



Minutes

1. Call to order

Committee Chairperson Hal Snyder called the meeting to order at 7:02 p.m.

2. Roll call

Upon roll call, Trustees Snyder and Vanderhoek were physically present. Trustee Sherman was absent.

3. Introduction of visitors

Trustees Bruce Jefferson, Tracy Boland, Jeffrey Westhoff, and Debby Brauer, Executive Director Jeannie Dilger, Assistant Director Melissa Gardner, Finance Manager Beth Schwarz, Robert Lewis from PMA Securities, Inc., and Andrew Kim from PMA Securities, Inc. were present.

4. Review of Financial Plan and Referendum Planning – Andrew Kim & Bob Lewis, PMA Securities, Inc

The committee received and discussed a presentation by Andrew Kim & Bob Lewis of PMA Securities, Inc. on the Financial Plan and Referendum Planning.

5. Other business

None.

6. Date for next meeting

The next meeting date was not set in this meeting.

7. Adjournment

Trustee Snyder adjourned the meeting at approximately 9:13 p.m.

Approved on: _____

Trustee
Prepared by Hal Snyder

Trustee



Board of Library Trustees Regular Meeting

Main Library

700 N. North Court, Palatine, IL

June 18, 2019, 7:00 pm

Minutes

1. Call to Order

President Vanderhoek called the meeting to order at 7:00 pm. Secretary Boland was physically present.

2. Roll call/Trustee Requests to Attend Meeting via Electronic Means

Upon roll call, Trustees Boland, Brauer, Jefferson, Vanderhoek and Westhoff were physically present. Trustee Sherman was absent.

3. Approval of Agenda

Trustee Jefferson moved, seconded by Trustee Westhoff, approval of the agenda as presented.

Voice vote:

Ayes: Boland, Brauer, Jefferson, Vanderhoek and Westhoff.

Nays: None.

Abstain: None.

Absent: Sherman, Snyder. **Motion carried.**

4. Introduction of Visitors

Also in attendance were Executive Director Jeannie Dilger, Finance Manager Beth Schwarz, Human Resources Manager Mary Schaeffer, Technology Assistant Manager Michael Szwed, Technical Support Specialist Rolando Medrano, Administrative Associate Terry Versen, Shelver Emilie Cheng, and Teen Ambassadors Ben Larson, Ananya Maligireddy, Samantha Panfil, Billy Panos, Jack Wilkie and Joshua Zheng.

5. Public Comment

None.

6. Liaison Reports

a. Friends of the Palatine Library

None.

b. Palatine Public Library District Foundation

Trustee Jefferson reported that a wine tasting event on May 29 was attended by approximately 15-20 people. The event was to thank the Yes committee members for their work on the referendum and also to recruit new board members. Trustee Jefferson thanked Trustee Snyder for donating the event.

There was a StoryWalk unveiling of Mother Bruce on June 12 at Hamilton Park. A \$1,200 check, funded by the Foundation and sponsors, will be issued to pay for the StoryWalk. All are welcome to attend the next meeting on June 26 at 6:00 pm.

7. **Unfinished Business**

a. Approve Working Budget for Fiscal Year 2019-2020

Trustee Jefferson moved, seconded by Trustee Brauer, the approval of the Working Budget for Fiscal Year 2019-2020 as presented. Trustee Snyder reported that the Finance Committee reviewed the budget proposal and submitted recommendations to the Board at last month's meeting. The referendum increase will be starting in 2020 and continue into the following fiscal year. The budget also revealed how utilizing the funding ties in with the Strategic Plan. Titles of line items in the Materials budget were changed and/or combined in order to help clarify.

Roll call vote:

Ayes: Boland, Brauer, Jefferson, Snyder, Vanderhoek and Westhoff.

Nays: None.

Abstain: None.

Absent: Sherman. **Motion carried.**

b. Employee Exception to Parental Leave Policy

Trustee Brauer moved, seconded by Trustee Snyder, that because the Board adopted a parental leave policy at its last board meeting effective July 1, 2019, any employees currently on parental leave as of July 1, 2019 be granted full parental leave under the policy.

Voice vote:

Ayes: Boland, Brauer, Jefferson, Snyder, Vanderhoek and Westhoff.

Nays: None.

Abstain: None.

Absent: Sherman. **Motion carried.**

8. New Business

a. Updated Capital Reserve Study

Executive Director Dilger presented an updated Capital Reserve Study showing items that would have lifespans extended longer than initially planned. An additional column titled "WHO" was added to clarify which work will be managed in-house.

b. Proposal for Owner's Representative Services

Dan Eallonardo from Independent Construction Services shared information about his company and details of the proposal. He detailed his expertise on library construction and his role as liaison for the Library.

Trustee Brauer moved, seconded by Trustee Snyder, approval of the proposal for owner's representative services from Independent Construction Services for \$140/hour for an amount not to exceed \$6,160 as presented.

Roll call vote:

Ayes: Boland, Brauer, Jefferson, Snyder, Vanderhoek and Westhoff.

Nays: None.

Abstain: None.

Absent: Sherman. **Motion carried.**

c. Agreement for Architectural Services from Engberg Anderson in the Amount of \$155,300

Trustee Snyder moved, second by Trustee Brauer, approval of the agreement for architectural services from Engberg Anderson in the amount of \$155,300 as presented.

Roll call vote:

Ayes: Boland, Brauer, Jefferson, Snyder, Vanderhoek and Westhoff.

Nays: None.

Abstain: None.

Absent: Sherman. **Motion carried.**

c. Policy Review and Approval

i. Policy 8 – Community Relations

Trustee Brauer highlighted the revisions to Policy 8 items.

ii. Appendix 8A-Guidelines for Display Cases

The appendix was amended to reflect additional provisions regarding non-profit organizations.

Trustee Brauer moved, seconded by Trustee Snyder, approval of Policy 8-Community Relations and Appendix 8A-Guidelines for Display Cases as presented, effective July 1, 2019.

Roll call vote:

Ayes: Boland, Brauer, Jefferson, Snyder, Vanderhoek and Westhoff.

Nays: None.

Abstain: None.

Absent: Sherman. **Motion carried.**

9. **President's Report**

a. Agenda Changes

President Vanderhoek stated that she will meet with Trustee Snyder and Executive Dilger each month to discuss agenda items prior to the meeting. She would like Trustees to then take ownership of different items and come prepared to speak on them. She will also include a copy of the draft minutes from the previous month to be included in the Board packet for all Trustees to review and submit comments or corrections.

b. Board Expectations

President Vanderhoek asked that Trustees be on time to meetings, be responsive to emails and phone calls, to stay in touch and come prepared to meetings.

Trustee Brauer suggested that if any Board member has a substantial question to try and address that ahead of the meeting if possible to move meetings along. Executive Director Dilger would also appreciate hearing from Board members any questions or concerns they have so she can be sure to address in her Director's Report.

c. Review of Library Board Advocacy Activities

Participants are asked to wear your summer reading t-shirt if you are walking in the July 6th parade. You can sign up to walk with Executive Director Dilger or staff member Kiel Cross.

Trustee Sherman sent a report stating that she attended a Wills and Power of Attorney seminar with police officers. She also attended a prayer service at the Northwest Islamic Society. She has recently visited the Seattle Public Library and the Victoria and Vancouver Public Libraries.

d. Appointment of Standing Committee

i. Board Development Committee

Board Development Committee includes Trustees Sherman and Snyder and will be chaired by Trustee Boland.

ii. Building Renovation Committee

Building Renovation Committee includes Trustees Brauer and Westhoff and will be chaired by Trustee Vanderhoek.

iii. Director's Review Committee

Director's Review Committee includes Trustees Boland and Vanderhoek and will be chaired by Trustee Sherman.

iv. Finance Committee

Finance Committee includes Trustee Vanderhoek and will be chaired by Trustee Jefferson.

v. Policy Committee

Policy Committee includes Trustee Westhoff and will be chaired by Trustee Brauer.

e. Appointment Committee to Review Open and Closed Session Minutes

Trustees Boland and Snyder were appointed to the Committee to Review Open and Closed Session Minutes. Trustee Boland will be the Chair.

10. Director's Report

The Library has purchased software from OpenGov to help with reporting financial and non-financial statistics on our website.

