



## McHenry Public Library District

809 Front Street  
McHenry, Illinois 60050  
Phone: 815.385.0036  
[www.mchenrylibrary.org](http://www.mchenrylibrary.org)

McHenry Public Library District  
Board of Library Trustees Regular Meeting  
Tuesday, April 19, 2022 7:00 p.m.  
Meeting Room West #136 &  
Electronic Means\* via Zoom at  
<https://us02web.zoom.us/j/86428854020>

### AGENDA

- I. **CALL TO ORDER** – President Charles Reilly
- 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. **SECRETARY'S REPORT** – Monica Leccese, Secretary
  - A. Approval of amended Minutes of the February 15, 2022, Regular Meeting
  - B. Approval of Minutes of the March 15, 2022, Regular Meeting.
- VII. **TREASURER'S REPORT** – Delphine Grala, Treasurer
  - A. Governmental Accounting, Inc. quarterly review of finances
  - B. Approval of Monthly Financial Statements, Interim Check Report and Bill Reports for March/April 2022, Additional Bills and Petty Cash and Credit Card Reports
- VIII. **COMMUNICATIONS**
  - A. McHenry County 2021 Tax Computation Report
  - B. Letter to Carol Cooney—acknowledgment of donation
- IX. **LIBRARIAN'S REPORT**
  - A. Librarian's Report
  - B. Updates on Projects
- X. **OLD BUSINESS**
  - A. COVID-19 and Masks
  - B. Request to support the City of McHenry Vacant Building Incentive Program
- XI. **NEW BUSINESS**
  - A. StoryWalk® Presentation and expenses
  - B. Fiesta Day's Parade on July 17, 2022 Library Closure
  - C. Landscape Maintenance contract for 2022

- D. Review of verbatim recordings of regular board meetings held remotely under State Executive Orders
- E. Policy Committee
- F. FY 2022/23 Employee Compensation Budget

**XII. EXECUTIVE SESSION**

**XIII. ACTION TAKEN AS A RESULT OF EXECUTIVE SESSION**

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

**XV. ADJOURNMENT**

**FINAL VOTE OR ACTION MAY BE TAKEN AT THE MEETING ON ANY AGENDA ITEM SUBJECT MATTER LISTED ABOVE, UNLESS THE AGENDA LINE ITEM SPECIFICALLY STATES OTHERWISE.**

The MPLD will make all board meetings accessible to people with physical disabilities under the current ADA requirements. 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.

\*Note: The Board Meeting will allow remote participation, possibly without a physical quorum present, authorized by Executive Order of the Governor of the State of Illinois (COVID-19 Executive Order No. 7, Extended April 1, 2022).



**MINUTES; AMENDED  
McHenry Public Library District  
Board of Library Trustees  
Regular Meeting**

**Date:** February 15, 2022

**Time:** 7:00 P.M.

**Location:** Library Meeting Room West # 136 & Virtual via Zoom

**I. CALL TO ORDER** – President Charles Reilly

President Reilly called the regular meeting to order at 7:00 p.m.

**II. ROLL CALL** – Monica Leccese, Secretary

Roll was called. President Reilly reported for the record, that the Board meeting will allow remote participation without a physical quorum present, authorized by Executive Order of the Governor of the State of Illinois, Covid-19 Executive Order Number 7, extended on February 4, 2022.

**Members Present:** Bud Alexander, Delphine Grala, Monica Leccese (Virtual), Susan Murphy, Charles Reilly, Terry Weingart

**Members Absent:** Jill Stone

**Also Present:** Debbie Gunness, Business Manager  
Amy Hodgson, Administrative Assistant  
Lesley Jakacki, Executive Director  
Barb Majka, Circulation Manager  
Jennifer May, HR Generalist  
Kathy Milfajt, Technical Services Manager  
Zach Terrill, Adult Services Assistant Manager  
Kayla Voegtle, Circulation Clerk

**III. PLEDGE OF ALLEGIANCE**

**IV. CORRECTIONS OR ADDITIONS TO THE AGENDA**

**V. PUBLIC COMMENT AND RECOGNITION OF VISITORS**

No public comments.

**VI. SECRETARY'S REPORT** – Monica Leccese, Secretary

**A.** Approval of Minutes of the January 18, 2022, Regular Board Meeting

Secretary Leccese informed the Board that she found no corrections needed for the January 18, 2022, minutes. Director Jakacki informed the Board that we do have one edit in the last part under Adjournment where it states 'Murphy moved and Weingart seconded the motion to adjourn', it should say 'meeting' instead of 'hearing'.

Weingart moved, and Alexander seconded a motion to approve the minutes of the January 18, 2022, Regular Board Meeting with correction noted.

