



Board of Library Trustees Regular Meeting

Board Room

Main Library, 700 N. North Ct., Palatine, IL

April 19, 2022, 7:00 p.m.

Minutes

1. Call to order

President Snyder called the meeting to order at 7:00 p.m. Secretary Westhoff was present.

2. Roll call/Trustee requests to attend meeting via electronic means

Upon roll call, Trustees Boland, Brauer, DeRosa, Jefferson, Snyder, van der Hoek, and Westhoff were present.

3. Land acknowledgement

Trustee Jefferson read the Palatine Public Library District land acknowledgement, which recognizes that the original inhabitants of the Library District included the Algonquian people, including the Myaamia (Miami) and Bodewadmi (Potawatomi) and native groups including Hoocak (Winnebago/Ho'Chunk) and Kiikaapoi (Kickapoo).

4. Approval of agenda

President Snyder approved the agenda by general consent as presented.

5. Introduction of visitors

In attendance were Executive Director Jeannie Dilger, Collection Services Manager Violet Jaffe, Technology Manager Susan Connor, Youth and Teen Services Manager Kathy Burns, Adult Services Assistant Manager Lizette Alaya, Youth & Teen Services Assistant Manager Lupe Colin (by video), Technology Support Specialist Ethan Hoegler, Administrative Associate Karla Nora, Engberg & Anderson representative Joe Huberty (by video), Friends of the Library representative Meg Cipar, Teen Advisory Board (TAB) representative Jane Spencer, members David Hammer and Emilie Cheng.

6. Public comment

None.

7. Liaison reports

a. TAB liaison

TAB representative Jane Spencer reported that TAB members celebrated the seniors who are graduating, created post-it notes art on the first floor of the library, and discussed advertising for the Teen Job Fair on April 30.

b. Friends of the Library

Friends representative Meg Cipar reported that the next book sale is June 24-26, 2022. The Book Nook sales have been doing very well and they have made \$6,000 from sales this past year. They have two new board members, Pete Beata and Rachel Buss. They are getting a lot of book donations for the upcoming sale.

c. Palatine Public Library District Foundation

Trustee Jefferson reported that the Foundation has a naming opportunity with the Rotary Club of Palatine. They are getting ready for the new Story Walk launch on June 15, 2022, at 10:00 a.m. at Hamilton Reservoir. There are still opportunities to sponsor a story board.

d. RAILS/ILA

Trustee Boland reported that the RAILS had an interesting webinar on April 6 "The Connected Library: Vetting and Partnering with Social Service Providers." The recording can be found on the RAILS website.

8. Unfinished business

a. Branch renovation update

Executive Director Dilger shared photos of the North Hoffman Branch and Rand Road Branch renovations. She advised that some wood doors arrived today and there are few furniture issues outstanding. The main library has a few more items to complete.

Dilger reported that fire proofing was sprayed in the garage last week and there was a change order for \$7,932. The garage repairs should be closed out next month. The library continues to work with Engberg Anderson to investigate the water leak near the parking garage entrance.

b. Capital maintenance plan

Engberg Anderson representative Joe Huberty discussed the differences between the first draft of the capital maintenance plan and the plan presented in

the April board packet. Some major expense items were pushed back, and he discussed the heat pump schedule. Trustees discussed sustainability and the building's safety during a pandemic.

Trustee Jefferson moved, seconded by Trustee van der Hoek, to advance the capital maintenance plan to the financial planners as presented.

Roll call vote:

Ayes:	Boland, Brauer, DeRosa, Jefferson, Snyder, van der Hoek, and Westhoff
Nays:	None
Abstain:	None
Absent:	None

Motion carried

9. New business

a. Approval of naming opportunity: Rotary Club of Palatine

Trustee van der Hoek moved, seconded by Trustee Brauer, approval to name Story Room A in recognition of the Rotary Club of Palatine as presented.

Roll call vote:

Ayes:	Boland, Brauer, DeRosa, Jefferson, Snyder, van der Hoek, and Westhoff
Nays:	None
Abstain:	None
Absent:	None

Motion carried

10. President's report

a. Review of library board advocacy activities

Trustee DeRosa attended the Palatine State of the Village address on April 6.

b. North Hoffman Branch grand re-opening, April 21, 10:00 a.m.

