Public Library District, Illinois this 14th day of March, 2018.

Approved by me this 14<sup>th</sup> day of March, 2018.

\_\_\_\_\_  
President  
Board of Library Trustees

ATTEST:

\_\_\_\_\_  
Secretary  
Board of Library Trustees



20 N. Wacker Drive, Ste 1660  
Chicago, Illinois 60606-2903  
T 312 984 6400 F 312 984 6444

DD 312 984 6469  
derenner@ktjlaw.com

15010 S. Ravinia Avenue, Ste 10  
Orland Park, Illinois 60462-5353  
T 708 349 3888 F 708 349 1506

[www.ktjlaw.com](http://www.ktjlaw.com)

March 2, 2009

Ms. Susan Strunk  
Director  
Palatine Public Library District  
700 N. North Court  
Palatine, IL 60067

**Re: Intervention before the Property Tax Appeal Board ("PTAB")  
Recent Changes and Current Economy**

Dear Ms. Strunk:

Jerry Dempsey and I, the lead attorneys of the PTAB Appeals Department at Klein, Thorpe and Jenkins, Ltd. ("KTJ"), are writing to all of our taxing district clients with regard to some important changes to the practices and procedures for intervention before the PTAB. Just as important, it appears that the current state of the economy is causing more taxpayers than ever before to file PTAB appeals seeking larger reductions to the assessed valuations of their properties, which has the potential to negatively impact annual property tax revenue collected by local governments and public bodies.

**New PTAB Intervention Procedures**

The PTAB has changed its rules with regard to the timing and procedures for an intervenor to notify the PTAB of its intention to intervene in a PTAB Appeal. You may recall that in the past, upon receipt of the Board of Revenue's notification of a PTAB Appeal affecting property in your taxing district, you had thirty (30) days to file a Request to Intervene with the PTAB. Standard practice was for KTJ to file the Request to Intervene with a template of a resolution (to be adopted at the Library District's next meeting), authorizing KTJ to represent the Palatine Public Library District. PTAB then allowed the Library District an additional thirty (30) days to file the signed resolution.

*This standard practice was recently changed by the PTAB so as to require all intervenors to file their Request to Intervene and their signed resolution within sixty (60) days of the date of the notification from the Board of Review. The PTAB will no longer extend the deadline to intervene based upon a resolution that is unsigned. Thus, it is very important that you forward the notice from the Board of Review to KTJ as soon as possible.*

As a result of the procedural change, we are modifying our own procedures. Once we receive the PTAB Notice from you, we will send you the resolution authorizing KTJ to represent the Palatine Public Library District together with our recommendation letter, if our recommendation

is to intervene. With the new strict deadline and the time constraints for adopting the resolution; it is necessary for our firm to get the resolution to you as soon as possible.

### **Economy's Effect on PTAB Appeals and Intervention**

In this current state of the economy, maintaining the property tax revenues that our taxing district clients expect to receive each year is critical. As you might expect, taxpayers dealing with their own fiscal constraints have taken a more aggressive approach in regard to challenging their properties' assessed valuations for real estate tax purposes. We are seeing, on behalf of our clients, PTAB filings seeking greater reductions in assessed valuations, especially from commercial and retail taxpayers.

KTJ understands that the defense of our clients' tax base is extremely important in light of the current state of the economy. We advise that our clients consider PTAB intervention for the following reasons: (1) the spike in the number of PTAB Appeals being filed; (2) the effect of a one-year reduction on future real estate assessments; and (3) the ability of taxing districts to enter into formal or informal intergovernmental agreements with other taxing districts similarly affected by a PTAB Appeal, thereby reducing the effective cost of opposing PTAB Appeals to share the litigation fees and costs associated with PTAB Appeals.

First, in light of the increase in the number of PTAB Appeals by individual and corporate entities affecting a taxing district, it becomes more important for the taxing district to intervene so as to defend the overall tax base of the taxing district.