**Roll Call vote:**

Ayes: Alexander, Grala, Leccese, Murphy, Reilly, Weingart

Nays: None

Abstain: None

Absent: Stone

**Motion Passed**

**VII. TREASURER'S REPORT** – Delphine Grala, Treasurer

- A.** Approval of Monthly Financial Statements, Interim Check Report and Bill Reports for January/February 2022, Additional Bills and Petty Cash and Credit Card Reports

Treasurer Grala reviewed the Library's financial position and reported that finances look very good to her.

Secretary Leccese requested clarification for NFP Resources. Director Jakacki reported that it is the Non-Profit Resource Center and that the library is sending four managers for four training sessions charged individually as 16 charges.

President Reilly requested clarification as to whether the Blue Cross Blue Shield payment was for the month; Director Jakacki reported it was. President Reilly also inquired about the Eder Casella Technology payment. Director Jakacki said that it was for the monthly payment and the recent replacement of the firewall, which included the cost of the equipment and the time.

Treasurer Grala requested clarification on the Jansen Electronics payment. Director Jakacki reported that Jansen is the company that does the library's security cameras and replaced two of our security cameras. We also had an additional security camera installed at the back of the building.

Murphy moved, and Grala seconded a motion to approve the Monthly Financial Statements, Interim Check Report, and Bill Reports for January/February 2022, Additional Bills (Distributed night of meeting), and Petty Cash and Credit Card Reports (Distributed night of meeting)

**Roll Call vote:**

Ayes: Alexander, Grala, Leccese, Murphy, Reilly, Weingart

Nays: None

Abstain: None

Absent: Stone

**Motion Passed**

**VIII. COMMUNICATIONS**

**A.** Greg McCormick, Director, Illinois State Library; 2022 Illinois Library Service Areas Map

Director Jakacki reported that the State Library had put together a tool to help libraries, especially districts, map their boundaries regarding their census numbers. She reported that the new census numbers show our district decreased in population by 1.35% (569 people). Director Jakacki also reported that there are 644 public libraries in Illinois and that our library is the 52<sup>nd</sup> largest in population. Our largest minority group is Hispanic. The new census numbers will affect our Per Capita grants and possibly others.

Secretary Leccese asked if we received more developer fees? Director Jakacki reported we received \$131,000 from the City of McHenry. She also reported that Wonder Lake and the library do not have an agreement for these fees. Trustee Alexander asked if that has always been true or a recent change? Director Jakacki reported that it has been true for as far as she could go back and that she even reviewed their city code, and we are not listed as an organization. President Reilly asked what determines if we get developer fees; Director Jakacki reported that the city would have to agree to it. There was a discussion about whether the library should re-approach Wonder Lake regarding developer fees for future developments.

**IX. LIBRARIAN'S REPORT**

**A.** Librarian's Report

Director Jakacki highlighted the following items: The Libraries Presents held their first event (An Evening with Silvia Moreno-Garcia) and that it was well attended. A patron who attended reported that it was very enlightening, very well presented, and had good questions.

Director Jakacki reported that we hired a new Marketing Manager, Adrian Mesino, who started on January 24<sup>th</sup>. She also noted that *The Preface* was due between the time when Sandra left and Adrian started, so Kathy Lambert came back to layout *The Preface* that comes out later this week and trained Adrian as well.

Director Jakacki reported that two staff members are doing a bilingual book club with District 15 and held their first meeting. Many parents were interested in this, and the staff members reported they had over 50 views.

**B.** Updates on Projects

Director Jakacki reported that the new firewall was installed, increasing our network security and streamlining our network. She also reported that we also created a failover between our AT&T and Comcast lines. This would help us continue offering services if there were any internet outages. Director Jakacki also reported we currently have two AT&T and two Comcast internet lines, and this allows us to drop one of each, which will be a cost-saving to the library.

Director Jakacki reported the boiler is in, and on Thursday, they will start to install the new boiler, which will be about a 2-3 day install.

**X. OLD BUSINESS**

**A.** COVID-19 and Masks

Director Jakacki reported that the mask mandate does drop, from the Governor, on February 28. She noted that the Governor encourages organizations to review their needs and enforce their community needs. She asked the Board what they think about masking/unmasking in the library; do we want to pass our own policy regarding mask usage in the library, or do we want to continue what we've been doing, which is following the Governor's orders?

Trustee Alexander stated he thinks we should drop masks when the mandate drops on the 28<sup>th</sup>. President Reilly asked if there was any pushback from clientele on wearing masks. Director Jakacki reported yes, but that has been from day one and that some people have become more aggressive in their pushback. He also asked if we enforce it aggressively, and Director Jakacki reported that we try not to.

Director Jakacki reported that we received feedback from staff in most departments. For the majority, they all knew that this was coming (the unmasking), but they wanted to know if they could continue to wear masks if they wanted to. She reported that the library would not prohibit anyone from wearing a mask. Some staff has voiced concerns regarding children under the age of 5 and those immune-compromised who cannot or do not get the vaccine; are we providing a safe environment for them? Discussion ensued, and Director Jakacki stated the safeguards at the desks would stay. She also reported that since the beginning of the year in the library, we had seen the most cases and exposure amongst staff that we have seen the whole pandemic.