The first three volunteers have started helping with our homebound program by pulling holds and making deliveries to patrons. We are still looking for more volunteers to help with this program.

The Library is one of the agencies that is set to receive a \$100,000 grant for a makerspace capital project as a part of Governor J.B. Pritzker's "Rebuild Illinois" program. However, there is no timeline on when this money will be available.

Executive Director Dilger met with District 15 representatives to continue discussing the possibility of a community library within a new District 15 school. There are still many details to consider but the Board feels it is worth researching further.

a. Report on Office Park of Palatine

Executive Director Dilger reported the members of the Office Park of Palatine met a couple weeks ago. They are still working with the Village of Palatine to apply for federal funding for crosswalks. The office park sign on Hicks Road needs to be replaced. The Library has offered to help pay for the sign if we can be listed on the sign.

11. Committee Reports

a. Board Development Committee

None.

b. Director's Review Committee

None.

c. Finance Committee

None.

d. Policy Committee

The next meeting will be June 27th at 9:00 am to discuss Policy 3–Library Operations and related appendices.

12. Consent agenda

a. Approval of minutes: Finance Committee meeting of November 20, 2018, Board Development Committee meeting of April 23, 2019, Finance Committee meeting of April 24, 2019, Finance Committee meeting of May 7, 2019, and Nominating Committee meeting of May 7, 2019

b. Financial report and approval of warrant 2019-12 in the amount of \$694,844.48

c. Approval of Ordinance 2019-05 Authorizing Levy of an Additional Tax for the Purchase of Sites and Buildings; for the Construction and Equipment of Buildings; for the Rental of Buildings Required for Library

Purposes; and for the Maintenance, Repairs, and Alteration of the Library Building and Equipment

Trustee Westhoff moved, seconded by Trustee Snyder, that the consent agenda be approved as presented.

Roll call vote:

Ayes: Boland, Brauer, Jefferson, Snyder, Vanderhoek and Westhoff.

Nays: None.

Abstain: None.

Absent: Sherman. **Motion carried.**

13. Correspondence

Board members will send individual thank you notes to Senator Gillespie for her help in the Library's makerspace capital program being named as one of those earmarked for the "Rebuild Illinois" program.

14. Adjournment

President Vanderhoek adjourned the meeting at 8:28 pm.

Approved: _____

Andrea Vanderhoek, President

Tracy Boland, Secretary

Palatine Public Library District
CORPORATE- FUND #10 Budget vs. Actual
July 2018 through June 2019

	<u>Jul '18 - June 19</u>	<u>Budget</u>	<u>% of Budget</u>	<u>% of Budget Last YTD</u>
Ordinary Income/Expense				
Income				
4000 · Tax Levies	5,553,937.63	5,514,376.00	100.72%	99.50%
4001 · Tax Levy - TIF	80,834.63	0.00	100.00%	0.00%
4010 · Replacement Tax	12,616.76	10,000.00	126.17%	89.70%
4100 · Interest Income	124,267.45	29,600.00	419.82%	313.00%
4200 · Other Fees and Income				
4201 · Fines	91,747.41	92,000.00	99.73%	87.90%
4203 · Lost/Replacement Fees	12,946.77	14,000.00	92.48%	102.80%
4204 · Book Recovery Service	11,263.62	13,000.00	86.64%	78.50%
4210 · Copier Income	9,937.20	9,000.00	110.41%	106.30%
4211 · Printing Income	16,345.96	16,000.00	102.16%	94.80%
4212 · Vending Machines	1,947.62	2,000.00	97.38%	94.00%
4222 · Meeting Room Fees	9,943.39	8,000.00	124.29%	100.70%
4223 · Interlibrary Loan Fees	111.93	250.00	44.77%	35.00%
4224 · Non-Resident Fees	13,321.75	10,000.00	133.22%	100.60%
4231 · Per Capita Grant	111,228.75	111,229.00	100.00%	100.00%
4232 · Gifts/Donations	52,019.16	20,000.00	260.10%	80.30%
4241 · Misc-General	1,613.68	500.00	322.74%	112.40%
4257 · Used Materials Income	4,844.75	6,000.00	80.75%	150.60%
4261 · Sale of Equipment	10,893.82	2,000.00	544.69%	87.50%
Total 4200 · Other Fees and Income	<u>348,165.81</u>	<u>303,979.00</u>	<u>114.54%</u>	<u>99.80%</u>
Total Income	<u>6,119,822.28</u>	<u>5,857,955.00</u>	<u>104.47%</u>	<u>99.80%</u>
Gross Profit	6,119,822.28	5,857,955.00	104.47%	99.80%
Expense				
5100 · Materials				
5101 · Books (Print Materials)	337,895.00	340,000.00	99.38%	100.00%
5102 · Continuations	36,028.65	41,000.00	87.88%	125.10%
5104 · Digital Reference (Databases)	222,218.41	233,000.00	95.37%	79.70%
5105 · Digital Materials(Nonprint Mat)	337,791.34	341,405.00	98.94%	101.60%
Total 5100 · Materials	<u>933,933.40</u>	<u>955,405.00</u>	<u>97.75%</u>	<u>96.50%</u>
5200 · Capital Expenditures				
5205 · Furniture	6,502.84	20,000.00	32.51%	51.60%
5207 · Computers/Technology	253,771.66	252,376.00	100.55%	90.90%
Total 5200 · Capital Expenditures	<u>260,274.50</u>	<u>272,376.00</u>	<u>95.56%</u>	<u>79.40%</u>
5300 · Payroll Expenses				
5310 · Gross Salaries	3,184,821.23	3,359,419.00	94.80%	94.00%
5313 · Health & Life Insurance	258,598.90	308,432.00	83.84%	84.80%
5328 · Misc. Fringe Benefits	5,769.24	7,006.00	82.35%	57.50%
Total 5300 · Payroll Expenses	<u>3,449,189.37</u>	<u>3,674,857.00</u>	<u>93.86%</u>	<u>93.10%</u>
5400 · Utilities				
5421 · Gas	31,485.45	50,000.00	62.97%	112.50%
5422 · Electricity	193,813.30	220,000.00	88.10%	90.20%

Palatine Public Library District
CORPORATE- FUND #10 Budget vs. Actual
 July 2018 through June 2019

	<u>Jul '18 - June 19</u>	<u>Budget</u>	<u>% of Budget</u>	<u>% of Budget Last YTD</u>
5423 · Water	8,128.92	20,000.00	40.65%	66.50%
Total 5400 · Utilities	233,427.67	290,000.00	80.49%	90.90%
5600 · Contracts				
5651 · Copier Costs	31,795.88	28,000.00	113.56%	87.80%
5653 · Technology Support	45,075.04	44,469.00	101.36%	141.50%
5654 · Postage Machine	2,205.84	1,890.00	116.71%	94.50%
5655 · LAN Management	82,400.00	82,400.00	100.00%	100.00%
5656 · Integrated Library Systems	76,862.71	83,600.00	91.94%	99.80%
5657 · Internet Service	23,394.14	26,000.00	89.98%	97.80%
5658 · Bibliographic Support	2,656.96	2,553.00	104.07%	16.10%
5659 · Book Recovery Service	5,639.30	5,000.00	112.79%	52.70%
5660 · Accounting/Payroll	17,022.28	17,400.00	97.83%	84.50%
5661 · Leases(Office Park)	2,637.92	4,000.00	65.95%	65.90%
5663 · Consultants	44,625.00	33,513.00	133.16%	89.20%
5666 · Leases(Branches)	37,155.00	38,000.00	97.78%	97.60%
Total 5600 · Contracts	371,470.07	366,825.00	101.27%	98.10%
5700 · Supplies				
5771 · Office/Kitchen Sup(HR Supplies)	1,252.15	1,000.00	125.22%	51.90%
5772 · Art & Printing Supplies	9,688.84	11,000.00	88.08%	113.40%
5773 · Copier & Printer Supplies	3,906.44	10,000.00	39.06%	90.90%
5774 · Library Services Supplies	45,853.49	45,000.00	101.90%	97.70%
5776 · Program Supplies				
5776.10 · Program Supplies - PMD	5,769.77	8,500.00	67.88%	172.00%
5776.20 · Program Supplies - ISD	5,216.67	5,500.00	94.85%	71.20%
5776.30 · Program Supplies - Tech	932.28	500.00	186.46%	83.60%
Total 5776 · Program Supplies	11,918.72	14,500.00	82.20%	126.80%
Total 5700 · Supplies	72,619.64	81,500.00	89.10%	101.70%
5800 · Operating - Other				
5801 · Library Insurance Package	2,530.00	2,530.00	100.00%	50.60%
5810 · Interlibrary Loan/Recip Borrow	7,725.57	4,500.00	171.68%	88.70%
5811 · Telephone	14,910.14	13,500.00	110.45%	85.70%
5812 · Postage	1,387.09	1,800.00	77.06%	98.60%
5813 · Cultural/Educational Programs				
5813.10 · Cultural/Ed Programs - PMD	16,147.66	14,000.00	115.34%	85.30%
5813.20 · Cultural/Ed Programs - ISD	17,253.58	18,000.00	95.85%	82.50%
5813.30 · Cultural/Ed Programs - Tech	4,050.00	5,100.00	79.41%	100.00%
Total 5813 · Cultural/Educational Programs	37,451.24	37,100.00	100.95%	85.90%
5814 · Inservice & Training	22,589.51	25,799.00	87.56%	67.80%
5815 · Memberships	7,477.00	8,911.00	83.91%	98.80%
5816 · Community Information	9,632.90	10,000.00	96.33%	108.90%
5817 · Legal	8,246.92	8,270.00	99.72%	46.60%
5819 · Want Ads/Legal Notices	655.56	3,000.00	21.85%	27.80%
5820 · Gifts/Donations	50,583.38	20,000.00	252.92%	60.70%
5821 · Reimbursements-Circulation	228.94	0.00	100.00%	30.90%