Second, although a PTAB Appeal asks only for a one-year reduction to the taxpayer's property's assessed valuation, any reduction has a lasting effect on the assessed value of the property in the future: Specifically, a reduction of the assessed value of the property will not only require a refund of some (or all) of the taxes levied in the year in question, but will also affect future tax years' revenues by a reduction to the taxing district's tax base.

Third, many times, when only a single taxing district is attempting to intervene in a PTAB Appeal, the potential tax revenue loss does not warrant incurring the costs of intervening. Therefore, it makes perfect sense for all the taxing bodies affected by the PTAB Appeal to enter into cost-sharing intergovernmental agreements. Such action reduces the individual cost of intervention and allows for more PTAB Appeals to be opposed by the affected taxing bodies, thereby preserving the tax base of all the affected taxing bodies.

When KTJ represents multiple units of local government/school districts involved in the same PTAB Appeal, our clients are able to intervene in the PTAB Appeal even though intervention may not have made economic sense on an individual basis. This benefits all taxing bodies involved, as the intervention is able to go forward while keeping intervention costs to a minimum.

Ms. Susan Strunk

Page 3 of 3

March 2, 2009

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Of course, there will be instances when KTJ does not represent some of the other taxing bodies. We still would recommend intervention if a cost-sharing agreement allows multiple appellant taxing bodies to intervene in a cost-effective manner. In the past, under this scenario, the taxing bodies have retained KTJ, or each intervenor has retained its separate counsel, but have split the costs of the appraisal and any expert testimony fees.

As always, KTJ is cognizant of the budget constraints of our taxing district clients and we continue to monitor and defend our clients' best interests. We will continue to recommend PTAB intervention only when the potential revenue loss to our clients outweighs the costs to intervene.

As taxpayers seek larger reductions to their property tax assessed valuations and the number of PTAB Appeal filings increase, we are finding that intervention is becoming more necessary and, therefore we are recommending intervention and encouraging our clients to enter into intergovernmental agreements to share in the costs of intervening.

Should you have any questions, please do not hesitate to contact either Jerry Dempsey or me.

In furtherance of the above, Jerry and/or I are available to come and speak to the Library District, or any association of which the Library District or its administration is a member, *on a no-charge basis* with regard to PTAB intervention and the defense of your tax base.

Very truly yours,

KLEIN, THORPE AND JENKINS, LTD.



Donald E. Renner III

DER/im

cc: E. Kenneth Friker  
Gerard E. Dempsey



**RESOLUTION NO. 2018-03**

**RESOLUTION TO INCLUDE CASH PAYMENTS RELATED TO  
HEALTH INSURANCE AS IMRF EARNINGS**

**WHEREAS**, standard member earnings reportable to the Illinois Municipal Retirement Fund do not include the value of health insurance or cash payments in lieu of or related to healthcare benefits; and

**WHEREAS**, the governing body of an IMRF participating unit of government may elect to include in IMRF earnings cash payments in lieu of or related to healthcare benefits; and

**WHEREAS**, the Palatine Public Library District Board of Trustees is authorized to include cash payments made separately from salary and made in lieu of or related to healthcare benefits as earnings reportable to IMRF and it is desirable that it do so.

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Library Trustees of the Palatine Public Library District, Cook County, Illinois does hereby elect to include as earnings reportable to IMRF cash payments made separately from salary and made in lieu of or related to healthcare benefits effective upon plan implementation.

**BE IT FURTHER RESOLVED** that Jeffrey Westhoff, Secretary of the Board, is authorized and directed to file a duly certified copy of this resolution with the Illinois Municipal Retirement Fund.

Adopted this 14<sup>th</sup> day of March, 2018.