Secretary Leccese stated she thinks we should follow the Governor and let anyone who wants to wear a mask continue to do so. President Reilly asked her if she would not make it mandatory; she replied no. The decision was made to continue with what we have been doing and follow the Governor's orders of ending the mask mandate on February 28. No action was required.

#### **B. Cards for Kids Library Card Policy**

Director Jakacki reported that the Illinois State Legislature expanded the non-resident services to include an amendment called Cards for Kids. This allows students in pre-kindergarten through grade 12 who participate in the Federal Free and Reduced-Price Meal Program and who do not live in an area served by a library can get a non-resident library card free of charge.

Murphy moved, and Alexander seconded a motion to adopt the Cards for Kids Library Card Policy.

#### **Roll Call vote:**

Ayes: Alexander, Grala, Leccese, Murphy, Reilly, Weingart

Nays: None

Abstain: None

Absent: Stone

#### **Motion Passed**

#### **C. Veterans Library Card Policy**

Director Jakacki reported this policy came up at the last meeting. Option **A**, where the Illinois State Legislature put an amendment to the non-resident services to allow those who have been in the military and have a service-connected disability of at least 70% would qualify for a non-resident card free of charge. At the Board's request, Option **B**

eliminates the 70% disability, so it is open to any veteran. Trustee Alexander stated that he does not think we are talking about many people, and Director Jakacki concurred.

Secretary Leccese requested clarification on option **B** regarding the statement about the surviving spouse, which states 'of a disabled veteran', but that option **B** did not specify the veteran had to be disabled. Director Jakacki reported that the amendment does have to include something about the surviving spouse. Therefore, option **B** will be modified to reflect language along the lines of 'An unmarried surviving spouse of a service member is also entitled to a free non-resident card. Eligibility for the unmarried surviving spouse will be determined by death certificate, discharge papers, or any other documentation the Board finds suitable'. Treasurer Grala requested that the final policy be included in next month's Board packet.

Alexander moved, and Weingart seconded a motion to adopt option **B** of the Veterans Library Card Policy with changes noted.

**Roll Call vote:**

Ayes: Alexander, Grala, Leccese, Murphy, Reilly, Weingart

Nays: None

Abstain: None

Absent: Stone

**Motion Passed**

**D. Disposal of Surplus Property Policy**

Director Jakacki reported that as she is going through the policies and matching up to what the state recommends we have, this is a policy that we do not currently have. This policy reiterates the state statute regarding the disposal of library personal property, which is everything other than real estate.

Murphy moved, and Leccese seconded a motion to adopt the Disposal of Surplus Property Policy.

**Roll Call vote:**

Ayes: Alexander, Grala, Leccese, Murphy, Reilly, Weingart

Nays: None

Abstain: None

Absent: Stone

**Motion Passed**

**XI. NEW BUSINESS**

**A. Tuition Reimbursement Request from K. Voegtle**

Director Jakacki introduced Kayla Voegtle, who reported that this request would be for a MLS program she would be applying to and begin this fall. Trustee Alexander inquired if there was an agreement that Kayla would work for us for a minimum period. HR Generalist May reported that if an employee left within a specific timeframe (12 months after the last payment), they would need to reimburse the library.

Grala moved, and Weingart seconded a motion to approve Kayla Voegtle's request for the tuition reimbursement program.

**Roll Call vote:**

Ayes: Alexander, Grala, Leccese, Murphy, Reilly, Weingart

Nays: None

Abstain: None

Absent: Stone

**Motion Passed**

**B. Fleet Safety Policy**

Director Jakacki reported that our new insurance carrier recommends this policy. The library has not collected driver licenses, insurance cards, or motor vehicle records, but the insurance carrier wants us to have more compliance in this area. Director Jakacki reported that we reviewed some policies and worked with HR Source in creating this policy. She noted that Trustee Alexander requested a correction on page 38 (the first page of the policy, the fourth bullet point from the bottom) from 'to closely' to 'too closely.' Trustee Weingart inquired if the library is asking for a copy of an employee's auto insurance? Director Jakacki reported that on the bottom of page 40 under 'Privately Owned Vehicles Use,' the second bullet point is 'Employees must provide Administration with a copy of their current insurance card.' Director Jakacki reported we have auto insurance for the vehicle(s) we own and only have one staff member driving the library-owned vehicle(s).

Murphy moved, and Alexander seconded that we pass the Fleet Safety Policy with the correction on page 38 noted ('too' closely).

**Roll Call vote:**

Ayes: Alexander, Grala, Leccese, Murphy, Reilly, Weingart

Nays: None

Abstain: None

Absent: Stone

**Motion Passed**

**XII. EXECUTIVE SESSION**

**A.** 5 ILCS 120/2(c)1: the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body including hearing testimony on a complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity.

An executive session was held.

Alexander moved and Murphy seconded a motion to enter Executive Session at 7:58 p.m.

