



Minutes

1. Call to order

Committee Chairperson Tracy Boland called the meeting to order at 10:04 a.m.

2. Roll call

Upon roll call, Trustees Tracy Boland, Andrea Vanderhoek, Hal Snyder, and Bruce Jefferson were in attendance.

3. Introduction of visitors

Executive Director Jeannie Dilger was in attendance.

4. Review and discussion of Executive Director evaluation

The results of the evaluation were reviewed and trustees clarified their comments for Executive Director Dilger.

5. Review and discussion of Executive Director 2021 goals

Executive Director Dilger reviewed her goals for 2021 and answered questions from the trustees.

6. Other business

Executive Director Dilger explained the logistics of the closed session scheduled for the December Regular board meeting.

7. Date for next meeting

There is no next meeting scheduled.

8. Adjournment

Trustee Boland adjourned the meeting at 11:12 am.

Approved on: _____

Trustee

Trustee

Prepared by: Tracy Boland



Minutes

1. Call to order

President Vanderhoek called the meeting to order at 7:00 p.m. Secretary Boland was present by video conference.

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

Upon roll call, Trustees Boland, Brauer, Jefferson, Singh, Snyder, Vanderhoek, and Westhoff were present by video conference.

3. Approval of agenda

Trustee Snyder moved, seconded by Trustee Singh, approval of the agenda as presented.

Roll call vote:

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

Nays: None.

Abstain: None.

Absent: None. **Motion carried.**

4. Introduction of visitors

Also in attendance by video conference were Executive Director Jeannie Dilger, Assistant Director Melissa Gardner, Finance Manager Beth Schwarz, Human Resources (HR) Manager Mary Schaeffer, Youth & Teen Services Manager Kathy Burns, HR Associate Karla Nora, Teen Advisory Board (TAB) representative Anish Mukherjee, League of Women Voters representative Ann Kennedy, Maria Galo, Emilie Cheng, and Thakar Basati.

5. Public comment

None.

6. Liaison reports

a. Friends of the Palatine Library

No report.

b. Teen Advisory Board (TAB)

TAB representative Anish Mukherjee reported that TAB met on December 8, 2020. They discussed raising teen awareness regarding the Winter Reading Program and their charity project. Their craft crew is working on a winter project and will be donating it to WINGS.

c. Palatine Public Library District Foundation

Trustee Jefferson reported that the Foundation met on November 19, 2020. They are continuing efforts on the naming rights opportunity campaign and worked on a letter to send out. They set up a stock account to accept end of year donations of stock. The Foundation has an account balance of \$6,900. The next meeting is December 17, 2020

d. RAILS

Trustee Brauer reported that there is a RAILS “Online Round Table: Trustee Update” on Wednesday, January 20 at 12:00 p.m. There will be a virtual 2021 ILA Legislative Meetup in February.

7. Unfinished business

a. Renovation update

Trustee Vanderhoek reported that the Building Renovation met the first week of December and received good feedback regarding the speed of the movers.

Executive Director Dilger advised that FH Paschen received their permit on Friday, December 4 and began work on Monday, December 7. She discussed the monthly progress report from Independent Construction Services consultant Dan Eallonardo and advised things are moving along quickly. Facilities Manager Gregg Szczesny was able to get rid of 170 pieces of furniture through online sales or charities and a scrap recycler took some of the metal shelving.

8. New business

a. Request for hearing from R. Benton

Trustee Vanderhoek reported that the Board received a large amount of correspondence and a request for a hearing from R. Benton who is

currently banned from the Library indefinitely. Executive Director Dilger summarized the past history of interactions with R. Benton and actions taken by the Library, police, or court. The Board discussed R. Benton's past behavior and content of recent correspondence. Executive Director Dilger will consult with the local police department regarding safety.

Trustee Jefferson moved, seconded by Trustee Snyder, to deny the request for a hearing from R. Benton.

Roll call vote:

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

Nays: None.

Abstain: None.

Absent: None. **Motion carried.**

b. Approval of Ordinance 2021-05: Establishing the Time, Place and Date of the Regular Meetings of the Board of Library Trustees of the Palatine Public Library District for the Calendar Year 2021

Trustee Singh moved, seconded by Trustee Snyder, approval of Ordinance 2021-05: Establishing the Time, Place and Date of the Regular Meetings of the Board of Library Trustees of the Palatine Public Library District for the Calendar Year 2021 as presented.

Roll call vote:

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

Nays: None.

Abstain: None.

Absent: None. **Motion carried.**

c. Resolution 2021-03 Authorizing Intervention in All 2019-2021 Tax Year Appeals Before the State of Illinois Property Tax Appeal Board

Trustee Snyder moved, seconded by Trustee Westhoff, approval of Resolution 2021-03 Authorizing Intervention in All 2019-2021 Tax Year Appeals Before the State of Illinois Property Tax Appeal Board as presented. Trustee Snyder discussed the key components of the Resolution. Executive Director Dilger advised that the dates of 2016-2018 are incorrect on page 1 and should be 2019-2021. Trustees discussed the potential of appeals and the receipt of a summary of tax appeal reports. Trustee Snyder withdrew his motion.

Trustee Snyder moved, seconded by Trustee Westhoff, approval of Resolution 2021-03 Authorizing Intervention in All 2019-2021 Tax Year Appeals Before the State of Illinois Property Tax Appeal Board as amended.

Roll call vote:

Ayes: Boland, Brauer, Jefferson, Singh, Snyder, Vanderhoek, and Westhoff
Nays: None.
Abstain: None.
Absent: None. **Motion carried**

d. Policy 9-49.8 Emergency Paid Sick Leave Due to COVID-19

Trustee Brauer reported that when this policy section was added in May, 2020, it was not expected to be needed for so long. The proposed changes were made to extend the benefits of the Emergency Paid Sick Leave (EPSL) through 2021. Executive Director Dilger advised that it is unclear if Congress will extend the COVID-19 funding to 2021, so these changes provide staff with two weeks of emergency paid sick leave due to COVID-19 through December 31, 2021. Changes were recently made to allow this benefit per instance/exposure. Library staff provided data on use of the leave in 2020 and how employees are covered. Trustee Brauer noted that this section is actual entitled Policy 9-51.8 rather than 9-49.8.

Trustee Brauer moved, seconded by Trustee Snyder, approval of changes to Policy 9-51.8 Emergency Paid Sick Leave Due to COVID-19 as amended effective January 1, 2021.

Roll call vote:

Ayes: Boland, Brauer, Jefferson, Singh, Snyder, Vanderhoek, and Westhoff
Nays: None.
Abstain: None.
Absent: None. **Motion carried**

9. President's report

a. Review of Library Board Advocacy Activities

Trustee Snyder attended a library advocacy meeting with State Representative Jonathan Carroll regarding the public value of libraries and funding.

Trustee Westhoff reported that he talked with patrons who were very enthusiastic about Cooperative Computer Services (CCS).

10. Director's report

Executive Director Dilger provided an overview of statistics regarding circulation, curbside pick-up, holds filled, and reference questions answered.

a. Strategic plan update

i. 2020 progress report

Executive Director Dilger shared a strategic plan update for October and November.

ii. 2021 action steps

Executive Director Dilger advised that the 2021 Strategic Plan has the same structure and goals with some action step items carried over to 2021. There are new themes regarding the following: branch renovation, staffing for new spaces and services, awareness of construction and changed services, multilingual services, equity, diversity, and inclusion, building and maintenance, technology, and safety procedures.

b. Board calendar

Executive Director Dilger provided an overview of the Board calendar and advised there are many of the same standard activities each month, but there are five annual items scheduled to be completed in 2021. She recommended three of these items be moved out to 2022 after the renovation: conduct community survey, update capital needs study, and update financial management plan. The Board agreed to move forward with the shift of these items to 2022.

There was discussion regarding the Governor's address regarding potential cuts in Illinois Department of Commerce and Economic Opportunity (DCEO) grants. Assistant Director Melisa Gardner will investigate this.

11. Committee reports

a. Committee to Review Open and Closed Session Minutes

The Committee will reconvene in January. Trustee Boland volunteered to be Committee Chair.

b. Board Development Committee

No report.

c. Building Renovation Committee

The Committee met on Thursday, December 3, 2020. The next meeting will be Thursday, January 7, 2021, at 4:00 p.m.

d. Director's Review Committee

This Committee met on Friday, December 11, 2020. They had a productive review of the Executive Director.

e. Finance Committee

The Finance Committee met on November 12, 2020. There is no other meeting scheduled at this time.

f. Lock Box Committee

No report.

g. Policy Committee

The Committee did not meet in December. The next meeting will be Thursday, January 7, 2021, at 9:00 a.m.