---

Bruce Jefferson  
President, Board of Library Trustees  
Palatine Public Library District

ATTEST:

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Jeffrey Westhoff  
Secretary, Board of Library Trustees  
Palatine Public Library District

STATE OF ILLINOIS )  
 ) SS.  
COUNTY OF COOK )

**SECRETARY'S CERTIFICATE**

I, the undersigned, the duly qualified and acting Secretary of the Board of Library Trustees of the Palatine Public Library District, Cook County, Illinois, and the keeper of the records thereof, do hereby certify that attached hereto is a true and correct copy of a Resolution entitled:

**RESOLUTION NO. \_\_\_\_\_**

**RESOLUTION TO INCLUDE CASH PAYMENTS RELATED TO  
HEALTH INSURANCE AS IMRF EARNINGS**

adopted at a meeting at which a quorum was present of the said Board of Library Trustees held in compliance with the Illinois Open Meetings Act on the 14th day of March, 2018.

IN WITNESS WHEREOF, I have hereunto set my hand this 14th day of March, 2018.

\_\_\_\_\_  
Jeffrey Westhoff  
Secretary, Board of Library Trustees  
Palatine Public Library District





## GENERAL MEMORANDUM #672

**To:** All Authorized Agents  
**Subject:** Board Resolution 2017-12-17, Cash Payments in Lieu of  
or Related to Healthcare Benefits  
**Date:** January 19, 2018

*Please share this memorandum with your  
chief financial officer, governing body members, and other officials.*

On December 15, 2017, the IMRF Board of Trustees adopted Board Resolution 2017-12-17. This resolution gives employers the option to include certain cash payments made as an alternative to employer-provided health insurance as reportable earnings to IMRF.

IMRF Board Resolution 2017-12-17 amends the definition of reportable earnings to include:

- Cash payments made separately from salary and made in lieu of employer-provided health insurance.
- Cash payments made separately from salary and made in association with or related to healthcare benefits.

To include these payments as IMRF earnings, *your employer's governing body must pass a resolution allowing cash payments in lieu of or related to healthcare benefits to be reported as IMRF earnings.*

The governing body may use IMRF Form 6.75, "Suggested Resolution to Include Cash Payments Related to Health Insurance as IMRF Earnings" (enclosed), or your governing body may draft and adopt its own resolution that is consistent with IMRF Form 6.75. After the resolution is adopted, it must be filed with IMRF.

### **This Resolution Does Not Apply To All Employers**

If your employer *offers* cash payments in lieu of or related to healthcare benefits as identified above, and you intend to include those payments as IMRF earnings, Board Resolution 2017-12-17 applies to you and your employer is required to pass a resolution allowing cash payments for health insurance to be reported as IMRF earnings. The resolution must be kept on file with IMRF. If your employer's governing body does not adopt a resolution to allow IMRF reporting, any cash payments made separately from salary in lieu of or related in any way to healthcare benefits cannot be reported as IMRF earnings.

If your employer *does not* offer cash payments nor does it intend to offer cash payments, this resolution does not apply to you.

### **Questions?**

Please review the attached *Frequently Asked Questions* for more information on this resolution. If you have additional questions about cash payments in lieu of or related to healthcare benefits, please contact Beth Janicki Clark, IMRF General Counsel, at 630-368-5365.

Sincerely,

Brian Collins  
Executive Director



**RESOLUTION NO. 2018-04**

**RESOLUTION TO APPOINT IMRF AUTHORIZED AGENT**

**WHEREAS**, the Palatine Public Library District (Library) is a member of the Illinois Municipal Retirement Fund (IMRF); and

**WHEREAS**, the governing body of an IMRF employer can appoint any qualified party as the employer's IMRF Authorized Agent;

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Library Trustees of the Palatine Public Library District, Cook County, Illinois does hereby elect to authorize Regina Stapleton, Finance Manager, as the Library's IMRF Authorized Agent.

**BE IT FURTHER RESOLVED** that Regina Stapleton is hereby authorized to file Petition for Nominations of an Executive Trustee of IMRF and/or cast a Ballot for Election of an Executive Trustee of IMRF.

Adopted this 14<sup>th</sup> day of March, 2018.

