



McHenry Public Library District

809 North Front Street

McHenry, Illinois 60050

Phone: 815.385.0036

www.mchenrylibrary.org

August 16th meeting has been cancelled

Rescheduled for Tuesday, August 23rd

**McHenry Public Library District
Board of Library Trustees Regular Meeting**

**Tuesday August 23, 2016
7:00 p.m.
1st Floor Conference Room**

Agenda

- I. CALL TO ORDER** – Kathy Baderstadt, President
- II. ROLL CALL** – Monica Leccese, Secretary
- III. PLEDGE OF ALLEGIANCE**
- IV. CORRECTIONS OR ADDITIONS TO THE AGENDA**
- V. PUBLIC COMMENT AND RECOGNITION OF VISITORS**
- VI. CONSENT AGENDA FOR THIS MEETING (Action)**
 - SECRETARY'S REPORT** – Monica Leccese, Secretary
Minutes of the Regular Board Meeting, July 19, 2016
Minutes of the Committee of the Whole, August 9, 2016
 - TREASURER'S REPORT** – Charles Reilly, Treasurer
Monthly Financial Statements and Interim Check Report through
July 31, 2016 and Bill Reports for July/August 2016
Additional Bills (Distributed night of meeting)
Petty Cash and Credit Card Reports

VII. COMMUNICATIONS

Fountaindale Public Library – Career Online High School Graduation Invitation

VIII. LIBRARIAN'S REPORT

Illinois Public Library Annual Report (IPLAR) 2015-16 (**Action - Approve for submission to Illinois State Library**)

IX. EXECUTIVE SESSION

To discuss the appointment, employment, compensation, discipline, performance or dismissal of specific employees of the public body in compliance with the Open Meetings Act 5 ILCS 120/2 section 2(c)(1) and review and release of the February 16, 2016 and March 15, 2016 Executive Session Minutes.

X. OLD BUSINESS

1. Final discussion about solar panel re-model project + new installation (**Action – possible motion from Committee of the Whole**)
2. New information on sanitary sewer lift station (**Direction to Staff**)
3. RFID project – discuss scheduling visits to other area libraries
4. Board self-evaluation process - ongoing

XI. NEW BUSINESS

1. Approval and release of the February 16, 2016 and March 15, 2016 Executive Session Minutes. (**Action**)
2. FY 2016/17 Budget discussion

XII. ANY AND ALL OTHER BUSINESS THAT MAY PROPERLY COME BEFORE THE BOARD

XIII. ADJOURNMENT

*Any person with a physical disability may contact the MPLD (815-385-0036) within 4 hours of any meeting date to request special access to any board meeting. The MPLD will make all board meetings accessible to people with physical disabilities under the current ADA requirements.

MINUTES
MCHENRY PUBLIC LIBRARY DISTRICT
BOARD OF LIBRARY TRUSTEES
MEETING

Date: July 19, 2016

Time: 7:00 P.M.

Location: Library Board Meeting Room

Members Present: Kathy Beaderstadt, Margaret Carey, Delphine Grala, Monica Leccese, Bradley Schubert, and Jill Stone

Members Absent: Charles Reilly

Also Present: James Scholtz, Executive Director
Bill Edminster, Assistant Director
Debbie Gunness, Business Manager

I. Call to Order:

President Beaderstadt called the meeting to order at 7:12 p.m.

II. Roll Call:

Roll was called and a quorum was established. See # 1 on attached sheet.

III. Pledge of Allegiance

IV. Corrections or Additions to the Agenda

None

V. Public Comment and Recognition of Visitors

None

VI. Consent Agenda for this meeting

Secretary's Report – Monica Leccese, Secretary

Minutes of the Regular Board Meeting, June 21, 2016

Treasurer's Report – Charles Reilly, Treasurer

Monthly Financial Statements and Interim Check Report through

June 30, 2016 and Bill Reports for June/July 2016

Additional Bills (Distributed night of meeting)

Petty Cash and Credit Card Reports

The Board reviewed the Board Minutes and the financial statements and bills.

Grala moved and Stone seconded a motion to approve the minutes of the regular meeting for June 21, 2016, the monthly financial statements for the fiscal year through June 30, 2016, the Bill Reports for June/July 2016, and payment of the bills. Motion passed 6-0. See # 2 on attached sheet.

VII. Communications

1. CCS, Chris Holly resignation letter/e-mail
2. J. Scholtz letter/K. Beaderstadt e-mail to Ward Alderman, McHenry
3. E-mail from IDOT engineer, Tom Gallenbach
4. Letter from M. Brown on finishing his IT A+ Certification

VIII. Librarian's Report

The Board reviewed the Librarian's Report.

- Scholtz informed the Board that the change in fines that they had approved would go into effect on September 1st. Fines that were 10¢ will become 25¢. Fines that were 50¢ will become \$1.00. Any \$1.00 fines will remain the same.
- Scholtz informed the Board that the AARP tax preparers that used the Storytime Room will do so again next spring, but that the renovation the Youth Services Department requested making that room an early literacy area will likely go forward next year.
- The library has been receiving a discount on telephone charges through RAILS but that discount has elapsed, so IT staff is investigating alternatives in order to reduce the cost to the library.
- Scholtz discussed implementation of RFID. The budget for this fiscal year would allow the purchase of RFID tags, gates, checkout devices and self-checks, but the actual process is likely to be done in phases. Scholtz is planning field trips by staff to Shorewood and Oswego PLs, libraries that have used the two companies that he would like to consider working with. Meanwhile, he plans that members of the Board visit Wauconda, Barrington, and Algonquin libraries to see how RFID works generally as well as how sorting systems using RFID work.
- Edminster updated the Board on Analytics on Demand as a product that can help us understand our patrons better and also identify non-patrons within the district who can be targeted through direct mail campaigns to become library patrons.

IX. Executive Session

To discuss the appointment, employment, compensation, discipline, performance or dismissal of specific employees of the public body in compliance with the Open Meetings Act 5 ILCS 120/2 section 2(c)(1) and review and release of the February 16, 2016 and March 15, 2016 executive session minutes.

The Board did not go into Executive Session.

X. Old Business

1. Discussion about solar panel remodel project + new installation (Note: Included in FY16/17 budget)
After some discussion, the Board chose to have a Committee of the Whole Meeting on August 11th, at 7:00 p.m., or another satisfactory date that all board members are able to attend, to continue this discussion and also to include discussion on the sanitary sewer lift station and the RFID project.

2. Discussion concerning sanitary sewer lift station (Note: Included in FY16/17 budget)
Discussion was tabled until the Committee of the Whole Meeting in August.

XI. New Business

1. Approval of Prevailing Wage Ordinance, 2016/2017-1
The Board reviewed the Prevailing Wage Ordinance.
Schubert moved and Leccese seconded a motion to approve Prevailing Wage Ordinance, 2016/2017-1. Motion passed 6-0. See # 3 on attached sheet.
2. Approval of the Secretary's Audit
Beaderstadt and Schubert review the FY 2015-2016 Board Minute books for the Secretary's Audit. Carey moved and Stone seconded a motion to approve the FY 2015-2016 Secretary's Audit. Motion passed 6-0. See # 4 on attached sheet.
3. Discussion on moving August 2016 meeting from 8/16 to 8/23 or other date/time
Schubert moved and Leccese seconded a motion to approve moving the August 16th regular meeting to August 23rd. Motion passed 6-0. See # 5 on attached sheet.
Schubert moved and Grala seconded a motion to approve a Committee of the Whole Meeting on August 11th, at 7:00 p.m., or another satisfactory date that all board members are able to attend, to discuss the solar panel project, the sanitary sewer potential problem and mitigation and the RFID library visits. Motion passed 6-0. See # 6 on attached sheet.
4. Approval of the Tentative BAO FY2016/2017 budget, Ordinance 2016/2017-2
The Board reviewed the Tentative BAO FY2016/2017 budget.
Stone moved and Grala seconded a motion to approve the Tentative BAO FY2016/2017 budget, Ordinance 2016/2017-2. Motion passed 6-0. See # 8 on attached sheet.
5. Approval and release the February 16, 2016 and March 15, 2016 Executive Session Minutes
The Board did not go into executive session. No action was taken.
6. Board slate of officers plus election
The Board chose to keep the current slate of officers for the next two years. No action was taken.
7. Annual Review of Non-Resident Card Fee
The Board reviewed the Non-Resident Card Fee.
Schubert moved and Leccese seconded a motion to approve the Non-Resident Card Fee of \$205, effective August 1, 2016. Motion passed 6-0. See # 7 on attached sheet.
8. Information about 2 new possible programs – FISH supply garden, Chautauqua
(See attached memo) (Note: not included in FY2016/17 budget at this time)
Scholtz discussed with the Board the possibility of two new programs including a FISH supply/educational garden on library property or at Petersen Farm (2017) and a Chautauqua multi-day educational/cultural program. Both programs might aid in giving Petersen Farm more status and possibility for state grants. The Board directed Scholtz to obtain more information to proceed with these programs.

9. Discussion/information about RFID project (Note: included in FY2016/17 budget)
This was discussed under the Librarian's Report.

XII. Any and All Other Business Which May Properly Come Before the Board

None

XIII. Adjournment

Stone moved and Carey seconded a motion to adjourn the meeting at 9:33 p.m. Motion passed 6-0.
See # 9 on attached sheet.

Respectfully Submitted,

Monica Leccese, Secretary

Text for Motion Sheet

1. Roll Call
2. Motion to approve the minutes of the regular meeting for June 21, 2016, the monthly financial statements for the fiscal year through June 30, 2016, the Bill Reports for June/July 2016, and payment of the bills.
3. Motion to approve the Prevailing Wage Ordinance, 2016/2017-1.
4. Motion to approve the FY 2015-2016 Secretary's Audit.
5. Motion to approve moving the August 16th regular meeting to August 23rd.
6. Motion to approve a Committee of the Whole Meeting on August 11th, at 7:00 p.m., or another satisfactory date that all board members are able to attend, to discuss the solar panel project, the sanitary sewer potential problem and mitigation and the RFID library visits.
7. Motion to approve the Non-Resident Card Fee of \$205, effective August 1, 2016.
8. Motion to approve the Tentative BAO FY2016/2017 budget, Ordinance 2016/2017-2.
9. Motion to adjourn the meeting at 9:33 p.m.

DATE: July 19, 2016 Called to Order: 7:12 p.m.	Kathy Beaderstadt	Margaret Carey	Delphine Grala	Monica Leccese	Charles Reilly	Bradley Schubert	Jill Stone
1. Roll call	P	P	P	P	NP	P	P
2. Motion to approve the minutes of the regular meeting for June 21, 2016, the monthly financial statements for the fiscal year through June 30, 2016, the Bill Reports for June/July 2016, and payment of the bills.	Y	Y	(M)Y	Y	NP	Y	(S)Y
3. Motion to approve the Prevailing Wage Ordinance, 2016/2017-1.	Y	Y	Y	(S)Y	NP	(M)Y	Y
4. Motion to approve the FY 2015-2016 Secretary's Audit.	Y	(M)Y	Y	Y	NP	Y	(S)Y
5. Motion to approve moving the August 16 th regular meeting to August 23 rd .	Y	Y	Y	(S)Y	NP	(M)Y	Y
6. Motion to approve a Committee of the Whole Meeting on August 11 th , at 7:00 p.m., or another satisfactory date that all board members are able to attend, to discuss the solar panel project, the sanitary sewer potential problem and mitigation and the RFID library visits.	Y	Y	(S)Y	Y	NP	(M)Y	Y
7. Motion to approve the Non-Resident Card Fee of \$205, effective August 1, 2016.	Y	Y	Y	(S)Y	NP	(M)Y	Y
8. Motion to approve the Tentative BAO FY 2016/2017 budget, Ordinance 2016/2017-2.	Y	Y	(S)Y	Y	NP	Y	(M)Y
9. Motion to adjourn the meeting at 9:33 p.m.	Y	(S)Y	Y	Y	NP	Y	(M)Y

A=Abstain, M=Motion, N=No, NP=Not Present, P=Present, S=Second, Y=Yes

MINUTES
MCHENRY PUBLIC LIBRARY DISTRICT
BOARD OF LIBRARY TRUSTEES
Committee of the Whole

Date: August 9, 2016

Time: 7:00 P.M.

Location: Library Conference Room

Members Present: Kathy Baderstadt, Margaret Carey, Delphine Grala, Monica Leccese, Charles Reilly, Bradley Schubert, Jill Stone

Members Absent: None

Also Present: Bill Edminster, Assistant Director
Jim Scholtz, Executive Director

I. Call to Order:

President Baderstadt called the meeting to order at 7:12 p.m.

II. Roll Call:

Roll was called and a quorum was established. See # 1 on attached sheet.

III. New Business

1. Discussion concerning solar panel project.

The Board discussed the solar panel project at length, led by Schubert and Scholtz. B. Schubert prepared a PowerPoint presentation/handout outlining the costs and the SREC state and federal credits that the system would receive over the project's lifespan. The Board had many questions and the discussion was thorough. Leccese moved to present a motion at the August 23, 2016 regular meeting to proceed with the solar array project, hiring Magitek Energy Solutions to retrofit the existing 10kWh system to work within a larger installed 20kWh total system using a low profile rooftop array. Schubert seconded. Motion passed 6-1. See #2 on attached sheet.

(Since the motion to present the motion was approved in the Committee of the Whole, it will be introduced for a vote at the regular meeting without requiring a second.)

2. J. Scholtz presented information on the RFID project. He will call other area libraries using RFID – Algonquin, Wauconda, Barrington, and Fox Lake to arrange several dates and times for Trustee visits during August and September. Scholtz will also develop a set of questions for Board members to ask staff during those visits. The Board will be compensated for meals and mileage in accordance with the staff reimbursement policy. Only 2-3 board members will be visiting each site to avoid having a quorum present. Edminster, Scholtz and other staff will visit the Shorewood, WI and Oswego IL libraries that have mkSolutions and Envisionware RFID software/hardware, respectively. Scholtz will develop a report on each visit for the board/staff to compare.

3. Sanitary sewer – J. Scholtz informed the Board that he had written two letters to Ward 1 Alderman Vic Santi with no response to-date, sending a cc to Mayor Low. He suggested that Baderstadt call Alderman Santi within the next 2 weeks to elicit a response. Some discussion followed on this topic by various board members. Scholtz will monitor situation and keep board members abreast of developments.

IV. Adjournment

Leccese moved and Schubert seconded a motion to adjourn the meeting at 9:12 p.m. Motion passed 7-0. See # 3 on attached sheet.

Respectfully Submitted,

Monica Leccese, Secretary

Text for Motion Sheet

1. Roll Call
2. Moved to present a motion at the August 23, 2016 regular meeting to proceed with the solar array project, hiring Magitek Energy Solutions to retrofit the existing 10kWh system to work within a larger installed 20kWh total system using a low profile rooftop array.
3. Motion to adjourn at 9:12 p.m.

DATE: August 9, 2016 Called to Order: 7:12 p.m.	Kathy Beaderstadt	Margaret Carey	Delphine Grala	Monica Leccese	Charles Reilly	Bradley Schubert	Jill Stone
1. Roll call	P	P	P	P	P	P	P
2. Moved to present a motion at the August 23, 2016 regular meeting to proceed with the solar array project, hiring Magitek Energy Solutions to retrofit the existing 10kWh system to work within a larger installed 20kWh total system using a low profile rooftop array.	Y	N	Y	(M)Y	Y	(S)Y	Y
3. Motion to adjourn at 9:12 p.m.	Y	Y	Y	(M)Y	Y	(S)Y	Y

A=Abstain, M=Motion, N=No, NP=Not Present, P=Present, S=Second, Y=Yes

MCHENRY PUBLIC LIBRARY DISTRICT

COMPILED FINANCIAL STATEMENTS

July 31, 2016

McHenry Public Library District
Balance Sheet
As of July 31, 2016

5:59 PM
08/17/2016
Cash Basis
Jul 31, 16

ASSETS

Current Assets

Checking/Savings

1060 - First Midwest Bank-Money Market

1060100 - MM - General - First Midwest 679,198.52

1060200 - MM - Spec Reserve-First Midwest 1,744,388.70

1060300 - MM - Grant & Gift-First Midwest 462,872.30

Total 1060 - First Midwest Bank-Money Market 2,886,459.52

1070100 - HSA/Building - First Midwest 376,521.25

1615100 - General Account - First Midwest 17,080.88

1625100 - Payroll Account - First Midwest 171,285.71

1635100 - Imprest Account - First Midwest 4,570.00

1040100 - E-Pay - US Bank 2,890.62

1045100 - PROPAY 4,968.33

1150100 - FirstMerit-MoneyMarket- 4/22/11 200,074.83

Total Checking/Savings 3,663,851.14

Other Current Assets

1005100 - Petty Cash 800.00

Total Other Current Assets 800.00

Total Current Assets 3,664,651.14

TOTAL ASSETS

3,664,651.14

LIABILITIES & EQUITY

Equity

3010100 - Fund Balance - General 1,607,104.80

3010200 - Fund Balance - Special Reserve 1,744,332.86

3010300 - Fund Balance - Grants & Gifts 433,541.24

Net Income (120,327.76)

Total Equity 3,664,651.14

TOTAL LIABILITIES & EQUITY

3,664,651.14

McHenry Public Library District
Statement of Revenues and Expenditures
 July 2016

5:58 PM
 08/17/2016
 Cash Basis
Jul 16

Income	
6010100 · Property Taxes	66,227.70
6030100 · Interest Income - General	51.66
6030200 · Interest Income - Spec Reserve	55.84
6030300 · Interest Income - Grant & Gifts	13.88
6035100 · Dividends	95.16
6040100 · Nonresident & Enhanced Cards	45.00
6050100 · Fines	3,048.09
6055100 · Collection Fees	40.00
6060100 · Photocopier & Fax Income	1,551.79
6070300 · General Fund Gifts	17.53
6105100 · Staff Cobra/Insurance Payments	1,383.91
6120100 · Meeting Room Fees	55.00
6130100 · Misc Income - General	143.15
6150100 · Lost & Damged Materials	307.75
6170300 · Per Capita Grant	32,393.43
6200100 · Over/Short	(3.89)
Total Income	105,426.00
Gross Profit	105,426.00
Expense	
8010100 · Adult Books	4,846.65
8020100 · Youth Books	905.60
8025100 · Professional Resources	135.00
8030100 · Magazines & Newspapers	27.57
8040300 · Operating Fund Gifts	3,044.30
8050100 · Adult AV Materials	2,243.03
8060100 · Youth AV Materials	760.43
8090100 · eBook & eMagazine Services	207.24
8095100 · Electronic Subscriptions	4,851.68
8120100 · Library Supplies	157.60
8130100 · Tech Services Supplies	443.31
8140100 · Adult Programs & Supplies	3,260.00
8147100 · Summer Reading Club	24.08
8150100 · Youth Programs & Supplies	908.30
8215100 · Collection Agency Fees	44.75
8245100 · Comp/OfcEqp/CopierRepairs/Contr	9,999.74
8310100 · CCS & SIRSI Expenses	5,902.00
8320100 · Network Expenses	5,708.84
8330100 · OCLC Services (cataloging)	806.00
8410100 · Payroll Exp, Acctg & Audit Serv	713.24
8440100 · In Service Honorarium	600.00
8510100 · Printing	6,964.00
8540100 · Postage	39.64
8550100 · Public Relations/Promotions	560.40
8630100 · Telephone	501.05
8635100 · T-1 & other Telecommunications	335.50
8740100 · Building & Grounds	945.94
8760100 · Hospitality	(566.00)
8800311 · Adult Materials - PER CAPITA	49.48

	<u>Jul 16</u>
8910100 - Salaries	126,225.29
8920100 - FICA/Medicare	9,531.30
8930100 - IMRF	13,934.86
8940100 - Health & Life Insurance	25,062.80
8960100 - Memberships & Dues	115.00
8970100 - Meetings & Travel	(1.08)
9060100 - Library Furnishings	913.25
9090100 - Additional Capital Projects	(4,447.03)
Total Expense	<u>225,753.76</u>
Net Income	<u><u>(120,327.76)</u></u>

McHenry Public Library District
Statement of Revenues and Expenditures by Class
 July 2016