**Roll Call vote:**

Ayes: Alexander, Grala, Leccese, Murphy, Reilly, Weingart

Nays: None

Abstain: None

Absent: Stone

**Motion Passed**

Murphy moved and Grala seconded a motion to leave Executive Session at 8:40 p.m.



Roll Call vote:

Ayes: Alexander, Grala, Leccese, Murphy, Reilly, Weingart

Nays: None

Abstain: None

Absent: Stone

**Motion Passed**

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

**XIV. ADJOURNMENT**

Weingart moved and Alexander seconded a motion to adjourn the meeting at 8:43 p.m.

Ayes: Alexander, Grala, Leccese, Murphy, Reilly, Weingart

Nays: None

Abstain: None

Absent: Stone

**Motion Passed**

APPROVED by the Board of Trustees this \_\_\_\_\_ day of \_\_\_\_\_, 2022.

AYES:

NAYES:

ABSTAIN:

ABSENT:

Respectfully Submitted,

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Monica Leccese, Secretary  
McHenry Public Library District Board of Trustees



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

**Date:** March 15, 2022

**Time:** 7:00 P.M.

**Location:** Library Meeting Room West # 136 and virtually via Zoom

**I. CALL TO ORDER** – President Charles Reilly

President Reilly called the regular meeting to order at 7:01 p.m.

**II. ROLL CALL** – Monica Leccese, Secretary

Roll was called.

**Members Present:** Bud Alexander, Delphine Grala, Monica Leccese, Susan Murphy,  
Charles Reilly, Jill Stone

**Members Absent:** Terry Weingart

**Also Present:** Thomas Hillier, Adult Services Librarian  
Amy Hodgson, Administrative Assistant  
Lesley Jakacki, Executive Director  
Barb Majka, Circulation Manager  
Doug Martin, Director of Economic Development, City of McHenry  
Jennifer May, HR Generalist  
Pam Strain, Public Services Manager  
Zach Terrill, Adult Services Assistant Manager

**III. PLEDGE OF ALLEGIANCE**

**IV. CORRECTIONS OR ADDITIONS TO THE AGENDA**

Agenda items will be taken out of order to accommodate visitors in the audience.

**V. PUBLIC COMMENT AND RECOGNITION OF VISITORS**

No public comments.

**VI. SECRETARY'S REPORT** – Monica Leccese, Secretary

**A.** Approval of Minutes of the February 15, 2022, Regular Board Meeting

Secretary Leccese informed the Board that she found no corrections needed for the February 15, 2022, minutes.

Alexander moved, and Grala seconded a motion to approve the minutes of the February 15, 2022, Regular Board Meeting.

**Roll Call vote:**

Ayes: Alexander, Grala, Leccese, Murphy, Reilly, Stone

Nays: None

Abstain: None

Absent: Weingart

**Motion Passed**

**VII. TREASURER'S REPORT** – Delphine Grala, Treasurer

- A.** Approval of Monthly Financial Statements, Interim Check Report and Bill Reports for February/March 2022, Additional Bills and Petty Cash and Credit Card Reports

Treasurer Grala reported we are at 99% of revenue to budget and 52% for operating expenses. She reported that it is very good and that the Library is doing a good job controlling expenses. Treasurer Grala reported that she noticed we received developer fees of \$131,000. Director Jakacki reported it was for the entire year of 2021.

Stone moved, and Murphy seconded a motion to approve the Monthly Financial Statements, Interim Check Report, and Bill Reports for February/March 2022, Additional Bills (Distributed night of meeting), and Petty Cash and Credit Card Reports (Distributed night of meeting)

**Roll Call vote:**

Ayes: Alexander, Grala, Leccese, Murphy, Reilly, Stone

Nays: None

Abstain: None

Absent: Weingart

**Motion Passed**

**\*At this point in the meeting the Board took the agenda out of order and entertained agenda item XI. *New Business A. Doug Martin, Director of Economic Development, presentation and request of support for the City of McHenry Vacant Building Incentive Program***

**VIII. COMMUNICATIONS**

- A.** Letter from Habitat for Humanity of McHenry County

Director Jakacki reported that Habitat for Humanity, which owns the ReStore building next to the Library, has purchased the property and building next to them and is applying to have it be a tax-exempt property since they are a non-profit. By law, since it is assessed at over \$100,000, they had to send a letter to all the taxing bodies to inform them.

- B.** Letter from Illinois State Library

Director Jakacki reported this is the annual letter from the State Library regarding our responsibility to report when there is a Board vacancy.

**C.** Letter to McHenry County College

Director Jakacki reported that annually the College requests a letter from us in support of their Adult Volunteer Literacy Program, for which they use our Library and resources. The College has to apply for a grant every year to fund this program, and the letter supports their application.

**D.** Letter to McHenry American Legion Auxiliary Post

Director Jakacki reported this was a thank you letter from Pam Strain, Public Services Manager, for their \$50 donation in memory of their Past President, Pauline Zimny.