Trustees were reminded of the North Hoffman Branch grand re-opening on April 21 at 10:00 a.m.

c. Rand Road Branch grand re-opening, April 27, 10:00 a.m.

Trustees were reminded of the Rand Road Branch grand re-opening on April 28 at 10:00 a.m. Northwest Community Hospital will have building dedication at 9:30 a.m. on this day.

11. Treasurer's Report

Trustee van der Hoek reviewed the Finance Manager's highlights of expenses for the month ending March 31, 2022. The Finance Committee will meet at the end of April.

12. Director's report

Executive Director Dilger thanked Trustee Boland, TAB student volunteers, and staff for marching in the St. Patrick's Day parade.

a. Strategic plan update

Dilger reported that some items on the strategic plan are in progress for the first quarter.

b. Public Library Association Conference report

Several library staff attended the Public Library Association conference in Portland, OR on March 23-25, 2022. The following staff gave reports on a session they attended:

Susan Connor – Digital Equity & Inclusion

Lizette Ayala – Tools to Tackle Digital Literacy Skills

Violet Jaffe - Pathways to Professional Diversity Through Library Internships

Lupe Colin – Information Power: Getting Your Staff to Love Library Data

Jeannie Dilger – Equity and Inclusion for Employee Well Being

c. Culture Statement

Executive Director Dilger shared the proposed library culture statement with trustees. Staff worked with Amanda Standerfer thru Zoom calls and during staff development training to develop this statement. Dilger said the culture statement will be worked into hiring practices, communicated on our website, intranet, and performance evaluations. Plans are being made to have a cultural committee to develop other ways to promote it within the library.

13. Committee reports

a. Building Renovation Committee

Committee Chair van der Hoek reported that there was no committee meeting in April. The next meeting will be May 5 at 4:00 p.m.

b. Finance Committee

Trustee van der Hoek reported that the committee will meet on Wednesday, April 27 and Friday, April 29.

c. Minutes Review Committee

Trustee Brauer reported that procedure updates are being made and they will be finalized by July or sooner.

d. Policy Committee

Committee Chair Westhoff reported that the committee did not meet in April. The next meeting will be May 5 at 9:00 a.m., and they will continue with their review of Policy 9—Human Resources.

14. Consent agenda

a. Approval of minutes

i. regular meeting of March 15, 2022

b. Approval of Warrant 2022-10 in the amount of \$630,207.34

Trustee van der Hoek moved, seconded by Trustee Brauer, approval of the Consent Agenda as presented.

Roll call vote:

Ayes: Boland, Brauer, DeRosa, Jefferson, Snyder, van der Hoek,
and Westhoff

Nays: None

Abstain: None

Absent: **Motion carried.**

15. Correspondence

All trustees received a letter from a member thanking the Library for returning to in-person programs and services. All trustees received an appreciation card from TAB members in recognition of Library Worker's Day.

16. Adjournment

President Snyder adjourned the meeting at 8:42 p.m.

Approved: _____

Hal Snyder, President

Jeffrey Westhoff, Secretary

Palatine Public Library District
Early Release Check Register
4/29/2022

	Date	Memo/Description	Amount	Account #
Thirdway Brand Trainers	4/29/2022	Space Audit - 50% down payment	2,750.00	Consultants
			\$2,750.00	

This document is being emailed to Executive Director Jeannie Dilger, Trustee Andrea Vanderhoek, and Trustee Hal Snyder requesting electronic or DocuSigned approvals by the two trustees to process and mail these early release checks dated 04-29-2022.

Andrea Vanderhoek

C675491626E3496...

on

Date

approve the processing of Early Release Check #7543 for \$2,750.00 from the General Account

DocuSigned by:

Hal Snyder

on

Date

approve the processing of Early Release Check #7543 for \$2,750.00 from the General Account