Palatine Public Library District
CORPORATE- FUND #10 Budget vs. Actual
 July 2018 through June 2019

	<u>Jul '18 - June 19</u>	<u>Budget</u>	<u>% of Budget</u>	<u>% of Budget Last YTD</u>
5823 · POC Shared Administrative Costs	10,000.00	10,000.00	100.00%	100.00%
Total 5800 · Operating - Other	173,418.25	145,410.00	119.26%	73.20%
5900 · Auxiliary				
5913 · Newsletter/Communication	67,056.26	68,082.00	98.49%	97.80%
5914 · Volunteer Programs	1,998.55	3,500.00	57.10%	65.30%
Total 5900 · Auxiliary	69,054.81	71,582.00	96.47%	95.90%
Total Expense	5,563,387.71	5,857,955.00	94.97%	93.00%
Net Ordinary Income	556,434.57	0.00	100.00%	100.00%
	556,434.57	0.00	100.00%	100.00%

Palatine Public Library District
AUDIT FUND #20 Budget vs. Actual
July 2018 through June 2019

	<u>Jul '18 -June 19</u>	<u>Budget</u>	<u>% of Budget</u>	<u>% of Budget Last YTD</u>
Ordinary Income/Expense				
Income				
4000 · Tax Levies	11,296.00	8,703.00	129.79%	165.70%
Total Income	<u>11,296.00</u>	<u>8,703.00</u>	<u>129.79%</u>	<u>165.70%</u>
Gross Profit	11,296.00	8,703.00	129.79%	165.70%
Expense				
5600 · Contracts				
5662 · Audit Fund Expenses	6,500.00	6,500.00	100.00%	100.00%
Total 5600 · Contracts	<u>6,500.00</u>	<u>6,500.00</u>	<u>100.00%</u>	<u>100.00%</u>
Total Expense	<u>6,500.00</u>	<u>6,500.00</u>	<u>100.00%</u>	<u>100.00%</u>
Net Ordinary Income	4,796.00	2,203.00	217.70%	-8.40%
Net Income	<u><u>4,796.00</u></u>	<u><u>2,203.00</u></u>	<u><u>217.70%</u></u>	<u><u>-8.40%</u></u>

Palatine Public Library District
BUILDING FUND #30 Budget vs. Actual
 July 2018 through June 2019

	<u>Jul '18 -June 19</u>	<u>Budget</u>	<u>% of Budget</u>	<u>% of Budget Last YTD</u>
Ordinary Income/Expense				
Income				
4000 · Tax Levies	223,920.28	222,410.00	100.68%	96.50%
Total Income	<u>223,920.28</u>	<u>222,410.00</u>	<u>100.68%</u>	<u>96.50%</u>
Gross Profit	223,920.28	222,410.00	100.68%	96.50%
Expense				
5500 · Maintenance				
5531 · Cleaning Service	73,759.46	81,000.00	91.06%	108.80%
5532 · Equipment Repair	2,089.44	1,000.00	208.94%	12.10%
5533 · Trash	2,547.02	3,295.44	77.29%	92.90%
5534 · Landscaping and Lawn Service	10,508.55	14,000.00	75.06%	91.30%
5535 · Fire and Security	11,439.90	13,000.00	88.0%	33.70%
5536 · Elevator	8,798.00	10,000.00	87.98%	124.80%
5537 · Building Maintenance	19,778.95	35,000.00	56.51%	70.60%
5538 · Snow Removal	13,883.00	9,000.00	154.26%	116.30%
5539 · HVAC	59,424.71	38,500.00	154.35%	109.00%
5540 · Parking Areas	11,916.66	10,000.00	119.17%	98.40%
5541 · Van Maintenance	74.95	500.00	14.99%	7.30%
5544 · Roof Maintenance	3,176.24	4,500.00	70.58%	94.90%
5545 · Van Fuel	1,170.29	1,000.00	117.03%	80.60%
Total 5500 · Maintenance	<u>218,567.17</u>	<u>220,795.44</u>	<u>98.99%</u>	<u>94.00%</u>
5700 · Supplies				
5775 · Maintenance Supplies	36,976.98	35,000.00	105.65%	83.70%
Total 5700 · Supplies	<u>36,976.98</u>	<u>35,000.00</u>	<u>105.65%</u>	<u>83.70%</u>
Total Expense	<u>255,544.15</u>	<u>255,795.44</u>	<u>99.9%</u>	<u>92.50%</u>
Net Ordinary Income	<u>-31,623.87</u>	<u>-33,385.44</u>	<u>94.72%</u>	<u>67.30%</u>
Net Income	<u><u>-31,623.87</u></u>	<u><u>-33,385.44</u></u>	<u><u>94.72%</u></u>	<u><u>67.30%</u></u>

Palatine Public Library District
IMRF FUND #40 Budget vs. Actual
 July 2018 through June 2019

	<u>Jul '18 -June 19</u>	<u>Budget</u>	<u>% of Budget</u>	<u>% of Budget Last YTD</u>
Ordinary Income/Expense				
Income				
4000 · Tax Levies	340,936.53	338,450.00	100.74%	98.70%
4010 · Replacement Tax	50,467.09	45,000.00	112.15%	93.30%
Total Income	<u>391,403.62</u>	<u>383,450.00</u>	<u>102.07%</u>	<u>93.00%</u>
Gross Profit	391,403.62	383,450.00	102.07%	93.00%
Expense				
5300 · Payroll Expenses				
5311 · IMRF Fund Expense	361,652.67	378,992.40	95.43%	94.70%
Total 5300 · Payroll Expenses	<u>361,652.67</u>	<u>378,992.40</u>	<u>95.43%</u>	<u>94.70%</u>
Total Expense	<u>361,652.67</u>	<u>378,992.40</u>	<u>95.43%</u>	<u>94.70%</u>
Net Ordinary Income	<u>29,750.95</u>	<u>4,457.60</u>	<u>667.42%</u>	<u>-157.10%</u>
Net Income	<u><u>29,750.95</u></u>	<u><u>4,457.60</u></u>	<u><u>667.42%</u></u>	<u><u>-157.10%</u></u>

Palatine Public Library District
SOCIAL SECURITY FUND #50 Budget vs. Actual
 July 2018 through June 2019