**IX. LIBRARIAN'S REPORT**

**A.** Librarian's Report

Director Jakacki highlighted the following items:

- The Friends are having another drive-thru donation day on April 9, 9:00 AM – 2:00 PM, reporting that they had one in the fall, which was very successful.
- The Friends Spring Book Sale will be May 21-22.
- The Friends also approved funding for two Library programs – their annual donation to the Library Summer Reading Program and the Literacy Bin Program.
- The boiler is in, under budget, and working wonderfully.
- Significant anniversaries for four Library staff members.
- Youth Services runs an annual Book Madness program for fourth through eighth graders, like the basketball tournament with brackets where they pit books against each other; 425 brackets were returned.
- She introduced Thomas Hillier, Adult Services Librarian, who gave a presentation on Digitizing Equipment, part of our Library of Things, generously donated by patrons Gabi and Scott Sparacio.

**B.** Updates on Projects

Director Jakacki reported that the big projects of the boiler and the firewall installations were complete. Treasurer Grala mentioned the article that was in the paper about the Stem Kits and that Anna Karwowski, Youth Services Assistant Manager, was instrumental in gathering leading the project.

**X. OLD BUSINESS**

**A.** COVID-19 and Masks

Director Jakacki reported that the Library followed the Governor's Order and dropped the mask mandate on February 28, 2022. She also noted that the Library had not received much feedback from the patrons, and there is still a mixture of both patrons/staff members who are wearing/not wearing masks which is working

well. Director Jakacki reported that effective April.4, 2022, the Library will be adding more of its services back. We will be allowing the public to start booking meeting & conference rooms for use, additional soft seating will be brought back, restrictions on computer use will be eased, and the lounge and vending machines which have been closed for the whole pandemic will be opened up. Trustee Stone inquired about programs; Director Jakacki reported we are still doing a mix of in-person and virtual.

**B. Veterans Library Card Policy**

Director Jakacki reported we had approved the Veterans Library Card Policy with some language changes. The final policy was included in this month's Board packet at the request of Treasurer Grala during last month's Board meeting.

**XI. NEW BUSINESS**

**A. Doug Martin, Director of Economic Development, presentation and request of support for the City of McHenry Vacant Building Incentive Program**

President Reilly introduced Doug Martin, who presented the City of McHenry Vacant Building Incentive Program, which the City Council recently adopted. Mr. Martin requested that the Library consider supporting this policy and consider abating for five years property taxes for buildings that have been vacant for three or more years that are redeveloped. Mr. Martin provided a list of 17 current vacant properties, which he reported is not all-inclusive; 11 buildings on that list meet the three-year threshold. He specifically mentioned the old Sears/Kmart building, which has been vacant for about ten years and is approximately 100,000 square feet combined with the associated retail next to it. Mr. Martin reported that it and other vacant buildings are "eyesores" and that this program was developed to help address this situation. The property tax abatement is not automatic. There is an application process for developers to receive the property tax abatement, which would be on the increase in assessed valuation after the site is improved. The property developer would have to show that the redevelopment would increase the assessed valuation and be good for the community, or there would be no abatement. The Library would first approve support of the policy, then review and approve the individual applications submitted by property developers. A copy of the application was included in the documents provided by Mr. Martin.

President Reilly asked Mr. Martin when he needed an answer from the Library; he reported that the City wants to get this program started as soon as possible. Trustee Stone inquired how this would be marketed. Mr. Martin reported that Heartland Realty will get it out to all the realtors and that it will also be marketed through social media.

A discussion ensued, and some concerns about adopting this policy were raised. President Reilly asked the Board to think about it for a vote on it at the next regular meeting. Treasurer Grala offered to contact Mr. Martin to inquire what other communities are doing like this and ask if the Library is receiving any revenue from these vacant properties. Trustee Stone asked Treasurer Grala to ask Mr. Martin if the table of property taxes he provided is what the property owners are being billed and paying. Treasurer Grala reported that she would email the other Board members with her findings.

**Action Tabled until April 2022 Board meeting**

**B. Identity Protection Act Policy- New**

Director Jakacki introduced HR Generalist Jennifer May, who reported that this policy is based on a law that was enacted a while ago. This policy protects our staff's social security numbers and outlines how the Library will store them, utilize them, and, if we request them from staff members, what that looks like to the staff member. President Reilly inquired if we needed to act on it. Director Jakacki reported that the Identity Protection Act requires each local government agency to draft, approve and implement this policy.

Leccese moved, and Grala seconded a motion to adopt the Identity Protection Act Policy.