Bills to be Paid for 05/2022 Warrant

Vendor name	Account line	Amount line	Memo
ALBERTSONS	Program Supplies	24.82	YTS & AS program supplies
APPLE INC.	Computers/Technology	1,288.00	Mac for Comms
AVI SYSTEMS	Computers/Technology	13,385.00	Board room AV
AVI SYSTEMS	Computers/Technology	3,343.99	Board room
AVI SYSTEMS	Computers/Technology	638.00	Board room
AVI SYSTEMS	Computers/Technology	5,596.00	Digital signage - branches
All Secure Lock & Key	Maintenance Supplies	255.16	Lock RRB
Amalgamated Bank	Interest Due 2020 Bond	84,426.75	06-01-22 Interest payment
BANK OF AMERICA - SC	Communications Dept Supplie	29.99	charges april 2022
BANK OF AMERICA - SC	Technology Support	8.24	charges april 2022
BANK OF AMERICA - SC	Technology Support	44.97	charges april 2022
BANK OF AMERICA - SC	Technology Support	1,080.00	charges april 2022
BANK OF AMERICA - SC	Technology Support	720.00	charges april 2022
BANK OF AMERICA - SC	Technology Support	79.00	charges april 2022
BANK OF AMERICA - SC	Technology Support	95.88	charges april 2022
BANK OF AMERICA - SC	Workshop Supplies	58.50	charges april 2022
BANK OF AMERICA- AA	Communications Dept Supplie	21.00	11/05/21 - 12/04/21
BANK OF AMERICA- AA	Misc. Fringe Benefits	353.87	11/05/21 - 12/04/21
BANK OF AMERICA- AA	Communications Dept Supplie	149.82	11/05/21 - 12/04/21
BANK OF AMERICA- AA	General Service Supplies	478.80	11/05/21 - 12/04/21
BANK OF AMERICA- AA	Volunteer Programs	52.35	11/05/21 - 12/04/21
BANK OF AMERICA- AA	Nonprint Materials	23.08	11/05/21 - 12/04/21
BANK OF AMERICA- AA	Misc. Fringe Benefits	8.75	11/05/21 - 12/04/21
BANK OF AMERICA- AA	Nonprint Materials	285.75	11/05/21 - 12/04/21
BANK OF AMERICA- AA	Program Supplies - AS	41.48	11/05/21 - 12/04/21
BANK OF AMERICA- AA	Program Supplies - AS	127.13	11/05/21 - 12/04/21
BANK OF AMERICA- AA	Communications Dept Supplie	120.00	11/05/21 - 12/04/21
BANK OF AMERICA-GS	Community Information	303.92	April 2022 expenses
BANK OF AMERICA-JD	Technology Support	262.50	Charges - April 2022
BANK OF AMERICA-JD	Technology Support	2.26	Charges - April 2022
BANK OF AMERICA-JD	Memberships	25.00	Charges - April 2022
BANK OF AMERICA-JD	Technology Support	1,950.00	Charges - April 2022
BANK OF AMERICA-MRG	Technology Support	112.00	charges - April 2022
BANK OF AMERICA-MRG	Nonprint Materials	39.98	charges - April 2022
BANK OF AMERICA-MRG	Technology Support	574.81	charges - April 2022
BANK OF AMERICA-MRG	Community Information	67.98	charges - April 2022
BANK OF AMERICA-MRG	Memberships	75.00	charges - April 2022
BANK OF AMERICA-MRG	Memberships	123.00	charges - April 2022
BANK OF AMERICA-MRG	Memberships	123.00	charges - April 2022
BANK OF AMERICA-MRG	Memberships	150.00	charges - April 2022
BANK OF AMERICA-MRG	Inservice & Training/Mileage	1,925.00	charges - April 2022
BANK OF AMERICA-MRG	Community Information	71.90	charges - April 2022
BANK OF AMERICA-MRG	General Service Supplies	2,158.48	charges - April 2022
BANK OF AMERICA-MRG	Community Information	77.25	charges - April 2022
BANK OF AMERICA-MRG	Volunteer Programs	100.96	charges - April 2022
BANK OF AMERICA-MRG	Program Supplies - YTS	110.95	charges - April 2022
BANK OF AMERICA-MRG	Program Supplies - AS	90.48	charges - April 2022
BANK OF AMERICA-MRG	Inservice & Training/Mileage	30.00	charges - April 2022
BANK OF AMERICA-MRG	Volunteer Programs	502.30	charges - April 2022
BANK OF AMERICA-MRG	Technology Support	6.80	charges - April 2022
BANK OF AMERICA-MRG	Other Indirect Costs	3,199.25	charges - April 2022
BANK OF AMERICA-MRG	Nonprint Materials	19.99	charges - April 2022
BANK OF AMERICA-MRG	Technology Support	129.77	charges - April 2022
BRENNAN, CARON	Cultural/Ed Programs - AS	175.00	Adult genealogy program
CAREY ELECTRIC CONTR	Fire and Security	703.00	short in fire device