	<u>Jul '18 -June 19</u>	<u>Budget</u>	<u>% of Budget</u>	<u>% of Budget Last YTD</u>
Ordinary Income/Expense				
Income				
4000 · Tax Levies	268,656.14	265,925.00	101.03%	103.80%
Total Income	<u>268,656.14</u>	<u>265,925.00</u>	<u>101.03%</u>	<u>103.80%</u>
Gross Profit	268,656.14	265,925.00	101.03%	103.80%
Expense				
5300 · Payroll Expenses				
5312 · Social Security Fund Exp	235,454.37	255,797.75	92.05%	92.20%
Total 5300 · Payroll Expenses	<u>235,454.37</u>	<u>255,797.75</u>	<u>92.05%</u>	<u>92.20%</u>
Total Expense	<u>235,454.37</u>	<u>255,797.75</u>	<u>92.05%</u>	<u>92.20%</u>
Net Ordinary Income	<u>33,201.77</u>	<u>10,127.25</u>	<u>327.85%</u>	<u>-228.70%</u>
Net Income	<u><u>33,201.77</u></u>	<u><u>10,127.25</u></u>	<u><u>327.85%</u></u>	<u><u>-228.70%</u></u>

Palatine Public Library District
TORT IMMUNITY FUND #60 Budget vs. Actual
July 2018 through June 2019

	<u>Jul '18 -June 19</u>	<u>Budget</u>	<u>% of Budget</u>	<u>% of Budget Last YTD</u>
Ordinary Income/Expense				
Income				
4000 · Tax Levies	37,359.56	38,680.00	96.59%	98.60%
Total Income	37,359.56	38,680.00	96.59%	98.60%
Gross Profit	37,359.56	38,680.00	96.59%	98.60%
Expense				
5800 · Operating - Other	59,476.06	62,685.70	94.88%	78.10%
Total Expense	59,476.06	62,685.70	94.88%	78.10%
Net Ordinary Income	-22,116.50	-24,005.70	92.13%	55.00%
Net Income	-22,116.50	-24,005.70	92.13%	55.00%

Palatine Public Library District
UNEMPLOYMENT FUND #70 Budget vs. Actual
 July 2018 through June 2019

	<u>Jul '18 -June 19</u>	<u>Budget</u>	<u>% of Budget</u>	<u>% of Budget Last YTD</u>
Ordinary Income/Expense				
Income				
4000 - Tax Levies	1,000.00	500.00	200.0%	0.00%
Total Income	<u>1,000.00</u>	<u>500.00</u>	<u>200.0%</u>	<u>0.00%</u>
Gross Profit	1,000.00	500.00	200.0%	0.00%
Expense				
5330 - Unemployment Fund Expense	445.60	0.00	100.0%	3.90%
Total Expense	<u>445.60</u>	<u>0.00</u>	<u>100.0%</u>	<u>3.90%</u>
Net Ordinary Income	<u>554.40</u>	<u>500.00</u>	<u>110.88%</u>	<u>3.90%</u>
Net Income	<u><u>554.40</u></u>	<u><u>500.00</u></u>	<u><u>110.88%</u></u>	<u><u>3.90%</u></u>

Palatine Public Library District
SPECIAL RESERVE FUND #75 Budget vs. Actual
 July 2018 through June 2019

	<u>Jul '18 -June 19</u>	<u>Budget</u>	<u>% of Budget</u>	<u>% of Budget Last YTD</u>
Ordinary Income/Expense				
Expense				
5200 · Capital Expenditures				
5210 · Building				
5210.10 · Concrete, Masonry & Paving	0.00	228,191.00	0.0%	0.00%
5210.30 · Doors & Windows	6,768.00	8,419.00	80.39%	0.00%
5210.50 · Finishes	25,678.50	71,947.00	35.69%	0.00%
5210.70 · HVAC	134,404.44	88,450.00	151.96%	100.00%
Total 5210 · Building	<u>166,850.94</u>	<u>397,007.00</u>	<u>42.03%</u>	<u>39.7%</u>
Total 5200 · Capital Expenditures	<u>166,850.94</u>	<u>397,007.00</u>	<u>42.03%</u>	<u>39.70%</u>
Total Expense	<u>166,850.94</u>	<u>397,007.00</u>	<u>42.03%</u>	<u>39.70%</u>
Net Ordinary Income	<u>-166,850.94</u>	<u>-397,007.00</u>	<u>42.03%</u>	<u>39.70%</u>
Net Income	<u><u>-166,850.94</u></u>	<u><u>-397,007.00</u></u>	<u><u>42.03%</u></u>	<u><u>39.70%</u></u>

PALATINE PUBLIC LIBRARY DISTRICT TREASURER'S REPORT - YTD 6/30/19

FUND	Corporate	Audit	Building	IMRF	Social Security	Tort Immunity	Unemployment	Special Reserve	Total
INCOME									
4000 · Tax Levies	\$5,553,937.63	\$11,296.00	\$223,920.28	340,936.53	\$268,656.14	\$37,359.56	\$1,000.00		\$6,437,106.14
4001 · TIF Rebates	\$80,834.63								\$80,834.63
4010 · Repl Tax	\$12,616.76			\$50,467.09					\$63,083.85
4100 · Interest Income	\$124,267.45								\$124,267.45
4200 · Other Income	\$348,165.81								\$348,165.81
TOTAL INCOME	\$6,119,822.28	\$11,296.00	\$223,920.28	\$391,403.62	\$268,656.14	\$37,359.56	\$1,000.00	\$0.00	\$7,053,457.88
EXPENSE									
5100 · Materials	\$933,933.40								\$933,933.40
5200 · Capital Exp	\$260,274.50							\$228,336.84	\$488,611.34
5300 · Payroll Exp	\$3,449,189.37			\$361,652.67	\$235,454.37				\$4,046,296.41
5330 · Unemployment							\$445.60		\$445.60
5400 · Utilities	\$233,427.67								\$233,427.67
5500 · Maintenance			\$218,567.17						\$218,567.17
5600 · Contracts	\$371,470.07	\$6,500.00							\$377,970.07
5700 · Supplies	\$72,619.64		\$36,976.98						\$109,596.62
5800 · Operating	\$173,418.25					\$59,476.06			\$232,894.31
5802 · Insurance									\$0.00
5900 · Auxiliary	\$69,054.81								\$69,054.81
TOTAL EXPENSE	\$5,563,387.71	\$6,500.00	\$255,544.15	\$361,652.67	\$235,454.37	\$59,476.06	\$445.60	\$228,336.84	\$6,710,797.40
Audited Beg FB 7/1/18	\$3,402,052.67	\$7,308.80	\$195,444.34	\$203,763.51	\$99,071.47	\$101,594.24	\$47,972.61	\$1,261,948.60	\$5,319,156.24
Net Income	\$556,434.57	\$4,796.00	-\$31,623.87	\$29,750.95	\$33,201.77	-\$22,116.50	\$554.40	-\$228,336.84	\$342,660.48
Ending FB 6/30/19	\$3,958,487.24	\$12,104.80	\$163,820.47	\$233,514.46	\$132,273.24	\$79,477.74	\$48,527.01	\$1,033,611.76	\$5,661,816.72

CASH	
Bank Account	Balance
1003 · Chkg - CC	\$20,852.57
1004 · MM -Tax Dep	\$5,251,871.97
1005 · Chkg-General	\$47,353.79
1006 · Chkg - Imprest	\$1,500.00
1007 · Chkg - Payroll	\$14,755.70
1011 · Cash Boxes	\$1,818.00
TOTAL CASH	\$5,338,152.03

CD's			
Amount	Interest	Maturity Date	cd#
\$250,000.00	1.75%	7/13/2019	7302
\$250,000.00	2.00%	8/11/2019	1006
\$500,000.00			