6:00 PM
08/17/2016
Cash Basis

	100 General Fund	200 Special Reserve Fund	300 Grant and Gift Fund	TOTAL
Income				
6010100 · Property Taxes	66,227.70	0.00	0.00	66,227.70
6030100 · Interest Income - General	51.66	0.00	0.00	51.66
6030200 · Interest Income - Spec Reserve	0.00	55.84	0.00	55.84
6030300 · Interest Income - Grant & Gifts	0.00	0.00	13.88	13.88
6035100 · Dividends	95.16	0.00	0.00	95.16
6040100 · Nonresident & Enhanced Cards	45.00	0.00	0.00	45.00
6050100 · Fines	3,048.09	0.00	0.00	3,048.09
6055100 · Collection Fees	40.00	0.00	0.00	40.00
6060100 · Photocopier & Fax Income	1,551.79	0.00	0.00	1,551.79
6070300 · General Fund Gifts	0.00	0.00	17.53	17.53
6105100 · Staff Cobra/Insurance Payments	1,383.91	0.00	0.00	1,383.91
6120100 · Meeting Room Fees	55.00	0.00	0.00	55.00
6130100 · Misc Income - General	143.15	0.00	0.00	143.15
6150100 · Lost & Damged Materials	307.75	0.00	0.00	307.75
6170300 · Per Capita Grant	0.00	0.00	32,393.43	32,393.43
6200100 · Over/Short	(3.89)	0.00	0.00	(3.89)
Total Income	72,945.32	55.84	32,424.84	105,426.00
Gross Profit	72,945.32	55.84	32,424.84	105,426.00
Expense				
8010100 · Adult Books	4,846.65	0.00	0.00	4,846.65
8020100 · Youth Books	905.60	0.00	0.00	905.60
8025100 · Professional Resources	135.00	0.00	0.00	135.00
8030100 · Magazines & Newspapers	27.57	0.00	0.00	27.57
8040300 · Operating Fund Gifts	0.00	0.00	3,044.30	3,044.30
8050100 · Adult AV Materials	2,243.03	0.00	0.00	2,243.03
8060100 · Youth AV Materials	760.43	0.00	0.00	760.43
8090100 · eBook & eMagazine Services	207.24	0.00	0.00	207.24
8095100 · Electronic Subscriptions	4,851.68	0.00	0.00	4,851.68
8120100 · Library Supplies	157.60	0.00	0.00	157.60
8130100 · Tech Services Supplies	443.31	0.00	0.00	443.31
8140100 · Adult Programs & Supplies	3,260.00	0.00	0.00	3,260.00
8147100 · Summer Reading Club	24.08	0.00	0.00	24.08
8150100 · Youth Programs & Supplies	908.30	0.00	0.00	908.30
8215100 · Collection Agency Fees	44.75	0.00	0.00	44.75
8245100 · Comp/OfcEqp/CopierRepairs/Contr	9,999.74	0.00	0.00	9,999.74
8310100 · CCS & SIRSI Expenses	5,902.00	0.00	0.00	5,902.00
8320100 · Network Expenses	5,708.84	0.00	0.00	5,708.84
8330100 · OCLC Services (cataloging)	806.00	0.00	0.00	806.00
8410100 · Payroll Exp, Acctg & Audit Serv	713.24	0.00	0.00	713.24
8440100 · In Service Honorarium	600.00	0.00	0.00	600.00
8510100 · Printing	6,964.00	0.00	0.00	6,964.00
8540100 · Postage	39.64	0.00	0.00	39.64
8550100 · Public Relations/Promotions	560.40	0.00	0.00	560.40
8630100 · Telephone	501.05	0.00	0.00	501.05
8635100 · T-1 & other Telecommunications	335.50	0.00	0.00	335.50
8740100 · Building & Grounds	945.94	0.00	0.00	945.94
8760100 · Hospitality	(566.00)	0.00	0.00	(566.00)

	100 General Fund	200 Special Reserve Fund	300 Grant and Gift Fund	TOTAL
8800311 · Adult Materials - PER CAPITA	0.00	0.00	49.48	49.48
8910100 · Salaries	126,225.29	0.00	0.00	126,225.29
8920100 · FICA/Medicare	9,531.30	0.00	0.00	9,531.30
8930100 · IMRF	13,934.86	0.00	0.00	13,934.86
8940100 · Health & Life Insurance	25,062.80	0.00	0.00	25,062.80
8960100 · Memberships & Dues	115.00	0.00	0.00	115.00
8970100 · Meetings & Travel	(1.08)	0.00	0.00	(1.08)
9060100 · Library Furnishings	913.25	0.00	0.00	913.25
9090100 · Additional Capital Projects	(4,447.03)	0.00	0.00	(4,447.03)
Total Expense	222,659.98	0.00	3,093.78	225,753.76
Net Income	(149,714.66)	55.84	29,331.06	(120,327.76)

McHenry Public Library District
Statement of Revenues and Expenditures Budget vs. Actual
 July 2016

6:01 PM
 08/17/2016
 Cash Basis

	Jul 16	Budget	\$ Over Budget	% of Budget
Income				
6010100 · Property Taxes	66,227.70	3,180,652.28	(3,114,424.58)	2.08%
6020200 · Developer Fees	0.00	25,000.00	(25,000.00)	0.0%
6030100 · Interest Income - General	51.66	5,000.00	(4,948.34)	1.03%
6030200 · Interest Income - Spec Reserve	55.84	3,000.00	(2,944.16)	1.86%
6030300 · Interest Income - Grant & Gifts	13.88	2,500.00	(2,486.12)	0.56%
6035100 · Dividends	95.16	500.00	(404.84)	19.03%
6040100 · Nonresident & Enhanced Cards	45.00	1,000.00	(955.00)	4.5%
6050100 · Fines	3,048.09	45,000.00	(41,951.91)	6.77%
6055100 · Collection Fees	40.00	1,000.00	(960.00)	4.0%
6060100 · Photocopier & Fax Income	1,551.79	17,000.00	(15,448.21)	9.13%
6070200 · Reserve Fund Gifts	0.00	25,000.00	(25,000.00)	0.0%
6070300 · General Fund Gifts	17.53	20,000.00	(19,982.47)	0.09%
6090100 · Annexation Impact Fees	0.00	1,000.00	(1,000.00)	0.0%
6090200 · Transfer from General Fund	0.00	800,000.00	(800,000.00)	0.0%
6105100 · Staff Cobra/Insurance Payments	1,383.91	12,000.00	(10,616.09)	11.53%
6110100 · Program Fees/Misc Fees	0.00	4,200.00	(4,200.00)	0.0%
6120100 · Meeting Room Fees	55.00	1,000.00	(945.00)	5.5%
6130100 · Misc Income - General	143.15	25,000.00	(24,856.85)	0.57%
6130200 · Misc Income - Special Reserve	0.00	2,000.00	(2,000.00)	0.0%
6150100 · Lost & Damged Materials	307.75	6,000.00	(5,692.25)	5.13%
6170300 · Per Capita Grant	32,393.43	84,893.43	(52,500.00)	38.16%
6200100 · Over/Short	(3.89)	0.00	(3.89)	100.0%
6210300 · Miscellaneous Grants	0.00	50,000.00	(50,000.00)	0.0%
Total Income	105,426.00	4,311,745.71	(4,206,319.71)	2.45%
Gross Profit	105,426.00	4,311,745.71	(4,206,319.71)	2.45%
Expense				
8010100 · Adult Books	4,846.65	85,000.00	(80,153.35)	5.7%
8020100 · Youth Books	905.60	59,000.00	(58,094.40)	1.54%
8025100 · Professional Resources	135.00	1,500.00	(1,365.00)	9.0%
8028100 · Administrative Resources (GA)	0.00	6,400.00	(6,400.00)	0.0%
8030100 · Magazines & Newspapers	27.57	15,000.00	(14,972.43)	0.18%
8040300 · Operating Fund Gifts	3,044.30	448,381.10	(445,336.80)	0.68%
8050100 · Adult AV Materials	2,243.03	62,000.00	(59,756.97)	3.62%
8060100 · Youth AV Materials	760.43	16,000.00	(15,239.57)	4.75%
8080100 · Video Games	0.00	15,000.00	(15,000.00)	0.0%
8090100 · eBook & eMagazine Services	207.24	55,500.00	(55,292.76)	0.37%
8095100 · Electronic Subscriptions	4,851.68	80,000.00	(75,148.32)	6.07%
8110100 · Bank Service Charges	0.00	500.00	(500.00)	0.0%
8120100 · Library Supplies	157.60	10,000.00	(9,842.40)	1.58%
8130100 · Tech Services Supplies	443.31	57,200.00	(56,756.69)	0.78%
8135100 · Bindery	0.00	150.00	(150.00)	0.0%
8140100 · Adult Programs & Supplies	3,260.00	22,000.00	(18,740.00)	14.82%
8145100 · Circulation Supplies	0.00	26,000.00	(26,000.00)	0.0%
8147100 · Summer Reading Club	24.08	7,000.00	(6,975.92)	0.34%
8150100 · Youth Programs & Supplies	908.30	21,500.00	(20,591.70)	4.23%
8215100 · Collection Agency Fees	44.75	1,500.00	(1,455.25)	2.98%
8245100 · Comp/OfcEqp/CopierRepairs/Contr	9,999.74	59,000.00	(49,000.26)	16.95%

	Jul 16	Budget	\$ Over Budget	% of Budget
8260100 · Misc Contracted Services	0.00	2,000.00	(2,000.00)	0.0%
8270100 · Finance/Late Fee Charges	0.00	500.00	(500.00)	0.0%
8310100 · CCS & SIRSI Expenses	5,902.00	80,000.00	(74,098.00)	7.38%
8320100 · Network Expenses	5,708.84	25,000.00	(19,291.16)	22.84%
8330100 · OCLC Services (cataloging)	806.00	8,000.00	(7,194.00)	10.08%
8410100 · Payroll Exp, Acctg & Audit Serv	713.24	28,000.00	(27,286.76)	2.55%
8420100 · Legal Services	0.00	1,500.00	(1,500.00)	0.0%
8430100 · Automation & Misc Consultants	0.00	14,000.00	(14,000.00)	0.0%
8440100 · In Service Honorarium	600.00	1,000.00	(400.00)	60.0%
8510100 · Printing	6,964.00	36,000.00	(29,036.00)	19.34%
8530100 · Public Notices & Ads	0.00	3,000.00	(3,000.00)	0.0%
8540100 · Postage	39.64	18,000.00	(17,960.36)	0.22%
8550100 · Public Relations/Promotions	560.40	10,000.00	(9,439.60)	5.6%
8610100 · Electricity	0.00	25,000.00	(25,000.00)	0.0%
8620100 · Gas	0.00	5,000.00	(5,000.00)	0.0%
8630100 · Telephone	501.05	12,000.00	(11,498.95)	4.18%
8635100 · T-1 & other Telecommunications	335.50	8,000.00	(7,664.50)	4.19%
8640100 · Water & Sewer	0.00	3,500.00	(3,500.00)	0.0%
8720100 · Building/Auto Insurance	0.00	32,000.00	(32,000.00)	0.0%
8730100 · Bonding & Officers Liability	0.00	5,500.00	(5,500.00)	0.0%
8740100 · Building & Grounds	945.94	54,000.00	(53,054.06)	1.75%
8760100 · Hospitality	(566.00)	13,000.00	(13,566.00)	(4.35%)
8770100 · Interlibrary Loan Fees & Losses	0.00	700.00	(700.00)	0.0%
8795100 · Miscellaneous (FH)	0.00	4,000.00	(4,000.00)	0.0%
8800300 · Per Capita Grant expense for FY	0.00	32,393.43	(32,393.43)	0.0%
8800311 · Adult Materials - PER CAPITA	49.48	0.00	49.48	100.0%
8910100 · Salaries	126,225.29	1,810,000.00	(1,683,774.71)	6.97%
8920100 · FICA/Medicare	9,531.30	145,000.00	(135,468.70)	6.57%
8930100 · IMRF	13,934.86	180,000.00	(166,065.14)	7.74%
8940100 · Health & Life Insurance	25,062.80	220,000.00	(194,937.20)	11.39%
8950100 · Tuition Reimbursement	0.00	9,000.00	(9,000.00)	0.0%
8960100 · Memberships & Dues	115.00	8,000.00	(7,885.00)	1.44%
8970100 · Meetings & Travel	(1.08)	14,000.00	(14,001.08)	(0.01%)
9030300 · Misc Grants	0.00	25,000.00	(25,000.00)	0.0%
9050200 · Library District Act	0.00	150,000.00	(150,000.00)	0.0%
9060100 · Library Furnishings	913.25	50,000.00	(49,086.75)	1.83%
9070100 · Library Equipment	0.00	70,000.00	(70,000.00)	0.0%
9080100 · Small Equipment Under \$250	0.00	10,000.00	(10,000.00)	0.0%
9090100 · Additional Capital Projects	(4,447.03)	320,000.00	(324,447.03)	(1.39%)
Total Expense	225,753.76	4,481,724.53	(4,255,970.77)	5.04%
Net Income	(120,327.76)	(169,978.82)	49,651.06	70.79%

McHenry Public Library District
Statement of Revenue and Expenditures Budget vs. Actual
 July 1, 2016 - July 31, 2016 - General Fund

6:02 PM
 08/17/2016
 Cash Basis

	Jul 16	Budget	\$ Over Budget	% of Budget
Income				
6010100 · Property Taxes	66,227.70	3,180,652.28	(3,114,424.58)	2.08%
6030100 · Interest Income - General	51.66	5,000.00	(4,948.34)	1.03%
6035100 · Dividends	95.16	500.00	(404.84)	19.03%
6040100 · Nonresident & Enhanced Cards	45.00	1,000.00	(955.00)	4.5%
6050100 · Fines	3,048.09	45,000.00	(41,951.91)	6.77%
6055100 · Collection Fees	40.00	1,000.00	(960.00)	4.0%
6060100 · Photocopier & Fax Income	1,551.79	17,000.00	(15,448.21)	9.13%
6090100 · Annexation Impact Fees	0.00	1,000.00	(1,000.00)	0.0%
6105100 · Staff Cobra/Insurance Payments	1,383.91	12,000.00	(10,616.09)	11.53%
6110100 · Program Fees/Misc Fees	0.00	4,200.00	(4,200.00)	0.0%
6120100 · Meeting Room Fees	55.00	1,000.00	(945.00)	5.5%
6130100 · Misc Income - General	143.15	25,000.00	(24,856.85)	0.57%
6150100 · Lost & Damged Materials	307.75	6,000.00	(5,692.25)	5.13%
6200100 · Over/Short	(3.89)	0.00	(3.89)	100.0%
Total Income	72,945.32	3,299,352.28	(3,226,406.96)	2.21%
Gross Profit	72,945.32	3,299,352.28	(3,226,406.96)	2.21%
Expense				
8010100 · Adult Books	4,846.65	85,000.00	(80,153.35)	5.7%
8020100 · Youth Books	905.60	59,000.00	(58,094.40)	1.54%
8025100 · Professional Resources	135.00	1,500.00	(1,365.00)	9.0%
8028100 · Administrative Resources (GA)	0.00	6,400.00	(6,400.00)	0.0%
8030100 · Magazines & Newspapers	27.57	15,000.00	(14,972.43)	0.18%
8050100 · Adult AV Materials	2,243.03	62,000.00	(59,756.97)	3.62%
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8135100 · Bindery	0.00	150.00	(150.00)	0.0%
8140100 · Adult Programs & Supplies	3,260.00	22,000.00	(18,740.00)	14.82%
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8147100 · Summer Reading Club	24.08	7,000.00	(6,975.92)	0.34%
8150100 · Youth Programs & Supplies	908.30	21,500.00	(20,591.70)	4.23%
8215100 · Collection Agency Fees	44.75	1,500.00	(1,455.25)	2.98%
8245100 · Comp/OfcEqp/CopierRepairs/Contr	9,999.74	59,000.00	(49,000.26)	16.95%
8260100 · Misc Contracted Services	0.00	2,000.00	(2,000.00)	0.0%
8270100 · Finance/Late Fee Charges	0.00	500.00	(500.00)	0.0%
8310100 · CCS & SIRSI Expenses	5,902.00	80,000.00	(74,098.00)	7.38%
8320100 · Network Expenses	5,708.84	25,000.00	(19,291.16)	22.84%
8330100 · OCLC Services (cataloging)	806.00	8,000.00	(7,194.00)	10.08%
8410100 · Payroll Exp, Acctg & Audit Serv	713.24	28,000.00	(27,286.76)	2.55%
8420100 · Legal Services	0.00	1,500.00	(1,500.00)	0.0%
8430100 · Automation & Misc Consultants	0.00	14,000.00	(14,000.00)	0.0%
8440100 · In Service Honorarium	600.00	1,000.00	(400.00)	60.0%
8510100 · Printing	6,964.00	36,000.00	(29,036.00)	19.34%

	Jul 16	Budget	\$ Over Budget	% of Budget
8530100 · Public Notices & Ads	0.00	3,000.00	(3,000.00)	0.0%
8540100 · Postage	39.64	18,000.00	(17,960.36)	0.22%
8550100 · Public Relations/Promotions	560.40	10,000.00	(9,439.60)	5.6%
8610100 · Electricity	0.00	25,000.00	(25,000.00)	0.0%
8620100 · Gas	0.00	5,000.00	(5,000.00)	0.0%
8630100 · Telephone	501.05	12,000.00	(11,498.95)	4.18%
8635100 · T-1 & other Telecommunications	335.50	8,000.00	(7,664.50)	4.19%
8640100 · Water & Sewer	0.00	3,500.00	(3,500.00)	0.0%
8720100 · Building/Auto Insurance	0.00	32,000.00	(32,000.00)	0.0%
8730100 · Bonding & Officers Liability	0.00	5,500.00	(5,500.00)	0.0%
8740100 · Building & Grounds	945.94	54,000.00	(53,054.06)	1.75%
8760100 · Hospitality	(566.00)	13,000.00	(13,566.00)	(4.35%)
8770100 · Interlibrary Loan Fees & Losses	0.00	700.00	(700.00)	0.0%
8795100 · Miscellaneous (FH)	0.00	4,000.00	(4,000.00)	0.0%
8910100 · Salaries	126,225.29	1,810,000.00	(1,683,774.71)	6.97%
8920100 · FICA/Medicare	9,531.30	145,000.00	(135,468.70)	6.57%
8930100 · IMRF	13,934.86	180,000.00	(166,065.14)	7.74%
8940100 · Health & Life Insurance	25,062.80	220,000.00	(194,937.20)	11.39%
8950100 · Tuition Reimbursement	0.00	9,000.00	(9,000.00)	0.0%
8960100 · Memberships & Dues	115.00	8,000.00	(7,885.00)	1.44%
8970100 · Meetings & Travel	(1.08)	14,000.00	(14,001.08)	(0.01%)
9060100 · Library Furnishings	913.25	50,000.00	(49,086.75)	1.83%
9070100 · Library Equipment	0.00	70,000.00	(70,000.00)	0.0%
9080100 · Small Equipment Under \$250	0.00	10,000.00	(10,000.00)	0.0%
9090100 · Additional Capital Projects	(4,447.03)	320,000.00	(324,447.03)	(1.39%)
Total Expense	222,659.98	3,825,950.00	(3,603,290.02)	5.82%
Net Income	(149,714.66)	(526,597.72)	376,883.06	28.43%

Statement of Revenues and Expenditures Budget vs. Actual

08/18/2016

July 1, 2016 - July 31, 2016 -Special Reserve Fund

Cash Basis

	Jul 16	Budget	\$ Over Budget	% of Budget
Income				
6020200 · Developer Fees	0.00	25,000.00	(25,000.00)	0.0%
6030200 · Interest Income - Spec Reserve	55.84	3,000.00	(2,944.16)	1.86%
6070200 · Reserve Fund Gifts	0.00	25,000.00	(25,000.00)	0.0%
6090200 · Transfer from General Fund	0.00	800,000.00	(800,000.00)	0.0%
6130200 · Misc Income - Special Reserve	0.00	2,000.00	(2,000.00)	0.0%
Total Income	55.84	855,000.00	(854,944.16)	0.01%
Gross Profit	55.84	855,000.00	(854,944.16)	0.01%
Expense				
9050200 · Library District Act	0.00	150,000.00	(150,000.00)	0.0%
Total Expense	0.00	150,000.00	(150,000.00)	0.0%
Net Income	55.84	705,000.00	(704,944.16)	0.01%

Statement of Revenues and Expenditures Budget vs. Actual

08/17/2016

July 1, 2016 - July 31, 2016 - Grant and Gift Fund

Cash Basis

	Jul 16	Budget	\$ Over Budget	% of Budget
Income				
6030300 · Interest Income - Grant & Gifts	13.88	2,500.00	(2,486.12)	0.56%
6070300 · General Fund Gifts	17.53	20,000.00	(19,982.47)	0.09%
6170300 · Per Capita Grant	32,393.43	84,893.43	(52,500.00)	38.16%
6210300 · Miscellaneous Grants	0.00	50,000.00	(50,000.00)	0.0%
Total Income	32,424.84	157,393.43	(124,968.59)	20.6%
Gross Profit	32,424.84	157,393.43	(124,968.59)	20.6%
Expense				
8040300 · Operating Fund Gifts	3,044.30	448,381.10	(445,336.80)	0.68%
8800300 · Per Capita Grant expense for FY	0.00	32,393.43	(32,393.43)	0.0%
8800311 · Adult Materials - PER CAPITA	49.48	0.00	49.48	100.0%
9030300 · Misc Grants	0.00	25,000.00	(25,000.00)	0.0%
Total Expense	3,093.78	505,774.53	(502,680.75)	0.61%
Net Income	29,331.06	(348,381.10)	377,712.16	(8.42%)

McHenry Public Library District
 INTERIM CHECKS ISSUED - July 2016
 (NOT INCLUDED ON BILL REPORT)

<u>VENDOR</u>	<u>Account - Money Market</u> <u>DESCRIPTION</u>	<u>AMOUNT</u>	<u>ACCT#</u>	<u>DATE</u>	<u>CHECK</u>
	(no checks written on this account)				
	subtotal for account	\$ -			