12. Consent agenda -- Matters on the consent agenda will be considered by a single motion and vote because they have already been considered fully by the Board at a previous meeting or have been determined to be of a routine nature. Any member of the Board may request that an item be removed from the consent agenda for separate consideration.

a. Approval of minutes

i. Finance Committee meeting of November 12, 2020

ii. Public hearing of November 17, 2020

iii. regular meeting of November 17, 2020

iv. Building Renovation Committee meeting of December 3, 2020

b. Financial report and approval of Warrant 2021-06 in the amount of \$1, 165,060.40

Trustee Brauer advised that Finance Manager Beth Schwarz's name is spelled incorrectly in the Finance Committee meeting minutes of November 12, 2020.

Trustee Snyder, moved, seconded by Trustee Jefferson, approval of the Consent Agenda as amended.

Roll call vote:

Ayes: Boland, Brauer, Jefferson, Singh, Snyder, Vanderhoek,
and Westhoff
Nays: None.
Abstain: None.
Absent: None. **Motion carried**

13. Correspondence

Trustees received emails from one patron.

14. Closed session for the purpose of deliberations concerning salary schedules for one or more classes of employees in compliance with 5 ILCS 120/2 (c) (1)

a. Salary scale benchmarking study

Trustee Boland moved, seconded by Trustee Brauer, to go into closed session for the purpose of deliberations concerning salary schedules for one or more classes of employees in compliance with 5 ILCS 120/2 (c) (1).

Roll call vote:

Ayes: Boland, Brauer, Jefferson, Singh, Snyder, Vanderhoek,
and
Westhoff
Nays: None.
Abstain: None.
Absent: None. **Motion carried**

The Board went into closed session at 8:15 p.m. and reconvened at 8:59 p.m. Upon roll call, Trustees Boland, Brauer, Jefferson, Singh, Snyder, Vanderhoek, and Westhoff were present by video conference.

15. Vote on items discussed in closed session

a. Approval of salary scale adjustment

Trustee Brauer moved, seconded by Trustee Snyder, adoption of the new salary scale as presented effective January 1, 2021.

Roll call vote:

Ayes: Boland, Brauer, Jefferson, Singh, Snyder, Vanderhoek,
and
Westhoff
Nays: None.
Abstain: None.
Absent: None. **Motion carried**

16. Closed session for the purpose of deliberations concerning employee performance in compliance with 5 ILCS 120/2 (c) (1)

a. Executive Director's evaluation

Trustee Westhoff moved, seconded by Trustee Snyder, to go into closed session for the purpose of deliberations concerning employee performance in compliance with 5 ILCS 120/2 (c) (1).

Roll call vote:

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

Nays: None.

Abstain: None.

Absent: None. **Motion carried**

The Board went into closed session at 9:01 p.m. and reconvened at 9:54 p.m. Upon roll call, Trustees Boland, Brauer, Jefferson, Singh, Snyder, Vanderhoek, and Westhoff were present by video conference.

17. Vote on items discussed in closed session

a. Approval of Executive Director salary adjustment

Trustee Boland moved, seconded by Trustee Brauer, approval of the Executive Director salary adjustment of 5.25% as presented effective January 1, 2021.

Trustee Vanderhoek recognized Executive Director Dilger for exceptional work during the past year especially during unprecedented times and with the challenges presented. The salary adjustment includes a 2% cost of living increase and a 3.25% merit increase.

Roll call vote:

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

Nays: None.

Abstain: None.

Absent: None. **Motion carried**

18. Adjournment

President Vanderhoek adjourned the meeting at 9:56 p.m.

Approved: _____

Andrea Vanderhoek, President

Tracy Boland, Secretary



Minutes

1. Call to order

Committee Chairperson Debby Brauer called the meeting to order at 9:00 a.m.

2. Roll call

Upon roll call, Trustees Debby Brauer and Jeffrey Westhoff were present.

3. Introduction of visitors

Executive Director Jeannie Dilger attended.

4. Public Comment

None.

5. Review and discussion of policies and appendices

The committee discussed Bylaws; Appendix 0—Rules for Procedure for Public Meetings and Hearings; Policy 1—Policy Development; and Appendix 1A—Guidelines for the Development and Implementation of Policies and Procedures Affecting Access to Library Materials, Services, and Facilities.

6. Review and discussion of policy review schedule, and additional policies or policy provisions that need to be addressed

The committee plans to review Policy 10—Digital Resources and Appendix 10A—Use of Digital Resources in February.

7. Other business

The committee discussed the font used in policies.

8. Date for next meeting

The next meeting will be February 4, 2021, at 9:00 a.m.

9. Adjournment

Trustee Brauer adjourned the meeting at 10:00 a.m.

Approved on: _____

Trustee

Trustee

Prepared by: Debby Brauer



Minutes

1. Call to order

Trustee Vanderhoek called the meeting to order at 4:00 p.m.

2. Roll call

Upon roll call, Trustees Brauer, Westhoff, and Vanderhoek were present.

3. Introduction of visitors

Executive Director Jeannie Dilger, Assistant Director Melissa Gardner, Dan Eallonardo, Joe Huberty, and Kristin Richardson were also present.

4. Public Comment

None.

5. Update on Main Library renovation

The committee received an update on renovation progress.

The closure of the Library for public health reasons has allowed for the adjustment of some construction phases and work remains on schedule.

6. Discussion of change order process

Pending change orders and the process for addressing changes as they arise was discussed.

7. Other business

The committee members will be scheduling times to enter the building with staff to view the construction progress.

8. Date for next meeting

The next meeting will be tentatively scheduled for Thursday, February 4, at 4:00 p.m.

9. Adjournment

Trustee Vanderhoek adjourned the meeting at 4:49 p.m.

Approved on: _____

Trustee

Trustee

Prepared by: Andrea Vanderhoek

Palatine Public Library District
CORPORATE- FUND #10 Budget vs. Actual

July through December 2020
50% of Budget Year Completed

	<u>July - Dec 2020</u>	<u>Budget</u>	<u>% of Budget</u>	<u>% of Budget Last YTD</u>
Ordinary Income/Expense				
Income				
4000 · Tax Levies	4,480,726.55	7,761,538.00	57.73%	39.90%
4001 · Tax Levy - TIF	0.00	60,330.00	0.0%	0.00%
4010 · Replacement Tax	28,579.34	29,623.00	96.48%	251.70%
4101 · Interest- CD's & Bank	8,583.13	20,000.00	42.92%	193.60%
4200 · Other Fees and Income				
4201 · Fines	2,488.42	2,500.00	99.54%	40.40%
4203 · Lost/Repl/Process/Damage Fees	3,584.80	9,158.00	39.14%	31.60%
4204 · Collection Agency	1,572.60	9,918.00	15.86%	29.00%
4210 · Copier Income	1,594.67	8,750.00	18.23%	49.40%
4211 · Printing/Fax Income	2,790.66	15,000.00	18.6%	47.90%
4212 · Vending Machines	55.57	1,750.00	3.18%	48.70%
4222 · Meeting Room Fees	-280.00	6,750.00	-4.15%	46.40%
4223 · Interlibrary Loan Fees	25.00	106.00	23.59%	7.50%
4224 · Non-Resident Fees	4,477.48	10,293.00	43.5%	45.30%
4231 · Per Capita Grant	111,228.75	111,229.00	100.0%	100.00%
4232 · Gifts/Donations	43,067.78	28,160.00	152.94%	19.50%
4233 · Other Grants	40,525.00	40,525.00	100.0%	0.00%
4241 · Misc-General	225.00	1,500.00	15.0%	290.80%
4257 · Used Materials Income	0.00	7,083.00	0.0%	0.50%
4261 · Sale of Equipment	1,510.18	4,892.00	30.87%	90.50%
Total 4200 · Other Fees and Income	<u>212,865.91</u>	<u>257,614.00</u>	<u>82.63%</u>	<u>52.70%</u>
Total Income	<u>4,730,754.93</u>	<u>8,129,105.00</u>	<u>58.2%</u>	<u>41.60%</u>
Gross Profit	4,730,754.93	8,129,105.00	58.2%	41.60%
Expense				
5100 · Materials				
5101 · Print Materials	103,178.82	324,650.00	31.78%	49.40%
5104 · Databases	189,933.83	236,454.00	80.33%	88.40%
5105 · Nonprint Materials	54,079.31	186,505.00	29.0%	38.70%
5107 · Electronic Materials	101,524.60	171,000.00	59.37%	46.90%
Total 5100 · Materials	<u>448,716.56</u>	<u>918,609.00</u>	<u>48.85%</u>	<u>55.30%</u>
5200 · Capital Expenditures				
5205 · Furniture	0.00	20,000.00	0.0%	33.20%
5207 · Computers/Technology	23,109.73	256,347.00	9.02%	9.60%
Total 5200 · Capital Expenditures	<u>23,109.73</u>	<u>276,347.00</u>	<u>8.36%</u>	<u>13.70%</u>
5300 · Payroll Expenses				
5310 · Gross Salaries	1,582,120.33	3,318,704.00	47.67%	48.70%
5313 · Health & Life Insurance	124,399.21	277,743.00	44.79%	44.20%
5314 · HSA Employer Contribution	2,137.50	4,838.00	44.18%	0.00%
5315 · HSA Employee Contribution	360.00			0.00%
5328 · Misc. Fringe Benefits	3,912.42	19,624.00	19.94%	48.90%
Total 5300 · Payroll Expenses	<u>1,712,929.46</u>	<u>3,620,909.00</u>	<u>47.31%</u>	<u>48.40%</u>
5400 · Utilities				