CAVENDISH SQUARE	Print Materials	183.33	Books
CDW GOVERNMENT	Copier & Printer Supplies	605.26	Printer toner
CDW GOVERNMENT	Copier & Printer Supplies	1,210.52	Printer toner
CENGAGE	Print Materials	743.70	books
CENTER POINT LARGE PF	Print Materials	143.82	Books
CHILDREN'S PLUS INC.	Print Materials	1,006.20	Books
CHILDREN'S PLUS INC.	Print Materials	688.37	Books
CHILDREN'S PLUS INC.	Print Materials	886.44	Books
CHILDREN'S PLUS INC.	Print Materials	18.31	Book
CHILDREN'S PLUS INC.	Print Materials	17.33	Book
CHILDREN'S PLUS INC.	Print Materials	955.79	Books
CHILDREN'S PLUS INC.	Print Materials	913.76	Book
COMCAST	Internet Service	205.44	Internet Svc - a/c #8771101230188506 - 4/17/22 - 5/16/22
COMCAST	Internet Service	141.85	Internet Svc - a/c #877110122320101
COMCAST	Internet Service	141.85	Rand Rd - 8771101230189926
COMPENDIUM LIBRARY	Contracts-Technology	1,995.00	Desk tracker subscription
COMPLETE CLEANING CC	Cleaning Service	6,061.00	04/22 cleaning services
COMPLETE CLEANING CC	Cleaning Service	212.31	03/22 cleaning services
COMPLETE CLEANING CC	Cleaning Service	6,061.00	05/22 cleaning services
COOPERATIVE COMPUTE	Integrated Library Systems	18,696.57	Membership Fee - Apr - Jun 2022
COOPERATIVE COMPUTE	Integrated Library Systems	5,113.09	Membership Fee - Apr - Jun 2022
CULLIGAN WATER CONDI	Water	14.00	water
CURRENT TECHNOLOGIE	Maintenance Supplies	3,429.19	Auto bar opener door 333
CURRENT TECHNOLOGIE	LAN Management	721.00	IT Support
CURRENT TECHNOLOGIE	LAN Management	460.00	Network monitoring
CURRENT TECHNOLOGIE	LAN Management	4,270.00	IT Support
CURRENT TECHNOLOGIE	Technology Support	4,649.86	Network switch
CURRENT TECHNOLOGIE	Technology Support	14,863.26	Barracuda spam/backup 3 year
CJB Productions	Cultural/Ed Programs - AS	200.00	In the Time of the Vikings
D & Z HOUSE OF BOOKS	Print Materials	98.60	Books
DEMCO	General Service Supplies	60.60	color coded paper tape
DawnMarie Borders	Cultural/Ed Programs - YTS	450.00	Summer reading kickoff deposit- main
DawnMarie Borders	Cultural/Ed Programs - YTS	450.00	Summer reading kickoff remainder- main
DeFRANCO PLUMBING	Building Maintenance	748.00	Scope drain lines at cooling tower
DiNASO, DAVID	Cultural/Ed Programs - YTS	375.00	Traveling World of Reptiles
ELM USA, INC.	Collection Supplies - CS	112.81	AV cleaning
ENGBERG ANDERSON, IN	Consultants	12,045.05	Capital Maint Plan - Mar 2022
ENGBERG ANDERSON, IN	Electrical	2,304.89	Garage lighting - Mar 2022
ENGIE	Electricity	12,026.38	electricity 3/14-4/12/2022
ETTINGER, FRED R.	Cultural/Ed Programs - AS	80.00	05/14/22 Job Interview Techniques
ETTINGER, FRED R.	Cultural/Ed Programs - AS	75.00	06/07/22 resume clinic
EVERLIVING GREENERY	Landscaping and Lawn Servic	377.00	Foliage Maintenance - Apr 2022
EXXON-MOBIL	Van Fuel	150.46	Van Fuel - 04/2022
FIRST COM (GLOBAL COM	Telephone Lease	2,009.86	phone lease
FOTOPOULOS, KAREN	Cultural/Ed Programs - AS	80.00	Chair Yoga
GALLAGHER, ARTHUR J.	Public Liability Insurance	4,478.00	Workers Comp premium adjustment
HAYES MECHANICAL	HVAC	1,080.00	HVAC quarterly billing
HOFFMAN ESTATES PARK	Leases(Branches)	2,500.00	North Hoffman Branch Lease - June 2022
HOME DEPOT	Miscellaneous	12,728.75	Ceiling tiles
ILLINOIS LIBRARY ASSOC	Memberships	100.00	ILA 2022-23 Szwed #772300
INDEPENDENT CONSTRU	Owner's Rep	560.00	Apr branch & main reno & electrical conduit issue
INDEPENDENT CONSTRU	Owner's Rep	560.00	Apr branch & main reno & electrical conduit issue
INDEPENDENT CONSTRU	Building Consulting	1,680.00	Apr branch & main reno & electrical conduit issue
INGRAM-2004115	Print Materials	20,688.47	books
J&R LOCK & SAFE, INC.	Maintenance Supplies	28.00	NHB keys
J&R LOCK & SAFE, INC.	Maintenance Supplies	14.00	Key price group 3
J&R LOCK & SAFE, INC.	Maintenance Supplies	10.80	North entrance keys
KANOPY LLC	Electronic Materials	1,208.00	eResources
KLEIN THORPE AND JENK	Legal	45.00	PTAB & legal services - Mar 2022