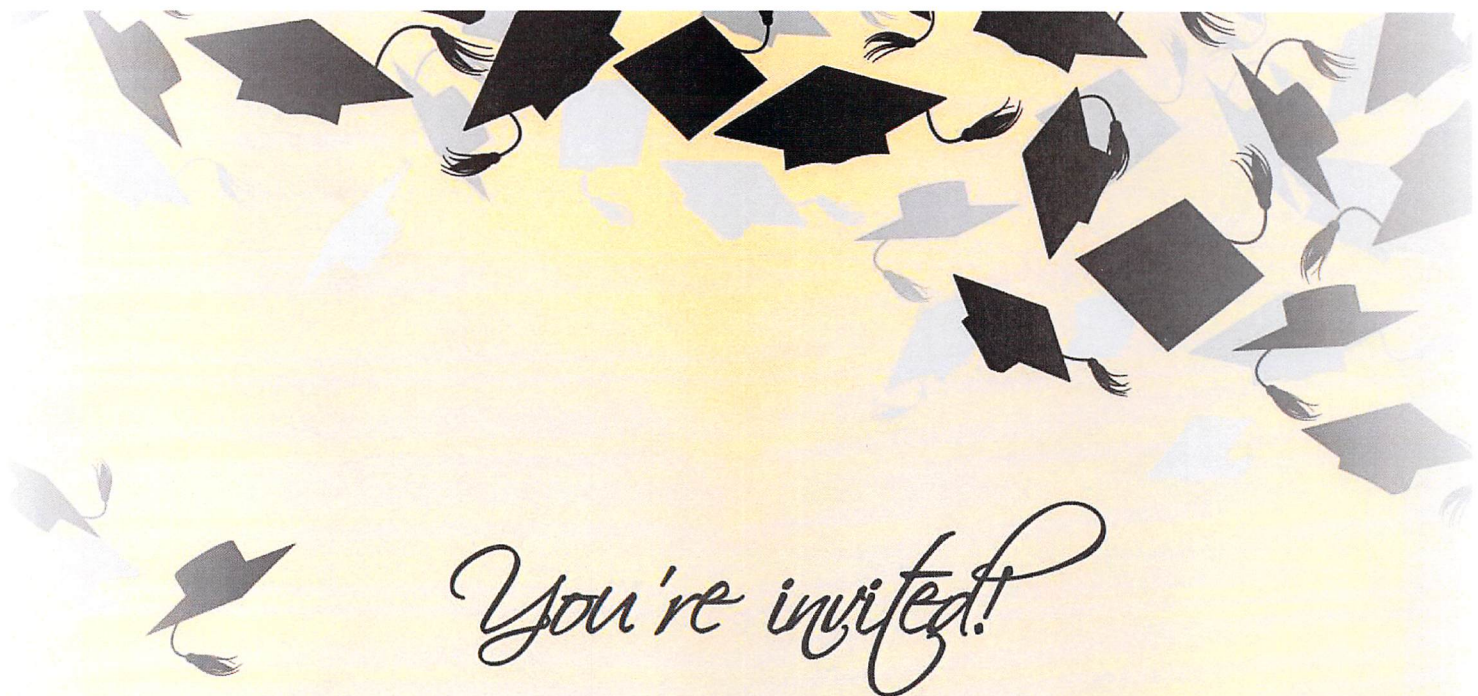
<u>VENDOR</u>	<u>Account - General Fund</u> <u>DESCRIPTION</u>	<u>AMOUNT</u>	<u>ACCT#</u>	<u>DATE</u>	<u>CHECK</u>
	subtotal for account	\$ -			

<u>Account - HSA/Building</u>					
First Midwest Bank	employee contributions HSA	\$ 693.94	8940-100	07/11/16	EFT
First Midwest Bank	employer contributions HSA	\$ 646.24	8940-100	07/11/16	EFT
First Midwest Bank	employee contributions HSA	\$ 693.94	8940-100	07/26/16	EFT
First Midwest Bank	employer contributions HSA	\$ 646.24	8940-100	07/26/16	EFT
	subtotal for account	\$ 2,680.36			

<u>Account - Payroll</u>					
<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>	<u>ACCT#</u>	<u>DATE</u>	<u>CHECK</u>
IL Municipal Retirement Fund IMRF		\$ 21,211.86	8930-100	07/01/16	EFT
IL Municipal Retirement Fund IMRF		\$ 21,191.40	8930-100	07/29/16	EFT
	subtotal for account	\$ 42,403.26			

<u>Account - Imprest</u>					
<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>	<u>ACCT#</u>	<u>DATE</u>	<u>CHECK</u>
Discovery Center Museum Rc Operating Fund Gifts		\$ 430.00	8040-300	07/20/16	1127
	subtotal for account	\$ 430.00			

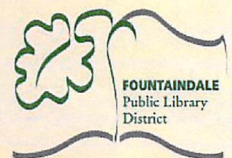
GRAND TOTAL CHECKS ISSUED \$ 45,513.62



Please join us for Fountaindale Public Library District's
Smart Horizons Career Online High School
Graduation Ceremony and Reception

Sunday, July 31, 2016
1:00 p.m.
Fountaindale Public Library's
Meeting Room A

RSVP by July 25 to cohs@fountaindale.org or call 630.685.4176



300 W. Briarcliff Road
Bolingbrook, IL 60440
630.759.2102
fountaindale.org

McHenry Public Library District

LIBRARIAN'S REPORT

July 2016

Administration

- J. Scholtz investigated 2 projects: FISH Supply Garden/community garden and Chautauqua event for possible 2017 projects.
- B. Edminster organized and attended training by the CCS trainer on Sirsidynix's Blue Cloud Analytics, 8/4.
- B. Edminster was given initial training on Gale Cengage Career Online High School, 8/9.
- J. Scholtz and B. Edminster attended the staff in-service on 8/12.
- B. Edminster led the Classic Book Discussion of *Germinal* by Emile Zola, 8/15.
- D. Guinness has completed the fiscal yearend and has begun gathering the necessary information for the audit in September.
- D. Guinness has scheduled an August 8th meeting with Prodata to discussed general questions/issues, as well as the HR module in Prodata.

Adult Services

- Charged to find the answer of how gain weight. I was able to find a book and information on the subject through the Mayo Clinic Website and two other sites by an educational institutions and nutritionists. T. O'Toole
- Discussing with tech services how to catalog our two magnifying machines so that they can circulate L. Mann
- Discussing placing one of the magnifying machines in a permanent place by the Adult computer area for all patrons to use. C. Myers
- Dropped off fiction donations to Senior Services for the community paperback exchange. L. Mann
- Suggested the idea of a Patron Picks to replace/in addition to Staff Picks. Staff Picks being added to the back of the Preface. L. Mann
- Contacted Hinsdale Public Library in regards to a new Thumbs-Up Box (TUB) project they recently instituted. Patrons return items they really enjoyed into the TUB and those items are put on display as a patron pick feature. Considering trying the project here at MPLD. L. Mann
- Assembled list of which of the books in Genealogy Room were from BIGWILL collection. T. Hillier
- Put up three or four more directories online. T. Hillier
- Updated our Fiction standing order (Automatically Yours) with our vendor, Baker & Taylor. P. Strain
- Went through and updated travel collection. T. Hillier
- Working on Standing Order for Travel. T. Hillier
- Reading statistics were up from 420 patrons to over 500 patrons for Summer Reading sign ups. The tablet, Fitbit and McHenry Fitness Center prizes drew many readers to continue to read the eight weeks. D. Gaudio
- Created Award Winning Films, Musical Movies, Imax Movies and Dance Music Displays. Z. Terrill
- Taught Resume class using our database Learning Express. Z. Terrill

Building Services

- Main library floor was wax this month
- Discover books has picked up 2 large pumpkin boxes of books for Friends of the Library
- Snow throwers were updated, repaired and ready for winter
- Grounds maintenance and curb painting
- Parking lot crack fill and striping will be schedule for August
- Main Library floor repair will be schedule for the fall season

Circulation

- S. Willis reports 155 expired holds pulled in July, 52 of the items were from our library and 103 items from other libraries.
- K. Meagher and A. Howell joined the circulation staff as Pages. They are doing their training during the day, but will go to working nights when school starts. K. Meagher works for Dist. 15 and A. Howell is a senior at Crystal Lake High School.
- With the opening of the Summer Reading Club to area libraries, there was a significant increase in material circulation.
- D. Harding installed a new barrier on the outside book drop to keep the hot and cold air from blasting into the workroom. It has helped a lot to keep it cooler in the workroom this summer and we anticipate that the winters will be warmer in the workroom as well. Thank you Dave.

Human Resources

- The MPLD had 51 employees at fiscal year-end.
- The number of new hires for the fiscal year was eight (8):
 - Four (4) part-time and four (4) full-time
 - Admin Dept (1); Adult Service (1), Circulation (4), Technology (1), and Youth Services (1)
- The number of terminations for the fiscal year was seven (7):
 - Four (4) part-time and three (3) full-time
 - Admin Dept (1); Adult Service (1), Circulation (4), and Technology (1)
 - All seven (7) terminations were voluntary in nature
- Two (2) new employees were hired in Circulation in July.
- Actively recruiting to fill one front desk position in Circulation.
- One (1) employee voluntarily resigned (Circulation Dept.) in July.
- Updated PAGE II job description to reflective additional duties in Technical Services Department vs. those noted in the Page I job description.
- We are transitioning staff employees which had COLA increases in July of last year to merit increases on their anniversary. We are using a pro-ration table to accommodate those receiving increases sooner than 12 months (from their last salary increase) and to accommodate those receiving increases later than 12 months.
 - Of the 26 employees that received COLA increases last year, 10 employees have been provided with merit increases (retro to their anniversary). The remaining 16 employees will be given consideration for salary increases from now through December.

- Salary Increase Information: Data is pulled from 3 months (vs. monthly) to maintain confidentiality and also provide meaningful numbers.
 - Average Salary increase for the Last Calendar Quarter – 1.86%
 - This timeframe is missing data from one employee whose salary increase has not yet been submitted.
 - Average Salary Increase for the recent (rolling) 3-month Period – 1.90%
 - This average calculation is missing data from two (2) employees whose salary increases have not yet been submitted.

Public Relations

- Compiled content for the August/September/October Preface newsletter. Coordinated edits and printing, and was mailed to 21,000 households on July 15-16. Another 12-pager!
- Showed new HR Generalist Sue Yazel how to order Staff Service Awards, a task she will absorb as part of her job description. Will be training her on how to make the little magnets for the Staff Service board in the break room.
- Met with Bill to review data from Gale Analytics in the hopes of doing a direct mail campaign geared towards patrons who haven't used their library card in a while. Will meet with Mary A. on this as well to get more targeted lists for future mailings, possibly tying in to September's National Library Card Sign-up Month.
- Promoted upcoming programs & events through various media, including posters, TV monitors, outside LED sign, press releases, website, & NW Herald's online calendar.
- Updated website as needed.
- Posted to social media sites.
- Ordered more imprinted tote bags to sell to patrons at Checkout Desk.
- Attended Dept. Heads meeting.
- Attended Sunshine Committee meeting; helped with monthly birthday celebration.

Technical Services

- D. Lavin continued cataloging YS and Adult Books. Placed 2017 magazine subscription order with EBSCO. Continued cataloging Magazines. Printed Spine Labels and Donation plates.
- K. Walker continued creating on-order records. Continued checking in new material. Continued labeling and shelving magazines.
- K. Milfajt continued cataloging AV and Genealogy. Continued importing bibliographic records from OCLC and creating new bibliographic records for OCLC. Continued printing Spine Labels.
- K. Meadows continued processing new books and mending damaged books . Continued checking material out to Review. Continued making global changes moving items from new to regular circulation.
- P. Radic continued processing new AV and mending damaged books and AV.
- K. Kimbrel continued cataloging new YS and Adult books. Continued importing bibliographic records from OCLC. Printed Spine Labels. Moved items from Hot to regular circulation. Re-cataloged materials that needed to be moved. Placed orders for supplies. Ordered new Barcode labels.

Technology

-

Youth Services

- For whatever reason the middle of July this year was very quiet. We noticed less patrons in the library, at our programs, while the registration was full, only about half those registered actually attended the program and a slow-down in the summer lunch program. Towards the end of the month we saw resurgence in numbers, but don't know if it was the heat that kept kids and their families away for those few weeks.
- In the Summer Lunch Program we served 417 meals and had a total of 605 kids and caregivers come through the room.
- The Summer Reading program had an increase in sign-ups at all levels this summer. We ended the program with 1259 sign-ups. This is the highest sign-ups number of sign-ups we have had in at least 5 years. I know that there was some concern about opening the program up to those who did not have a McHenry Public Library card, but they accounted for only 6% of our sign-ups or 83 kids/teens. It will be interesting to see the variety of statistics we will be able to see with our new sign-up and tracking system.
- Spanish Interactions: Spanish Interactions: 98 adult, 25 teen, 162 child
- C. Bergan attended CryptoClub Training, a super intensive 3 day workshop, on how to use codes and codebreaking in an afterschool club setting to promote math skills. Mainly meant for a school in a weekly format or for inclusion in a curriculum, it's going to take a little bit to adapt the material to work, but should result in fun and educational programs for the library to offer kids in grades 5-8.
- J. Velasquez hosted ¡Lotería! a traditional Mexican game similar to Bingo. Families had fun playing traditional Lotería with beans and chips for great summer outdoor toys and games! Attendees ranged in age from babies to teenagers. Our bilingual teen volunteer did a great job helping check game cards when they shouted Loteria and setting up. Games included "Cuatro Esquinas" (four corners), and "Cuatro en el Medio" (Four in the Center). Called using traditional *rimas* instead of just words--which made it more fun for older kids to guess which image they need to be looking for.
- M. Dineen had a great time presenting a Surfin' Storytime to children ages 3-6. They read *Rhinos Who Surf* by Julie Mammano and *Surfer Chick* by Kristy Dempsey. The group started out quiet, but eventually warmed up. The kids had fun practicing surfing and wiping out.
- G. Doolan sports storytimes with a science kick were a success this summer. Let's Play Football She introduced the football shape by using an egg. They did experiments with the egg shape like trying to walk across eggs without breaking any. Parents were enthused and participated, Loved the flannel game
- R. Raleigh made a connection while doing some Readers Advisory with the two teens are their parents. The teens, who are autistic, enjoyed talked to her about about teen titles. The oldest teen decided to join the Pizza and Pages book discussion group because he was excited that she knew the titles that he enjoyed.
- One of our middle school patrons shared his enthusiasm for the *I Survived* series by Lauren Tarshis with M. Cairo earlier this month. She mentioned that the author is always looking for new ideas for her next book. M/ Cairo showed him the author's website and how to submit ideas. He sat down at our computers, wrote Lauren T. his suggestion and the next thing she knew he was back at the Questions Desk with his idea, "*I Survived the Mount Everest Disaster of 1996.*" Maybe one day M. Cairo will be checking that book into the Jr. Series collection!
- J. Drinka's teen program, Peep Wars, was organized chaos at its' best. Teens built a peep fortress out of a boxes and other supplies in order to protect their army of peeps. Then they had to attack each other's fortress with a marshmallow bombardment. This was a great way to get teens using engineering and out-of-the-box thinking this summer.

- L. Jakacki worked on getting Lake Villa Library live on the North Suburban Digital Consortium site. She also worked on doing clean-up of unfillable holds of e-materials.
- One of the Youth Services' goals this year is to learn basic Spanish phrases that will make our Spanish patrons feel welcome and to communicate basic directional and instructional information. We started by learning that we work in "la biblioteca" and that we are a "Bibliotecario/a." We also learned how to say we only know a little Spanish and that we will get someone who speaks Spanish to come and assist them: "Hablo solo un poco de español" and "Voy a traer alguien que hable español." J. Velasquez is helping us with our pronunciation. By the next day, R. Raleigh was able to communicate to a Spanish speaking patron over the phone that she did not speak Spanish, but Senora Jennifer would be is the next day and could help them. A little knowledge goes a long way!

Statistics and Highlights Narrative

Legend – ABk – Adult Books; JBk – Children's Books; PBk – Paperback Books; AudBk – Audio books; JAudBk – Children's Audio books; ILL – Interlibrary loan; Vid/DVD – Videos/DVDs; J Vid/DVD – Children's Videos/DVDs; Oth - Other

The TS Dept. added 1478 items (-36%) and withdrew 1009 (-32%) compared with July 2016. Staff also mended 679 items (-22%) and processed 1478 new items (-22%). Overall circulation increased by (+2%) from the previous year/month and we were open 2 more days (29). All areas except Vid/DVD decreased in Circulation. Holds and renewals increased (+19% and (+7).

Also our eMagazine/Zinio was at (-18%) with digital downloads at a large 2140; Hoopla was at +42%. Our study room and meeting room uses decreased (-7%) and (-45).

UpComing Events and Projects

- Set-up staff/board visits to area libraries and RFID libraries (Aug/Sept)
- Possibly arrange solar array project/paperwork (Aug/Oct)
- J. Scholtz helps with 2 programs – Democracy and Native American Flute Music (Oct.)
- Help select new CCS Executive Director (after Oct. 1?)
- Help select new ILS vendor (CCS?) and help select new CCS Director
- Lift station project (discovery)
- Exploration of various community projects (supply garden/Chautauqua, etc.)
- Continue with Docuware scanning of documents

Categories	July		% Diff.
	2016	2015	
MATERIALS CATALOGED			
Adult Books Added	592	817	(28%)
Adult Books Withdrawn	396	742	(47%)
Children's Books Added	329	674	(51%)
Children's Books Withdrawn	511	144	255%
Young Adult Books Added	21	109	(81%)
Young Adult Books Withdrawn	5	13	(62%)
DVD/VHS Added	198	328	(40%)
DVD/VHS Withdrawn	29	254	(89%)
Other AV Added	0	7	(100%)
Other AV Withdrawn	12	7	71%
Audio Mat. Added (CD/Cass.)	105	114	(8%)
Audio Mat. Withdrawn (CD/Cass.)	54	254	(79%)
Periodicals Added to Database:	233	262	(11%)
Periodicals Withdrawn:	2	79	(97%)
TOTAL ADDED	1,478	2,311	(36%)
TOTAL WITHDRAWALS	1,009	1,493	(32%)
OTHER HOLDINGS/TECH SRVS. STATS			
Items Mended	679	871	(22%)
OCLC Records Input to Catalog	296	263	13%
Bib Records Added to OCLC	5	1	400%
Bib/Item/Call # Changes	1503	2,126	(29%)
# of Items Processed	1478	2,311	(36%)
PATRON REGISTRATIONS			
McHenry District-NEW	186	190	(2%)
McHenry Dist.-REREG. & renewals	321	90	257%
RBP Patrons	27	4	575%
TOTAL REGISTRATIONS	534	284	88%
CIRCULATION			
Adult Fiction Books	7176	7,342	(2%)
Adult NonFiction Books	3353	3,934	(15%)
Adult Books Total	10,529	11,276	(7%)
Children's Fiction Books	11017	10,427	6%
Children's NonFiction Books	4292	5,689	(25%)
Children's Books Total	15,309	16,116	(5%)

Pamphlets	0	1	(100%)
Periodicals	1173	1,119	5%
Adult Fiction AudioBooks	2370	3,586	(34%)
Adult NonFiction AudioBooks	286	191	50%
Adult Audio Total	2,656	3,777	(30%)
Juv. Fiction AudioBooks	747	880	(15%)
Juv. NonFiction AudioBooks	195	562	(65%)
Juv. Audio Total	942	1,442	(35%)
Adult Fiction Video/DVDs	9663	8,683	11%
Adult NonFiction Videos/DVDs	662	670	(1%)
Adult VideoDVDs Total	10,325	9,353	10%
Juv. Fiction Video/DVDs	4702	5,282	(11%)
Juv. NonFiction Video/DVDs	180	282	(36%)
Juv. Video/DVDs Total	4,882	5,564	(12%)
Adult Other AV Formats	40	469	(91%)
Juv. Other AV Formats	1969	1,811	9%
ILL (MPLD as borrower)	3003	2,061	46%
In-house Materials Use	3353	4,084	(18%)
NonBarcoded Items Circed	86	80	8%
TOTAL CIRCULATION	56,656	55,711	2%
Full Days Open	29	27	
Average Circulation	1,954	2,215	(12%)
SERVICE USE STATISTICS			
Programs			
Summer/Winter Reading Children (hd. ct.)	1151	1,024	12%
Summer/Winter Reading Teen (hd. ct.)	108	75	44%
Summer/Winter Reading Adult (hd. ct.)	504	424	19%
Meeting Rm Use (in hrs.)	91	166	(45%)
Storytime Rm Use (in hrs.)	0	0	
Adult Program Attendance (hd. ct.)	233	168	39%
Teen Program Attendance (hd. ct.)	169	176	(4%)
Child Program Attendance (hd. Ct.)	2305	2,679	(14%)
Adult # of Programs	14	10	40%
Teen # of Programs	12	19	(37%)
Child # of Programs	50	54	(7%)
School/class visits - outreach (hd.ct.)	0	85	(100%)
Library Tours (hd. ct)	0	9	(100%)
Study Room Hrs. Used (9/10 first entry)	388	417	(7%)

TOTAL ADULT PROGRAM ATTEND.	737	592	24%
TOTAL YPS PROGRAM ATTEND.	3,733	4,048	(8%)
In House PC Use			
Express Internet Station		631	(100%)
Distance Learner PC Use		21	(100%)
Literacy PC Station		43	(100%)
Technology Center Computer Use		0	
Internet Use - Adult		2,335	(100%)
Internet Use - Youth		1,048	(100%)
Overdrive Workstation Hdct.		3	(100%)
Genealogy Computer Use		11	(100%)
Microform Reader/Printer Use	0	0	
TOTAL IN-HOUSE PC USE	0	4,092	(100%)
Electronic Resources Use			
web site visits (in-library/off-site)		21,256	(100%)
web site hits/views		499,882	(100%)
Wireless Hotspot Use (in-library)		1,374	(100%)
Database Usage (In-library)		0	
Database Usage (off-site)		3	(100%)
iBistro holds	4412	3,717	19%
Material Renewals	7356	6,847	7%
Digital book downloads (in-library/off-site)	2140	2,339	(9%)
Zinio Magazine use	249	303	(18%)
Simple Scan uses		341	(100%)
Hoopla Usage	478	337	42%
General Use			
ILLs Loaned to Other Lib. (Lender)	3103	2,814	10%
ILL Fill Rate (requests/filled as %)		0	
Library Attendance (hd. ct.)	17096	16,888	1%
Genealogy Materials Used	46	82	(44%)
MISCELLANEOUS STATS			
CKOs to inventory control patrons	6175	9,212	(33%)
volunteers (adult)	11	1	1000%
volunteer hours (adult)	47	3	1467%
volunteers (admin)	0	0	
volunteer hours (admin)	0	0	
volunteers (tech services)	0	0	
volunteer hours (tech services)	0	0	
volunteers (technology)	0	0	
volunteer hours (technology)	0	0	

volunteers (circulation)	0	3	
volunteer hours (circulation)	0	18	
volunteers (YPS)	11	11	
volunteer hours (YPS)	82	44	
volunteers (building services)	0	0	
volunteer hours (BLDG services)	0	0	
TOTAL VOLUNTEERS	22	15	47%
TOTAL VOLUNTEER HOURS	129	64	101%

July 25, 2016

To the McHenry Library Board of Trustees

There is a Verification feature on the Illinois Public Library Annual Report (IPLAR) 2016, which flags answers that are not filled out or where the figures are markedly different from the previous year. When a question is flagged, you must enter an explanation why there is a variance but, unfortunately, when the report is printed out the answers are shown as endnotes at the end of a very long document. So I'm giving you the endnotes first, which lets me make some comments. The numbers are for the questions that they apply to.