Palatine Public Library District
CORPORATE- FUND #10 Budget vs. Actual

July through December 2020
50% of Budget Year Completed

Ordinary Income/Expense	July - Dec 2020	Budget	% of Budget	% of Budget Last YTD
Income				
5421 · Gas	4,444.60	28,633.00	15.52%	34.20%
5422 · Electricity	79,437.36	188,476.00	42.15%	44.20%
5423 · Water	4,044.86	9,296.00	43.51%	37.30%
Total 5400 · Utilities	87,926.82	226,405.00	38.84%	42.60%
5600 · Contracts				
5651 · Copier & Printer Maintenance	14,477.00	29,074.00	49.79%	59.50%
5653 · Technology Support	18,925.48	95,811.00	19.75%	64.90%
5654 · Postage Machine	920.40	1,891.00	48.67%	58.30%
5655 · LAN Management	38,330.00	83,412.00	45.95%	57.90%
5656 · Integrated Library Systems	107,299.43	114,741.00	93.51%	47.20%
5656.01 · Rails Grant Expenses	0.00	40,525.00	0.0%	0.00%
5657 · Internet Service	11,814.97	23,407.00	50.48%	47.30%
5658 · Bibliographic Support	406.68	350.00	116.19%	115.30%
5659 · Book Recovery Service	1,986.90	4,404.00	45.12%	27.70%
5660 · Accounting/Payroll/Bank Fees	4,892.51	12,268.00	39.88%	33.60%
5661 · Leases(Office Park)	1,318.96	2,638.00	50.0%	95.20%
5663 · Consultants	6,320.00	29,600.00	21.35%	4.10%
5666 · Leases(Branches)	21,040.00	37,080.00	56.74%	50.00%
5667 · Telephone Lease	11,445.75	21,342.00	53.63%	69.40%
Total 5600 · Contracts	239,178.08	496,543.00	48.17%	48.60%
5700 · Supplies				
5771 · Human Resources Supplies	230.40	1,500.00	15.36%	24.90%
5772 · Art & Printing Supplies	4,775.04	11,000.00	43.41%	51.20%
5773 · Copier & Printer Supplies	8,989.44	3,500.00	256.84%	22.70%
5774 · Library Services Supplies				
5774.50 · Collection Supplies - CS	7,722.46	20,000.00	38.61%	47.10%
5774.90 · General Service Supplies	18,987.73	29,000.00	65.48%	40.10%
Total 5774 · Library Services Supplies	26,710.19	49,000.00	54.51%	43.90%
5776 · Program Supplies				
5776.10 · Program Supplies - YTS	1,193.70	6,500.00	18.37%	42.50%
5776.20 · Program Supplies - AS	3,819.09	7,500.00	50.92%	33.20%
5776.30 · Program Supplies - Tech	0.00	1,000.00	0.0%	20.40%
Total 5776 · Program Supplies	5,012.79	15,000.00	33.42%	36.10%
Total 5700 · Supplies	45,717.86	80,000.00	57.15%	41.40%
5800 · Operating - Other				
5810 · Interlibrary Loan/Recip Borrow	0.00	6,726.00	0.0%	208.90%
5811 · Telephone	1,635.90	3,088.00	52.98%	40.40%
5812 · Postage	1,022.95	1,835.00	55.75%	27.30%
5813 · Cultural/Educational Programs				
5813.10 · Cultural/Ed Programs - YTS	3,410.25	12,000.00	28.42%	58.30%
5813.20 · Cultural/Ed Programs - AS	8,650.00	19,800.00	43.69%	35.80%
5813.30 · Cultural/Ed Programs - Tech	1,800.00	3,600.00	50.0%	34.00%

Palatine Public Library District
CORPORATE- FUND #10 Budget vs. Actual

July through December 2020
50% of Budget Year Completed

	<u>July - Dec 2020</u>	<u>Budget</u>	<u>% of Budget</u>	<u>% of Budget Last YTD</u>
Ordinary Income/Expense				
Income				
Total 5813 · Cultural/Educational Programs	13,860.25	35,400.00	39.15%	44.90%
5814 · Inservice & Training/Mileage	18,537.13	32,137.00	57.68%	61.80%
5815 · Memberships	3,252.50	11,736.00	27.71%	37.50%
5816 · Community Information	3,521.47	14,000.00	25.15%	70.50%
5817 · Legal	2,895.00	6,350.00	45.59%	8.80%
5819 · Want Ads/Legal Notices	1,648.62	872.00	189.06%	24.40%
5820 · Gifts/Donations	10,318.63	10,000.00	103.19%	106.80%
5823 · POC Shared Administrative Costs	10,000.00	10,000.00	100.0%	100.00%
5827 · Sales Tax	168.00	1,200.00	14.0%	100.00%
Total 5800 · Operating - Other	<u>66,860.45</u>	<u>133,344.00</u>	<u>50.14%</u>	<u>61.70%</u>
5900 · Auxiliary				
5913 · Newsletter/Communication	28,503.00	68,000.00	41.92%	49.10%
5914 · Volunteer Programs	551.79	3,000.00	18.39%	25.10%
Total 5900 · Auxiliary	<u>29,054.79</u>	<u>71,000.00</u>	<u>40.92%</u>	<u>48.00%</u>
Total Expense	<u>2,653,493.75</u>	<u>5,823,157.00</u>	<u>45.57%</u>	<u>48.20%</u>
Net Ordinary Income	<u>2,077,261.18</u>	<u>2,305,948.00</u>	<u>90.08%</u>	<u>3.70%</u>
Net Income	<u><u>2,077,261.18</u></u>	<u><u>2,305,948.00</u></u>	<u><u>90.08%</u></u>	<u><u>3.70%</u></u>

Palatine Public Library District
AUDIT FUND #20 Budget vs. Actual
 July through December 2020
 50% of Budget Year Completed

	<u>July - Dec 2020</u>	<u>Budget</u>	<u>% of Budget</u>	<u>% of Budget Last YTD</u>
Ordinary Income/Expense				
Income				
4000 - Tax Levies	10,384.04	500.00	2,076.81%	96.6%
Total Income	<u>10,384.04</u>	<u>500.00</u>	<u>2,076.81%</u>	<u>96.6%</u>
Gross Profit	10,384.04	500.00	2,076.81%	96.6%
Expense				
5600 - Contracts	5,400.00	5,400.00	100.0%	100.0%
Total Expense	<u>5,400.00</u>	<u>5,400.00</u>	<u>100.0%</u>	<u>100.0%</u>
Net Ordinary Income	4,984.04	-4,900.00	-101.72%	80.5%
Net Income	<u><u>4,984.04</u></u>	<u><u>-4,900.00</u></u>	<u><u>-101.72%</u></u>	<u><u>80.5%</u></u>