KLEIN THORPE AND JENK	Legal	225.00	PTAB & legal services - Mar 2022
KONICA MINOLTA	Copier & Printer Maintenance	715.22	Copier leases 061-01499589-000
KONICA MINOLTA	Copier & Printer Maintenance	442.89	Copier leases 061-0170662-000
KONICA MINOLTA	Copier & Printer Maintenance	227.53	Copier leases 061-01642218-000
KONICA MINOLTA BUSINE	Copier & Printer Maintenance	226.32	Copier Maintenance - a/c #166243
KONICA MINOLTA BUSINE	Copier & Printer Maintenance	368.98	Copier Maintenance - a/c #166243
KONICA MINOLTA BUSINE	Copier & Printer Maintenance	5.50	Copier Maintenance - a/c #166243
KONICA MINOLTA BUSINE	Copier & Printer Maintenance	109.76	Copier Maintenance - a/c #166243
KONICA MINOLTA BUSINE	Copier & Printer Maintenance	42.76	Copier Maintenance - a/c #166243
KONICA MINOLTA BUSINE	Copier & Printer Maintenance	167.71	Copier Maintenance - a/c #166243
Kellenberger Electric, Inc.	Electrical	10,715.80	Garage lighting - Apr 2022
LACONI	Memberships	100.00	annual membership
LAKESHORE LEARNING M	Nonprint Materials	137.98	STEM kits
LIBRARY FURNITURE INTE	Furniture, Fixtures & Equipme	21,442.35	Branch Furniture - Mar 2022
LIBRARY FURNITURE INTE	Furniture, Fixtures & Equipme	25,644.65	Retainage
LIBRARY FURNITURE INTE	Furniture, Fixtures & Equipme	78,269.88	Branch Reno - Apr 2022
LJ Morse Construction Co.	Branches Direct Costs	11,918.61	Branch Reno - Mar 2022
M & M OFFICE INTERIORS	Furniture, Fixtures & Equipme	2,703.00	6 add'l storyroom tables
M & M OFFICE INTERIORS	Furniture, Fixtures & Equipme	2,702.34	6 add'l storyroom tables - final pmt
MADDOX, SUSAN	Cultural/Ed Programs - AS	375.00	Summer brunch
MIDWEST TAPE	Nonprint Materials	8,119.70	nonprint
MIDWEST TAPE-HOOPLA	Electronic Materials	5,581.59	eResources - April 2022
MUTUAL ACE PALATINE	Maintenance Supplies	22.47	supplies
MUTUAL ACE PALATINE	Maintenance Supplies	19.78	outlet plug, electric cord protector
MUTUAL ACE PALATINE	Maintenance Supplies	(15.29)	credit
MUTUAL ACE PALATINE	Maintenance Supplies	8.09	paper key tags
NIKK COCHRAN SELIK	Cultural/Ed Programs - AS	200.00	program - Transgender 101
NIR ROOF CARE	Roof Maintenance	550.00	02/22 roof care plan
NIR ROOF CARE	Roof Maintenance	1,180.00	East roof repair
NORTHWEST COMMUNIT	Leases(Branches)	696.50	Rand Road Branch Lease - June 2022
Northbrook Public Library	General Service Supplies	450.00	30 mag boxes
OPENGOV, INC.	Technology Support	5,000.00	Settlement amount to terminate agreement
ORKIN	Building Maintenance	591.25	bed bug inspection
OVERDRIVE INC.	Electronic Materials	774.19	e-resources
OVERDRIVE INC.	Electronic Materials	1,891.29	e-resources
OVERDRIVE INC.	Electronic Materials	1,087.70	e-resources
OVERDRIVE INC.	Electronic Materials	4,133.05	e-resources
OVERDRIVE INC.	Electronic Materials	1,276.43	e-resources
Office Revolutions LLC	Furniture, Fixtures & Equipme	26,597.09	Branch furniture
PALATINE PARK DISTRICT	Community Information	800.00	Big trucks/fall fest sponsorship
PETTY CASH	Inservice & Training/Mileage	192.50	April 2022
PETTY CASH	Program Supplies - YTS	91.49	April 2022
PETTY CASH	Volunteer Programs	63.74	April 2022
PETTY CASH	Memberships	51.00	April 2022
PETTY CASH	Community Information	29.27	April 2022
Peerless Network	Telephone	270.65	POTS Lines
QUILL CORPORATION	Collection Supplies - CS	429.12	book tape
QUILL CORPORATION	General Service Supplies	25.90	book tape-YTS
QUILL CORPORATION	General Service Supplies	357.84	legal paper
QUILL CORPORATION	General Service Supplies	(29.82)	legal paper
QUILL CORPORATION	General Service Supplies	486.00	copy paper
ROWMAN & LITTLEFIELD	Print Materials	216.02	Books
SCHOLASTIC INC	Print Materials	30.95	book
SCHOLASTIC INC	Community Information	103.25	Community Outreach
SENSOURCE	Building Maintenance	1,410.00	annual hosting - door counter
SHOWCASES	Collection Supplies - CS	128.52	CD cases
SYNCB/AMAZON	Print Materials	14.49	book
SYNCB/AMAZON	Program Supplies - YTS	4.89	program supplies
SYNCB/AMAZON	Program Supplies - AS	75.30	meal prep containers - program supplies