There are several places where the form sums up the figures you add up. At least twice, this failed though one line did do the math several days later after I gave an explanation. Then I discovered that you can't delete the notes you make.

The previous year's answers appear on the survey when you are filling it out but not when it is printed out. Question 6.1 didn't show last year's answer, which probably was not carried over by the program causing the problem I addressed.

¹, 6.1a When I verify, I am told that last year's entry was a square footage of zero, when it was actually 38,000 sq. ft., the same as what I've entered this year. (0-2016-07-14)

², 8.2 No Per Capita check came during this fiscal year. We received checks just before and just after the fiscal year but not during. (73321-2016-07-20)

³, 8.7 No Per Capita check came during this fiscal year. We received checks just before and just after the fiscal year but not during. (73321-2016-07-21)

⁴, 8.15 This does not add lines 8.13 and 8.14 together as it is supposed to. (73321-2016-07-20)

⁵, 15.1 The current year's number is correct. The previous year should have been 382 instead of 148. (73321-2016-07-21)

⁶, 16.3 When I verify, I am told that this entry is zero but I cannot enter the sum here since it should be automatically adding 16.1 + 16.2a. (0-2016-07-14)

In previous years, there was a certification page that needed to be signed, scanned, and submitted with the IPLAR. This year, the officials who are certifying that the IPLAR is correct, "sign" by typing their names and the date of the signature. I have typed the names in and I ask that the Board and the signators approve my doing it for them.

Bill Edminster
Assistant Director

ILLINOIS PUBLIC LIBRARY ANNUAL REPORT (IPLAR) 2016

MCHENRY PUBLIC LIBRARY DISTRICT**IPLAR****IDENTIFICATION (1.1 - 1.31)**

This section is information about the administrative entity. "Administrative Entity" is defined as the agency that is legally established under local or state law to provide public library service to the population of a local jurisdiction. The administrative entity may have a single outlet or it may have more than one outlet (an outlet is a location, whether a central library, branch or bookmobile). The majority of the information in this section is pre-filled. If information needs to be updated, enter the corrected information in the box provided on the next line of the survey.

1.1 ISL Control # [PLSC 151, PLSC 701]	30448
1.2 ISL Branch # [PLSC 151, PLSC 701]	00
1.3a FSCS ID [PLSC 150, PLSC 700]	IL0301
1.3b FSCS_SEQ [PLSC 700]	002
1.4a Legal Name of Library [PLSC 152]	McHenry Public Library District
1.4b If the library's name has changed, then enter the updated answer here.	
1.4c Was this an official name change?	
1.5a Facility Street Address [PLSC 153]	809 North Front Street
1.5b If the facility's street address has changed, then enter the updated answer here.	
1.5c Was this a physical location change?	
1.6a Facility City [PLSC 154]	McHenry
1.6b If the facility's city has changed, then enter the updated answer here.	
1.7a Facility Zip [PLSC 155]	60050
1.7b If the facility's zip code has changed, then enter the updated answer here.	
1.8a Mailing Address [PLSC 157]	809 North Front Street
1.8b If the facility's mailing address has changed, then enter the updated answer here.	
1.9a Mailing City [PLSC 158]	McHenry
1.9b If the facility's mailing city has changed, then enter the updated answer here.	
1.10a Mailing Zip [PLSC 159]	60050
1.10b If the facility's mailing zip code has changed, then enter the updated answer here.	
1.11a Library Telephone Number [PLSC 162]	815-385-0036
1.11b If the telephone number has changed, then enter the updated answer here.	
1.12a Library FAX Number	815-385-7085
1.12b If the fax number has changed, then enter the updated answer here.	
1.13 Website	http://http://www.mchenrylibrary.org

Library Director's Information

Please enter the full name, title and e-mail address of the library director.

1.14 Name	James C. Scholtz
1.15 Title	Executive Director
1.16 Library Director's E-mail	jscholtz@mchenrylibrary.org

Library Information

Please provide the requested information about the library type.

1.17a Type of library	District
1.17b If the library type has changed, then enter the updated answer here.	

1.18 Is the main library a combined public and school library?	No
1.19a Are any of the branch libraries a combined public and school library?	
1.19b If YES, provide the name of the branch or branches in the box provided.	
1.20a Does your library contract with another library to RECEIVE ALL your library services?	No

Contract for Services

Please provide the full legal name(s) of the library(ies) with which your library contracts for service. If you need more than one line, a new one will appear once text has been entered in the first box.

Number of contracting libraries:	
Legal name of library you contract with:	

Administrative Information

Libraries are required by statute [75 ILCS 5/4-10(5), 75 ILCS 16/30-65(a)(2)] to provide a statement as to any extensions of library service or any changes to the limits or boundaries of library service areas. Most of the information in this section will be pre-filled. If the information is incorrect, please enter the updated information in the box provided on the next line of the survey. If your library has had a population change, you must submit official verification to the Illinois State Library.

1.21a County in which the administrative entity is located [PLSC 161]	McHenry
1.21b If the administrative entity's county has changed, then enter the updated answer here.	
1.22a Did the administrative entity's legal service area boundaries change during the past year? [PLSC 205]	No
1.22b IF YES, indicate the reason for the boundary change	Unknown
1.23a Population residing in tax base (Use the latest official federal census figure) [PLSC 208]	42,023
1.23b If the population residing in the tax base has had a LEGAL change, then enter the updated answer here.	
1.23c Documentation of legal population change	
1.24 If the population has changed from the prior year's answer, then indicate the reason.	
1.25a This library is currently a member of what Illinois library system?	RAILS
1.25b If the library's system has changed, then enter the updated answer here.	

Federal Public Library Criteria

According to the Institute of Museum and Library Services' Public Library Survey, a public library is an entity that is established under state enabling laws or regulations to serve a community, district, or region, and that provides at least the following:

1. An organized collection of printed or other library materials, or a combination thereof;
2. Paid staff;
3. An established schedule in which services of the staff are available to the public;
4. The facilities necessary to support such a collection, staff, and schedule; and
5. Is supported in whole or in part with public funds.

1.26 Does this library have an organized collection of printed or other library materials, or a combination thereof?	Yes
1.27 Does this library have paid staff?	Yes
1.28 Does this library have an established schedule in which services of the staff are available to the public?	Yes

1.29 Does the library have the facilities necessary to support such a collection, staff, and schedule?	Yes
1.30 Is this library supported in whole or in part with public funds?	Yes
1.31 Does this public library meet ALL the criteria of the PLSC public library definition? [PLSC 203]	Yes

BRANCHES AND BOOKMOBILE OUTLETS (2.1 - 2.13)

This section gathers information about the branches and bookmobiles of your library. Locations can only be added to this survey by State Library staff. If you have a branch or bookmobile and do not see its name listed in question 2.3a, please contact Jamie Mott (217-782-5506, jmott@ilsos.net) so that it can be added.

2.1 Total number of bookmobiles [PLSC 211 & PLSC 712]	0
2.2 Total number of branch libraries [PLSC 210]	0

ANNUAL REPORT DATA (3.1 - 3.7)

Please enter the time period covered by this annual report and the name and contact information for the person preparing the report. The report period should cover the time from the end of the previous IPLAR through the end of your most current fiscal year. If your library switched to a new fiscal year during the latest period, this may mean that your report needs to cover more or less than a twelve (12) month period.

3.1 Fiscal Year Start Date (mm/dd/year) [PLSC 206]	07/01/2015
3.2 Fiscal Year End Date (mm/dd/year) [PLSC 207]	06/30/2016
3.3 Number of months in this fiscal year	12
3.4 Name of person preparing this annual report	Bill Edminster
3.5 Telephone Number of Person Preparing Report	815-385-0036
3.6 FAX Number	815-385-7085
3.7 E-Mail Address	bedminster@mchenrylibrary.org

REFERENDA (4.1 - 4.11)

Please enter information regarding any referenda the library was involved in during the fiscal year report period. A referendum is a particular issue that is taken to the public for a vote. Examples are: bond issue, district establishment, tax increase.

4.1a Was your library involved in a referendum during the fiscal year reporting period?	No
4.1b How many referenda was your library involved in?	

Referendum 1

4.2 Referendum Type	4.3 If Other, what was the referendum type?	4.4 Referendum Date (mm/dd/year)	4.5 Passed or Failed?	4.6 Effective Date (mm/dd/year)	4.7 Referendum ballot language documentation

Referendum 2

4.2 Referendum Type	4.3 If Other, what was the referendum type?	4.4 Referendum Date (mm/dd/year)	4.5 Passed or Failed?	4.6 Effective Date (mm/dd/year)	4.7 Referendum ballot language documentation

Referendum 3

4.2 Referendum Type	4.3 If Other, what was the referendum type?	4.4 Referendum Date (mm/dd/year)	4.5 Passed or Failed?	4.6 Effective Date (mm/dd/year)	4.7 Referendum ballot language documentation

Referendum 4

4.2 Referendum Type	4.3 If Other, what was the referendum type?	4.4 Referendum Date (mm/dd/year)	4.5 Passed or Failed?	4.6 Effective Date (mm/dd/year)	4.7 Referendum ballot language documentation

Referendum 5

4.2 Referendum Type	4.3 If Other, what was the referendum type?	4.4 Referendum Date (mm/dd/year)	4.5 Passed or Failed?	4.6 Effective Date (mm/dd/year)	4.7 Referendum ballot language documentation

Board Action and Backdoor Referenda

If, during the fiscal year report period, the library board took action to a) convert to public library district status by approval of the corporate authority [75 ILCS 16/10-15]; and/or b) the public library district annexed additional territory in an unincorporated area by backdoor referendum [75 ILCS 16/15-5, et seq.]; and/or c) your public library district took any other action by backdoor referendum, indicate the effective date of the action. "Backdoor referendum" means the submission of a public question to the voters of a governmental unit, initiated by a petition of voters, residents or property owners of such governmental unit, to determine whether an action by the governing body of such governmental unit shall be effective, adopted or rejected.

4.8 District Conversion - Effective Date (mm/dd/year)	
4.9 Territory Annexation - Effective Date (mm/dd/year)	
4.10a Other Action by Backdoor Referendum (please specify)	
4.10b Other - Effective Date (mm/dd/year)	
4.11a Other Action by Backdoor Referendum (please specify)	
4.11b Other - Effective Date (mm/dd/year)	

CURRENT LIBRARY BOARD (5.1 - 5.13)

This information is used for directory purposes and for meeting the annual legal reporting requirements of public library districts [75 ILCS 16/30-40(d)]. Libraries organized under the Local Library Act [75 ILCS 5/] are also required to annually report on the condition of their trust to the Illinois State Library [75 ILCS 5/4-10].

All personal identifying information is FOIA exempt and will NOT be released to the public. The only information that the Illinois State Library will release upon request is the board member name, trustee position and term expiration date.

Report the most current information available.

5.1 Total number of board seats	7
5.2 Total number of vacant board seats	0
5.3 This public library board of trustees attests that the current board is legally established, organized, and the terms of office for library trustees are all unexpired.	Yes
5.4 IF NO, please explain	

First Member

5.5 Name	Charles Reilly
5.6 Trustee Position	Treasurer
5.7 Present Term Ends (mm/year)	04/2021
5.8 Telephone Number	815-355-3079

5.9 E-mail Address	creilly@mchenrylibrary.org
5.10 Home Address	1405 North Millstream Drive
5.11 City	McHenry
5.12 State	IL
5.13 Zip Code	60050

Second member

5.5 Name	Margaret Carey
5.6 Trustee Position	Other
5.7 Present Term Ends (mm/year)	04/2019
5.8 Telephone Number	920-427-5509
5.9 E-mail Address	mcarey@mchenrylibrary.org
5.10 Home Address	6012 Barkley Court
5.11 City	McHenry
5.12 State	IL
5.13 Zip Code	60050

Third member

5.5 Name	Kathy Baderstadt
5.6 Trustee Position	President
5.7 Present Term Ends (mm/year)	04/2017
5.8 Telephone Number	815-690-1713
5.9 E-mail Address	kbaderstadt@mchenrylibrary.org
5.10 Home Address	205 South Driftwood Trail
5.11 City	McHenry
5.12 State	IL
5.13 Zip Code	60050

Fourth member

5.5 Name	Monica Leccese
5.6 Trustee Position	Secretary
5.7 Present Term Ends (mm/year)	04/2021
5.8 Telephone Number	708-507-0452
5.9 E-mail Address	mleccese@mchenrylibrary.org
5.10 Home Address	7112 Mohawk Drive
5.11 City	Wonder Lake
5.12 State	IL
5.13 Zip Code	60097

Fifth member

5.5 Name	Delphine Grala
5.6 Trustee Position	Vice-President

5.7 Present Term Ends (mm/year)	04/2017
5.8 Telephone Number	815-337-5617
5.9 E-mail Address	dgrala@mchenrylibrary.org
5.10 Home Address	280 Hythe Circle
5.11 City	Woodstock
5.12 State	IL
5.13 Zip Code	60098

Sixth member

5.5 Name	Jill Stone
5.6 Trustee Position	Other
5.7 Present Term Ends (mm/year)	04/2017
5.8 Telephone Number	815-385-6995
5.9 E-mail Address	jstone@mchenrylibrary.org
5.10 Home Address	3805 Grove Avenue
5.11 City	McHenry
5.12 State	IL
5.13 Zip Code	60050

Seventh member

5.5 Name	Bradley Schubert
5.6 Trustee Position	Other
5.7 Present Term Ends (mm/year)	04/2019
5.8 Telephone Number	847-652-0011
5.9 E-mail Address	bschubert@mchenrylibrary.org
5.10 Home Address	2606 Ford Road
5.11 City	McHenry
5.12 State	IL
5.13 Zip Code	60050

Eighth member

5.5 Name	
5.6 Trustee Position	
5.7 Present Term Ends (mm/year)	
5.8 Telephone Number	
5.9 E-mail Address	
5.10 Home Address	
5.11 City	
5.12 State	
5.13 Zip Code	

Ninth member

5.5 Name	
5.6 Trustee Position	
5.7 Present Term Ends (mm/year)	
5.8 Telephone Number	
5.9 E-mail Address	
5.10 Home Address	
5.11 City	
5.12 State	
5.13 Zip Code	

FACILITY/FACILITIES (6.1)

Please provide the requested information about the library's facilities.

6.1a Total square footage of the main library building [PLSC 711]	38,000
6.1b If the main library's square footage has changed, then enter the updated answer here.	
6.1c Indicate the reason for the change/variance in square footage for this annual report as compared to the previous annual report.	

ASSETS AND LIABILITIES (7.1 - 7.13)

The below sections request information regarding property, fiscal accumulations and outstanding liabilities. These sections are required by statute [[75 ILCS 5/4-10, 75 ILCS 16/30-65] to be included in the annual report. Please provide the requested information in each section.

Property

Libraries are required by statute [75 ILCS 5/4-10(4), 75 ILCS 16/30-65(a)(3)] to provide a statement as to property acquired through legacy, purchase, gift or otherwise. Please provide this information in the section below.

7.1 What is the estimated current fair market value for the library's real estate (land and buildings including garages, sheds, etc.)?	\$9,017,154
7.2 During the last fiscal year, did the library acquire any real and/or personal property?	No

IF YES, how much of the property was acquired through the following options? (Enter dollar amount for each option 7.3-7.6 that applies)

7.3 Purchase	
7.4 Legacy	
7.5 Gift	
7.6 Other	
7.7 Provide a general description of the property acquired.	

Fiscal Accumulations

Libraries are required by statute [75 ILCS 5/4-10(7), 75 ILCS 16/30-65(a)(4)] to provide a statement as to the amount of any fiscal accumulations and the reasons for the accumulations. Please provide this information in the section below.

7.8 Does your library have fiscal accumulations (reserve funds, outstanding fund balances, etc.)?	Yes
	As of July 1, 2016, the library had \$1,721,585 in its reserve fund. The library maintains a reserve fund with

7.9 IF YES, then provide a statement that details the dollar amount(s) and the reason(s) for the fiscal accumulations.

the intention of defraying the costs of a new library building sometime in the future or to pay for the repair, remodeling, or improvement of the current building. The money may also be used for furnishings or equipment for the current or a future building. During FY 2015-16, the reserve was not used.

Liabilities

Libraries are required by statute [75 ILCS 5/4-10(8), 75 ILCS 16/30-65(a)(5)] to provide a statement as to any outstanding liabilities, including for bonds still outstanding. Please provide this information in the section below.

7.10 Does your library have any outstanding liabilities including bonds, judgments, settlements, etc.?

No

7.11 IF YES, what is the total amount of the outstanding liabilities?

7.12 IF YES, then prepare a statement that identifies each outstanding liability and its specific dollar amount.

OPERATING RECEIPTS BY SOURCE (8.1 - 8.20)

Libraries are required by statute [75 ILCS 5/4-10(1), 75 ILCS 16/30-65(a)(6)] to provide an itemized statement of operating receipts. "Operating receipts" are the monies received and utilized during the library's fiscal year to support the provision of ongoing, day-to-day library services. Only include funds received during the report period. If the library was awarded a grant, but only received part of the funds during the report period, report only the portion of the grant received, not the whole amount of the grant.

Exclude revenue for major capital expenditures, contributions to endowments, revenue passed through to another agency, funds unspent in previous fiscal years (e.g. carryover), and tax anticipation warrants.

NOTE: Round answers to the nearest whole dollar.

Local Government

This includes all local government funds designated by the community, district, or region and available for expenditure by the public library. For example, include receipts from: local property taxes (library taxes), impact fees (IL Highway Code), the Mobile Home Local Services Tax Act. Do not include the value of any contributed or in-kind services or the value of any gifts and donations, library fines, fees, or grants. Do not include state, federal, and other funds passed through local government for library use. Report these funds with state government revenue or federal government revenue, as appropriate.

8.1 Local government [PLSC 300] (includes all local government funds designated by the community, district, or region and available for expenditure by the public library, except capital income from bond sales which must be reported in 12.1a only)

\$3,173,120

8.1a Is this library's annual tax levy/fiscal appropriation subject to tax caps [the Property Tax Extension Limitation Law, 35 ILCS 200/18-185, et seq.]?

Yes

State Government

These are all funds distributed to public libraries by state government for expenditure by the public libraries, except for federal money distributed by the state. This includes funds from such sources as penal fines, license fees, and mineral rights.

Note: If operating revenue from consolidated taxes is the result of state legislation, the revenue should be reported under state revenue (even though the revenue may be from multiple sources).

If you are not sure if funds you received through the State of Illinois are federal or state funds, please contact Jamie Mott (217-782-5506, jmott@ilsos.net).

8.2 Per capita grant	\$0
8.3 Equalization aid grant	-1 Unknown
8.4 Personal property replacement tax	-1 Unknown
8.5 Other State Government funds received	-1 Unknown
8.6 If Other, please specify	-1 Not Applicable
8.7 Total State Government Funds (8.2 + 8.3 + 8.4 + 8.5) [PLSC 301]	\$0

Federal Government

This includes all federal government funds distributed to public libraries for expenditure by the public libraries, including federal money distributed by the State of Illinois (e.g., LSTA grants paid directly to your library).

If you are unsure if the funds you received through the State of Illinois were federal or state funds, please contact Jamie Mott (217-782-5506, jmott@ilsos.net).

8.8 LSTA funds received	-1 Unknown
8.9 E-Rate funds received	-1 Unknown
8.10 Other federal funds received	-1 Unknown
8.11 If Other, please specify	-1 Not Applicable
8.12 Total Federal Government Funds (8.8 + 8.9 + 8.10) [PLSC 302]	

Other Income

This is all operating revenue other than that reported under local, state, and federal funds. Include, for example, monetary gifts and donations received in the current year, interest, library fines, fees for library services, or grants. Do not include the value of any contributed or in-kind services or the value of any non-monetary gifts and donations.

8.13 Other receipts intended to be used for operating expenditures	\$123,310
8.14 Other non-capital receipts placed in reserve funds	\$22,088
8.15 TOTAL all other receipts (8.13) [PLSC 303]	\$123,310

Total Operating Receipts

8.16 TOTAL receipts (8.1 + 8.7 + 8.12 + 8.13) [PLSC 304]	\$3,296,430
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Safeguarding of Library Funds

This section requests information to verify that libraries meet the statutory required minimum level of insurance for library funds [75 ILCS 5/4-9 and 75 ILCS 16/30-45(e)]. According to these statutes, "the library shall provide the Illinois State Library a copy of the library's certificate of insurance at the time the library's annual report is filed."

For municipalities of less than 500,000 population, 75 ILCS 5/4-9 requires that the bond be "...not less than 50% of the total funds received by the library in the last fiscal year...", or the insurance policy or other insurance instrument's coverage "...shall be in an amount at least equal to 50% of the average amount of the library's operating fund from the prior 3 fiscal years."

For public library districts, 75 ILCS 16/30-45(e) requires that the bond be "...based upon a minimum of 50% of the total funds received by the district in the last previous fiscal year...", or the insurance policy or other insurance instrument's coverage "... shall

be in an amount at least equal to 50% of the average amount of the district's operating fund from the prior 3 fiscal years."

8.17a The library safeguards its funds using which option?	Surety Bond
8.17b Proof of Certificate of Insurance for Library Funds	-1 Have Surety Bond
8.18 What is the coverage amount of either the surety bond OR the insurance policy/insurance instrument?	\$2,500,000
8.19 Is the amount of the surety bond, insurance policy or other insurance instrument in compliance with library law?	Yes
8.20 The designated custodian of the library's funds is:	Library Treasurer

OPERATING EXPENDITURES BY CATEGORY (9.1 - 11.2)

Libraries are required by statute [75 ILCS 5/4-10(2), 75 ILCS 16/30-65(a)(6)] to provide an itemized statement as to how operating revenues have been expended during the fiscal year report period. "Operating expenditures" are the current and recurrent costs necessary to support the provision of library services.