Palatine Public Library District
BUILDING- FUND #30 Budget vs. Actual

July through December 2020
50% of Budget Year Completed

	<u>July - Dec 2020</u>	<u>Budget</u>	<u>% of Budget</u>	<u>% of Budget Last YTD</u>
Ordinary Income/Expense				
Income				
4000 · Tax Levies	180,682.61	236,342.00	76.45%	47.0%
Total Income	<u>180,682.61</u>	<u>236,342.00</u>	<u>76.45%</u>	<u>47.0%</u>
Gross Profit	180,682.61	236,342.00	76.45%	47.0%
Expense				
5500 · Maintenance				
5531 · Cleaning Service	33,369.63	100,000.00	33.37%	46.9%
5532 · Equipment Repair	0.00	500.00	0.0%	0.0%
5533 · Trash	2,295.63	4,000.00	57.39%	37.1%
5534 · Landscaping and Lawn Service	5,413.00	12,636.00	42.84%	66.5%
5535 · Fire and Security	3,420.44	11,000.00	31.1%	39.5%
5536 · Elevator	3,487.50	9,000.00	38.75%	45.2%
5537 · Building Maintenance	2,343.74	25,000.00	9.38%	29.7%
5538 · Snow Removal	0.00	10,000.00	0.0%	10.8%
5539 · HVAC	9,293.11	55,000.00	16.9%	29.9%
5540 · Parking Areas	3,940.00	10,000.00	39.4%	0.0%
5541 · Van Maintenance	84.95	500.00	16.99%	11.0%
5544 · Roof Maintenance	3,381.00	4,500.00	75.13%	52.2%
5545 · Van Fuel	278.65	1,300.00	21.44%	49.2%
Total 5500 · Maintenance	<u>67,307.65</u>	<u>243,436.00</u>	<u>27.65%</u>	<u>38.1%</u>
5700 · Supplies	13,481.74	35,000.00	38.52%	40.4%
Total Expense	<u>80,789.39</u>	<u>278,436.00</u>	<u>29.02%</u>	<u>38.4%</u>
Net Ordinary Income	99,893.22	-42,094.00	-237.31%	1.0%
Net Income	<u><u>99,893.22</u></u>	<u><u>-42,094.00</u></u>	<u><u>-237.31%</u></u>	<u><u>1.0%</u></u>

Palatine Public Library District
IMRF FUND #40 Budget vs. Actual

July through December 2020
50% of Budget Year Completed

	<u>July - Dec 2020</u>	<u>Budget</u>	<u>% of Budget</u>	<u>% of Budget Last YTD</u>
Ordinary Income/Expense				
Income				
4000 - Tax Levies	275,177.51	359,432.00	76.56%	51.0%
Total Income	<u>275,177.51</u>	<u>359,432.00</u>	<u>76.56%</u>	<u>51.0%</u>
Gross Profit	275,177.51	359,432.00	76.56%	51.0%
Expense				
5300 - Payroll Expenses				
5311 - IMRF Fund Expense	207,994.79	416,661.08	49.92%	43.9%
Total 5300 - Payroll Expenses	<u>207,994.79</u>	<u>416,661.08</u>	<u>49.92%</u>	<u>43.9%</u>
Total Expense	<u>207,994.79</u>	<u>416,661.08</u>	<u>49.92%</u>	<u>43.9%</u>
Net Ordinary Income	67,182.72	-57,229.08	-117.39%	12.9%
Net Income	<u><u>67,182.72</u></u>	<u><u>-57,229.08</u></u>	<u><u>-117.39%</u></u>	<u><u>12.9%</u></u>

Palatine Public Library District
SOCIAL SECURITY FUND #50 Budget vs. Actual

July through December 2020
50% of Budget Year Completed

	<u>July - Dec 2020</u>	<u>Budget</u>	<u>% of Budget</u>	<u>% of Budget Last YTD</u>
Ordinary Income/Expense				
Income				
4000 - Tax Levies	216,507.57	283,115.00	76.47%	55.2%
Total Income	<u>216,507.57</u>	<u>283,115.00</u>	<u>76.47%</u>	<u>55.2%</u>
Gross Profit	216,507.57	283,115.00	76.47%	55.2%
Expense				
5300 - Payroll Expenses				
5312 - Social Security Fund Exp	117,456.59	252,623.20	46.5%	47.3%
Total 5300 - Payroll Expenses	<u>117,456.59</u>	<u>252,623.20</u>	<u>46.5%</u>	<u>47.3%</u>
Total Expense	<u>117,456.59</u>	<u>252,623.20</u>	<u>46.5%</u>	<u>47.3%</u>
Net Ordinary Income	99,050.98	30,491.80	324.85%	-14.2%
Net Income	<u><u>99,050.98</u></u>	<u><u>30,491.80</u></u>	<u><u>324.85%</u></u>	<u><u>-14.2%</u></u>

**Palatine Public Library District
TORT IMMUNITY FUND #60 Budget vs. Actual**

**July through December 2020
50% of Budget Year Completed**

	<u>July - Dec 2020</u>	<u>Budget</u>	<u>% of Budget</u>	<u>% of Budget Last YTD</u>
Ordinary Income/Expense				
Income				
4000 - Tax Levies	28,556.17	44,361.00	64.37%	44.5%
Total Income	<u>28,556.17</u>	<u>44,361.00</u>	<u>64.37%</u>	<u>44.5%</u>
Gross Profit	28,556.17	44,361.00	64.37%	44.5%
Expense				
5800 - Operating - Other				
5801 - Library Insurance Package	2,530.00	3,162.50	80.0%	0.0%
5802 - Public Liability Insurance	0.00	91,727.99	0.0%	97.2%
Total 5800 - Operating - Other	<u>2,530.00</u>	<u>94,890.49</u>	<u>2.67%</u>	<u>93.5%</u>
Total Expense	<u>2,530.00</u>	<u>94,890.49</u>	<u>2.67%</u>	<u>93.5%</u>
Net Ordinary Income	26,026.17	-50,529.49	-51.51%	148.2%
Net Income	<u><u>26,026.17</u></u>	<u><u>-50,529.49</u></u>	<u><u>-51.51%</u></u>	<u><u>148.2%</u></u>

Palatine Public Library District
UNEMPLOYMENT FUND #70 Budget vs. Actual

July through December 2020
50% of Budget Year Completed

	<u>July - Dec</u> <u>2020</u>	<u>Budget</u>	<u>% of Budget</u>	<u>% of Budget</u> <u>Last YTD</u>
Ordinary Income/Expense				
Income				
4000 - Tax Levies	0.00	500.00	0.0%	100.0%
Total Income	<u>0.00</u>	<u>500.00</u>	<u>0.0%</u>	<u>100.0%</u>
Gross Profit	0.00	500.00	0.0%	100.0%
Expense				
5330 - Unemployment Fund Expense	318.00	500.00	63.6%	0.0%
Total Expense	<u>318.00</u>	<u>500.00</u>	<u>63.6%</u>	<u>0.0%</u>
Net Ordinary Income	<u>-318.00</u>	<u>0.00</u>	<u>100.0%</u>	<u>-2,930.3%</u>
Net Income	<u><u>-318.00</u></u>	<u><u>0.00</u></u>	<u><u>100.0%</u></u>	<u><u>-2,930.3%</u></u>

**Palatine Public Library District
SPECIAL RESERVE FUND #75 Budget vs. Actual**

July through December 2020
50% of Budget Year Completed

	<u>July - Dec 2020</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	29,200.00	242,750.00	12.03%	14.4%
5210.40 - Electrical	0.00	100,000.00	0.0%	2.2%
5210.70 - HVAC	5,205.00	90,000.00	5.78%	41.1%
Total 5210 - Building	34,405.00	432,750.00	7.95%	23.1%
Total 5200 - Capital Expenditures	34,405.00	432,750.00	7.95%	23.1%
Total Expense	34,405.00	432,750.00	7.95%	23.1%
Net Ordinary Income	-34,405.00	-432,750.00	7.95%	23.1%
Net Income	-34,405.00	-432,750.00	7.95%	23.1%