Palatine Public Library District
Early Release Check Register
 June 28, 2019

<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Account</u>	<u>Pd Amt</u>
06/28/2019	4942	ALBERTSONS/SAFEWAY	1005 · Chkg-Palatine Bk & Trt-General	
06/22/2019			5776.20 · Program Supplies - ISD	-17.50
TOTAL				-17.50
06/28/2019	4943	AVALON PETROLEUM COMPANY	1005 · Chkg-Palatine Bk & Trt-General	
06/10/2019	019334		5537 · Building Maintenance	-515.85
TOTAL				-515.85
06/28/2019	4955	BANK OF AMERICA- MS	1005 · Chkg-Palatine Bk & Trt-General	
06/23/2019			5772 · Art & Printing Supplies	-46.71
			5776.10 · Program Supplies - PMD	-127.23
			5328 · Misc. Fringe Benefits	-25.00
			5328 · Misc. Fringe Benefits	-42.46
			5328 · Misc. Fringe Benefits	-31.48
			5814 · Inservice & Training	-15.00
			5820 · Gifts/Donations	-1,009.95
			5820 · Gifts/Donations	-1,009.95
			5776.10 · Program Supplies - PMD	-24.34
			5772 · Art & Printing Supplies	-41.80
			5772 · Art & Printing Supplies	-17.00
			5814 · Inservice & Training	-450.00
			5820 · Gifts/Donations	-719.99
TOTAL				-3,560.91
06/28/2019	4952	BANK OF AMERICA-GS	1005 · Chkg-Palatine Bk & Trt-General	
06/23/2019			5540 · Parking Areas	-18.82
			5775 · Maintenance Supplies	-60.30
			5775 · Maintenance Supplies	-71.91
			5775 · Maintenance Supplies	-71.67
			5775 · Maintenance Supplies	-31.25
TOTAL				-253.95
06/28/2019	4944	BANK OF AMERICA-JD	1005 · Chkg-Palatine Bk & Trt-General	
06/23/2019			5772 · Art & Printing Supplies	-212.50
			5653 · Technology Support	-27.50
TOTAL				-240.00
06/28/2019	4954	BANK OF AMERICA-MRG	1005 · Chkg-Palatine Bk & Trt-General	

Palatine Public Library District
Early Release Check Register
June 28, 2019

<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Account</u>	<u>Pd Amt</u>
06/25/2019			5105 · Digital Materials(Nonprint Mat)	-15.99
			5105 · Digital Materials(Nonprint Mat)	-15.99
			5774 · Library Services Supplies	-35.00
			5105 · Digital Materials(Nonprint Mat)	-15.99
			5820 · Gifts/Donations	-1,009.95
			5820 · Gifts/Donations	-1,009.95
			5774 · Library Services Supplies	-989.33
			5104 · Digital Reference (Databases)	-389.00
TOTAL				-3,481.20
06/28/2019	4945	COMCAST	1005 · Chkg-Palatine Bk & Trt-General	
06/10/2019			5657 · Internet Service	-194.61
07/01/2019			5657 · Internet Service	-129.85
TOTAL				-324.46
06/28/2019	4946	HOH WATER TECHNOLOGY, INC	1005 · Chkg-Palatine Bk & Trt-General	
06/11/2019	557639		5775 · Maintenance Supplies	-619.98
TOTAL				-619.98
06/28/2019	4947	HOME DEPOT	1005 · Chkg-Palatine Bk & Trt-General	
06/20/2019			5775 · Maintenance Supplies	-3.58
			5775 · Maintenance Supplies	-23.02
			5775 · Maintenance Supplies	-25.03
			5775 · Maintenance Supplies	-50.06
			5775 · Maintenance Supplies	-20.74
			5537 · Building Maintenance	-628.45
			5775 · Maintenance Supplies	-40.16
			5775 · Maintenance Supplies	-7.66
TOTAL				-798.70
06/28/2019	4948	KONICA MINOLTA BUSINESS SOLUTIONS	1005 · Chkg-Palatine Bk & Trt-General	
06/15/2019	9005787753		5651 · Copier Costs	-909.35
06/20/2019	9005802890		5651 · Copier Costs	-453.20
TOTAL				-1,362.55
06/28/2019	4953	PITNEY BOWES-SUPPLIES	1005 · Chkg-Palatine Bk & Trt-General	
06/10/2019	1013155743		5774 · Library Services Supplies	-226.08
TOTAL				-226.08
06/28/2019	4949	SHERWIN-WILLIAMS CO.	1005 · Chkg-Palatine Bk & Trt-General	

**Palatine Public Library District
Early Release Check Register
June 28, 2019**

Date	Num	Name	Account	Pd Amt
06/11/2019	1764-8		5775 · Maintenance Supplies	-37.99
06/14/2019	4815-1		5775 · Maintenance Supplies	-38.84
TOTAL				-76.83
06/28/2019	4950	STREAMWOOD PLASTICS, LTD.	1005 · Chkg-Palatine Bk & Trt-General	
06/04/2019	132490		5775 · Maintenance Supplies	-198.52
TOTAL				-198.52
06/28/2019	4951	SYNCB/AMAZON	1005 · Chkg-Palatine Bk & Trt-General	
06/10/2019			5101 · Books (Print Materials)	-1,381.98
			5105 · Digital Materials(Nonprint Mat)	-1,564.74
			5205 · Furniture	-303.09
			5207 · Computers/Technology	-528.74
			5776.10 · Program Supplies - PMD	-436.74
			5776.20 · Program Supplies - ISD	-18.86
			5772 · Art & Printing Supplies	-398.97
			5774 · Library Services Supplies	-238.66
			5811 · Telephone	-9.86
TOTAL				-4,881.64

TOTAL \$16,558.17

[Signature]
Signature

6/28/2019
Date

[Signature]
Signature

6-29-19
Date

Palatine Public Library District
Warrant 2020-01 Payroll and Invoice Distribution Totals
FOR THE MONTH OF JUNE 2019

	<u>Date</u>	<u>Name</u>	<u>Amount</u>
5300 · Payroll Expenses			
5310 · Gross Salaries			
	06/14/2019	PAYCOM	137,234.64
	06/30/2019	PAYCOM	131,434.34
Total 5310 · Gross Salaries			268,668.98
5311 · IMRF Fund Expense			
	06/30/2019	IMRF	43,154.83
Total 5311 · IMRF Fund Expense			43,154.83
5312 · Social Security Fund Exp			
	06/14/2019	PAYCOM	8,249.27
	06/30/2019	PAYCOM	7,889.65
Total 5312 · Social Security Fund Exp			16,138.92
5313 · Health & Life Insurance			
	06/30/2019	BLUE CROSS BLUE SHIELD	21,966.07
	06/30/2019	PRINCIPAL INSURANCE	1,529.53
Total 5313 · Health & Life Insurance			23,495.60
Total 5300 · Payroll Expenses		TOTAL PAYROLL:	\$351,458.33
		EARLY RELEASE INVOICES:	\$16,558.17
		WARRANT 2020-01 INVOICES:	\$401,884.31
			\$769,900.81

Approved by the Board of Trustees

 President

 Date

 Secretary

 Date

Palatine Public Library District
Warrant 2020-01 Check Register
 July 16, 2019

Date	Num	Name	Account	Pd Amt
07/16/2019	5036	ADVANCED DISPOSAL	1005 · Chkg-Palatine Bk & Trt-General	
06/30/2019	T400002252995		5533 · Trash	-208.00
TOTAL				-208.00
07/16/2019	4956	ALA STORE	1005 · Chkg-Palatine Bk & Trt-General	
05/31/2019	52487908		5816 · Community Information	-15.10
TOTAL				-15.10
07/16/2019	4957	ALLIANCE FOR IMMIGRANT NEIGHBORS	1005 · Chkg-Palatine Bk & Trt-General	
07/01/2019			5813.20 · Cultural/Ed Programs - ISD	-200.00
TOTAL				-200.00
07/16/2019	4958	BOCHENEK, ANNETTE	1005 · Chkg-Palatine Bk & Trt-General	
07/01/2019			5813.20 · Cultural/Ed Programs - ISD	-200.00
TOTAL				-200.00
07/16/2019	4959	BOLLY DANCEFIT	1005 · Chkg-Palatine Bk & Trt-General	
07/01/2019			5813.20 · Cultural/Ed Programs - ISD	-150.00
TOTAL				-150.00
07/16/2019	5037	BRODART	1005 · Chkg-Palatine Bk & Trt-General	
06/30/2019	533691		5774 · Library Services Supplies	-223.54
TOTAL				-223.54
07/16/2019	4960	CANON SOLUTIONS AMERICA, INC.	1005 · Chkg-Palatine Bk & Trt-General	
06/27/2019	902845688		5207 · Computers/Technology	-8,106.00
TOTAL				-8,106.00
07/16/2019	5041	CARVER, BLAKE	1005 · Chkg-Palatine Bk & Trt-General	
07/01/2019	5168		5653 · Technology Support	-100.00
TOTAL				-100.00
07/16/2019	4961	CENGAGE LEARNING INC - GALE	1005 · Chkg-Palatine Bk & Trt-General	
06/30/2019	multiple		5101 · Books (Print Materials)	-713.72
07/01/2019	67269647		5104 · Digital Reference (Databases)	-3,095.91