SYNCB/AMAZON	General Service Supplies	63.97	Kraft paper roll and magnets for RRB/NHB
SYNCB/AMAZON	Workshop Supplies	42.18	workshop supplies-thread
SYNCB/AMAZON	General Service Supplies	51.79	scotch tape, white-out
SYNCB/AMAZON	Nonprint Materials	39.99	video game
SYNCB/AMAZON	Nonprint Materials	49.94	video game
SYNCB/AMAZON	Nonprint Materials	149.82	video games
SYNCB/AMAZON	Nonprint Materials	29.88	video game
SYNCB/AMAZON	Nonprint Materials	22.52	cd
SYNCB/AMAZON	Nonprint Materials	47.47	toy
SYNCB/AMAZON	Nonprint Materials	179.97	video games
SYNCB/AMAZON	Volunteer Programs	15.99	forks for luncheon
SYNCB/AMAZON	Computers/Technology	212.29	computer supplies
SYNCB/AMAZON	Computers/Technology	72.88	computer supplies
SYNCB/AMAZON	Collection Supplies - CS	157.39	pocket files, copyholder
SYNCB/AMAZON	Nonprint Materials	49.99	bongo drums
SYNCB/AMAZON	Nonprint Materials	179.99	acoustic guitar
SYNCB/AMAZON	Nonprint Materials	29.95	cotton mat bag
SYNCB/AMAZON	Nonprint Materials	37.70	audio CD
SYNCB/AMAZON	Nonprint Materials	14.77	CD
SYNCB/AMAZON	General Service Supplies	45.34	green/blue paper copy
SYNCB/AMAZON	Print Materials	19.87	book
SYNCB/AMAZON	Nonprint Materials	9.79	audio CD
SYNCB/AMAZON	Nonprint Materials	6.99	DVD
SYNCB/AMAZON	Collection Supplies - CS	35.58	expanding files
SYNCB/AMAZON	Program Supplies - YTS	13.99	board game
SYNCB/AMAZON	Print Materials	21.91	book
SYNCB/AMAZON	Print Materials	15.99	book
SYNCB/AMAZON	Nonprint Materials	79.92	video games
SYNCB/AMAZON	Nonprint Materials	14.99	DVD
SYNCB/AMAZON	General Service Supplies	63.98	adm supplies
SYNCB/AMAZON	Program Supplies - YTS	21.59	Tween hangout - May
SYNCB/AMAZON	General Service Supplies	115.45	gloves, face masks, labels
SYNCB/AMAZON	General Service Supplies	15.38	face masks
SYNCB/AMAZON	Computers/Technology	374.13	tech supplies
SYNCB/AMAZON	Workshop Supplies	118.41	workshop supplies
SYNCB/AMAZON	Program Supplies - Tech	4.99	tech supplies
SYNCB/AMAZON	Program Supplies - Tech	11.99	tech supplies
SYNCB/AMAZON	Communications Dept Supplie	65.99	ballot box
SYNCB/AMAZON	Program Supplies - YTS	21.02	craft supplies
SYNCB/AMAZON	General Service Supplies	24.96	glass board magnets
SYNCB/AMAZON	General Service Supplies	19.95	hanging wall file folder NHB
SYNCB/AMAZON	Program Supplies - YTS	32.30	TAB supplies
SYNCB/AMAZON	Nonprint Materials	10.93	blue ray DVD
SYNCB/AMAZON	Collection Supplies - CS	35.23	DVD cases
SYNCB/AMAZON	Nonprint Materials	109.99	guitar case
SYNCB/AMAZON	Nonprint Materials	172.67	toys
SYNCB/AMAZON	Program Supplies - YTS	27.87	round labels
SYNCB/AMAZON	Program Supplies - YTS	39.89	markers
SYNCB/AMAZON	Nonprint Materials	49.99	video game
SYNCB/AMAZON	Nonprint Materials	412.45	electric guitar/amplifier
SYNCB/AMAZON	Nonprint Materials	65.99	storage containers
SYNCB/AMAZON	Nonprint Materials	64.59	guitar bag
SYNCB/AMAZON	Print Materials	14.98	book
SYNCB/AMAZON	Nonprint Materials	54.97	video game
SYNCB/AMAZON	Print Materials	16.17	book
SYNCB/AMAZON	Nonprint Materials	74.95	game
SYNCB/AMAZON	General Service Supplies	25.96	chair glides-branches
SYNCB/AMAZON	General Service Supplies	11.39	door stopper
SYNCB/AMAZON	General Service Supplies	40.04	class caddies