Palatine Public Library District
CAPITAL PROJECTS FUND #80 Budget vs. Actual

July through December 2020
 50% of Budget Year Completed

	<u>July - Dec 2020</u>	<u>Budget</u>	<u>% of Budget</u>	<u>NO DATA FROM LAST YEAR</u>
Ordinary Income/Expense				
Income				
4000 - Tax Levies	5,192,034.45	8,685,788.00	59.78%	
4001 - Tax Levy - TIF	0.00	60,330.00	0.0%	
4010 - Replacement Tax	28,579.34	29,623.00	96.48%	
4101 - Interest- CD's & Bank	8,583.13	20,000.00	42.92%	
4200 - Other Fees and Income	212,865.91	257,614.00	82.63%	
4300.00 - Proceeds from 2020 Bond	5,250,000.00	5,250,000.00	100.0%	
4300.01 - Bond Premiums from 2020 Bond	849,007.15	849,007.15	100.0%	
4301.00 - Interest Income from 2020 Bond	184.15	1,000.00	18.42%	
4302 - Grant Income	0.00	1,841,568.05	0.0%	
Total Income	<u>11,541,254.13</u>	<u>16,994,930.20</u>	<u>67.91%</u>	
Gross Profit	11,541,254.13	16,994,930.20	67.91%	
Expense				
5100 - Materials	448,716.56	918,609.00	48.85%	
5200 - Capital Expenditures	57,514.73	709,097.00	8.11%	
5250 - Renovation Construction Costs	178,213.35	4,416,569.94	4.04%	
5260 - Renovation Indirect Costs	200,767.21	2,581,868.00	7.78%	
5300 - Payroll Expenses	2,038,380.84	4,290,193.28	47.51%	
5330 - Unemployment Fund Expense	318.00	500.00	63.6%	
5400 - Utilities	87,926.82	226,405.00	38.84%	
5500 - Maintenance	67,307.65	243,436.00	27.65%	
5600 - Contracts	244,578.08	501,943.00	48.73%	
5700 - Supplies	59,199.60	115,000.00	51.48%	
5800 - Operating - Other	69,390.45	228,234.49	30.4%	
5900 - Auxiliary	29,054.79	71,000.00	40.92%	
6500 - Bond Expenses	671,199.70	763,324.67	87.93%	
Total Expense	<u>4,152,567.78</u>	<u>15,066,180.38</u>	<u>27.56%</u>	
Net Ordinary Income	7,388,686.35	1,928,749.82	383.08%	
Other Income/Expense				
Other Income				
7000 - Transfers	0.00	4,488,083.67	0.0%	
Total Other Income	<u>0.00</u>	<u>4,488,083.67</u>	<u>0.0%</u>	
Net Other Income	0.00	4,488,083.67	0.0%	
Net Income	<u><u>7,388,686.35</u></u>	<u><u>6,416,833.49</u></u>	<u><u>115.15%</u></u>	

**Palatine Public Library District
BOND FUND #90 Budget vs. Actual**

July through December 2020
50% of Budget Year Completed

	<u>July - Dec 2020</u>	<u>Budget</u>	<u>% of Budget</u>	<u>NO DATA FROM LAST YEAR</u>
Ordinary Income/Expense				
Expense				
6500 - Bond Expenses				
6501 - Principle Due 2020 Bond	515,000.00	515,000.00	100.0%	
6502 - Interest Due 2020 Bond	58,916.70	151,041.67	39.01%	
Total 6500 - Bond Expenses	<u>573,916.70</u>	<u>666,041.67</u>	<u>86.17%</u>	
Total Expense	<u>573,916.70</u>	<u>666,041.67</u>	<u>86.17%</u>	
Net Ordinary Income	-573,916.70	-666,041.67	86.17%	
Other Income/Expense				
Other Income				
7000 - Transfers	0.00	666,041.67	0.0%	
Total Other Income	<u>0.00</u>	<u>666,041.67</u>	<u>0.0%</u>	
Net Other Income	0.00	666,041.67	0.0%	
Net Income	<u><u>-573,916.70</u></u>	<u><u>0.00</u></u>	<u><u>100.0%</u></u>	

PALATINE PUBLIC LIBRARY DISTRICT TREASURER'S REPORT - YTD 12-31-2020

FUND	Corporate	Audit	Building	IMRF	Social Security	Tort Immunity	Unemploy	Special Reserve	Capital Projects	Bond	Total
INCOME											
4000 · Tax Levies	\$4,480,726.55	\$10,384.04	\$180,682.61	275,177.51	\$216,507.57	\$28,556.17					\$5,192,034.45
4001 · TIF Rebates											\$0.00
4010 · Repl Tax	\$28,579.34										\$28,579.34
4100 · Interest Income	\$8,583.13										\$8,583.13
4200 · Other Income	\$212,865.91										\$212,865.91
4300 · Bond Income									\$6,099,191.30		\$6,099,191.30
TOTAL INCOME	\$4,730,754.93	\$10,384.04	\$180,682.61	\$275,177.51	\$216,507.57	\$28,556.17	\$0.00	\$0.00	\$6,099,191.30	\$0.00	\$11,541,254.13
EXPENSE											
5100 · Materials	\$448,716.56										\$448,716.56
5200 · Capital Exp	\$23,109.73							\$34,405.00			\$57,514.73
5250 · Renov Constr									\$178,213.35		\$178,213.35
5260 · Renov Indirect									\$200,767.21		\$200,767.21
5300 · Payroll Exp	\$1,712,929.46			\$207,994.79	\$117,456.59						\$2,038,380.84
5330 · Unemployment							\$318.00				\$318.00
5400 · Utilities	\$87,926.82										\$87,926.82
5500 · Maintenance			\$67,307.65								\$67,307.65
5600 · Contracts	\$239,178.08	\$5,400.00									\$244,578.08
5700 · Supplies	\$45,717.86		\$13,481.74								\$59,199.60
5800 · Operating	\$66,860.45					\$2,530.00					\$69,390.45
5802 · Insurance											\$0.00
5900 · Auxiliary	\$29,054.79										\$29,054.79
6500 · Bond Exp									\$97,283.00	\$573,916.70	\$671,199.70
TOTAL EXPENSE	\$2,653,493.75	\$5,400.00	\$80,789.39	\$207,994.79	\$117,456.59	\$2,530.00	\$318.00	\$34,405.00	\$476,263.56	\$573,916.70	\$4,152,567.78
Audited Beg FB 7/1/2020	\$3,681,104.28	\$20,117.00	\$242,793.00	\$204,784.00	\$167,103.00	\$46,627.00	\$49,011.00	\$1,687,128.00	\$0.00	\$0.00	\$6,098,667.28
Net Income	\$2,077,261.18	\$4,984.04	\$99,893.22	\$67,182.72	\$99,050.98	\$26,026.17	-\$318.00	-\$34,405.00	\$5,622,927.74	-\$573,916.70	\$7,388,686.35
Ending FB 12/31/2020	\$5,758,365.46	\$25,101.04	\$342,686.22	\$271,966.72	\$266,153.98	\$72,653.17	\$48,693.00	\$1,652,723.00	\$5,622,927.74	-\$573,916.70	\$13,487,353.63

CASH	
Bank Account	Balance
1003 · Chkg - CC	\$5,902.91
1004 · MM -Tax Dep	\$5,682,946.72
1005 · Chkg-General	\$14,474.04
1006 · Chkg - Imprest	\$1,332.70
1007 · Chkg - Payroll	\$8,597.12
1009.00 ·Construction	\$3,548,101.03
1011 · Cash Boxes	\$1,653.00
TOTAL CASH	\$9,263,007.52

IPRIME ISC ACCT 101 INVESTMENT PORTFOLIO			
Description	Rate	Maturity Date	Amount
Acct 101			\$914,906.93
CD# 281299-1	1.50%	3/3/2021	\$246,200.00
CD# 281300-1	1.51%	3/3/2021	\$246,200.00
CD# 285489-1	0.36%	9/21/2022	\$225,000.00
CD# 285490-1	0.20%	9/21/2022	\$200,000.00
CD# 285491-1	0.15%	3/22/2022	\$249,400.00
CD# 285492-1	0.14%	3/22/2022	\$175,600.00
Acct 101	ACCOUNT TOTAL		\$2,257,306.93

IPRIME ISC ACCT 201 INVESTMENT PORTFOLIO			
Description	Rate	Maturity Date	Amount
Acct 201			\$521,024.23
CD# 285951-1	0.15%	10/21/2021	\$249,600.00
CD# 285950-1	0.20%	10/21/2021	\$249,500.00
CD# 285953-1	0.10%	10/21/2021	\$249,700.00
CD# 285948-1	0.25%	10/21/2021	\$249,300.00
CD# 285952-1	0.10%	10/21/2021	\$249,700.00
CD# 285949-1	0.20%	10/21/2021	\$249,100.00
CD# 286086-1	0.15%	10/25/2021	\$249,600.00
Acct 201	ACCOUNT TOTAL		\$2,267,524.23