**Palatine Public Library District
Warrant 2020-01 Check Register**

July 16, 2019

Date	Num	Name	Account	Pd Amt
07/01/2019	67269646		5104 · Digital Reference (Databases)	-10,937.72
07/01/2019	67269644		5104 · Digital Reference (Databases)	-11,521.77
07/01/2019	67281988		5104 · Digital Reference (Databases)	-16,013.65
07/01/2019	67281985		5104 · Digital Reference (Databases)	-5,177.54
07/01/2019	67292254		5104 · Digital Reference (Databases)	-4,249.87
TOTAL				-51,710.18
07/16/2019	5042	CENTER POINT LARGE PRINT	1005 · Chkg-Palatine Bk & Trt-General	
06/30/2019	1702703		5101 · Books (Print Materials)	-140.22
TOTAL				-140.22
07/16/2019	4962	COMCAST	1005 · Chkg-Palatine Bk & Trt-General	
07/01/2019			5657 · Internet Service	-129.85
TOTAL				-129.85
07/16/2019	4963	COMPLETE CLEANING COMPANY, INC	1005 · Chkg-Palatine Bk & Trt-General	
07/01/2019	C10465		5531 · Cleaning Service	-6,061.00
TOTAL				-6,061.00
07/16/2019	4964	COMPUTER VIEW	1005 · Chkg-Palatine Bk & Trt-General	
06/30/2019	28324		5207 · Computers/Technology	-68,440.00
TOTAL				-68,440.00
07/16/2019	4965	CONSTELLATION, AN EXELON COMPANY	1005 · Chkg-Palatine Bk & Trt-General	
06/12/2019	15096579001		5422 · Electricity	-15,982.86
TOTAL				-15,982.86
07/16/2019	4966	COOK COUNTY FARM BUREAU	1005 · Chkg-Palatine Bk & Trt-General	
07/01/2019			5813.10 · Cultural/Ed Programs - PMD	-50.00
TOTAL				-50.00
07/16/2019	4967	CROSS, KIEL	1005 · Chkg-Palatine Bk & Trt-General	
06/27/2019			5814 · Inservice & Training	-1,126.80
TOTAL				-1,126.80
07/16/2019	4968	CULLIGAN WATER CONDITIONING, INC	1005 · Chkg-Palatine Bk & Trt-General	
07/01/2019			5423 · Water	-12.50

**Palatine Public Library District
Warrant 2020-01 Check Register**

July 16, 2019

Date	Num	Name	Account	Pd Amt
TOTAL				-12.50
07/16/2019	4969	CURRENT TECHNOLOGIES CORPORATION	1005 · Chkg-Palatine Bk & Trt-General	
06/07/2019	9910		5207 · Computers/Technology	-33,988.08
06/21/2019	9462		5207 · Computers/Technology	-1,860.24
TOTAL				-35,848.32
07/16/2019	5043	CURRENT TECHNOLOGIES CORPORATION	1005 · Chkg-Palatine Bk & Trt-General	
07/08/2019	722530		5655 · LAN Management	-4,200.00
TOTAL				-4,200.00
07/16/2019	4970	D & Z HOUSE OF BOOKS	1005 · Chkg-Palatine Bk & Trt-General	
06/14/2019	2019/1101787		5101 · Books (Print Materials)	-111.00
TOTAL				-111.00
07/16/2019	5038	D & Z HOUSE OF BOOKS	1005 · Chkg-Palatine Bk & Trt-General	
06/30/2019	2019/1103226		5101 · Books (Print Materials)	-21.96
TOTAL				-21.96
07/16/2019	4971	D.E.S. PAINTING INCORPORATED	1005 · Chkg-Palatine Bk & Trt-General	
06/19/2019	48032		5210.50 · Finishes	-21,500.00
06/28/2019	48053		5210.50 · Finishes	-2,000.00
TOTAL				-23,500.00
07/16/2019	4972	DeFRANCO PLUMBING	1005 · Chkg-Palatine Bk & Trt-General	
05/31/2019	25595		5537 · Building Maintenance	-365.00
TOTAL				-365.00
07/16/2019	4973	DEMCO	1005 · Chkg-Palatine Bk & Trt-General	
06/17/2019	6633119		5774 · Library Services Supplies	-108.12
TOTAL				-108.12
07/16/2019	4974	DENEEN, ROSE	1005 · Chkg-Palatine Bk & Trt-General	
07/01/2019			5813.20 · Cultural/Ed Programs - ISD	-100.00
TOTAL				-100.00
07/16/2019	4975	EBSCO	1005 · Chkg-Palatine Bk & Trt-General	

**Palatine Public Library District
Warrant 2020-01 Check Register**

July 16, 2019

<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Account</u>	<u>Pd Amt</u>
06/13/2019	1907636		5102 · Continuations	-22.03
07/01/2019	1575472		5102 · Continuations	-120.00
TOTAL				-142.03
07/16/2019	5039	EBSCO	1005 · Chkg-Palatine Bk & Trt-General	
07/03/2019	1585909		5101 · Books (Print Materials)	-591.00
TOTAL				-591.00
07/16/2019	4976	ETTINGER, FRED R.	1005 · Chkg-Palatine Bk & Trt-General	
07/01/2019			5813.20 · Cultural/Ed Programs - ISD	-75.00
TOTAL				-75.00
07/16/2019	4977	EVERLIVING GREENERY	1005 · Chkg-Palatine Bk & Trt-General	
07/01/2019	42228		5534 · Landscaping and Lawn Service	-388.00
TOTAL				-388.00
07/16/2019	4978	EXXON-MOBIL	1005 · Chkg-Palatine Bk & Trt-General	
06/24/2019			5545 · Van Fuel	-145.93
TOTAL				-145.93
07/16/2019	4979	FILTER SERVICES, INC.	1005 · Chkg-Palatine Bk & Trt-General	
06/27/2019	INV212342		5539 · HVAC	-1,084.21
TOTAL				-1,084.21
07/16/2019	4980	FINDAWAY	1005 · Chkg-Palatine Bk & Trt-General	
06/11/2019	288607		5105 · Digital Materials(Nonprint Mat)	-699.95
TOTAL				-699.95
07/16/2019	4981	FIRST COM (GLOBAL COM)	1005 · Chkg-Palatine Bk & Trt-General	
07/01/2019	117896451		5811 · Telephone	-1,747.39
TOTAL				-1,747.39
07/16/2019	5031	FOTOPOULOS, KAREN	1005 · Chkg-Palatine Bk & Trt-General	
07/01/2019			5813.20 · Cultural/Ed Programs - ISD	-70.00
TOTAL				-70.00

**Palatine Public Library District
Warrant 2020-01 Check Register**

July 16, 2019

Date	Num	Name	Account	Pd Amt
07/16/2019	5032	FOTOPOULOS, KAREN	1005 · Chkg-Palatine Bk & Trt-General	
07/01/2019			5813.20 · Cultural/Ed Programs - ISD	-70.00
TOTAL				-70.00
07/16/2019	4983	HALLORAN & YAUCH, INC	1005 · Chkg-Palatine Bk & Trt-General	
06/26/2019	14830		5534 · Landscaping and Lawn Service	-720.55
06/26/2019	14829		5537 · Building Maintenance	-261.00
TOTAL				-981.55
07/16/2019	4984	HAYES MECHANICAL	1005 · Chkg-Palatine Bk & Trt-General	
06/14/2019	437121		5539 · HVAC	-2,383.50
07/01/2019	437825		5539 · HVAC	-990.00
TOTAL				-3,373.50
07/16/2019	4985	HAZELGROVE, WILLIAM	1005 · Chkg-Palatine Bk & Trt-General	
07/01/2019			5813.20 · Cultural/Ed Programs - ISD	-250.00
TOTAL				-250.00
07/16/2019	4986	HOFFMAN ESTATES CHAMBER OF COMMER	1005 · Chkg-Palatine Bk & Trt-General	
07/01/2019			5815 · Memberships	-100.00
TOTAL				-100.00
07/16/2019	4987	HOFFMAN ESTATES PARK DISTRICT	1005 · Chkg-Palatine Bk & Trt-General	
07/01/2019			5666 · Leases(Branches)	-2,500.00
TOTAL				-2,500.00
07/16/2019	4988	IMPREST FUND	1005 · Chkg-Palatine Bk & Trt-General	
06/30/2019			1006 · Chkg-Palatine Bk & Trt-Imprest	-91.36
TOTAL				-91.36
07/16/2019	4989	IMPROV PLAYHOUSE THEATER, INC	1005 · Chkg-Palatine Bk & Trt-General	
07/01/2019			5813.10 · Cultural/Ed Programs - PMD	-525.00
TOTAL				-525.00
07/16/2019	4990	INFOGROUP	1005 · Chkg-Palatine Bk & Trt-General	
07/01/2019	10003543118		5104 · Digital Reference (Databases)	-19,370.00