SYNCB/AMAZON	Program Supplies - YTS	13.49	cardstock
SYNCB/AMAZON	Nonprint Materials	59.99	video game
SYNCB/AMAZON	General Service Supplies	15.98	cash register rolls
SYNCB/AMAZON	General Service Supplies	18.59	label tape
SYNCB/AMAZON	General Service Supplies	25.96	chair glides
SYNCB/AMAZON	Computers/Technology	189.90	mouses
SYNCB/AMAZON	Nonprint Materials	49.99	video game
SYNCB/AMAZON	General Service Supplies	7.79	paper clips
SYNCB/AMAZON	General Service Supplies	8.29	colored paper - cream
SYNCB/AMAZON	Program Supplies - AS	119.75	August 2022 craft - dust cleaners
SYNCB/AMAZON	Program Supplies - AS	4.69	August 2022 craft
SYNCB/AMAZON	Program Supplies - AS	16.25	August 2022 craft
SYNCB/AMAZON	Nonprint Materials	71.09	videomic
SYNCB/AMAZON	Computers/Technology	479.90	tech supplies
SYNCB/AMAZON	General Service Supplies	449.98	book carts - MS
SYNCB/AMAZON	Computers/Technology	556.09	tech supplies
SYNCB/AMAZON	Workshop Supplies	119.96	workshop supplies
SYNCB/AMAZON	General Service Supplies	58.46	golf pencils, post-its, cardstock
SYNCB/AMAZON	Program Supplies - YTS	8.99	TAB supplies
SYNCB/AMAZON	Program Supplies - Tech	180.99	tech supplies
SYNCB/AMAZON	General Service Supplies	237.66	paper 11 x 17
SYNCB/AMAZON	General Service Supplies	27.65	vinyl protectors
SYNCB/AMAZON	Nonprint Materials	39.99	nonprint
SYNCB/AMAZON	Computers/Technology	2,199.00	laser jet printer - NHB
SYNCB/AMAZON	Computers/Technology	457.28	printer tray- NHB
SYNCB/AMAZON	Program Supplies funded by F	14.29	Play time food
SYNCB/AMAZON	Print Materials	24.36	print - Death: An Inside Story
SYNCB/AMAZON	Copier & Printer Supplies	19.25	paper
SYNCB/AMAZON	Print Materials	168.90	30 Teeny Tiny Farmer - reimbursed by FOL
SYNCB/AMAZON	Nonprint Materials	78.94	nonprint
SYNCB/AMAZON	General Service Supplies	(145.99)	credits
SYNCB/AMAZON	Print Materials	33.20	Practice Tests for CogAT
TODAY'S BUSINESS SOLU	Technology Support	124.00	Cost per fax - 1st qtr 2022
U.S. FIRE & SAFETY EQUIP	Fire and Security	180.25	Fire Extinguisher Maintenance
UNIQUE MANAGEMENT S	Book Recovery Service	236.40	collection - 24 placements
UNITE PRIVATE NETWORKI	Internet Service	1,584.56	Internet - Main
VANGUARD ENERGY SER	Gas	3,914.11	Service Period 03/01/22 - 03/31/22
VANGUARD ENERGY SER	Gas	2,694.43	Service Period 04/01/22 - 04/30/22
VERY SMART PEOPLE LLC	Cultural/Ed Programs - Tech	200.00	Build a website
VERY SMART PEOPLE LLC	Cultural/Ed Programs - Tech	200.00	NFTs: Acquiring Digital Assets
VILLAGE OF PALATINE-W	Water	437.29	Water Svc - 3/25/2022
WAREHOUSE DIRECT	General Service Supplies	14.71	file pocket mount
WAREHOUSE DIRECT	Maintenance Supplies	99.56	towel rolls
WAREHOUSE DIRECT	Maintenance Supplies	(60.75)	towel rolls
WAREHOUSE DIRECT	General Service Supplies	35.43	pencil sharpener
WAREHOUSE DIRECT	Communications Dept Supplie	171.70	laminating rolls
WAREHOUSE DIRECT	General Service Supplies	13.65	tape dispensers
WAREHOUSE DIRECT	Maintenance Supplies	(182.25)	tissues
WAREHOUSE DIRECT	Communications Dept Supplie	50.20	tape mounting squares
WILIUG	Memberships	40.00	V Jaffe membership 22/23
		\$516,231.06	