Palatine Public Library District
Early Release Check Register
 December 29, 2020

<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Account</u>	<u>Paid Amount</u>
12/29/2020	6507	ACE HARDWARE	1005 · Chkg-Palatine Bk & Trt-General	
12/01/2020	3634, 3737		5775 · Maintenance Supplies	-57.56
			5775 · Maintenance Supplies	-5.13
TOTAL				-62.69
12/29/2020	6494	ADVANCED DISPOSAL	1005 · Chkg-Palatine Bk & Trt-General	
11/30/2020	T40002520675		5533 · Trash	-227.00
TOTAL				-227.00
12/29/2020	6512	BANK OF AMERICA- MS	1005 · Chkg-Palatine Bk & Trt-General	
12/24/2020			5101 · Print Materials	-22.97
			5101 · Print Materials	-64.42
			5101 · Print Materials	-21.18
			5774.90 · General Service Supplies	-70.08
			5774.90 · General Service Supplies	-88.12
			5107 · Electronic Materials	-59.33
			5328 · Misc. Fringe Benefits	-17.38
			5653 · Technology Support	-18.41
			5914 · Volunteer Programs	-100.83
			5816 · Community Information	-184.86
			5328 · Misc. Fringe Benefits	-119.25
			5820 · Gifts/Donations	-138.13
			5815 · Memberships	-23.02
			5328 · Misc. Fringe Benefits	-129.84
TOTAL				-1,057.82
12/29/2020	6495	BANK OF AMERICA-GS	1005 · Chkg-Palatine Bk & Trt-General	
12/23/2020			5775 · Maintenance Supplies	-86.90
TOTAL				-86.90
12/29/2020	6508	BANK OF AMERICA-JD	1005 · Chkg-Palatine Bk & Trt-General	
12/23/2020			5772 · Art & Printing Supplies	-238.00
			5774.90 · General Service Supplies	-16.56
			5653 · Technology Support	-1.13
			5653 · Technology Support	-262.50
TOTAL				-518.19

Palatine Public Library District
Early Release Check Register
 December 29, 2020

Date	Num	Name	Account	Paid Amount
12/29/2020	6511	BANK OF AMERICA-MRG	1005 · Chkg-Palatine Bk & Trt-General	
12/23/2020			5653 · Technology Support	-488.85
			5105 · Nonprint Materials	-15.99
			5105 · Nonprint Materials	-15.99
			5105 · Nonprint Materials	-15.99
TOTAL				-536.82
12/29/2020	6510	BANK OF AMERICA - SC	1005 · Chkg-Palatine Bk & Trt-General	
12/23/2020			5653 · Technology Support	-99.03
			5105 · Nonprint Materials	-106.10
TOTAL				-205.13
12/29/2020	6496	CALL ONE	1005 · Chkg-Palatine Bk & Trt-General	
12/15/2020	355638		5811 · Telephone	-271.22
TOTAL				-271.22
12/29/2020	6497	COMCAST	1005 · Chkg-Palatine Bk & Trt-General	
12/10/2020			5657 · Internet Service	-195.19
12/24/2020			5657 · Internet Service	-129.95
12/24/2020			5657 · Internet Service	-129.85
TOTAL				-454.99
12/29/2020	6498	CURRENT TECHNOLOGIES CORP	1005 · Chkg-Palatine Bk & Trt-General	
12/17/2020	10883		5653 · Technology Support	-1,593.68
TOTAL				-1,593.68
12/29/2020	6499	EXXON-MOBIL	1005 · Chkg-Palatine Bk & Trt-General	
12/20/2020			5545 · Van Fuel	-36.27
TOTAL				-36.27
12/29/2020	6500	HOME DEPOT	1005 · Chkg-Palatine Bk & Trt-General	
12/17/2020			5775 · Maintenance Supplies	-9.33
			5775 · Maintenance Supplies	-16.00
			5775 · Maintenance Supplies	-9.33

Palatine Public Library District
Early Release Check Register
 December 29, 2020

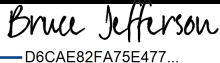
Date	Num	Name	Account	Paid Amount
			5775 · Maintenance Supplies	-11.98
			5774.90 · General Service Supplies	-40.93
TOTAL				-87.57
12/29/2020	6501	JOHNSON CONTROLS SECURITIES	1005 · Chkg-Palatine Bk & Trt-General	
12/12/2020	35235818		5535 · Fire and Security	-168.72
TOTAL				-168.72
12/29/2020	6502	KONICA MINOLTA BUSINESS SOL	1005 · Chkg-Palatine Bk & Trt-General	
12/15/2020	9007366813,900765896		5651 · Copier & Printer Maintenance	-88.97
			5651 · Copier & Printer Maintenance	-425.39
TOTAL				-514.36
12/29/2020	6503	KRISTYN'S CLASSROOM KITCHEN	1005 · Chkg-Palatine Bk & Trt-General	
10/06/2020			5813.10 · Cultural/Ed Programs - YTS	-275.00
TOTAL				-275.00
12/29/2020	6013	M & M OFFICE INTERIORS	1010.00 · Construction Account	
12/15/2020			5260.11 · Furniture, Fixtures & Equipment	-3,911.00
TOTAL				-3,911.00
12/29/2020	6504	TODAY'S BUSINESS SOLUTIONS	1005 · Chkg-Palatine Bk & Trt-General	
09/28/2020	11167		5207 · Computers/Technology	-11,445.00
TOTAL				-11,445.00
12/29/2020	6505	VERY SMART PEOPLE LLC	1005 · Chkg-Palatine Bk & Trt-General	
12/02/2020			5813.30 · Cultural/Ed Programs - Tech	-200.00
12/20/2020			5813.30 · Cultural/Ed Programs - Tech	-200.00
12/20/2020			5813.30 · Cultural/Ed Programs - Tech	-200.00
TOTAL				-600.00
12/29/2020	6509	VRABLIK II, SCOTT STEVEN	1005 · Chkg-Palatine Bk & Trt-General	
12/07/2020			5813.20 · Cultural/Ed Programs - AS	-175.00
TOTAL				-175.00

Palatine Public Library District
Early Release Check Register
 December 29, 2020

Date	Num	Name	Account	Paid Amount
12/29/2020	6506	WALGREENS	1005 · Chkg-Palatine Bk & Trt-General	
10/13/2020			5328 · Misc. Fringe Benefits	-330.00
TOTAL				-330.00
TOTAL				\$22,557.36

Out of an abundance of caution to prevent the spread of COVID-19, this document is being emailed to Executive Director Jeannie Dilger, Trustee Bruce Jefferson, and Trustee Hal Snyder requesting electronic approvals, via Docusign, by the two trustees to process and mail these early release checks dated 12-29-2020.

DocuSigned by:

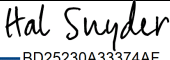


12/30/2020

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I, _____ on _____
 Bruce Jefferson Date
 approve the processing of Early Release Checks # 6494-6512 totalling \$18,646.36 from the General Account and Check #6013 from the Construction Account totalling \$3,911.00 for the Palatine Public Library District.

DocuSigned by:



12/30/2020

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I, _____ on _____
 Hal Snyder Date
 approve the processing of Early Release Checks # 6494-6512 totalling \$18,646.36 from the General Account and Check #6013 from the Construction Account totalling \$3,911.00 for the Palatine Public Library District.

Palatine Public Library District
Warrant 2021-07 Check Register
 January 19, 2021

<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Account</u>	<u>Paid Amount</u>
01/19/2021	6513	ACE HARDWARE	1005 · Chkg-Palatine Bk & Trt-General	
12/31/2020	3777		5775 · Maintenance Supplies	-49.51
TOTAL				-49.51
01/19/2021	6514	BENSON, RAYMOND	1005 · Chkg-Palatine Bk & Trt-General	
01/04/2021			5813.20 · Cultural/Ed Programs - AS	-250.00
TOTAL				-250.00
01/19/2021	6515	BLUE LION SYSTEMS	1005 · Chkg-Palatine Bk & Trt-General	
12/02/2020	322852		5535 · Fire and Security	-35.00
TOTAL				-35.00
01/19/2021	6572	CALL ONE	1005 · Chkg-Palatine Bk & Trt-General	
01/15/2021	366373		5811 · Telephone	-266.83
TOTAL				-266.83
01/19/2021	6516	CCI SOLUTIONS	1005 · Chkg-Palatine Bk & Trt-General	
12/23/2020	30447942		5774.50 · Collection Supplies - CS	-45.76
TOTAL				-45.76
01/19/2021	6517	CENGAGE LEARNING INC - GALE	1005 · Chkg-Palatine Bk & Trt-General	
01/08/2021			5101 · Print Materials	-721.22
TOTAL				-721.22
01/19/2021	6518	CENTER POINT LARGE PRINT	1005 · Chkg-Palatine Bk & Trt-General	
12/01/2020	1808008		5101 · Print Materials	-140.22
TOTAL				-140.22
01/19/2021	6519	CHILDREN'S PLUS INC.	1005 · Chkg-Palatine Bk & Trt-General	
12/16/2020	192024		5101 · Print Materials	-1,542.17
TOTAL				-1,542.17
01/19/2021	6520	COLLEY ELEVATOR CO.	1005 · Chkg-Palatine Bk & Trt-General	
12/01/2020	205161		5536 · Elevator	-1,495.00
TOTAL				-1,495.00