Include: Significant costs, especially benefits and salaries, that are paid by other taxing agencies (government agencies with the authority to levy tax) "on behalf of" the library may be included if the information is available to the reporting agency. Only such funds that are supported by expenditure documents (such as invoices, contracts, payroll records, etc.) at the point of disbursement should be included.

Exclude: Do not report the value of free items, estimated costs, and capital expenditures.

NOTE: Round answers to the nearest whole dollar.

STAFF EXPENDITURES (9.1-9.3)

This section gathers information on staff benefits and salaries. If the information is available, include benefits and salaries for staff that are paid by other taxing agencies (government agencies with the authority to levy tax) "on behalf of" the library.

NOTE: Round answers to the nearest whole dollar.

9.1 Salaries and wages for all library staff [PLSC 350]	\$1,599,789
9.2a Fringe benefits, for all library staff, paid for from either the library's or the municipal corporate authority's appropriation [PLSC 351]	\$559,491
9.2b If this library answered question 9.2a as zero, please select an explanation from the drop-down box.	
9.3 Total Staff Expenditures (9.1 + 9.2) [PLSC 352]	\$2,159,280

COLLECTION EXPENDITURES (10.1 - 10.4)

Include expenditures for all materials in all formats (e.g., print, microform, electronic) whether purchased, leased or licensed. Exclude charges or fees for interlibrary loans and expenditures for document delivery.

NOTE: Round answers to the nearest whole dollar.

10.1 Printed Materials [PLSC 353]	\$183,189
10.2 Electronic Materials [PLSC 354]	\$133,953
10.3a Other Materials [PLSC 355]	\$85,128
10.3b Please provide an explanation of the other types of material expenditures.	DVDs, CDs, videogames, and other AV

10.4 TOTAL Collection Expenditures (10.1 + 10.2 + 10.3) [PLSC 356]	\$402,270
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OTHER OPERATING EXPENDITURES (11.1 - 11.2)

This includes all expenditures other than those reported for Staff Expenditures and Collection Expenditures. Exclude purchases of major fixed assets, which should be reported in capital expenditures (12.7).

NOTE: Round answers to the nearest whole dollar.

11.1 All other operating expenditures not included above [PLSC 357]	\$547,796
11.2 TOTAL operating expenditures (9.3 + 10.4 + 11.1) [PLSC 358]	\$3,109,346

CAPITAL REVENUE AND EXPENDITURES (12.1 - 12.7)

This section gathers information on capital revenue and expenditures. Provide information for funds received and spent during the fiscal year report period only. If the library was awarded a grant, but only received part of the funds during the report period, report only the amount of the funds received, not the entire grant award.

Capital Revenue

Include funds received during the fiscal year report period for: site acquisitions; new building(s); additions to or renovations of existing buildings; furnishings, equipment, and initial collections for new buildings, building additions, or building renovations; computer hardware and software used to support library operations, to link to networks, or to run information products; new vehicles; or other one-time major projects.

Exclude revenue for: replacement and/or repair of existing furnishings and equipment, regular purchase of library materials, investments for capital appreciation, income passed through to another agency (e.g., fines), and funds unspent in previous fiscal year (e.g., carryover).

NOTE: Round answers to the nearest whole dollar.

12.1a Local Government: Capital Income from Bond Sales	-1 Unknown
12.1b Local Government: Other	-1 Unknown
12.1c Total Local Government (12.1a + 12.1b) [PLSC 400]	
12.2 State Government [PLSC 401]	-1 Unknown
12.3 Federal Government [PLSC 402]	-1 Unknown
12.4 Other Capital Revenue [PLSC 403]	-1 Unknown
12.5 If Other, please specify	-1 Not Applicable
12.6 Total Capital Revenue (12.1c + 12.2 + 12.3 + 12.4) [PLSC 404]	

Capital Expenditures

Include funds expended during the fiscal year report period for: site acquisitions; new building(s); additions to or renovations of existing buildings; furnishings, equipment, and initial collections for new buildings, building additions, or building renovations; computer hardware and software used to support library operations, to link to networks, or to run information products; new vehicles; or other one-time major projects.

Exclude expenditures for: replacement and/or repair of existing furnishings and equipment, regular purchase of library materials, investments for capital appreciation, income passed through to another agency (e.g., fines), and funds unspent in previous fiscal year (e.g., carryover).

NOTE: Round answers to the nearest whole dollar.

12.7 Total Capital Expenditures [PLSC 405]	\$180,417
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PERSONNEL (13.1 - 13.46)

Include all positions funded in the library's budget whether those positions are filled or not. Report position figures as of the last day of the fiscal year. Include only paid employees. Do NOT include volunteers.

Report personnel in the appropriate categories based on the type of library work being performed rather than on an employee's educational qualifications.

The FTE (full-time equivalent/employee) calculator utilizes the IMLS/PLSC national standard for a full-time work week as 40 hours per week. Illinois libraries should report each staff member's hours per week based on the number of hours worked. If your library considers 35-39+ hours per week as a full-time work week, then report using those figures. DO NOT inflate the hours your library considers as a full-time work week in order to force the resulting calculation to equal 1 FTE. For national comparison purposes, your library must report the total hours per week based on your local standard. For example, for an Illinois library that considers 37.5 hours per week as a full-time work week, the FTE calculation reported nationally will be .9375 or .94 rather than 1.00.

Group A

This category includes all LIBRARIANS with MASTER'S DEGREES from an American Library Association (ALA) ACCREDITED program of Library and Information Studies. Another row will automatically appear once data is entered in the current row.

Summary	14	14	\$433.76	499.50
	13.1 Position Title	13.2 Primary Work Area	13.3 Hourly Rate	13.4 Total Hours/Week
	Executive Director	Library Director	\$59.04	37.50
	Assistant Director	Assistant Library Director	\$50.51	37.50
	Head of Adult Services	Adult Services	\$35.38	37.50
	Assistant Head of Adult Services	Adult Services	\$33.06	37.50
	Head of Youth Services	Children's Services	\$33.65	37.50
	Assistant Head of Youth Services	Children's Services	\$31.62	37.50
	Head of Technical Services	Cataloging	\$32.85	37.50
	Assistant Head of Technical Services	Cataloging	\$32.99	37.50
	Reference Librarian	Reference	\$21.55	37.50
	Reference Librarian	Reference	\$19.86	37.50
	Reference Librarian	Reference	\$25.33	12.00
	Youth Librarian	Children's Services	\$20.30	37.50
	Youth Librarian	Children's Services	\$18.10	37.50
	Reference Librarian	Reference	\$19.52	37.50

Group A Total

13.5 Total Group A: FTE ALA-MLS (13.4 / 40) [PLSC 250]	12.49
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Group B

This category includes other librarians. Include employees with the TITLE of LIBRARIAN who either have other types of library education (non-American Library Association (ALA) accredited library degrees; undergraduate library science majors or minors) OR do paid work that usually requires professional training and skill in the theoretical or scientific aspects of library work, or both, as

distinct from its mechanical or clerical aspects. Another row will automatically appear once data is entered in the current row.

Summary					
	13.6 Position Title	13.7 Primary Work Area	13.8 Education Level	13.9 Hourly Rate	13.10 Total Hours/Week

Group B Total

13.11 Total Group B: FTE Other Librarians (13.10/40)	
13.12 Total FTE Librarians (13.5 + 13.11) [PLSC 251]	12.49

Group C

This category includes full-time and part-time administrative support specialists (personnel director, business manager, public relations, other non-library specialists), information technology professionals (IT director, webmaster) and other technical and clerical employees.

13.13 Total hours worked in a typical week by all Group C employees	775.00
13.14 Minimum hourly rate actually paid	\$9.79
13.15 Maximum hourly rate actually paid	\$30.63
13.16 Total FTE Group C employees (13.13 / 40)	19.38

Group D

This category includes full-time and part-time pages or shelvers.

13.17 Total hours worked in a typical week by all Group D employees	137.50
13.18 Minimum hourly rate actually paid	\$8.25
13.19 Maximum hourly rate actually paid	\$11.95
13.20 Total FTE Group D employees (13.17 / 40)	3.44

Group E

This category includes full-time and part-time building maintenance, security or plant operation employees.

13.21 Total hours worked in a typical week by all Group E employees	122.50
13.22 Minimum hourly rate actually paid	\$12.18
13.23 Maximum hourly rate actually paid	\$27.53
13.24 Total FTE Group E employees (13.21 / 40)	3.06
13.25 Total FTE Other Paid Employees from Groups C, D, and E (13.16 + 13.20 + 13.24) [PLSC 252]	25.88
13.26 Total FTE Paid Employees (13.12 + 13.25) [PLSC 253]	38.36

Librarian Vacancies

Include only those budgeted librarian positions vacant on the last day of this fiscal year for which there was an active search while the position remained vacant. Another row will automatically appear once data is entered in the current row.

Summary							
	13.27 Position Title	13.28 Primary Work Area	13.29 Education Level	13.30 Total Hours/Week	13.31 Number of Weeks Vacant during	13.32 Annual Salary Range Minimum	13.33 Annual Salary Range Maximum

report period.

Newly Created Librarian Positions

Include any newly created librarian positions which were created during the fiscal year reporting period. Another row will automatically appear once data is entered in the current row.

Summary	2	2	2	75.00	2	2
	13.34 Position Title	13.35 Primary Work Area	13.36 Education Level	13.37 Total Hours/Week	13.38 Current Status: Filled or Unfilled	13.39 Date Filled (mm/year, if applicable)
	Youth Librarian	Children's Services	Master's Degree (ALA accredited)	37.50	Filled	07/2015
	Reference Librarian	Reference	Master's Degree (ALA accredited)	37.50	Filled	07/2015

Eliminated Librarian Positions

An eliminated librarian position is one that was budgeted for during the previous fiscal year period but was not in the budget for the current report period. Another row will automatically appear once data is entered in the current row.

Summary							
	13.40 Position Title	13.41 Primary Work Area	13.42 Education Level	13.43 Total Hours/Week	13.44 Date Eliminated (mm/year)	13.45 Last Annual Salary Paid	13.46 Reason Eliminated

SERVICE HOURS/LIBRARY VISITS (14.1 - 14.3)

This section collects information on the number of library service hours and visits. Use an actual annual count, if available; otherwise, calculate an estimate based on a typical week and then multiply by the number of weeks open.

Minor variations in actual public service hours need not be included; however, extensive hours closed to the public due to natural disasters or other critical events should be excluded from the annual calculation.

14.1a Total public service hours PER YEAR for the MAIN/CENTRAL LIBRARY [PLSC 713]	3,464
14.1b Total public service hours PER YEAR for all BRANCH LIBRARIES & BOOKMOBILES	-1
14.1c Total scheduled public service hours PER YEAR for ALL SERVICE OUTLETS (14.1a + 14.1b) [PLSC 500]	3,463
14.2 Total number of weeks, during the fiscal year, the MAIN/CENTRAL LIBRARY was open for service to the public [PLSC 714]	52
14.3 Total annual visits/attendance in the library [PLSC 501]	182,895

PROGRAMS & ATTENDANCE (15.1 - 15.8)

A program is any planned event which introduces the group attending to any of the broad range of library services or activities or which directly provides information to participants. Programs may cover use of the library, library services, or library tours. Programs may also provide cultural, recreational, or educational information, often designed to meet a specific social need. Examples of these types of programs include film showings; lectures; story hours; literacy, English as a second language, citizenship classes; and book discussions.

Count all programs, whether held on- or off-site, that are sponsored or co-sponsored by the library. Exclude programs sponsored by other groups that use library facilities.

If programs are offered as a series, count each program in the series. For example, a film series offered once a week for eight weeks should be counted as eight programs.

Note: Exclude library activities delivered on a one-to-one basis, rather than to a group, such as one-to-one literacy tutoring, services to homebound, resume writing assistance, homework assistance, and mentoring activities.

15.1 Total Number of Children's Programs [PLSC 601]	605
15.2 Children's Program Attendance [PLSC 604]	27,886
15.3 Total Number of Young Adult Programs [PLSC 602]	102
15.4 Young Adult Program Attendance [PLSC 605]	1,991
15.5 Total Number of Other Programs	172
15.6 Other Program Attendance	3,361
15.7 Total Number of Library Programs (15.1 + 15.3 + 15.5) [PLSC 600]	879
15.8 Total Library Program Attendance (15.2 + 15.4 + 15.6) [PLSC 603]	33,238

REGISTERED USERS (16.1 - 16.4)

This section collects information about the number of resident and non-resident library users. A registered user is a library user who has applied for and received an identification number or card from the public library that has established conditions under which the user may borrow library materials and gain access to other library resources.

Note: Files should have been purged within the past three (3) years.

16.1 Total Number of Unexpired Resident Users Cards	18,906
16.2a Total Number of Unexpired Non-resident Users Cards	36
16.2b What was the total amount of the fees collected from the sale of non-resident user's cards during the past fiscal year?	\$560.00
16.3 Total Number of Registered Users (16.1 + 16.2a) [PLSC 503]	18,942
16.4 Is your library's registered user/patron file purged a minimum of one time every three years?	Yes

RESOURCES OWNED (17.1 - 17.9)

Libraries are required by statute [75 ILCS 5/4-10(3), 75 ILCS 16/30-65(a)(6)] to provide a statement as to the number and character of items in the library's collection available for use as of the last day of the fiscal year report period.

This section of the survey collects data on selected types of materials. It does not cover all materials (i.e., microform, scores, maps, and pictures) for which expenditures are reported under Print Materials Expenditures, Electronic Materials Expenditures, and Other Material Expenditures. Under this category report only items that have been purchased, leased or licensed by the library, a consortium, the state library, a donor or other person or entity. Included items must only be accessible with a valid library card or at a physical library location; inclusion in the catalog is not required. Do not include items freely available without monetary exchange. Do not include items that are permanently retained by the patron; count only items that have a set circulation period where it is available for their use. Count electronic materials at the administrative entity level; do not duplicate numbers at each branch.

For guidance in counting electronic materials, please reference the following guide: [Counting Electronic Materials for the IPLAR](#)

17.1 Books Held at end of the fiscal year (volume count) [PLSC 450]	118,263
17.2 Current Print Serial Subscriptions [PLSC 460]	252
17.3 Total Print Materials (17.1+17.2)	118,515
17.4 E-books Held at end of the fiscal year [PLSC 451]	14,489
17.5a Audio Recordings: Physical Units Held at end of the fiscal year [PLSC 452]	13,025
17.5b Audio Recordings: Downloadable Units Held at end of the fiscal year [PLSC 453]	5,056
17.6a DVDs/Videos: Physical Units Held at end of the fiscal year [PLSC 454]	17,815
17.6b DVDs/Videos: Downloadable Units Held at end of the fiscal year [PLSC 455]	384

Electronic Collections

Report the number of electronic collections. An electronic collection is a collection of electronically stored data or unit records (facts, bibliographic data, abstracts, texts, photographs, music, video, etc.) with a common user interface and software for the retrieval and use of the data. An electronic collection may be organized, curated and electronically shared by the library, or rights may be provided by a third party vendor. An electronic collection may be funded by the library, or provided through cooperative agreement with other libraries, or through the State Library. Do not include electronic collections that are provided by third parties and freely linked to on the web.

Electronic Collections do not have a circulation period, and may be retained by the patron. Remote access to the collection may or may not require authentication. Unit records may or may not be included in the library's catalog; the library may or may not select individual titles. Include electronic collections that are available online or are locally hosted in the library.

Note: The data or records are usually collected with a particular intent and relate to a defined topic.

Report the number of electronic collections acquired through curation, payment or formal agreement, by source of access.

17.7 Local/Other Cooperative agreements [PLSC 456]	39
17.8 State (state government or state library) [PLSC 457]	13
17.9 Total Electronic Collections (17.7 + 17.8) [PLSC 458]	52

USE OF RESOURCES (18.1 - 18.12)

Libraries are required by statute [75 ILCS 5/4-10(3), 75 ILCS 16/30-65(a)(6)] to provide a statement as to the number and character of items circulated by the library. Report for the library's entire fiscal year.

18.1 Number of adult materials loaned	316,255
18.2 Number of children's materials loaned [PLSC 551]	182,773
18.3 Total number of materials loaned (18.1 + 18.2) [PLSC 550]	499,028

Report circulation, including renewals, by the material types below.

18.4 Books- Physical	246,084
18.5 Videos/DVDs- Physical	184,733
18.6 Audios (include music)- Physical	60,626
18.7 Magazines/Periodicals- Physical	8,645
18.8 Other Items- Physical	21,933
18.9 Circulation of Electronic Materials [PLSC 552]	24,071
18.10 Total Circulation (Sum of 18.4-18.9)	546,092
18.11 Interlibrary Loans Provided TO other libraries [PLSC 553]	36,208
18.12 Interlibrary Loans Received FROM other libraries [PLSC 554]	27,327

REFERENCE TRANSACTIONS (19.1)

Reference Transactions are information consultations in which library staff recommend, interpret, evaluate, and/or use information resources to help others to meet particular information needs.

A reference transaction includes information and referral service as well as unscheduled individual instruction and assistance in using information sources (including web sites and computer-assisted instruction). Count Readers Advisory questions as reference transactions.

NOTE: It is essential that libraries do not include directional transactions in the report of reference transactions. Directional transactions include giving instruction for locating staff, library users, or physical features within the library. Examples of directional transactions include, "Where is the reference librarian? Where is Susan Smith? Where is the rest room? Where are the 600s? Can you help me make a photocopy?"

If an annual count is not available, then select a typical week and multiply by 52 to estimate the annual count.

19.1 Total Annual Reference Transactions [PLSC 502]	115,024
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AUTOMATION (20.1 - 20.5)

This section is collecting information about automation technology in your library. Please provide the requested information below.

20.1 Total number of ALL computers in the library	112
20.2 Total number of PUBLIC USE (Internet and non-Internet accessible) computers in the library)	61
20.3 Is your library's catalog automated?	Yes
20.4 Is your library's catalog accessible via the web?	Yes
20.5 Does your library have a telecommunications messaging device for the hearing impaired?	Yes

INTERNET (21.1 - 21.8)

This section collects information about internet services in the library facility. Please provide the requested information below.

21.1 Does your library have Internet access?	Yes
21.2a What is the maximum speed of your library's Internet connection? (Select one)	Other (specify)
21.2b If Other, please specify	100 Mbps
21.3 What is the monthly cost of the library's internet access?	\$497
21.4 Number of Internet Computers Available for Public Use [PLSC 650]	67
21.5 Number of Uses (Sessions) of Public Internet Computers Per Year [PLSC 651]	37,404
21.6 Wireless Sessions Per Year [PLSC 652]	13,348
21.7 Does your library utilize Internet filters on some or all of the public access computers?	Yes
21.8 Does your library provide instruction (workshops, classes) to patrons on the use of the Internet?	Yes

E-RATE (22.1 - 22.3)

E-Rate is the commonly used name for the Schools and Libraries Program of the Universal Service Fund, which is administered by the Universal Service Administrative Company (USAC) under the direction of the Federal Communications Commission (FCC). The program provides discounts to assist schools and libraries in the United States to obtain affordable telecommunications and Internet access.

22.1 Did your library apply directly for E-rate discounts for the fiscal year?	No
22.2a If YES, did your library apply for Category 1, Category 2 or both?	
22.2b IF YES, what is the dollar amount that your library was awarded for the fiscal year report period?	
22.3 If NO, why did your library NOT participate in the E-rate program?	Negligible benefits

STAFF DEVELOPMENT & TRAINING (23.1 - 23.3)

This section focuses on staff development and training. Please provide the requested information below.

23.1 How much money did your library spend on staff development and training this fiscal year? (Round answer to the nearest whole dollar.)	\$27,683
23.2 Does the above amount include travel expenses?	Yes
23.3 How many hours of training did employees receive this year?	2,971.00

COMMENTS AND SUGGESTIONS (24.1-24.3)

Please use this section to provide further information about your library and/or comments or suggestions for changes to the IPLAR process. We will use the comments you supply to better represent your data to the Public Library Survey and to help improve future versions of the IPLAR.

24.1 Are there any other factors that may have affected your library's annual report data of which you would like to make us aware?	-1 No Comments
24.2 Are there any unique programs or services your library provided during the report period of which you would like to make us aware?	-1 No Comments
24.3 Please provide any comments, suggestions or concerns about the Illinois Public Library Annual Report (IPLAR).	-1 No Comments

PUBLIC LIBRARY DISTRICT SECRETARY'S AUDIT (25.1-25.5)

Public Library Districts are required by statute [75 ILCS 16/30-65(a)(1),(c)(d)] to submit the Public Library District Secretary's Audit.

NOTE: If there ARE any errors or discrepancies, please list and explain fully.

25.1 Were the secretary's records found to be complete and accurate?	Yes
25.2 If NO, please list and explain any errors or discrepancies.	
25.3 First board member completing the audit	Kathy Baderstadt
25.4 Second board member completing the audit	Bradley Schubert
25.5 Date the Secretary's Audit was completed	07/19/2016

IPLAR CERTIFICATION

Please have the library director, board president and board secretary type their names in the boxes provided to certify that they agree with the following statement:

This Illinois Public Library Annual Report (IPLAR) is being filed in accordance with 75 ILCS 5/4-10 (municipal libraries) or 75 ILCS 16/30-65 (public library districts). The undersigned authorized agents for this public library: (1) accept and acknowledge that the appended IPLAR is essentially accurate and correct; (2) transmit the appended IPLAR for review and any subsequent resolution; and, (3) agree that the electronic IPLAR copy submitted to the Illinois State Library shall serve as the official file copy.

	Electronic Signature	Date
Library Director	James C. Scholtz	
President	Kathy Baderstadt	
Secretary	Monica Leccese	

IPLAR SUBMISSION REMINDERS

Follow these steps for IPLAR submission:

1. Select the "Verify" button located at the top of the screen.
2. Review the form and resolve any required fields or edit checks (they will be highlighted in red). In the case of edit checks, explain pragmatically why this year's answer is equal to, less than, or more than the previous year's answer.
3. Select the "Submit/Lock" button at the top of the page.