Palatine Public Library District
Warrant 2020-01 Check Register
 July 16, 2019

Date	Num	Name	Account	Pd Amt
TOTAL				-19,370.00
07/16/2019	4991	INGRAM-2004115	1005 · Chkg-Palatine Bk & Trt-General	
06/30/2019	multiple		5101 · Books (Print Materials)	-25,354.93
			5105 · Digital Materials(Nonprint Mat)	-58.86
TOTAL				-25,413.79
07/16/2019	4992	JOHNSON CONTROLS SECURITIES	1005 · Chkg-Palatine Bk & Trt-General	
07/01/2019	32673027		5535 · Fire and Security	-146.00
TOTAL				-146.00
07/16/2019	4993	JOJO'S POTTERY STUDIO, LLC	1005 · Chkg-Palatine Bk & Trt-General	
07/01/2019			5813.10 · Cultural/Ed Programs - PMD	-300.00
TOTAL				-300.00
07/16/2019	4994	KLEIN THORPE AND JENKINS, LTD	1005 · Chkg-Palatine Bk & Trt-General	
06/25/2019	203606		5817 · Legal	-1,304.50
TOTAL				-1,304.50
07/16/2019	4995	KONICA MINOLTA	1005 · Chkg-Palatine Bk & Trt-General	
06/25/2019	33660814		5651 · Copier Costs	-715.22
06/25/2019	33660813		5651 · Copier Costs	-680.00
06/25/2019	33660815		5651 · Copier Costs	-136.00
TOTAL				-1,531.22
07/16/2019	4996	LIBRARY FURNITURE INTERNATIONAL, INC.	1005 · Chkg-Palatine Bk & Trt-General	
06/28/2019	6491		5205 · Furniture	-1,400.00
TOTAL				-1,400.00
07/16/2019	4997	LIBRARY IDEAS LLC	1005 · Chkg-Palatine Bk & Trt-General	
06/19/2019	70154		5105 · Digital Materials(Nonprint Mat)	-629.15
TOTAL				-629.15
07/16/2019	4998	LOGSDON OFFICE SUPPLY	1005 · Chkg-Palatine Bk & Trt-General	
06/18/2019	1059549-001		5773 · Copier & Printer Supplies	-201.98
TOTAL				-201.98

**Palatine Public Library District
Warrant 2020-01 Check Register**

July 16, 2019

Date	Num	Name	Account	Pd Amt
07/16/2019	5040	LOGSDON OFFICE SUPPLY	1005 · Chkg-Palatine Bk & Trt-General	
07/05/2019	1060751-001		5773 · Copier & Printer Supplies	-201.98
TOTAL				-201.98
07/16/2019	4999	LUCCHESI, EMILIE	1005 · Chkg-Palatine Bk & Trt-General	
07/01/2019			5813.20 · Cultural/Ed Programs - ISD	-225.00
TOTAL				-225.00
07/16/2019	5000	McANDREW, LORINDA	1005 · Chkg-Palatine Bk & Trt-General	
07/01/2019			5813.10 · Cultural/Ed Programs - PMD	-60.00
TOTAL				-60.00
07/16/2019	5033	MIDWEST TAPE	1005 · Chkg-Palatine Bk & Trt-General	
06/30/2019	multiple		5105 · Digital Materials(Nonprint Mat)	-10,055.57
			5774 · Library Services Supplies	-39.98
TOTAL				-10,095.55
07/16/2019	5002	MIDWEST TAPE-HOOPLA	1005 · Chkg-Palatine Bk & Trt-General	
06/30/2019	97597446		5105 · Digital Materials(Nonprint Mat)	-4,742.06
TOTAL				-4,742.06
07/16/2019	5003	NORTH WEST SUBURBAN FURNITURE SERV	1005 · Chkg-Palatine Bk & Trt-General	
06/25/2019	11330		5205 · Furniture	-1,700.00
TOTAL				-1,700.00
07/16/2019	5004	NORTHWEST COMMUNITY HEALTHCARE	1005 · Chkg-Palatine Bk & Trt-General	
07/01/2019			5666 · Leases(Branches)	-590.00
TOTAL				-590.00
07/16/2019	5005	ORIENTAL TRADING COMPANY INC	1005 · Chkg-Palatine Bk & Trt-General	
06/14/2019	696804813-01		5816 · Community Information	-222.92
TOTAL				-222.92
07/16/2019	5006	OVERDRIVE INC.	1005 · Chkg-Palatine Bk & Trt-General	
06/13/2019	01018CO19113082		5105 · Digital Materials(Nonprint Mat)	-1,745.51
06/21/2019	01018CO19118832		5105 · Digital Materials(Nonprint Mat)	-1,043.81

**Palatine Public Library District
Warrant 2020-01 Check Register**

July 16, 2019

Date	Num	Name	Account	Pd Amt
06/28/2019	01018CO19122984		5105 · Digital Materials(Nonprint Mat)	-2,158.54
06/30/2019	01018MA19124345		5105 · Digital Materials(Nonprint Mat)	-3,140.98
TOTAL				-8,088.84
07/16/2019	5007	OXYGEN	1005 · Chkg-Palatine Bk & Trt-General	
07/01/2019			5102 · Continuations	-23.00
TOTAL				-23.00
07/16/2019	5008	PAYPAL	1005 · Chkg-Palatine Bk & Trt-General	
06/30/2019	85468364		5660 · Accounting/Payroll	-19.95
TOTAL				-19.95
07/16/2019	5044	PERMA CARD (CREATIVE DATA PRODUCTS)	1005 · Chkg-Palatine Bk & Trt-General	
07/08/2019	202596		5774 · Library Services Supplies	-1,175.05
TOTAL				-1,175.05
07/16/2019	5009	PETTY CASH	1005 · Chkg-Palatine Bk & Trt-General	
06/30/2019			5776.10 · Program Supplies - PMD	-5.58
			5814 · Inservice & Training	-94.26
TOTAL				-99.84
07/16/2019	5010	PITNEY BOWES GLOBAL FINANCIAL SERVIC	1005 · Chkg-Palatine Bk & Trt-General	
06/29/2019	3103260902		5654 · Postage Machine	-315.12
			1240 · Prepaid Expenses	-157.56
TOTAL				-472.68
07/16/2019	5011	POSTMASTER	1005 · Chkg-Palatine Bk & Trt-General	
07/01/2019			5913 · Newsletter/Communication	-2,750.00
TOTAL				-2,750.00
07/16/2019	5030	POSTMASTER	1005 · Chkg-Palatine Bk & Trt-General	
07/01/2019			5913 · Newsletter/Communication	-235.00
TOTAL				-235.00
07/16/2019	5012	PROQUEST INFORMATION & LEARNING	1005 · Chkg-Palatine Bk & Trt-General	
07/01/2019	70580775		5104 · Digital Reference (Databases)	-3,463.20
07/01/2019	70580773		5104 · Digital Reference (Databases)	-28,964.04