**Roll Call vote:**

Ayes: Alexander, Grala, Leccese, Murphy, Reilly, Stone

Nays: None

Abstain: None

Absent: Weingart

**Motion Passed**

**C. Pre-authorized or recurring payments to vendors**

Director Jakacki reported that many of our vendors are shortening the length of the payment cycle and that, depending on the date of the Board meeting, we are constantly in arrears with some of the vendors. She reported that we would like to set up automatic payments for vendors, like utilities, or one-time EFT payments for bills due before the next Board meeting. President Reilly inquired if the Board needs a motion to approve it, and Director Jakacki stated they would if the Board does not think that the current Bylaws cover it. Secretary Leccese inquired if we set up electronic payments would Board see them. Director Jakacki reported that it would be on the Interim Check Report, which the Board already receives. Secretary Leccese asked if the vendors charge us a penalty or late fees, and Director Jakacki reported that some do.

**No action needed since the Board agreed that the Bylaws cover this.**

**\*At this point in the meeting the Board entertained agenda I. Executive Session A. 5 ILCS 120/2(c)1.**

**D. Annual Review and Compensation of Executive Director**

President Reilly reported that the Board approved the Executive Director for a 1.3% COLA that the staff received at the beginning fiscal year.

Stone moved, and Leccese seconded a motion to approve a 1.3% COLA increase for the Executive Director.

**Roll Call vote:**

Ayes: Alexander, Grala, Leccese, Murphy, Reilly, Stone

Nays: None

Abstain: None

Absent: Weingart

**Motion Passed**

After the motion was passed, the Board decided to make the 1.3% COLA increase retroactive to Director Jakacki's anniversary date for the position (January 19, 2022), which required that the motion be amended, and another vote by the Board be taken.

**Leccese moved, and Alexander seconded** to amend the motion previously adopted, to now read "to approve a 1.3% COLA increase for the Executive Director retroactive to anniversary date of January 19, 2022."

**Roll Call vote:**

Ayes: Alexander, Grala, Leccese, Murphy, Reilly, Stone

Nays: None

Abstain: None

Absent: Weingart

**Motion Passed**

**E. National Library Week 2022 Proclamation**

President Reilly introduced the proclamation.

Alexander moved, and Stone seconded a motion to approve the National Library Week 2022 Proclamation.

**Roll Call vote:**

Ayes: Alexander, Grala, Leccese, Murphy, Reilly, Stone

Nays: None

Abstain: None

Absent: Weingart

**Motion Passed**

**I. EXECUTIVE SESSION**

**A.** 5 ILCS 120/2(c)1: the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body including hearing testimony on a complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity.

An executive session was held.

Leccese moved, and Alexander seconded a motion to enter Executive Session at 8:21 p.m.

**Roll Call vote:**

Ayes: Alexander, Grala, Leccese, Murphy, Reilly, Stone

Nays: None

Abstain: None

Absent: Weingart

**Motion Passed**

Murphy moved, and Stone seconded a motion to leave Executive Session at 8:30 p.m.

Roll Call vote:

Ayes: Alexander, Grala, Leccese, Murphy, Reilly, Stone

Nays: None

Abstain: None

Absent: Weingart

**Motion Passed**

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

**III. ADJOURNMENT**

Murphy moved, and Grala seconded a motion to adjourn the meeting at 8:37 p.m.

Ayes: Alexander, Grala, Leccese, Murphy, Reilly, Stone

Nays: None

Abstain: None

Absent: Weingart

**Motion Passed**

APPROVED by the Board of Trustees this \_\_\_\_\_ day of \_\_\_\_\_, 2022.

AYES:

NAYES:

ABSTAIN:

ABSENT:

Respectfully Submitted,

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Monica Leccese, Secretary  
McHenry Public Library District Board of Trustees