NOTE: All required questions must be answered and all edit checks must contain narrative notes in order for the survey to electronically submit, otherwise you will be taken to a review screen listing the questions that require additional information. If you have trouble getting the form to submit/lock, please contact Jamie Mott (jmott@ilsos.net, 217-782-5506).

¹, 6.1a When I verify, I am told that last year's entry was a square footage of zero, when it was actually 38,000 sq. ft., the same as what I've entered this year. (0-2016-07-14)

², 8.2 No Per Capita check came during this fiscal year. We received checks just before and just after the fiscal year but not during. (73321-2016-07-20)

³, 8.7 No Per Capita check came during this fiscal year. We received checks just before and just after the fiscal year but not during. (73321-2016-07-21)

⁴, 8.15 This does not add lines 8.13 and 8.14 together as it is supposed to. (73321-2016-07-20)

⁵, 15.1 The current year's number is correct. The previous year should have been 382 instead of 148. (73321-2016-07-21)

⁶, 16.3 When I verify, I am told that this entry is zero but I cannot enter the sum here since it should be automatically adding 16.1 + 16.2a. (0-2016-07-14)

EXECUTIVE SESSION MINUTES
MCHENRY PUBLIC LIBRARY DISTRICT
BOARD OF LIBRARY TRUSTEES

Date: February 16, 2016

Time: 8:07 p.m.

Location: Library Board Meeting Room

Members Present: Kathy Baderstadt, Margaret Carey, Delphine Grala, Monica Leccese, and Bradley Schubert

Members Absent: Charles Reilly and Jill Stone

During Executive Session, the Board discussed the appointment, employment, compensation, discipline, performance or dismissal of specific employees of the public body in compliance with the Open Meetings Act 5 ILCS 120/2 section 2(c)(1) and review and release of the January 19, 2016 executive session minutes.

No action was taken during Executive Session.

Respectfully Submitted,

Monica Leccese, Secretary

Text for Motion Sheet

1. Roll Call

DATE: February 16, 2016 Called to Order: 8:07 p.m.	Kathy Baderstadt	Margaret Carey	Delphine Grala	Monica Leccese	Charles Reilly	Bradley Schubert	Jill Stone
1. Roll call	P	P	P	P	NP	P	NP

A=Abstain, M=Motion, N=No, NP=Not Present, P=Present, S=Second, Y=Yes

EXECUTIVE SESSION MINUTES
MCHENRY PUBLIC LIBRARY DISTRICT
BOARD OF LIBRARY TRUSTEES

Date: March 15, 2016

Time: 7:17 p.m.

Location: Library Board Meeting Room

Members Present: Kathy Baderstadt, Margaret Carey, Delphine Grala, Monica Leccese, Charles Reilly, Bradley Schubert and Jill Stone

Members Absent: None

During Executive Session, the Board discussed the appointment, employment, compensation, discipline, performance or dismissal of specific employees of the public body in compliance with the Open Meetings Act 5 ILCS 120/2 section 2(c)(1) and review and release of the February 16, 2016 executive session minutes.

No action was taken during Executive Session.

Respectfully Submitted,

Monica Leccese, Secretary

Text for Motion Sheet

1. Roll Call

DATE: March 15, 2016 Called to Order: 7:17 p.m.	Kathy Baderstadt	Margaret Carey	Delphine Grala	Monica Leccese	Charles Reilly	Bradley Schubert	Jill Stone
1. Roll call	P	P	P	P	P	P	P

A=Abstain, M=Motion, N=No, NP=Not Present, P=Present, S=Second, Y=Yes

PRELIMINARY BUDGET FY 2016/17

8/15/2016

FY 2016-2017 OPERATING BUDGET

	FY2015-16 operating budget	FY2016-17	FY2016-17 Appropriation	FY2016-17 Levy
GENERAL FUND REVENUES				
estimated CASH ON HAND (7/1/2016)	\$ 1,565,129.00		\$1,565,129.00	
6010-100 PROPERTY TAXES	\$ 3,180,645.36	\$ 3,180,652.28	\$3,180,652.28	\$3,180,652.28
6020-100 CORPORATE REPLACEMENT TAX	\$ -	\$ -	\$0.00	
6030-100 GENERAL FUND INTEREST	\$ 5,000.00	\$ 5,000.00	\$7,000.00	
6035-100 DIVIDENDS	\$ 500.00	\$ 500.00	\$1,000.00	
6040-100 NONRESIDENT & ENHANCED FEE CARDS	\$ 3,500.00	\$ 1,000.00	\$1,000.00	
6050-100 FINES AND FEES	\$ 60,000.00	\$ 55,000.00	\$55,000.00	
6055-100 COLLECTION AGENCY FEES	\$ 1,000.00	\$ 1,000.00	\$1,000.00	
6060-100 PHOTOCOPIER & FAX INCOME	\$ 17,000.00	\$ 17,000.00	\$18,000.00	
6090-100 ANNEXATION IMPACT FEES	\$ 3,000.00	\$ 1,000.00	\$2,000.00	
6105-100 STAFF COBRA/INSURANCE PAYMENTS	\$ 17,000.00	\$ 17,000.00	\$15,000.00	
6110-100 PROGRAM FEES /MISC. FEES	\$ 4,200.00	\$ 4,200.00	\$6,000.00	
6120-100 MEETING ROOM FEES	\$ 1,000.00	\$ 1,000.00	\$2,500.00	
6130-100 MISC. sales (disks, T-shirts)	\$ 23,000.00	\$ 25,000.00	\$25,000.00	
6150-100 LOST & DAMAGED MATERIALS	\$ 6,000.00	\$ 6,000.00	\$6,000.00	
6200-100 OVER/SHORT	\$ -	\$ -	\$500.00	
TOTAL GENERAL FUND REVENUES	\$ 4,886,974.36	\$ 3,314,352.28	\$ 4,885,781.28	\$ 3,180,652.28

GENERAL FUND EXPENSES

		FY2015-16	FY2016-17	FY2016-17	FY2016-17
MATERIALS and SUPPLIES		operating budget		Appropriation	Levy
8010-100	ADULT BOOKS	\$ 85,000.00	\$ 85,000.00	\$90,000.00	\$60,000.00
8020-100	YOUTH BOOKS	\$ 51,000.00	\$ 59,000.00	\$64,000.00	\$35,000.00
8025-100	PROFESSIONAL RESOURCES	\$ 1,500.00	\$ 1,500.00	\$3,000.00	\$1,000.00
8028-100	ADMINISTRATIVE RESOURCES	\$ 4,000.00	\$ 6,400.00	\$7,000.00	\$1,000.00
8030-100	MAGAZINES and NEWSPAPERS	\$ 15,000.00	\$ 15,000.00	\$20,000.00	\$10,000.00
8050-100	ADULT AV MATERIALS	\$ 62,000.00	\$ 62,000.00	\$65,000.00	\$35,000.00
8060-100	YOUTH AV MATERIALS	\$ 21,000.00	\$ 16,000.00	\$19,000.00	\$35,000.00
8080-100	VIDEO GAMES	\$ 15,000.00	\$ 15,000.00	\$20,000.00	\$5,000.00
8090-100	eBOOK & eMAGAZINE SERVICES	\$ 39,000.00	\$ 55,500.00	\$60,000.00	\$14,500.00
8095-100	ELECTRONIC RESOURCES	\$ 90,000.00	\$ 80,000.00	\$90,000.00	\$30,000.00
8110-100	BANK SERVICE CHARGES	\$ 500.00	\$ 500.00	\$500.00	\$500.00
8120-100	LIBRARY SUPPLIES	\$ 10,000.00	\$ 10,000.00	\$15,000.00	\$10,000.00
8130-100	TECH SERVICES SUPPLIES	\$ 35,000.00	\$ 57,200.00	\$58,000.00	\$25,000.00
8135-100	BINDERY	\$ 150.00	\$ 150.00	\$150.00	\$1,000.00
8140-100	ADULT PROGRAMS & SUPPLIES	\$ 17,000.00	\$ 22,000.00	\$22,000.00	\$15,750.00
8145-100	CIRCULATION SUPPLIES	\$ 6,000.00	\$ 26,000.00	\$26,000.00	\$6,000.00
8147-100	SUMMER READING CLUB	\$ 7,000.00	\$ 7,000.00	\$7,000.00	\$2,000.00
8150-100	YOUTH PROGRAMS & SUPPLIES	\$ 19,000.00	\$ 21,500.00	\$21,500.00	\$15,000.00
	TOTAL MATERIALS & SUPPLIES	\$ 478,150.00	\$ 539,750.00	\$ 588,150.00	\$ 301,750.00

		FY2015-16	FY2016-17	FY2016-17	FY2016-17
CONTRACTED SERVICES		operating budget		Appropriation	Levy
8215-100	COLLECTION AGENCY	\$ 1,500.00	\$ 1,500.00	\$1,500.00	\$0.00
8245-100	Computer/OFC EQP/Copier Repairs & Contracts	\$ 47,500.00	\$ 59,000.00	\$60,000.00	\$20,000.00
8250-100	VEHICLE EXPENSES	\$ -	\$ -	\$0.00	\$0.00
8260-100	MISC. CONTRACTED SERVICES	\$ 3,000.00	\$ 2,000.00	\$5,000.00	\$1,000.00
8270-100	FINANCE/LATE FEE CHARGES	\$ 500.00	\$ 500.00	\$500.00	\$500.00
	TOTAL CONTRACTED SERVICES	\$ 52,500.00	\$ 63,000.00	\$ 67,000.00	\$ 21,500.00

		FY2015-16			
CATALOG and NETWORK EXPENSES		operating budget		Appropriation	Levy
8310-100	CCS & SIRSI EXPENSES	\$ 73,000.00	\$ 80,000.00	\$80,000.00	\$75,000.00
8320-100	NETWORK EXPENSES	\$ 30,000.00	\$ 25,000.00	\$30,000.00	\$35,000.00
8330-100	OCLC SERVICES (cataloging)	\$ 8,000.00	\$ 8,000.00	\$12,000.00	\$10,000.00
	TOTAL CATALOG and NETWORK EXPENSES	\$ 111,000.00	\$ 113,000.00	\$ 122,000.00	\$ 120,000.00

		FY2015-16	FY2016-17	FY2016-17	FY2016-17
	PROFESSIONAL SERVICES	operating budget		Appropriation	Levy
8410-100	ACCOUNTING, PAYROLL & AUDIT SERVICES	\$ 25,000.00	\$ 28,000.00	\$34,000.00	\$25,000.00
8420-100	LEGAL SERVICES	\$ 8,000.00	\$ 1,500.00	\$2,000.00	\$5,000.00
8430-100	AUTOMATION & MISC. CONSULTANTS	\$ 15,000.00	\$ 14,000.00	\$14,000.00	\$15,000.00
8440-100	IN SERVICE HONORARIUMS	\$ 1,000.00	\$ 1,000.00	\$1,000.00	\$0.00
	TOTAL PROFESSIONAL SERVICES	\$ 49,000.00	\$ 44,500.00	\$ 51,000.00	\$ 45,000.00

		FY2014-15	FY2016-17	FY2016-17	FY2016-17
	PRINTING, PUBLICATIONS & POSTAGE	operating budget		Appropriation	Levy
8510-100	PRINTING SERVICES	\$ 32,000.00	\$ 36,000.00	\$40,000.00	\$35,000.00
8530-100	PUBLIC NOTICES & ADS (legal...not display ads)	\$ 3,000.00	\$ 3,000.00	\$4,000.00	\$5,000.00
8540-100	POSTAGE	\$ 14,000.00	\$ 18,000.00	\$20,000.00	\$15,000.00
8550-100	PUBLIC RELATIONS/PROMOTIONS	\$ 8,000.00	\$ 10,000.00	\$10,000.00	\$10,000.00
	TOTAL PRINTING, PUB. & POSTAGE	\$ 57,000.00	\$ 67,000.00	\$ 74,000.00	\$ 65,000.00

		FY2015-16	FY2016-17	FY2016-17	FY2016-17
	UTILITIES	operating budget		Appropriation	Levy
8610-100	ELECTRIC	\$ 28,500.00	\$ 25,000.00	\$30,000.00	\$55,000.00
8620-100	GAS	\$ 10,000.00	\$ 2,500.00	\$4,000.00	\$2,500.00
8630-100	TELEPHONE	\$ 4,000.00	\$ 13,500.00	\$13,500.00	\$9,500.00
8635-100	T-1 and OTHER TELECOMMUNICATIONS	\$ 10,000.00	\$ 7,000.00	\$10,000.00	\$15,000.00
8640-100	WATER & SEWER	\$ 3,500.00	\$ 3,500.00	\$7,000.00	\$4,000.00
	TOTAL UTILITIES	\$ 56,000.00	\$ 51,500.00	\$ 64,500.00	\$ 86,000.00

	FY2015-16	FY2016-17	FY2016-17	FY2016-17
	operating budget		Appropriation	Levy
MISCELLANEOUS OPERATING EXPENSES				
8710-100 JANITORIAL EQUIP, SUPPLIES & TOOLS	\$ -	\$ -	\$0.00	\$0.00
8720-100 BUILDING & AUTO INSURANCE	\$ 24,500.00	\$ 32,000.00	\$40,000.00	\$30,000.00
8730-100 BONDING & OFFICERS LIABILITY	\$ 4,000.00	\$ 5,500.00	\$7,000.00	\$12,000.00
8740-100 BUILDING & GROUNDS	\$ 50,000.00	\$ 54,000.00	\$55,000.00	\$75,000.00
8760-100 HOSPITALITY(incl. vending machine)	\$ 5,500.00	\$ 13,000.00	\$18,000.00	\$7,000.00
8770-100 INTERLIBRARY LOAN FEES & LOSSES	\$ 700.00	\$ 700.00	\$1,500.00	\$0.00
8795-100 MISCELLANEOUS	\$ 4,000.00	\$ 4,000.00	\$4,000.00	\$5,000.00
TOT. MISCEL. OPERATING EXPENSES	\$ 88,700.00	\$ 109,200.00	\$ 125,500.00	\$ 129,000.00

	FY2015-16	FY2016-17	FY2016-17	FY2016-17
	operating budget		Appropriation	Levy
PERSONNEL EXPENSES				
8910-100 SALARIES	\$ 1,730,000.00	\$ 1,810,000.00	\$1,870,000.00	\$1,819,402.28
8920-100 FICA	\$ 163,000.00	\$ 145,000.00	\$160,000.00	\$145,000.00
8930-100 IMRF	\$ 186,000.00	\$ 180,000.00	\$185,000.00	\$180,000.00
8940-100 HEALTH & LIFE INSURANCE	\$ 240,000.00	\$ 270,000.00	\$275,000.00	\$257,500.00
8950-100 TUITION REIMBURSEMENT	\$ 14,000.00	\$ 9,000.00	\$12,000.00	\$0.00
8960-100 MEMBERSHIPS & DUES	\$ 6,500.00	\$ 8,000.00	\$8,500.00	\$0.00
8970-100 MEETINGS & TRAVEL	\$ 12,000.00	\$ 14,000.00	\$15,000.00	\$2,000.00
TOTAL PERSONNEL EXPENSES	\$ 2,351,500.00	\$ 2,436,000.00	\$ 2,525,500.00	\$ 2,403,902.28

	FY2015-16	FY2016-17	FY2016-17	FY2016-17
	operating budget		Appropriation	Levy
CAPITAL EXPENSES				
9040-100 BUILDING & EQUIPMENT SUPPLIES (In house)	\$ -	\$ -	\$0.00	\$0.00
9060-100 LIBRARY FURNISHINGS	\$ 15,000.00	\$ 50,000.00	\$50,000.00	\$5,000.00
9070-100 LIBRARY EQUIPMENT	\$ 25,000.00	\$ 70,000.00	\$70,000.00	\$2,500.00
9080-100 SMALL EQUIPMENT UNDER \$250	\$ 2,000.00	\$ 10,000.00	\$10,000.00	\$1,000.00
9090-100 ADTL. CAPITAL PROJECTS	\$ 550,000.00	\$ 320,000.00	\$320,000.00	\$0.00
TOTAL CAPITAL EXPENSES	\$ 592,000.00	\$ 450,000.00	\$ 450,000.00	\$ 8,500.00

	FY2015-16 operating budget	FY2016-17	FY2016-17 Appropriation	FY2016-17 Levy
9100-100 TRANSFER TO RESERVE FUND	\$ 550,000.00	\$ 800,000.00		\$0.00
TOTAL TRANSFER TO RESERVE FUND	\$ 550,000.00	\$ 800,000.00		\$0.00

	FY2015-16 operating budget	FY2016-17	FY2016-17 Appropriation	FY2016-17 Levy
DEBT SERVICE				
9115-100 RECOVERY ZONE BOND PRINCIPAL	\$ -	\$ -		\$0.00
9120-100 RECOVERY ZONE BOND INTEREST	\$ -	\$ -		\$0.00
9095-100 DEBT SERVICE - GF	\$ -	\$ -		\$0.00
TOTAL DEBT SERVICE	\$ -	\$ -		\$0.00

TOTAL ESTIMATED EXPENSES \$ 4,385,850.00 \$ 4,673,950.00 \$ 4,067,650.00 \$ 3,180,652.28

	FY2015-16 operating budget	FY2016-17	FY2016-17 Appropriation	FY2016-17 Levy
TOTAL GENERAL FUND REVENUES	\$ 4,886,974.36	\$ 3,314,352.28	\$ 4,885,781.28	\$ 3,180,652.28
TOTAL GENERAL FUND EXPENSES	\$ 4,385,850.00	\$ 4,673,950.00	\$ 4,067,650.00	\$ 3,180,652.28
estimated year end fund balance	\$ 501,124.36	\$ (1,359,597.72)		

GRANT & GIFT FUND

	FY2015-16 operating budget	FY2016-17	FY2016-17 Appropriation	FY2016-17 Levy
GRANT & GIFT FUND REVENUES				
est. CASH ON HAND 7/1/2016	\$ 482,237.00	\$ 482,237.00	\$483,000.00	
6030-300 GRANT /GIFT FUND INTEREST	\$ 2,500.00	\$ 2,500.00	\$5,000.00	
6070-300 GENERAL FUND GIFTS	\$ 20,000.00	\$ 20,000.00	\$40,000.00	
6170-300 PER CAPITA GRANT-any revenues received FY 2015-16	\$ 52,528.75	\$ 84,893.43	\$87,000.00	
6210-300 MISC. GRANTS	\$ 50,000.00	\$ 50,000.00	\$50,000.00	
TOTAL GRANT & GIFT REVENUES	\$ 607,265.75	\$ 639,630.43	\$ 665,000.00	

	FY2015-16	FY2016-17	FY 2015-16	FY 2015-16
	operating budget		Appropriation	Levy
GRANT & GIFT FUND EXPENSES				
8040-300 OPERATING FUND GIFTS	\$ 432,521.30	\$ 448,381.10	\$500,000.00	\$0.00
8800-300 2016-17 per capita grant	\$ 52,528.75	\$ 32,393.43	\$52,528.75	\$0.00
8800-311 Adult Materials				
8800-312 Adult Books—Nonfiction				
8800-313 Adult Books—Reference				
8800-317 Adult Audio				
8800-318 Adult Video				
8800-321 Youth Materials				
8800-322 Youth Books—Nonfiction				
8800-323 Youth Books—Reference				
8800-324 Youth Books—Picture				
8800-325 Youth Books—Reader				
8800-326 Youth Audio				
8800-327 Youth Video				
8800-331 Staff Software				
8800-332 Public Software				
8800-333 Computer Equipment				
8800-341 Other Equipment				
8800-342 Additional Expenses (personnel)				
9200-300 ADDITIONAL EXPENSES			\$0.00	\$0.00
9030-300 MISC. GRANTS	\$ 50,000.00	\$ 25,000.00	\$25,000.00	\$0.00
TOTAL GRANT FUND EXPENSES	\$ 535,050.05	\$ 505,774.53	\$ 577,528.75	\$ -
9100-300 TRANSFER TO RESERVE FUND		\$ -	\$ -	\$ -
TOTAL GRANT FUND REVENUES	\$ 607,265.75	\$ 639,630.43	\$ 665,000.00	\$ -
TOTAL GRANT FUND EXPENSES	\$ 535,050.05	\$ 505,774.53	\$ 577,528.75	\$ -
est. year end fund balance	\$ 72,215.70	\$ 133,855.90	\$ 87,471.25	

SPECIAL RESERVE FUND

		FY2015-16	FY2016-17	FY2016-17	FY2016-17
SPECIAL RESERVE FUND REVENUES		operating budget		Appropriation	Levy
	Est. Cash on Hand (7/1/2016)	\$ 363,809.00	\$ 1,721,585.00	\$1,721,585.00	
6020-200	DEVELOPER FEES	\$ 3,000.00	\$ 25,000.00	\$50,000.00	
6030-200	RESERVE FUND INTEREST	\$ 2,500.00	\$ 3,000.00	\$50,000.00	
6070-200	RESERVE FUND GIFTS	\$ 50,000.00	\$ 25,000.00	\$50,000.00	
6080-200	BOND & DEBT CERTIFICATE SALE	\$ -	\$ -	\$0.00	
6090-200	TRANSFERS FROM OTHER FUNDS (9100-100)	\$ 550,000.00	\$ 800,000.00	\$0.00	
6130-200	MISC. INCOME SR	\$ 2,000.00	\$ 2,000.00	\$2,000.00	
	TOTAL RESERVE FUND REVENUES	\$ 971,309.00	\$ 2,576,585.00	\$ 1,871,585.00	
RESERVE FUND EXPENSES		FY2015-16	FY2016-17	FY2016-17	FY2016-17
		operating budget		Appropriation	Levy
9040-200	Debt Service	\$ -	\$ -	\$0.00	\$0.00
9050-200	Improv.& equip. not directly related to building plan misc. capital improvements		\$ 100,000.00	\$200,000.00	\$0.00
9050-200	expenditures pursuant to statutory guidelines of the Lib. Dist. Act 75 ILCS 16/40-50 (Special reserve fund)	\$ 400,000.00	\$ 50,000.00	\$100,000.00	\$0.00
	Total Reserve Fund Expenses	\$ 400,000.00	\$ 150,000.00	\$ 300,000.00	