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Bruce Jefferson  
President, Board of Library Trustees  
Palatine Public Library District

ATTEST:

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Jeffrey Westhoff  
Secretary, Board of Library Trustees  
Palatine Public Library District

STATE OF ILLINOIS)  
                                  ) SS.  
COUNTY OF COOK)

**SECRETARY'S CERTIFICATE**

I, the undersigned, the duly qualified and acting Secretary of the Board of Library Trustees of the Palatine Public Library District, Cook County, Illinois, and the keeper of the records thereof, do hereby certify that attached hereto is a true and correct copy of a Resolution entitled:

**RESOLUTION NO. \_\_\_\_\_**

**RESOLUTION TO APPOINT IMRF AUTHORIZED AGENT**

adopted at a meeting at which a quorum was present of the said Board of Library Trustees held in compliance with the Illinois Open Meetings Act on the 14th day of March, 2018.

IN WITNESS WHEREOF, I have hereunto set my hand this 14th day of March, 2018.

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Jeffrey Westhoff  
Secretary, Board of Library Trustees  
Palatine Public Library District



# NOTICE OF APPOINTMENT OF AUTHORIZED AGENT

IMRF Form 2.20 (Rev. 10/2014)

## INSTRUCTIONS

- The governing body of an IMRF employer (including townships) can appoint any qualified party as the employer's IMRF Authorized Agent.
- The governing body makes the appointment by adopting a resolution.
- The clerk or secretary of the governing body must certify the appointment (see Certification below).
- Mail the completed form to the Illinois Municipal Retirement Fund.
- A copy of the completed form should be retained by the employer.
- The new Authorized Agent will need to register for a new User ID on IMRF Employer Access.

EMPLOYER NAME		EMPLOYER IMRF I.D. NUMBER	
AUTHORIZED AGENT'S SALUTATION <input type="checkbox"/> Dr. <input type="checkbox"/> Mr. <input type="checkbox"/> Mrs. <input type="checkbox"/> Ms.	LAST NAME	FIRST NAME	MIDDLE INITIAL JR., SR., II, ETC.
TYPE OF GOVERNING BODY			
DATE APPOINTMENT MADE (MM/DD/YYYY)	EFFECTIVE DATE OF APPOINTMENT (MM/DD/YYYY)	POSITION TITLE	
<p>Powers and duties delegated to Authorized Agent pursuant to Sec. 7-135 of Illinois Pension Code by governing body (P.A. 97-0328 <b>removed</b> the requirement that the Authorized Agent be a participant in IMRF to file a petition or cast a ballot):</p> <p>To file Petition for Nominations of an Executive Trustee of IMRF    <input type="checkbox"/> Yes    <input type="checkbox"/> No</p> <p>To cast a Ballot for Election of an Executive Trustee of IMRF    <input type="checkbox"/> Yes    <input type="checkbox"/> No</p>			
<b>X</b> SIGNATURE OF AUTHORIZED AGENT NAMED ABOVE		DATE (MM/DD/YYYY)	
<b>CERTIFICATION</b>			
I, _____, do hereby certify that I am _____ <small>NAME</small> <span style="float: right;"><small>CLERK OR SECRETARY</small></span>			
of the _____ <small>NAME OF EMPLOYER</small>			
and the keeper of its books and records and the foregoing appointment and delegation were made by resolution duly adopted on the date indicated.			
SEAL		SIGNATURE OF CLERK OR SECRETARY	
<b>BUSINESS ADDRESS</b>			
All correspondence and communications with the Authorized Agent are to be addressed as follows:			
NAME (IF DIFFERENT FROM ABOVE)			
<input type="checkbox"/> Dr. <input type="checkbox"/> Mr. <input type="checkbox"/> Mrs. <input type="checkbox"/> Ms.			
BUSINESS ADDRESS			
CITY STATE AND ZIP + 4			
DAYTIME TELEPHONE NO. (with Area Code)		ALTERNATE TELEPHONE NUMBER (with Area Code)	
FAX NO. (with Area Code)		EMAIL ADDRESS	

IMRF

2211 York Road Suite 500 Oak Brook, IL 60523-2337

Employer Only Phone: 1-800-728-7971 Member Services Representatives 1-800-ASK-IMRF (1-800-275-4673) Fax (630) 706-4289