# Financial Report

For the 9 Month(s) Ended March 31, 2022  
FISCAL YEAR 2022



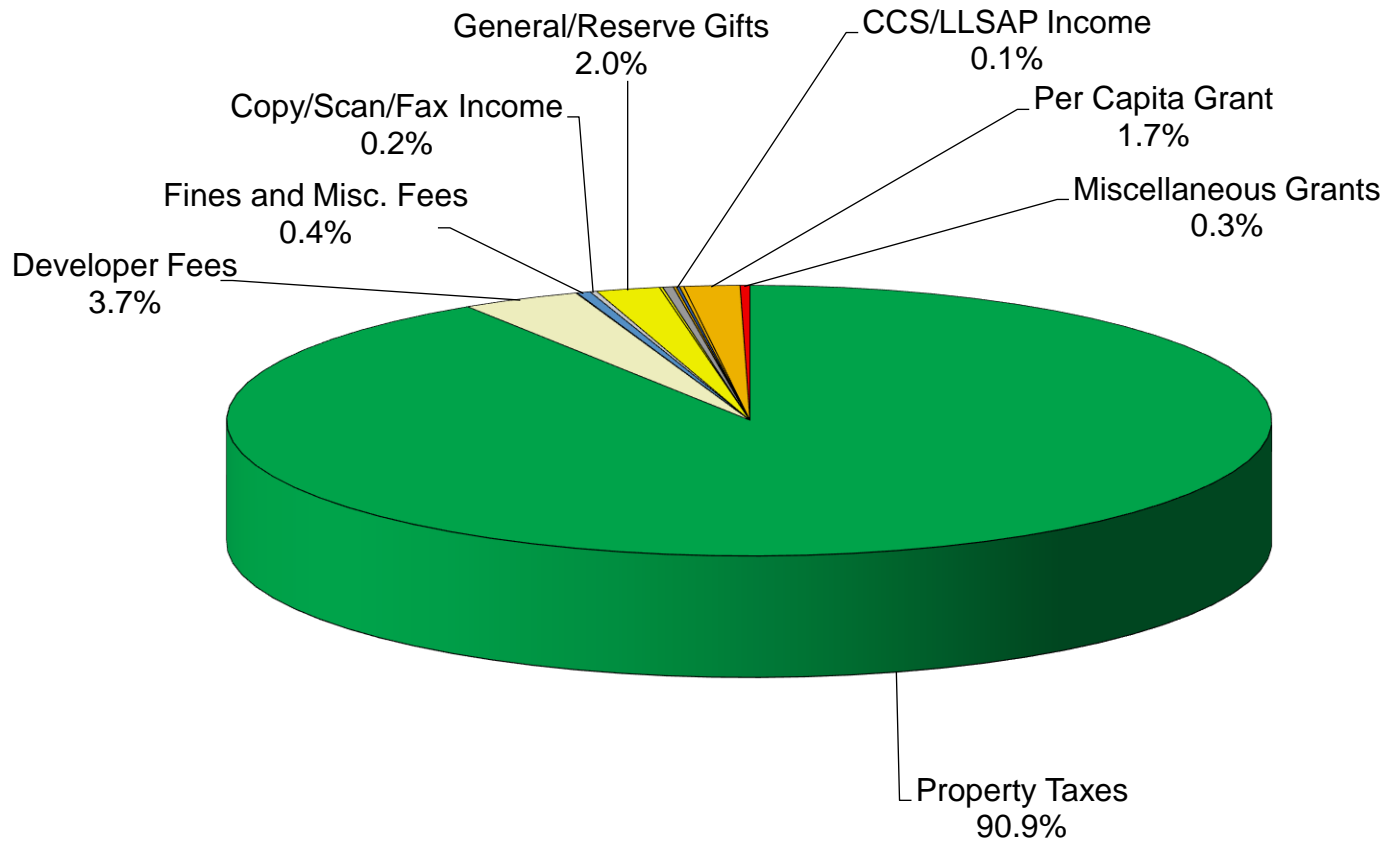
**McHenry Public Library District**  
Actual vs Budget Summary  
For the 9 Month(s) Ended March 31, 2022