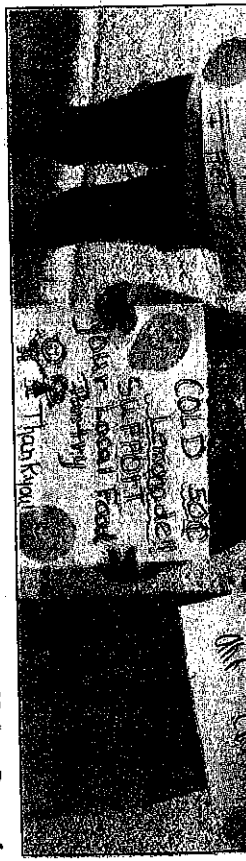
RESERVE FUND REVENUES	\$	971,309.00	\$	2,576,585.00	\$	1,871,585.00	
RESERVE FUND EXPENSES	\$	400,000.00	\$	150,000.00	\$	300,000.00	
est. year end fund balance	\$	571,309.00	\$	2,426,585.00			
TOTAL REVENUES							
General Fund	\$	4,886,974.36	\$	3,314,352.28		\$4,885,781.28	
Grant/Gift Fund	\$	607,265.75	\$	639,630.43		\$665,000.00	
Special Reserve Fund	\$	971,309.00	\$	2,576,585.00		\$1,871,585.00	
GRAND TOTAL ESTIMATED REVENUES	\$	6,465,549.11	\$	6,530,567.71		\$7,422,366.28	\$0.00

		FY2015-16	FY2016-17	FY2016-17	FY2016-17			
TOTAL EXPENSES		operating budget		Appropriation	Levy			
General Fund	\$	4,385,850.00	\$	4,673,950.00	\$4,067,650.00	\$3,180,652.28		
Grant/Gift Fund	\$	535,050.05	\$	505,774.53	\$577,528.75	\$0.00		
Special Reserve Fund	\$	400,000.00	\$	150,000.00	\$300,000.00	\$0.00		
GRAND TOTAL ESTIMATED EXPENSES	\$	5,320,900.05	\$	5,329,724.53	\$	4,945,178.75	\$	3,180,652.28
GRAND TOTAL OF ALL FUND REVENUES	\$	6,465,549.11	\$	6,530,567.71	\$	7,422,366.28		
GRAND TOTAL OF ALL FUND EXPENSES	\$	5,320,900.05	\$	5,329,724.53	\$	4,945,178.75		
estimated year end combined fund balance	\$	1,144,649.06	\$	1,200,843.18	\$	2,477,187.53		

PARADE PERFORMERS - The McDance Company from Rebecca McCarty's School of Dance performed at the Hoffman Estates Fourth of July parade. Pictured (back row, from left) are owner/director Rebecca McCarty, Olivia Varkados, Lanie Riese, Katherine Strode, Sofia Romano and Francesca Romano; (middle row) Alexis Davis, Victoria Hill, Lauren Courtney, Sofia Baggio, Calle Schuster and Emma Farr; and (front row) Evelyn Bryson, Gabriella Romano, Emma Claire Ramsey, Estella Schultz, Tatum Schultz, Fayth Evenson, Ela Huhbeek and Ainsley Bryson.



FOOD PANTRY SUPPORT - Aubrey Russo (from left), 10, Jorya Anthony, 10, Joey Russo, 4, and Alyah Russo, 7, hosted a lemonade stand for two days to raise money for the FISH of McHenry Food Pantry. Their efforts netted \$204.75 for the food pantry.



COMMUNITY CALENDAR

LITERARY EVENTS

To have an event featured in this calendar, fill out the form at PlantsNorthwest.com.

11 a.m. to 3 p.m. - Warriors for Emily, Snow Angels Farm, 9 Porter School Road, Barrington. A fundraising carnival hosted by the Tower Snow Professionals of East Dundee. Activities include an auction and raffle, bouncy house, food, games and more. Emily Grovingo.

Behan Road, Crystal Lake. Featuring Raue Canter for the Arts Poet-in-Residence Phil Denofrio and his guests. Registration required. Free for county residents; \$5 nonresidents. Information: 815-338-6223, ext. 1230, or www.mccdistric.org.

BOOKIES - FICTION BOOK DISCUSSION, 9:30 to 11 a.m. July 20, Crystal Lake Public Library, 126 W. Paddock St., Crystal Lake. This month's book is "The Hundred-Foot Journey" by Richard C. Morais. Books are available at the circulation desk. New members welcome. Free. Information: 815-459-1687.

CAUDILL CLUB - GRADES 4-8, 4 p.m. July 20, Crystal Lake Public Library, 126 W. Paddock St., Crystal Lake. Read books from the Caudill nominee list and discuss them. Space is limited. Registration required. Free. Information: www.cipl.org, 815-459-1687.

TACKLE READING WITH THE CHICAGO BEARS MASCOT, 2 to 3 p.m. July 20, Johnsburg Public Library, 3000 N. Johnsburg Road, Johnsburg. For grades pre-K to fifth-grade. Join Staley "Da Bear," the official mascot of the Chicago Bears, and his human emcee for a hands-on presentation that explores how much fun reading can be. Registration required. Free. Information: 815-344-0077, jschoen@johnsburglibrary.org or www.johnsburglibrary.org/event.

FRIENDS OF THE CRYSTAL LAKE LIBRARY FUNDRAISER, July 21-23, Savers Thrift Store, 230 W. Virginia St., Suite 50, Crystal Lake. Savers will donate to the Friends of the Crystal Lake Library for every item donation designated as part of a fundraiser for the group. Information: www.focll.com.

5145 or friend1188@stcglobal.net.

2 to 11 p.m. - Algonquin Founders' Days, Towne Park, 100 Jefferson St., Algonquin. Continues 8 a.m. to 5 p.m. July 31. Feat. carnival, Taste of Founders', music, a pet zoo, fireworks and more. Gate fees: \$2 adults, \$1 to \$2 ages 5 to 12. Information: algonquinfoundersdays.com.

July 31

10 a.m. - Gran Kennes Food Fed, St. Thomas the Apostle Outreach, 469 St. Crystal Lake. Sponsored by the St. Thomas the Apostle Outreach, 469 St. Crystal Lake. Sponsored by the St. Thomas the Apostle Outreach, 469 St. Crystal Lake.

GET LISTED!
Do you want your club or organization event listed in our Community Calendar? Visit PlantsNorthwest.com and select "Community Calendar."

Fundraiser to benefit the no-kill Happy Tails Animal Sanctuary for dogs and horses. Featuring dinner, contests, prizes, raffles and cars on display. Dinner: \$15 adults in advance, \$20 at the door, \$10 children younger than 12. Cruise night car entry fee: \$10 donation. Information: www.happytails.org.

DRIVE-IN STORYTIME, 6 to 7 p.m. Aug. 3, McHenry Public Library, 809 Front St., McHenry. Create your own car out of cardboard boxes and then "drive in" to a storytime of comedy shorts. For ages 3-6 with adult. Free. Information: 815-385-0036 or mhplys@mcHenrylibrary.org.

shelter, employment assistance and peer support to homeless, disabled and disadvantaged youth. For ages 3 to 7. Free. Information: www.mhplys.org.

help women survivors of medical or other traumatic setbacks achieve their athletic goals. Information: www.projectathena.org/ our-mission.

3 to 4 p.m. - Professor Marvel's Amazing Flea Circus, McHenry Public Library, 809 Front St., McHenry. Professor Marvel will take attendees back to the days of the traveling medicine show and flea circus. For all ages. Free. Registration required. Information: 815-385-0036 or www.mchenrylibrary.org.

3 to 4 p.m. - Professor Marvel's Amazing Flea Circus, McHenry Public Library, 809 Front St., McHenry. Professor Marvel will take attendees back to the days of the traveling medicine show and flea circus. For all ages. Free. Registration required. Information: 815-385-0036 or www.mchenrylibrary.org.

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Northwest Herald / NWHerald.com • Friday, August 12, 2016

OUR VIEW

Tax vote will send another message

Most McHenry County homeowners feel they are overtaxed.

We're comfortable in making that statement because we see it and hear it from taxpayers most every day.

We're homeowners, too, and we see it in our own tax bills.

In spite of this, some government agencies think it's OK to continuously raise residents' taxes each year.

School boards and other taxing bodies who vote to increase their levies to the maximum they can without holding a referendum are an example of this. They are able to do this without the public's approval under Illinois' flawed tax-cap law.

Voters in the village of Lakewood will have another opportunity in November to let elected officials know how they feel about their ever-increasing property taxes.

We have a pretty good idea how that's going to turn out.

Lakewood Village Trustee Paul Serwatka and a group of volunteers last week submitted 510 signatures for an advisory referendum asking whether taxing bodies with any boundaries in the village should be required to seek voter approval by referendum if they want to increase their levy, according to a story by senior reporter Kevin Craver.

Since it's an advisory referendum, it does not force taxing bodies to abide by voters' wishes.

But the referendum can serve as another message to elected officials, many of whom have been deaf to their constituents' concerns.

Stop continuing to raise taxes. Cut expenses and live within your means.

Serwatka specifically wants to send a message to his fellow village trustees, who are considering plans to build a new village hall.

"Nobody wants it. I've literally talked to a thousand people, and no one wants it," he told Craver.

We'll find out for sure after the November election. But then, we already know what the outcome will be.

Taxpayers already are stretched. They don't want to pay more.

For the record

Lakewood voters will have the opportunity in November to voice their opinion on property taxes, and whether they should have the right to decide on increases.

THE FIRST AMENDMENT

Congress shall make no law respecting an establishment of religion, or prohibiting the free exercise thereof, or abridging the freedom of speech, or of the press; or the right of the people peaceably to assemble, and to petition the Government for a redress of grievances.

NWHerald.com • Sunday, August 14, 2016 | Style | 8

LITERARY EVENTS

TEEN "CRAFTERNOON": BLACKOUT POETRY 3 to 4:30 p.m. Aug. 16, Crystal Lake Public Library, 126 Paddock St., Crystal Lake. Use Sharpie markers and old book pages to make your very own Blackout Poetry at the Crystal Lake Public Library. Registration required. Free. Information: 815-459-1687 or <http://evanced.crystallakelibrary.org/evanced/lib/events/signup.asp?ID=16408>.

BOOKIES - FICTION BOOK DISCUSSION GROUP 9:30 to 11 a.m. Aug. 17, Crystal Lake Public Library, 126 Paddock St., Crystal Lake. This month's book is "Everything I Never Told You" by Celeste Ng. Books are available at the circulation desk. New members welcome. Free. Information: 815-459-1687 or <http://evanced.crystallakelibrary.org/evanced/lib/events/signup.asp?ID=10618>.

STORYTIME AT PANERA MCHENRY 10 to 10:30 a.m. Aug. 17, Panera Bread, Route 31, McHenry. Listen to stories, songs and finger plays while you enjoy some milk and cookies. For ages 3-6 with adult. Free. Information: 815-385-0036 or mplyps@mchenrylibrary.org.

NOOK CLASS 7 p.m. Aug. 19, Barnes & Noble Crystal Lake, Route 14, Crystal Lake. Whether you are a seasoned NOOK enthusiast or just curious, join us in-store for a variety of events designed to teach, entertain and inspire. Free. Information: 815-344-0824 or crm2959@bn.com.

POETRY NIGHT 8 p.m. Aug. 22, Raue Center for the Arts, 26 N. Williams St., Crystal Lake.

Hosted by Poet-in-Residence Phil C. Denofrio the night will include various poets from the Chicago area reading their own contemporary verses in a casual and intimate setting. After featured poets read their works, the mic will be open to members of the audience who would like to share their work. Information: www.rauecenter.org or www.facebook.com/events/1124983000873300.

STORIES AT THE HIDDEN PEARL CAFE 1:30 to 2 p.m. Aug. 26, Hidden Pearl Cafe, 1208 N. Green St., McHenry. For ages 3-6. Parents or caregivers must remain in the cafe during the program. Free. Information: 815-385-0036 or mplyps@mchenrylibrary.org.

ARTFUL WOMEN PRESENTS ELIZABETH BERG 3 p.m. Aug. 28, Raue Center for the Arts, 26 N. Williams St., Crystal Lake. Berg, a New York Times best-selling author, will share personal stories that served as inspiration for her books. She will read selected passages from her award-winning novels and take questions afterward. Cost: \$15. Information: www.rauecenter.org or www.facebook.com/events/487868871411120.

MEET DR. DALE COY, AUTHOR OF "MORTON'S FORK" 6 to 7:30 p.m. Aug. 29, Johnsburg Public Library, 3000 N. Johnsburg Road, Johnsburg. Coy is in private practice at Advocate Good Shepherd Hospital and Centegra Medical System and is an expert in digestive and liver diseases. Free. Information: 815-344-0077, mzawacki@johnsburglibrary.org or <http://johnsburglibrary.org/event>.

The principal at the school had repeatedly warned that students who violated the rules to keep the prom alcohol-free would not be allowed to participate in graduation

"We hold our breath every year, but it's like Groundhog Day," school board member Patricia O'Neill said of the tense spring season of proms

now up to them to decide what kind of message it wants to send.

- The Washington Post

FALL 1 SESSION

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Northwest Herald / NWHerald.com

LOCAL BRIEF

McHenry Public Library to host Q&A on medical marijuana

MCHENRY - Anyone that wants to learn more about medical marijuana in Illinois can do so by attending a Q&A session at 7 p.m. Tuesday in Rooms 135 and 136 of the McHenry Public Library, 809 Front St.

The event, scheduled from 7 to 8:15 p.m., is free to attend and open to all adults that want to learn more about

medical cannabis.

Kirsten Velasco, patient advocate for Illinois Women in Cannabis, will be answering questions that people may have about medical marijuana.

Before the Q&A, the event will include a presentation covering the biology, science, laws, application process and patient experience of medical cannabis.

- Northwest Herald

NORTHWEST HERALD

Letter: Back Franks' Cut10 plan

Published: Wednesday, July 27, 2016 5:30 a.m. CDT

To the Editor:

I love it when a politician comes to the campaign with a plan, and Jack Franks has done this with his Cut10 campaign, a very simple idea that asks every taxing body in McHenry County to cut its levy 10 percent. As a rule of thumb, taxing bodies should not have more than eight months of operating expenses in reserve. If the Northwest Herald did a Freedom of Information Act request on all taxing bodies, it would be very informative for taxpayers to see the dollar amount each taxing body has in reserves and how far that amount exceeds or is less than the recommendation of eight months of operating expenses.

Great plan, Jack. I haven't heard any concrete proposals from other political candidates on reducing property taxes.

Ron Erdmann

Spring Grove

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Franks and McSweeney were the only legislators with the guts to do the right thing for the taxpayers of McHenry County. They both know the taxpayers cannot continue to pay more taxes. Our state and county need more leaders like these gentlemen. They make us proud.

Kathy Surges
Crystal Lake

End prevailing wage law
To the Editor:

Illinois, the government state, has a prevailing wage law that is harmful to the middle class and drives up tax burdens to support its 7,000 units of government.

The prevailing wage law is an outdated law established in 1941 that requires all contractors and subcontractors who work for any public body to be paid the hourly rate set each year by the Illinois Department of Labor.

Taxpayers would have a better understanding of the tax harm caused from prevailing wage if it were called "union wage." Everyone knows union wages cost more. Prevailing wages are

estimated to increase labor costs 25 to 35 percent on all public construction and projects.

Prevailing wage inhibits competition from the private sector non-union work force.

Board members of Illinois' 7,000 local governments are required each year to vote, yes or no, on the prevailing wages ordinance. If no votes are recorded in the majority at meetings, units of government still are required to follow prevailing wage laws or face legal costs and fines.

Illinois' prevailing wage law flies in the face of democracy when board

members from 7,000 governments are forced to pay union wages that cost taxpayers more.

Local representation has little control on the cost of labor when it is forced to pay union wages.

The Illinois General Assembly has an important mission to act upon, to repeal existing prevailing wage law and let local boards decide on the cost of labor, not the state. This would be a cost savings for overtaxed homeowners.

Bob Anderson
Wonder Lake

HOW TO SOUND OFF

We welcome original letters on public issues. Letters must include the author's full name, home address and day and evening telephone numbers.

We limit letters to 250 words and one published letter every 30 days. Election-related letters are limited to 150 words. All letters are subject to editing

for length and clarity at the sole discretion of the editor.

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supposed to protect us from terrorism.

But Trump's diatribes and lack of policy prescriptions aren't reassuring. Never one for subtlety, Trump said Obama has overseen a "domestic disaster," including "violence in our streets and chaos in our communities." Trump claimed his Democratic opponent for president, Hillary Clinton, is proposing "mass lawlessness."

Trump's simple solution is to elect him in November, magically restoring safety. Just don't ask him what he actually would do.

"Nobody knows the system better than me," the real estate developer and television star said Thursday, "which is why I alone can fix it."

Americans shouldn't fall for the brash billionaire's trumped-up rhetoric and accusations.

Wisconsin State Journal

edom of
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SHAW
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that quarter were for IRS payments, most likely quarterly withholding.

But four years later, the HRO's spending focus is solidly on the campaign. The House Republicans' top reported expenditure this past quarter was \$173,000 for polling. And five of its top 10 expenditures were listed as advertising buys.

All told, the House Republican Organization spent nearly \$1.8 million during the second quarter of this year, which ended June 30, on a campaign that's already in full swing - on one side at least.

Almost all of the money raised by HRO came from the Illinois Republican Party, and that money mostly came from Gov. Bruce Rauner.

During the second quarter of 2012, the Illinois Republican Party reported spending just \$4,130.63 on all expenses. This past quarter, however, the state GOP spent well over \$2.7 million, with the bulk of that (\$2 million) going to the House Republican Organization. The state party received an unprecedented \$5 million check from Gov. Rauner's campaign earlier in the quarter.

By contrast, the Democratic

Party of Illinois reported spending just 99 cents on state campaign activities during the recently concluded second quarter (the expenditure was not itemized). And while Illinois House Speaker Michael Madigan reported spending \$283,000 out of his personal campaign fund, his largest reported expenditure by far this past quarter was for IRS payments.

The tables most definitely have turned.

The House Republicans have flooded the airwaves of southern Illinois with massive advertising buys targeting three Democrats: Reps. John Bradley and Brandon Phelps and Sen. Gary Forby. It's also running cable and network TV ads against several other Democrats. Only recently have some Democrats responded with their own ads.

A new TV ad against Sen. Forby, officially paid for by the House Republican Organization even though Forby is a senator, blasts the incumbent Democrat for being in Madigan's pocket. It's way over the top because Forby isn't really a "Madigan Democrat," but that's beside the point. Madigan

raising... our school... backed... billion in... the income... tax. Forby... bailout for... Gary Forby... not ours."

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IT'S YOUR WRITE

Prevailing wage laws crippling

To the Editor:

Chicago-style policies will be injected into McHenry County despite Jack Franks being quoted in the Northwest Herald saying, "I can promise I'm not running for county chairman."

Franks' true allegiance to Mike Madigan and the Chicago political machine became apparent just three days after his Democrat slating for County Board chairman when on May 15 he had an opportunity to vote "nay" to SB 2964 to save county taxpayers millions of dollars. Instead, Franks was a veto-proof majority vote in the House in favor of eliminating the voice of local government in determining wage rates.

Although the County Board vote was symbolic in nature, Republican candidate for County Board chairman Michael Walkup recently voted against prevailing wage.

The reform candidate for the 66th District, Allen Skillicorn, also is against prevailing wage laws. The Republican candidate for the 63rd District, Steve Reick, also believes prevailing wage laws

cripple local government.

"Unless local governments are allowed to climb out from under the burden of wage scales imposed from afar, they'll never be able to provide true property tax relief," Reick states on his website, www.steve463.com.

Readers know Franks is against McHenry County taxpayers when it comes to prevailing wage laws. Voters need to know the positions of Democrat candidates John Bartman and Nancy Zettler as well. Prevailing wage laws cripple Illinois' economy and are an undue burden on taxpayers.