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Date	Num	Name	Account	Paid Amount
01/19/2021	6521	COMPLETE CLEANING COMPANY, INC	1005 · Chkg-Palatine Bk & Trt-General	
01/01/2021	C16260		5531 · Cleaning Service	-6,061.00
TOTAL				-6,061.00
01/19/2021	6522	COSLEY ZOO	1005 · Chkg-Palatine Bk & Trt-General	
01/04/2021			5813.10 · Cultural/Ed Programs - YTS	-175.00
TOTAL				-175.00
01/19/2021	6523	CULLIGAN WATER CONDITIONING, INC	1005 · Chkg-Palatine Bk & Trt-General	
12/31/2020	4849475-0		5423 · Water	-12.50
TOTAL				-12.50
01/19/2021	6524	CURRENT TECHNOLOGIES CORP	1005 · Chkg-Palatine Bk & Trt-General	
01/04/2021	725913,725906		5655 · LAN Management	-4,270.00
			5655 · LAN Management	-460.00
TOTAL				-4,730.00
01/19/2021	6525	D & Z HOUSE OF BOOKS	1005 · Chkg-Palatine Bk & Trt-General	
12/30/2020	2020/1140924		5101 · Print Materials	-332.96
TOTAL				-332.96
01/19/2021	6526	DEMCO	1005 · Chkg-Palatine Bk & Trt-General	
12/04/2020	03560382		5774.50 · Collection Supplies - CS	-152.46
TOTAL				-152.46
01/19/2021	6527	DENNIS, SARAH	1005 · Chkg-Palatine Bk & Trt-General	
01/04/2021			5813.10 · Cultural/Ed Programs - YTS	-250.00
TOTAL				-250.00
01/19/2021	6528	DUBOSE, YVONNIE	1005 · Chkg-Palatine Bk & Trt-General	
01/04/2021			5813.10 · Cultural/Ed Programs - YTS	-250.00
TOTAL				-250.00
01/19/2021	6529	ELM USA, INC.	1005 · Chkg-Palatine Bk & Trt-General	
01/05/2021	36380		5774.50 · Collection Supplies - CS	-57.25
TOTAL				-57.25

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Date	Num	Name	Account	Paid Amount
01/19/2021	6016	ENGBERG ANDERSON, INC	1010.00 · Construction Account	
12/31/2020	19304500-15		5260.15 · Architectural/Engineering	-10,753.24
TOTAL				-10,753.24
01/19/2021	6530	ENGIE	1005 · Chkg-Palatine Bk & Trt-General	
11/28/2020	3626018		5422 · Electricity	-12,987.90
12/17/2020	3741641		5422 · Electricity	-9,812.17
TOTAL				-22,800.07
01/19/2021	6531	ERENS, SHAWN	1005 · Chkg-Palatine Bk & Trt-General	
01/05/2021			5814 · Inservice & Training/Mileage	-400.50
TOTAL				-400.50
01/19/2021	6532	EVERLIVING GREENERY	1005 · Chkg-Palatine Bk & Trt-General	
01/01/2021	43311		5534 · Landscaping and Lawn Service	-388.00
TOTAL				-388.00
01/19/2021	6017	F.H. PASCHEN, S.N. NIELSEN & ASSOC, LLC	1010.00 · Construction Account	
12/31/2020	4625-001		5250.10 · Main Direct Costs	-178,213.35
TOTAL				-178,213.35
01/19/2021	6533	FIRST COM (GLOBAL COM)	1005 · Chkg-Palatine Bk & Trt-General	
12/23/2020	120911459		5667 · Telephone Lease	-2,071.97
TOTAL				-2,071.97
01/19/2021	6534	FOTOPOULOS, KAREN	1005 · Chkg-Palatine Bk & Trt-General	
01/04/2021			5813.20 · Cultural/Ed Programs - AS	-80.00
TOTAL				-80.00
01/19/2021	6535	GIRE, DANN	1005 · Chkg-Palatine Bk & Trt-General	
01/04/2021			5813.20 · Cultural/Ed Programs - AS	-250.00
TOTAL				-250.00
01/19/2021	6536	GRAINGER	1005 · Chkg-Palatine Bk & Trt-General	
12/02/2020	9733930458		5775 · Maintenance Supplies	-11.66
TOTAL				-11.66

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Date	Num	Name	Account	Paid Amount
01/19/2021	6537	HAYES MECHANICAL	1005 · Chkg-Palatine Bk & Trt-General	
12/15/2020	472044		5210.70 · HVAC	-5,205.00
01/01/2021	472784		5539 · HVAC	-1,080.00
TOTAL				-6,285.00
01/19/2021	6538	HOFFMAN ESTATES CHAMBER OF COMMERCE	1005 · Chkg-Palatine Bk & Trt-General	
12/29/2020	84177		5815 · Memberships	-100.00
TOTAL				-100.00
01/19/2021	6539	HOFFMAN ESTATES PARK DISTRICT	1005 · Chkg-Palatine Bk & Trt-General	
01/01/2021			5666 · Leases(Branches)	-2,500.00
TOTAL				-2,500.00
01/19/2021	6540	HOLTON BROTHERS, INC.	1005 · Chkg-Palatine Bk & Trt-General	
01/05/2021	10209		5210.10 · Concrete, Masonry & Paving	-16,265.00
			5537 · Building Maintenance	-7,210.00
TOTAL				-23,475.00
01/19/2021	6014	INDEPENDENT CONSTRUCTION SERVICES, INC.	1010.00 · Construction Account	
12/03/2020	783		5260.16 · Owner's Rep	-3,360.00
TOTAL				-3,360.00
01/19/2021	6541	INGRAM-2004115	1005 · Chkg-Palatine Bk & Trt-General	
01/01/2021			5101 · Print Materials	-10,315.05
			5105 · Nonprint Materials	-236.55
			5104 · Databases	-350.00
TOTAL				-10,901.60
01/19/2021	6018	IRON MOUNTAIN INC.	1010.00 · Construction Account	
01/08/2021	9HX9537		5260.13 · Moving/Storage	-75,033.61
TOTAL				-75,033.61
01/19/2021	6542	J.M.L. OVERHEAD DOOR, INC.	1005 · Chkg-Palatine Bk & Trt-General	
12/11/2020	2930		5775 · Maintenance Supplies	-2,250.00
TOTAL				-2,250.00
01/19/2021	6571	KLEIN THORPE AND JENKINS, LTD	1005 · Chkg-Palatine Bk & Trt-General	

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Date	Num	Name	Account	Paid Amount
12/29/2020	214757-2		5817 · Legal	-594.00
TOTAL				-594.00
01/19/2021	6015	KLEIN THORPE AND JENKINS, LTD	1010.00 · Construction Account	
12/31/2020	214757		5260.14 · Legal/Financial	-66.00
TOTAL				-66.00
01/19/2021	6544	KONICA MINOLTA	1005 · Chkg-Palatine Bk & Trt-General	
11/26/2020	36709368		5651 · Copier & Printer Maintenance	-715.22
12/26/2020	36889786		5651 · Copier & Printer Maintenance	-1,360.00
12/26/2020	36889787		5651 · Copier & Printer Maintenance	-227.53
12/27/2020	36889788		5651 · Copier & Printer Maintenance	-715.22
TOTAL				-3,017.97
01/19/2021	6545	LIBRARIESFIRST	1005 · Chkg-Palatine Bk & Trt-General	
01/06/2021	7899		5104 · Databases	-9,600.00
TOTAL				-9,600.00
01/19/2021	6546	LIBRARY MARKET	1005 · Chkg-Palatine Bk & Trt-General	
01/01/2021	1690		5653 · Technology Support	-7,200.00
TOTAL				-7,200.00
01/19/2021	6547	LYNCH, TERRENCE	1005 · Chkg-Palatine Bk & Trt-General	
01/04/2021			5813.20 · Cultural/Ed Programs - AS	-300.00
TOTAL				-300.00
01/19/2021	6548	MADDOX, SUSAN	1005 · Chkg-Palatine Bk & Trt-General	
01/04/2021			5813.20 · Cultural/Ed Programs - AS	-300.00
TOTAL				-300.00
01/19/2021	6549	MIDWEST TAPE	1005 · Chkg-Palatine Bk & Trt-General	
01/04/2021			5105 · Nonprint Materials	-8,356.04
TOTAL				-8,356.04
01/19/2021	6550	MIDWEST TAPE-HOOPLA	1005 · Chkg-Palatine Bk & Trt-General	
12/31/2020	99839856		5107 · Electronic Materials	-6,259.16
TOTAL				-6,259.16