Palatine Public Library District
Warrant 2022-11 Payroll and Invoice Distribution Totals
For the month of May 2022

5300 · PAYROLL EXPENSES		
5310 · Gross Salaries		
04/15/2022	PAYCOM	\$150,098.14
04/29/2022	PAYCOM	\$146,216.08
Total 5310 · Gross Salaries		\$296,314.22
5311 · Employer IMRF Fund Expense		
04/30/2022	IMRF	\$31,696.29
Total 5311 · IMRF Fund Expense		\$31,696.29
5312 · Employer Social Security Fund Expense		
04/15/2022	PAYCOM	\$11,237.73
04/29/2022	PAYCOM	\$10,940.70
Total 5312 · Social Security Fund Exp		\$22,178.43
5313 · Employer Health & Life Insurance Expense		
04/30/2022	BLUE CROSS BLUE SHIELD	\$24,532.11
04/30/2022	PRINCIPAL INSURANCE	\$1,637.22
Total 5313 · Health & Life Insurance		\$26,169.33
5660 · Payroll Processing Fee		
04/15/2022	Payroll Processing Fee	\$437.68
04/29/2022	Payroll Processing Fee	\$440.67
Total 5660 · Payroll Processing Fee		\$878.35
TOTAL 5300 · PAYROLL EXPENSES:		\$377,236.62
5660 - Bank & Credit Card Service Charges		\$198.69
Early Release Checks		\$2,750.00
Check & ACH Pmts - 05/17/22		\$516,231.06
6500 · BOND EXPENSES		
TOTAL WARRANT 2022-11		\$896,416.37

Executive Director

Approved by the Board of Trustees

President

Date

Secretary

Date