Ryann Rooney
McHenry

A race like no other

To the Editor:

Did you know the Crystal Lake Park District has been a host for a race called the RUNdezvous Race - a series of challenges at Lippold Park based on survival skills? Strategy and thought-provoking challenges are designed to push your mind and body over a 4-mile series of loops for individuals who are 14 years old and

HOW

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We had a McHenry F football "re is only as g organizers along the c who helps station ma

7/26

NORTHWEST HERALD

THE ONLY DAILY NEWSPAPER PUBLISHED IN McHENRY COUNTY

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LOCAL NEWS



More than cars

Volo Auto Museum having name change contest / A6

LOCAL NEWS

Not guilty plea

Woman denies DUI charges in fatal crash in McHenry / A9

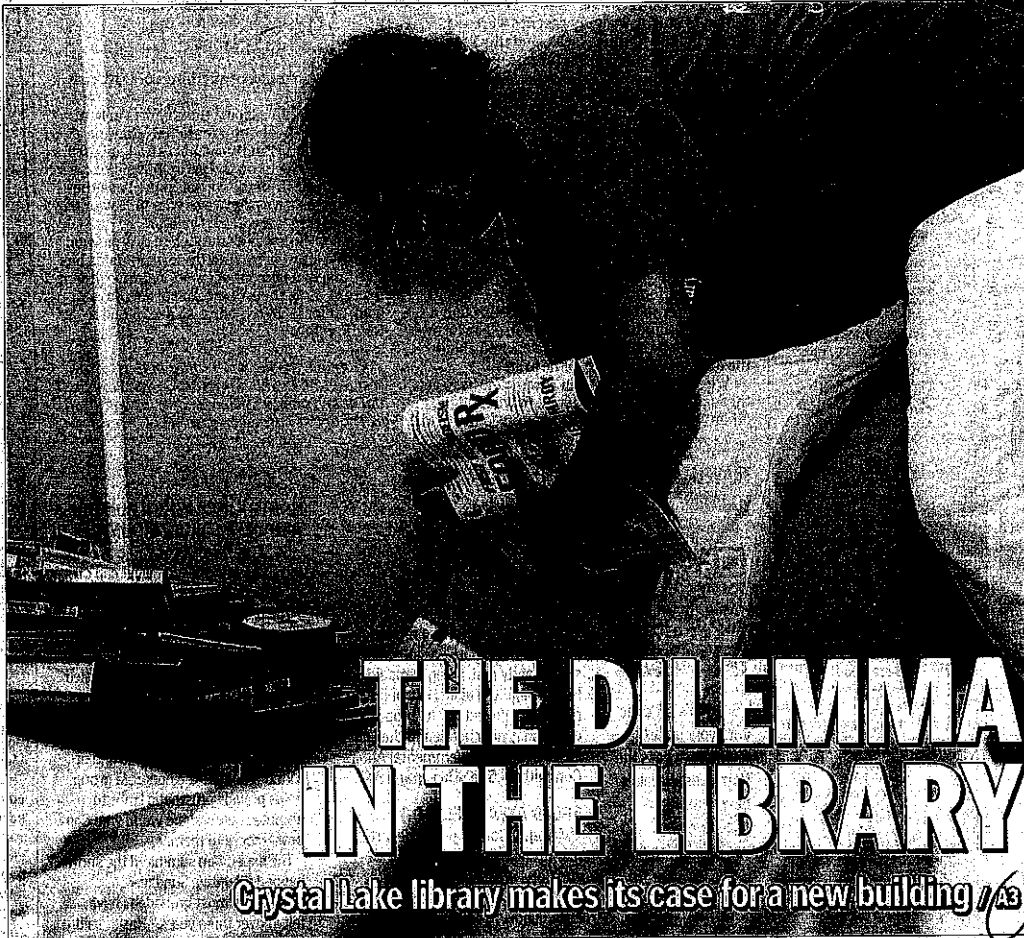
SPORTS



On to football

R-B's 6-10 Joey St. Pierre plans to hit gridiron / B2

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THE DILEMMA IN THE LIBRARY

Crystal Lake library makes its case for a new building / A3

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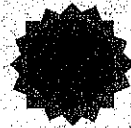
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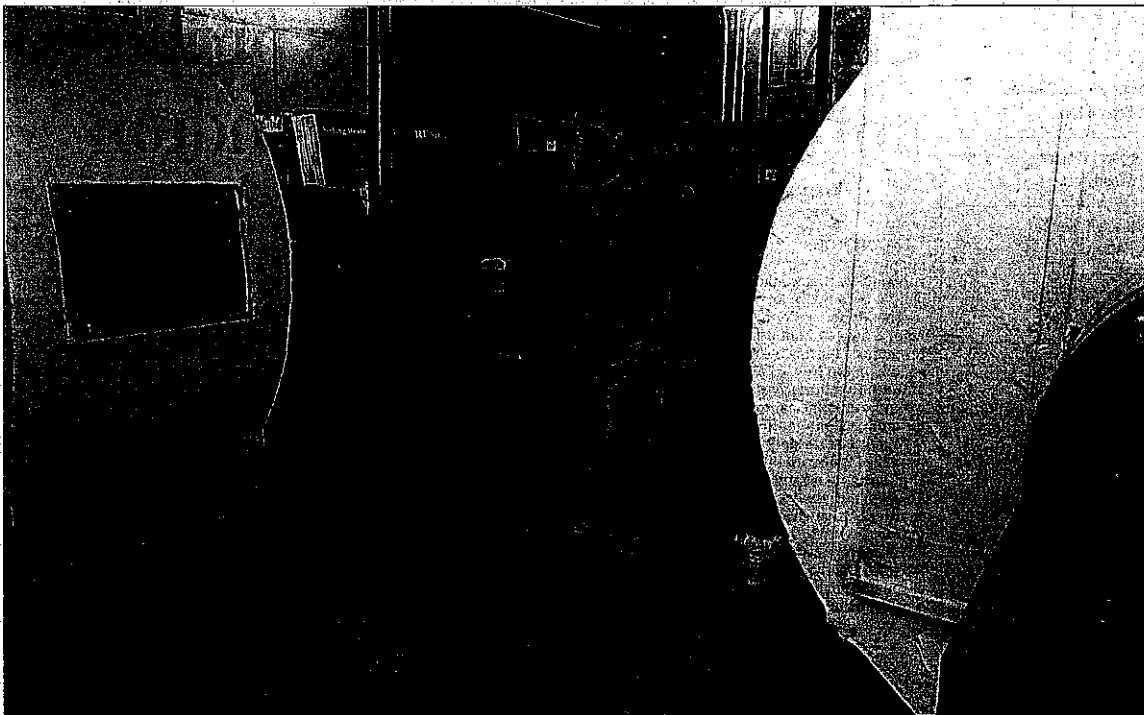


HIGH LOW
87 65

Warm and fairly dry conditions will stick around as high pressure slides across the Great Lakes. Humidity levels will remain moderate.

Complete forecast on page A5

(continued)



TO REPLACE OR REPAIR?

Crystal Lake Library Board says building needs \$9.1M in fixes that won't solve underlying problems

PHOTOS BY K. BLAK BELMONT / NWHERALD.COM
ABOVE: Crystal Lake Library custodian Dan Puzzo walks through the central utility room Friday that houses the air system for the building. Obsolete cage fans circulate the air in the all-electric building. Parts for the ventilation equipment are hard to find or no longer available. **BELOW:** Crystal Lake library volunteer Pat Alaynick works with building blocks for a children's program in the a multipurpose room.

By KEVIN P. CRAVER
kcraver@shawmedia.com

CRYSTAL LAKE — The 3-foot-deep pile of books and DVDs waiting for Crystal Lake Public Library employees on Monday gives a mute but strong rebuttal to the argument that the Internet and e-books are making libraries irrelevant.

The book drop empties out into a tiny room, forcing librarians to stack the books onto carts to sort elsewhere — it can take up to three days to record into the library's computer system that checked-out items put into the book drop were returned. Modern library technology exists that would take it off patrons' records in seconds.

To library supporters, the hassle is a footnote in a book-sized list of problems with the 126 W. Paddock St. library that are so acute that the only solution is to build a new one. Limited parking and steep, crumbling steps give access to a library that was not built to accommodate modern heating, venting, air conditioning, light-

ing and technology, Library Director Kathryn I. Martens said.

Voters will be asked an advisory referendum Nov. 8 as to whether the city should borrow \$30.1 million to replace it at the same site. The City Council voted last week, 7-0, to put the question on the ballot after the Crystal Lake Public Library Board presented the conclusions reached by a community focus group it assembled.

"The public library is an integral part of the educational fabric of the community, and this building does not allow us to provide a 21st-century public library," Martens said.

Although the ballot question is nonbinding, the voters' answer will give direction to the City Council, which has the power to borrow the money without a binding referendum. But in a county with what several studies conclude is one of the highest property tax burdens in the nation, in a state in which people are leaving



Online

Visit focus.cpl.org to learn more about the proposal to build a new Crystal Lake Public Library and the community group that came to the conclusion.

See LIBRARY, page A11

(continued)



Books and DVDs pile up Monday in the book drop room at the Crystal Lake Library. Items are sorted by hand and take up to 72 hours to be removed from patrons' accounts. With a proposed automated return system accounts would be credited when books are returned.

H. Nick Benjamin -
hbenjamin@shawmedia.com

• **LIBRARY**

Continued from page A3

at the highest rate of all 50, the question, as well as any decision by the City Council, will be a hard sell.

Library board members want to build a new, 75,000-square-foot library at the site, which would nearly double the size of the existing 40,000-square-foot facility. The wording of the referendum states that building and equipping the new library would increase property taxes an average of \$132 a year for the owner of a home assessed at \$200,000.

The library first moved to its current site in 1952, after 40 years of hopping around from a private home to the high school to the city heating plant, according to historical records. Voters approved spending the money in 1965 to demolish the old building and construct the current facility. The original part of the current library was built on the old one's foundation - the soils underneath are unstable and the library cannot store books in that part because of the added weight.

Two subsequent expansions in 1986 and 1995 brought the library to its current size, but studies after that second expansion began to conclude that a new facility in the wake of ongoing growth would be the most logical next step. Voters in 2004 rejected an advisory referendum to build a new library, prompting the library to renovate in a short-term fix they dubbed "Project Shoehorn."

But the library board said it has done all it can with the building - a list of needed repairs that would do nothing to address the building's underlying problems totals \$9.1 million, Martens said.

The library board earlier this year convened a community group, called Future of Crystal Lake Library Under Study, to weigh the options of repairing it, expanding it again, or replacing it. After four meetings from March through June, the group overwhelmingly recommended replacement.

Supporters and opponents who are reaching out to the Northwest Herald are lining up along traditional lines. Backers say the cost is minimal for a much-needed project that would reap large benefits to the community. Opponents say they can't afford any more

"The public library is an integral part of the educational fabric of the community, and this building does not allow us to provide a 21st-century public library."

Kathryn I. Martens

Crystal Lake Public Library director

tax increases.

To supporters such as resident Martha Mitchell, residents might not know what a library can truly do for them because the current facility does not come close to allowing it to reach its full potential.

"If I vote for more money to be used for the library, at least I know my money will be carefully and thoughtfully spent, and I'll get more out of the results. If you don't use a library, you are missing out on one of the best resources available to you. Shame on us if we can't see a way to provide our community with a better library facility," she wrote.

Opponent Douglas Knight, a Prairie Grove resident who pays property taxes on his Crystal Lake business, said that the scope of the project is too large, and he questioned just how representative the focus group was of the community. Others, such as retired resident Gary Komosa, 63, said he can barely afford the \$12,000 property-tax bill on his home as it is.

"Are these people not paying attention to the tax issue and economy in Illinois? We can get by very nicely with what we have. The library is not in distress... Illinois is," Komosa wrote to the newspaper.

Martens said she and the library board understands taxpayers' pain, and that the decision to pursue a new facility did not come lightly, and only after years of trying to pursue other, less expensive fixes.

"I believe a public library provides some of the value that we have in our community. If we don't do something about our public library, it will continue to degrade and not be the value we want it to be. It adds to our property values, and it adds to our quality of life," Martens said.

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12th Annual McHenry County's

BEST *under* 40

WE NEED YOUR NOMINATIONS!

The Northwest Herald is seeking nominations to recognize professionals under the age of 40 who have made significant contributions to their profession, company and community.

The strongest candidates will both live and work in McHenry County.

On Oct. 13, a Best Under 40 reception, dinner and awards presentation will be held in honor of our award recipients, to celebrate their achievements and community involvement.

Nomination Deadline July 31, 2016

Nominees must be under 40 as of Sept. 1, 2016.

Questions? Contact Meredith at 815.526.4416 or mschaefer@shawmedia.com

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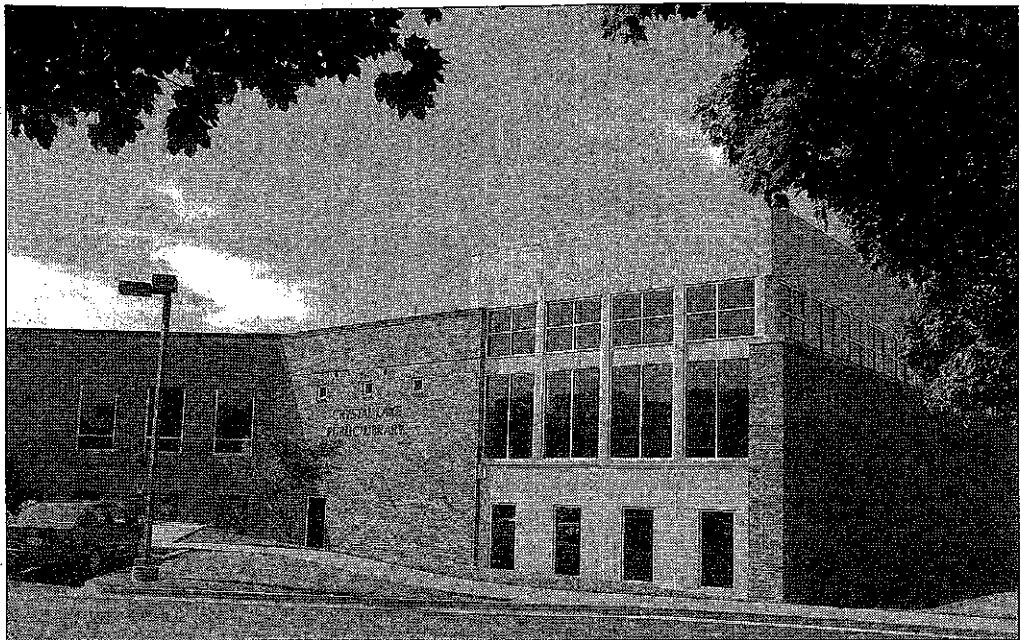
Submit nominations:
NWHerald.com/forms/best-under-40

News sent to your phone

Text the keyword NWHCYSTALLAKE to 74574 to sign up for CRYSTAL LAKE news text alerts from the Northwest Herald. Message and data rates apply.

The Crystal Lake Library Board will ask the City Council on Tuesday evening to put an advisory referendum on the Nov. 8 ballot asking whether the library should spend \$30 million to build a replacement facility.

H. Rick Bamman - hbamman@shawmedia.com



Crystal Lake to ask voters if they want new library in referendum

By KEVIN P. CRAVER kcraver@shawmedia.com

CRYSTAL LAKE – The city’s voters will be asked in November whether the city should borrow \$30.1 million to build a new library.

The Crystal Lake City Council voted Tuesday, 7-0, to place an advisory referendum on the Nov. 8 ballot at the behest of the Crystal Lake Public Library Board, which has long argued that the 126 W. Paddock St. library is aging, cramped and inadequate for modern needs. Although the ballot question is nonbinding, the voters’ answer will give direction to the City Council, which has the power to borrow the money without a binding referendum.

Supporters of the library’s plan filled the City Council chambers, but the entire affair lasted only about 10 minutes – Mayor Aaron Shepley told the audience that the issue before them was not the merit of the idea, but merely whether to put the question on the ballot.

Library board members want to build a 75,000-square-foot library at the site, which would about double the size of the existing 40,000-square-foot facility. The wording of the referendum states that building and equipping the new library would increase property taxes an average of \$132 a year for the owner of a home assessed at \$200,000.

Library Director Kathryn Martens said that the need for a new library is real, and that three assessments conducted over the past two decades back up that need.

“We are now at a critical juncture, looking at \$9.1 million to only repair the existing out-of-date building and still not resolve our inefficient electric heating system, poor building access or inability to provide 21st-century service. This is the cost of doing nothing,” Martens said.

Voters in 2004 rejected an advisory referendum, but the library board approached the City Council with the results of a community-engagement focus group that concluded that building a new library is the best option. The

group, named Future of Crystal Lake Library Under Study, met monthly from March through June.

Shepley said before the City Council vote that the library board did its homework before approaching the council with the request. The library board is appointed by the City Council and cannot issue debt under state law.

“The library has spent a good number of years getting to this point,” Shepley said. “They have done more due diligence than just about any group that I’ve seen.”

The results of the advisory referendum have no legal effect on the City Council’s decision-making process – it could choose not to borrow the money, even if voters support the plan.

But even if a majority of voters signal support for a new library, the issue could be a touchy one for City Council members if they decide to move forward. Discontent with McHenry County’s property tax burden has increased in recent years, and three of the City Council’s six members will be up for re-election in April.

County to be under heat advisory Thursday, Friday

NORTHWEST HERALD

An excessive heat warning will be in effect for McHenry and surrounding counties beginning at noon Thursday, according to the National Weather Ser-

vice, the mid-90s Thursday and mid- to upper 90s Friday, according to the watch, with heat index values up to 115 degrees.

High temperatures could lead to heat-related illnesses with prolonged

have a cool place to take shelter, avoid activity during the afternoon, drink plenty of fluids and check up on relatives and neighbors.

A 4-year-old child from McHenry was hospitalized Tuesday with a

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Editor's Desk: Crystal Lake library supporters face tough sell

Published: Thursday, July 21, 2016 3:15 p.m. CDT

I applaud members of the Crystal Lake Library Board and other volunteer supporters who have been working for years on plans to renovate or replace the existing library at 126 W. Paddock St. off McHenry Avenue near downtown Crystal Lake.

Dozens of advocates have put in countless hours to try and find the best possible solution.

But they're going to have a tough sell with voters and the Crystal Lake City Council, something I'm sure they realize.

The City Council this week voted unanimously to place an advisory referendum on the November ballot asking city voters if they'd be willing to pay \$30 million to build a new library at the existing site.

The owner of a home valued at \$200,000 would pay an additional \$132 annually.

The unanimous vote does not mean council members support the plan, only that they were willing to gauge public opinion on it.

And I'm guessing a majority of voters won't be in favor.

In today's fiscal climate, when taxpayers already are protesting their enormous property tax bills, asking them to pay more is – well, I'll be diplomatic about it – brave.

I understand the current facility is aging, cramped and not ideal for our quickly changing society.

But board members and other advocates are going to have to do a persuasive job educating voters on why it would benefit their lives just to have a chance.

I'm curious to know what our readers think. Will you support the project? Email me and let me know, or comment on this column at NWHerald.com or on Facebook. We might publish some of the responses in an upcoming story.

• Dan McCaleb is executive editor of the Northwest Herald. Email him at dmccaleb@shawmedia.com. Follow him on Twitter at [@Dan_McCaleb](https://twitter.com/Dan_McCaleb).

"He should keep doing what he's doing," cracked one Republican campaign type, who said he was carefully making notes of Madigan's public utterances.

As is often the case, the two political parties exist in parallel universes. Yes, the Democrats say, Madigan polls poorly. But they don't believe voters will make up their minds about individual races based on that

hovering around 13 percent, you can be certain Madigan and his people would mandate their candidates and incumbents stay as far away from that person as humanly possible. Heck, the person's rating wouldn't even need to be that low. How many downstate Illinois Democrats openly campaigned with Pat Quinn two years ago when he lost every county but one to Rauner?

services and limit harm on everyday working people.

In a preview of this, Rep. Job Bradley's latest TV ad claims the Democrat "stood up to Bruce Rauner's massive cuts to our schools points out Rauner is 'bankrolling his opponent's campaign and claims his GOP opponent 'is worse than Rauner.'" Bradley (D-Marion) sits the very top of the Republicans' get list, and he has been hamme

IT'S YOUR WRITE

Crystal Lake Library omissions

To the Editor:

The Crystal Lake Library wants to raise your property taxes for a \$30 million expansion. Here are some points to consider you won't see from the library:

1) If they build a new library, will you borrow more books? No? Then what's the real, tangible, \$30 million benefit to you, the taxpayer?

2) Because of technology, library use is declining. Daily traffic is down 24 percent from the peak. Circulation is down 22 percent. The Ames reading room is used only 34 percent of each day. Why expand if usage is down?

3) At \$400 a square foot, the cost is three times what commercial space costs to build. Why overpay for a new building?

4) In fiscal 2015, the Crystal Lake Library spent \$5.7 million, or \$396 a family. The Cary Library spent \$176 a family. The Woodstock Library spent \$160. Why does the Crystal Lake Library cost so much more?

5) This year's property tax levy is 11.7

percent higher than last year's levy.

6) This project would increase the library's property tax by another 33 percent.

7) Almost 40 percent of what the library lends is movies and video games, and it costs them almost \$6.50 to circulate the same movie you can get from RedBox for \$1.50 and even less from Netflix. Why has our library become a money-losing, taxpayer-financed competitor for RedBox at four times its price?

When you go to the polls in November, remember to vote "no" on this issue.

Steve Willson
Lakewood

Wiffle ball memories

To the Editor:

I loved reading Michael Penkava's column about his Whiffle ball field in his backyard. It brought back such fond memories. Our backyard was one of the few on the street without a deck or patio, so it quickly became our neigh-

HOW TO SOUND OFF

We welcome original letters on issues. Letters must include the author's full name, home address and evening telephone numbers.

We limit letters to 250 words and published letter every 30 days. Election-related letters are limited to words. All letters are subject to

borhood Whiffle ball "field." I still have the "Stats Book," which consisted of notebook paper stapled together and spanned several years of home run strikeout stats religiously recorded our sons and their friends.

Many evenings, my husband was out there with them. Yes, it was an investment. We probably spent \$50 placing plastic bats and balls every But, oh, it was so worth it! It provided hours, days, years of fun and exercise.

His column also brought up some sadness. Do kids even play Whiffle ball anymore? Is the Whiffle ball industr

Letter: Library busiest place in Crystal Lake

Published: Wednesday, Aug. 10, 2016 5:30 a.m. CDT

To the Editor:

The new library proposal has merit. Spending millions is difficult no matter how worthy the request. The heavy load per floor makes construction very costly. While there is opposition, there also is a real need. Looking at the numbers, in 1999 the Crystal Lake population was about 28,000 and circulation was 280,000. By 2010, the population rose to 38,000, circulation was 564,000, and today the circulation is at 878,000 with a population of 40,000.

Libraries aren't just book depositories any longer. They provide puzzles, audio books for those with vision issues and science and technology kits for students. A business can even borrow a video camera.

Last year, the library received more than 68,000 research requests; hosted almost 23,000 two-hour computer sessions and almost 19,000 wi-fi sessions for those without an internet connection. Ten percent of the books in the library are in storage because of a lack of space. When new books are acquired, an equal amount are removed for the same reason.

The library serves those who can't afford to buy all this for themselves and is one of the busiest places in Crystal Lake. Wouldn't it be great to have a ground-level entrance? Imagine what wonderful services we might have in coming years. This is one public facility that is sorely needed.

Nancy Vazzano

Crystal Lake