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Date	Num	Name	Account	Paid Amount
01/19/2021	6551	NORTHWEST COMMUNITY HEALTHCARE	1005 · Chkg-Palatine Bk & Trt-General	
01/01/2021			5666 · Leases(Branches)	-590.00
TOTAL				-590.00
01/19/2021	6552	NUB GAMES, INC	1005 · Chkg-Palatine Bk & Trt-General	
01/04/2021	9477		5653 · Technology Support	-525.00
TOTAL				-525.00
01/19/2021	6553	OPOP PROPERTY OWNERS' ASSOCIATION	1005 · Chkg-Palatine Bk & Trt-General	
12/10/2020			5661 · Leases(Office Park)	-436.29
			5661 · Leases(Office Park)	-364.91
			5661 · Leases(Office Park)	-517.76
TOTAL				-1,318.96
01/19/2021	6554	OVERDRIVE INC.	1005 · Chkg-Palatine Bk & Trt-General	
11/30/2020	01018MA20428231		5107 · Electronic Materials	-3,138.86
12/05/2020	01018CO20436110		5107 · Electronic Materials	-1,576.77
12/11/2020	01018CO20444288		5107 · Electronic Materials	-1,573.91
12/21/2020	01018CO20454824		5107 · Electronic Materials	-1,228.19
12/28/2020	01018CO20458807		5107 · Electronic Materials	-595.75
12/31/2020	01018MA20463861		5107 · Electronic Materials	-1,323.92
TOTAL				-9,437.40
01/19/2021	6555	PAYPAL	1005 · Chkg-Palatine Bk & Trt-General	
12/31/2020	103526666		5660 · Accounting/Payroll/Bank Fees	-19.95
TOTAL				-19.95
01/19/2021	6556	PITNEY BOWES GLOBAL FINANCIAL SERVICES LL	1005 · Chkg-Palatine Bk & Trt-General	
12/30/2020	3104472663		5654 · Postage Machine	-460.20
TOTAL				-460.20
01/19/2021	6557	RUBBER STAMPS UNLIMITED, INC.	1005 · Chkg-Palatine Bk & Trt-General	
12/15/2020	71725		5774.90 · General Service Supplies	-36.95
TOTAL				-36.95
01/19/2021	6558	SCOTT LANDSCAPES LLC	1005 · Chkg-Palatine Bk & Trt-General	
01/03/2021	1166, 1155		5538 · Snow Removal	-703.00

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Date	Num	Name	Account	Paid Amount
			5538 · Snow Removal	-351.50
TOTAL				-1,054.50
01/19/2021	6559	SHIMOJIMA, ANNE	1005 · Chkg-Palatine Bk & Trt-General	
01/04/2021			5813.20 · Cultural/Ed Programs - AS	-300.00
TOTAL				-300.00
01/19/2021	6560	SYNCB/AMAZON	1005 · Chkg-Palatine Bk & Trt-General	
01/06/2021			5101 · Print Materials	-230.80
			5105 · Nonprint Materials	-2,080.25
			5772 · Art & Printing Supplies	-48.92
			5774.50 · Collection Supplies - CS	-61.87
			5774.90 · General Service Supplies	-1,229.39
			5776.10 · Program Supplies - YTS	-801.72
			5816 · Community Information	-64.91
TOTAL				-4,517.86
01/19/2021	6561	UNIQUE MANAGEMENT SERVICES	1005 · Chkg-Palatine Bk & Trt-General	
12/01/2020	597889		5659 · Book Recovery Service	-662.30
TOTAL				-662.30
01/19/2021	6562	UNITE PRIVATE NETWORKS, LLC	1005 · Chkg-Palatine Bk & Trt-General	
01/01/2021	SI-21-001886		5657 · Internet Service	-1,584.24
TOTAL				-1,584.24
01/19/2021	6563	UNITED ART AND EDUCATION	1005 · Chkg-Palatine Bk & Trt-General	
12/31/2020	6711704		5772 · Art & Printing Supplies	-375.50
TOTAL				-375.50
01/19/2021	6564	VANGUARD ENERGY SERVICES, LLC	1005 · Chkg-Palatine Bk & Trt-General	
12/15/2020	G404409121420		5421 · Gas	-2,143.40
TOTAL				-2,143.40
01/19/2021	6565	VERY SMART PEOPLE LLC	1005 · Chkg-Palatine Bk & Trt-General	
01/04/2021			5813.30 · Cultural/Ed Programs - Tech	-200.00
TOTAL				-200.00
01/19/2021	6566	VILLAGE OF PALATINE-WATER	1005 · Chkg-Palatine Bk & Trt-General	

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Date	Num	Name	Account	Paid Amount
12/09/2020			5423 · Water	-266.90
TOTAL				-266.90
01/19/2021	6567	VRABLIK II, SCOTT STEVEN	1005 · Chkg-Palatine Bk & Trt-General	
01/04/2021			5813.30 · Cultural/Ed Programs - Tech	-175.00
TOTAL				-175.00
01/19/2021	6568	WAREHOUSE DIRECT	1005 · Chkg-Palatine Bk & Trt-General	
12/04/2020	4834711-0		5775 · Maintenance Supplies	-104.43
			5775 · Maintenance Supplies	-32.94
			5775 · Maintenance Supplies	-27.55
12/08/2020	4836063-0		5774.90 · General Service Supplies	-12.68
12/08/2020	4835658-0		5774.90 · General Service Supplies	-822.11
			5774.90 · General Service Supplies	-1.75
12/10/2020	4839119-0		5774.90 · General Service Supplies	-13.59
12/11/2020	4834711-1		5775 · Maintenance Supplies	-56.82
12/16/2020	4825963-1		5775 · Maintenance Supplies	-115.00
12/21/2020	4849475-0		5774.90 · General Service Supplies	-9.29
12/23/2020	4829967-0		5774.90 · General Service Supplies	-93.56
12/23/2020	4850471-0		5774.90 · General Service Supplies	-69.98
01/05/2021	4855513-0		5774.90 · General Service Supplies	-7.88
01/06/2021	4703995-1		5774.90 · General Service Supplies	-159.83
TOTAL				-1,527.41
01/19/2021	6569	WOLTERS KLUWER LEGAL & REGULATORY US	1005 · Chkg-Palatine Bk & Trt-General	
12/15/2020	4805063108		5101 · Print Materials	-485.61
TOTAL				-485.61
01/19/2021	6570	WOOD, KEVIN J.	1005 · Chkg-Palatine Bk & Trt-General	
01/04/2021			5813.20 · Cultural/Ed Programs - AS	-350.00
TOTAL				-350.00
TOTAL				\$417,165.23

Palatine Public Library District
Warrant 2021-07 Payroll and Invoice Distribution Totals
FOR THE MONTH OF DECEMBER 2020

5300 · PAYROLL EXPENSES		
5310 · Gross Salaries		
12/15/2020	PAYCOM	\$126,998.81
12/31/2020	PAYCOM	\$139,270.89
Total 5310 · Gross Salaries		\$266,269.70
5311 · Employer IMRF Fund Expense		
12/31/2020	IMRF	\$34,542.91
Total 5311 · IMRF Fund Expense		\$34,542.91
5312 · Employer Social Security Fund Expense		
12/15/2020	PAYCOM	\$9,444.01
12/31/2020	PAYCOM	\$10,382.94
Total 5312 · Social Security Fund Exp		\$19,826.95
5313 · Employer Health & Life Insurance Expense		
12/15/2020	BLUE CROSS BLUE SHIELD	\$20,423.03
12/31/2020	PRINCIPAL INSURANCE	\$1,454.85
Total 5313 · Health & Life Insurance		\$21,877.88
5660 · Payroll Processing Fee		
12/15/2020	Payroll Processing Fee	\$398.77
12/31/2020	Payroll Processing Fee	\$388.53
Total 5660 · Payroll Processing Fee		\$787.30
TOTAL 5300 · PAYROLL EXPENSES:		\$343,304.74
EARLY RELEASE INVOICES:		\$22,557.36
WARRANT 2021-07 INVOICES:		\$417,165.23
TOTAL WARRANT 2021-07:		\$783,027.33

Executive Director

Approved by the Board of Trustees

President

Date

Secretary

Date