**Palatine Public Library District
Warrant 2020-01 Check Register**

July 16, 2019

Date	Num	Name	Account	Pd Amt
07/01/2019	70568834		5658 · Bibliographic Support	-2,369.00
TOTAL				-34,796.24
07/16/2019	5013	RAILS	1005 · Chkg-Palatine Bk & Trt-General	
07/01/2019	5783		5107 · Electronic Materials	-13,589.00
TOTAL				-13,589.00
07/16/2019	5014	RECORD INFORMATION SERVICES, INC	1005 · Chkg-Palatine Bk & Trt-General	
06/11/2019	46855		5104 · Digital Reference (Databases)	-1,880.00
TOTAL				-1,880.00
07/16/2019	5015	ROSE PAVING LLC	1005 · Chkg-Palatine Bk & Trt-General	
06/19/2019	63205		5540 · Parking Areas	-9,723.36
TOTAL				-9,723.36
07/16/2019	5016	ROWMAN & LITTLEFIELD GROUP	1005 · Chkg-Palatine Bk & Trt-General	
06/27/2019	11161259		5101 · Books (Print Materials)	-138.52
TOTAL				-138.52
07/16/2019	5017	S & P GLOBAL MARKET INTELLIGENCE LLC	1005 · Chkg-Palatine Bk & Trt-General	
07/01/2019	2000051227		5104 · Digital Reference (Databases)	-9,055.00
TOTAL				-9,055.00
07/16/2019	5018	S & S WORLDWIDE	1005 · Chkg-Palatine Bk & Trt-General	
06/12/2019	IN10015751,100159218		5776.10 · Program Supplies - PMD	-42.42
			5776.10 · Program Supplies - PMD	-57.16
TOTAL				-99.58
07/16/2019	5019	STUMPS	1005 · Chkg-Palatine Bk & Trt-General	
06/17/2019	16139		5772 · Art & Printing Supplies	-48.63
TOTAL				-48.63
07/16/2019	5045	SYNCB/AMAZON	1005 · Chkg-Palatine Bk & Trt-General	
06/30/2019			5101 · Books (Print Materials)	-757.03
			5105 · Digital Materials(Nonprint Mat)	-5,734.98
			5207 · Computers/Technology	-274.95
			5776.10 · Program Supplies - PMD	-64.41

**Palatine Public Library District
Warrant 2020-01 Check Register**

July 16, 2019

<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Account</u>	<u>Pd Amt</u>
			5774 · Library Services Supplies	-269.85
			5775 · Maintenance Supplies	-299.19
TOTAL				-7,400.41
07/16/2019	5020	TUMBLEWEED PRESS	1005 · Chkg-Palatine Bk & Trt-General	
07/01/2019			5104 · Digital Reference (Databases)	-840.00
TOTAL				-840.00
07/16/2019	5021	ULINE	1005 · Chkg-Palatine Bk & Trt-General	
06/27/2019	109989679		5774 · Library Services Supplies	-168.86
TOTAL				-168.86
07/16/2019	5022	UNIQUE MANAGEMENT SERVICES	1005 · Chkg-Palatine Bk & Trt-General	
06/30/2019	555478		5659 · Book Recovery Service	-501.20
TOTAL				-501.20
07/16/2019	5023	UNITE PRIVATE NETWORKS, LLC	1005 · Chkg-Palatine Bk & Trt-General	
07/01/2019	SI-19-006304		5657 · Internet Service	-1,495.00
TOTAL				-1,495.00
07/16/2019	5024	VALUE LINE PUBLISHING	1005 · Chkg-Palatine Bk & Trt-General	
07/01/2019	KF-177199-197		5104 · Digital Reference (Databases)	-6,100.00
TOTAL				-6,100.00
07/16/2019	5025	VANGUARD ENERGY SERVICES, LLC	1005 · Chkg-Palatine Bk & Trt-General	
06/30/2019	G404409062819		5421 · Gas	-527.23
TOTAL				-527.23
07/16/2019	5034	VERY SMART PEOPLE LLC	1005 · Chkg-Palatine Bk & Trt-General	
07/01/2019			5813.30 · Cultural/Ed Programs - Tech	-150.00
TOTAL				-150.00
07/16/2019	5035	VERY SMART PEOPLE LLC	1005 · Chkg-Palatine Bk & Trt-General	
07/01/2019			5813.30 · Cultural/Ed Programs - Tech	-150.00
TOTAL				-150.00
07/16/2019	5027	VILLAGE OF PALATINE	1005 · Chkg-Palatine Bk & Trt-General	

**Palatine Public Library District
Warrant 2020-01 Check Register**

July 16, 2019

Date	Num	Name	Account	Pd Amt
06/12/2019			5423 · Water	-459.53
TOTAL				-459.53
07/16/2019	5028	WALKER, RANDY	1005 · Chkg-Palatine Bk & Trt-General	
07/01/2019			5813.20 · Cultural/Ed Programs - ISD	-250.00
TOTAL				-250.00
07/16/2019	5046	WAREHOUSE DIRECT	1005 · Chkg-Palatine Bk & Trt-General	
06/11/2019	4318652-0		5775 · Maintenance Supplies	-565.69
06/15/2019	4323947-0		5775 · Maintenance Supplies	-215.19
06/15/2019	4324532-0		5773 · Copier & Printer Supplies	-650.00
06/15/2019	4323784-0		5774 · Library Services Supplies	-63.96
06/18/2019	4325991-0		5774 · Library Services Supplies	-37.55
06/18/2019	4284593-0		5205 · Furniture	-689.00
06/21/2019	4330202-0		5776.20 · Program Supplies - ISD	-187.70
06/21/2019	4329479-0		5913 · Newsletter/Communication	-47.26
			5776.20 · Program Supplies - ISD	-7.80
06/21/2019	4329452-0		5772 · Art & Printing Supplies	-71.44
06/27/2019	4335921-0		5775 · Maintenance Supplies	-438.55
06/28/2019	4292874-0		5205 · Furniture	-292.00
07/01/2019	4324834-0		5774 · Library Services Supplies	-90.69
			5774 · Library Services Supplies	-211.04
TOTAL				-3,567.87

TOTAL \$401,884.31

Jeannie Dilger

To: David J. Summers
Subject: RE: Auto Renewing Materials Opt out

Mr. Summers,

You actually won't lose two days of borrowing time. The system is designed to give you a two-day warning, in case items don't renew, so that you can bring them back on time. But to ensure you get the same amount of time, the software actually renews it to the date it would renew if you did it yourself on the due date.

For example, for a 3-week book due July 3, the system will try to renew it on July 1 and extend the due date to July 24, three weeks after July 3. You'll get an email notifying you of the new date. If the book can't be renewed (because it's on hold or you've reached your maximum renewals, for instance), you'll get an email notifying you that it was unable to renew and is due on July 3.

I appreciate you explaining your concern. It means that our initial publicity wasn't clear, and we can work to adjust that going forward.

We've added this service based on requests from residents, who heard about it at other libraries. We hope that it will prove to be as popular here as those communities have reported. We will continue to take feedback as the service gets underway to ensure we are meeting residents' needs. Please feel free to reach out to me with any further feedback about this or any other Library service.

Sincerely,
Jeannie

Jeannie Dilger, Executive Director
Palatine Public Library District
700 N. North Ct. • Palatine, IL 60067 • 847.358.5881 x209 Facebook • Twitter • Instagram • Flickr

-----Original Message-----

From: David J. Summers [<mailto:Davesu@comcast.net>]
Sent: Friday, June 28, 2019 6:51 AM
To: Jeannie Dilger
Subject: Re: Auto Renewing Materials Opt out

Jeannie,

Why does Palatine library force members into these new rules we don't want, just because a few people can't manage their loans?

Everytime an item is renewed two days early you lose two days of borrowing time, automatically renewing twice and you lose 4 days. Is this correct or am I missing something?

On Jun 27, 2019, at 11:03 AM, Jeannie Dilger wrote:

> Mr. Summers,
>

> The Library Board referred your message to me. Unfortunately, the renewals will happen automatically for all patrons. If you can help me understand your concerns, I will do my best to find a way to address them.

>

>

> Sincerely,

>

> Jeannie Dilger, Executive Director

> Palatine Public Library District

> 700 N. North Ct. . Palatine, IL 60067 . 847.358.5881 x209

>

> -----Original Message-----

> From: David J. Summers [<mailto:Davesu@comcast.net>]

> Sent: Thursday, June 27, 2019 7:40 AM

> To: Palatine Library

> Cc: Library Board

> Subject: Auto Renewing Materials Opt out

>

> Please remove my library account 21265002858821 from this Auto Renewing program.

>

> I can handle my own library renewals thank you.

>

> Regards,

> David Summers