75% of Fiscal Year

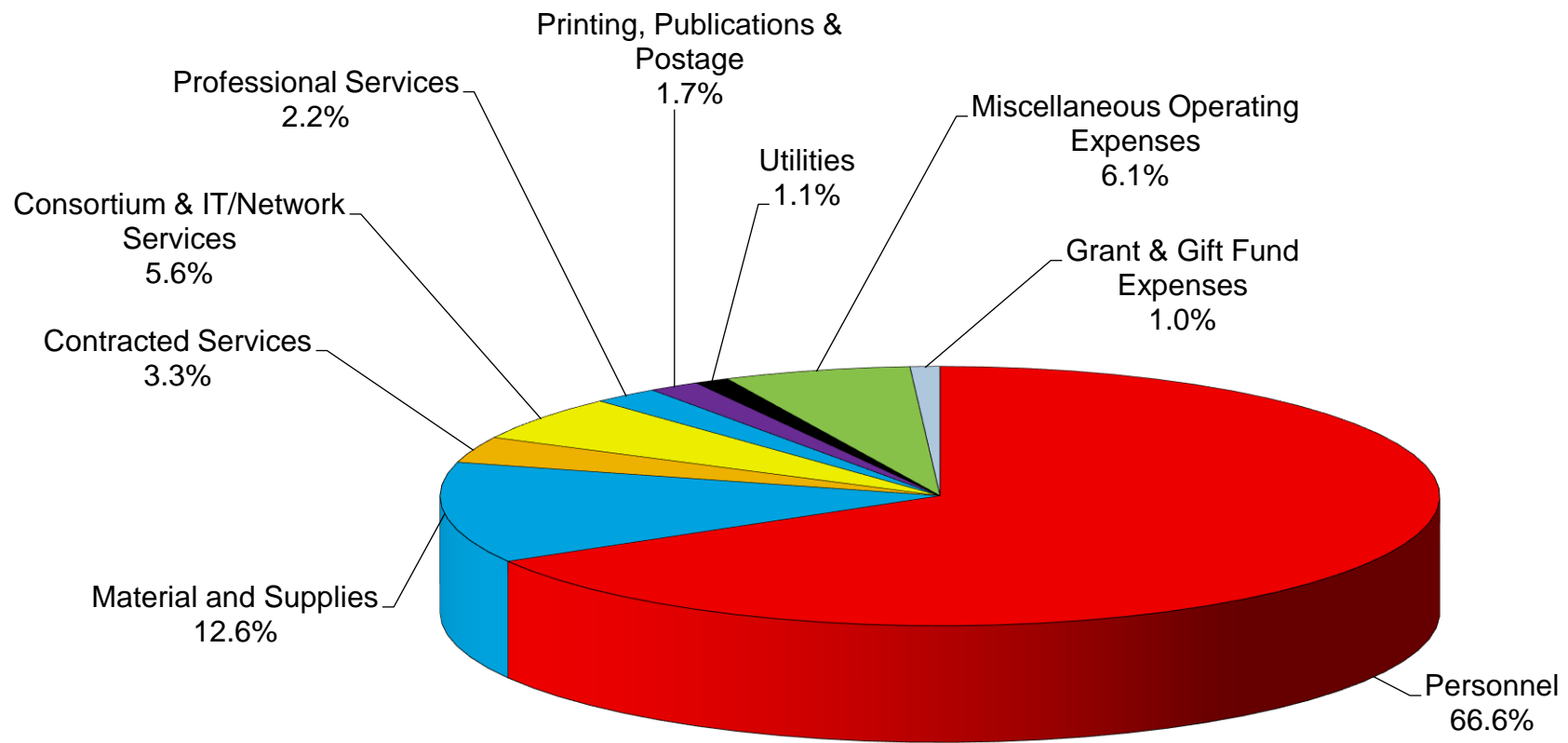
Account Description	Total Actual	Total Budget	% of Budget	Last Year	Inc/(Dec) from Last Year
<b>REVENUE</b>					
Property Taxes	3,271,483	3,279,679	99.8%	3,161,729	3%
Developer Fees	132,610	50,000	265.2%	19,758	571%
Interest & Dividends- All Funds	1,153	2,300	50.1%	861	34%
Fines and Misc. Fees	15,032	10,750	139.8%	3,331	351%
Copy/Scan/Fax Income	7,518	21,000	35.8%	1,365	451%
General/Reserve Gifts	70,903	80,000	88.6%	1,451	4787%
Annexation & Impact Fees	-	20,000	0.0%	5,403	-100%
Retiree/Cobra Insurance Payment	3,633	15,000	24.2%	2,666	36%
Misc. Sales & Income	11,721	6,000	195.4%	150	7714%
Lost & Damaged Materials	3,152	5,500	57.3%	1,259	150%
CCS/LLSAP Income	3,621	12,500	29.0%	4,684	-23%
Solar Credits	4,800	2,500	192.0%	1,920	150%
Per Capita Grant	61,984	70,000	88.5%	52,529	18%
Over/Short	-	500	0.0%	-	0%
Miscellaneous Grants	10,869	40,000	27.2%	500	2074%
Actual Revenues	3,598,478	3,615,729	99.5%	3,257,605	10%
Budgeted Revenues	3,615,729				
% Diff	100%				
<b>OPERATING EXPENDITURES</b>					
Personnel	1,339,692	2,158,000	62.1%	1,746,834	-23%
Material and Supplies	253,491	595,750	42.5%	302,503	-16%
Contracted Services	65,675	112,400	58.4%	76,987	-15%
Consortium & IT/Network Services	113,405	144,000	78.8%	98,345	15%
Professional Services	43,276	122,000	35.5%	34,645	25%
Printing, Publications & Postage	33,246	57,000	58.3%	29,531	13%
Utilities	22,369	35,000	63.9%	24,844	-10%
Miscellaneous Operating Expenses	121,861	156,400	77.9%	100,952	21%
Grant & Gift Fund Expenses	19,388	109,500	17.7%	15,159	28%
Actual Expenditures	2,012,403	3,490,050	57.7%	2,429,799	-17%
Budgeted Expenditures	3,490,050				
% Diff	58%				
<b>SURPLUS / (DEFICIT) FROM OPERATIONS</b>	<b>1,586,075</b>	<b>125,679</b>	<b>1262.0%</b>	<b>827,807</b>	<b>92%</b>
<b>CAPITAL EXPENDITURES &amp; DEBT SERVICE</b>					
Capital Expenses	22,813	69,000	33.1%	13,527	-100%
Debt Services	-	250,000	0.0%	38,063	-40%
Transfer to Reserve Fund	-	70,000	0.0%	-	0%
Actual Expenditures	22,813	389,000	5.9%	51,590	-100%
Budgeted Expenditures	389,000				
% Diff	6%				
<b>TOTAL SURPLUS / (DEFICIT)</b>	<b>1,563,261</b>	<b>(263,321)</b>		<b>776,217</b>	
BEGINNING FUND BALANCE	1,374,650				
ENDING FUND BALANCE	2,937,911				

**McHenry Public Library District**  
 Actual vs Budget Summary  
 For the 9 Month(s) Ended March 31, 2022

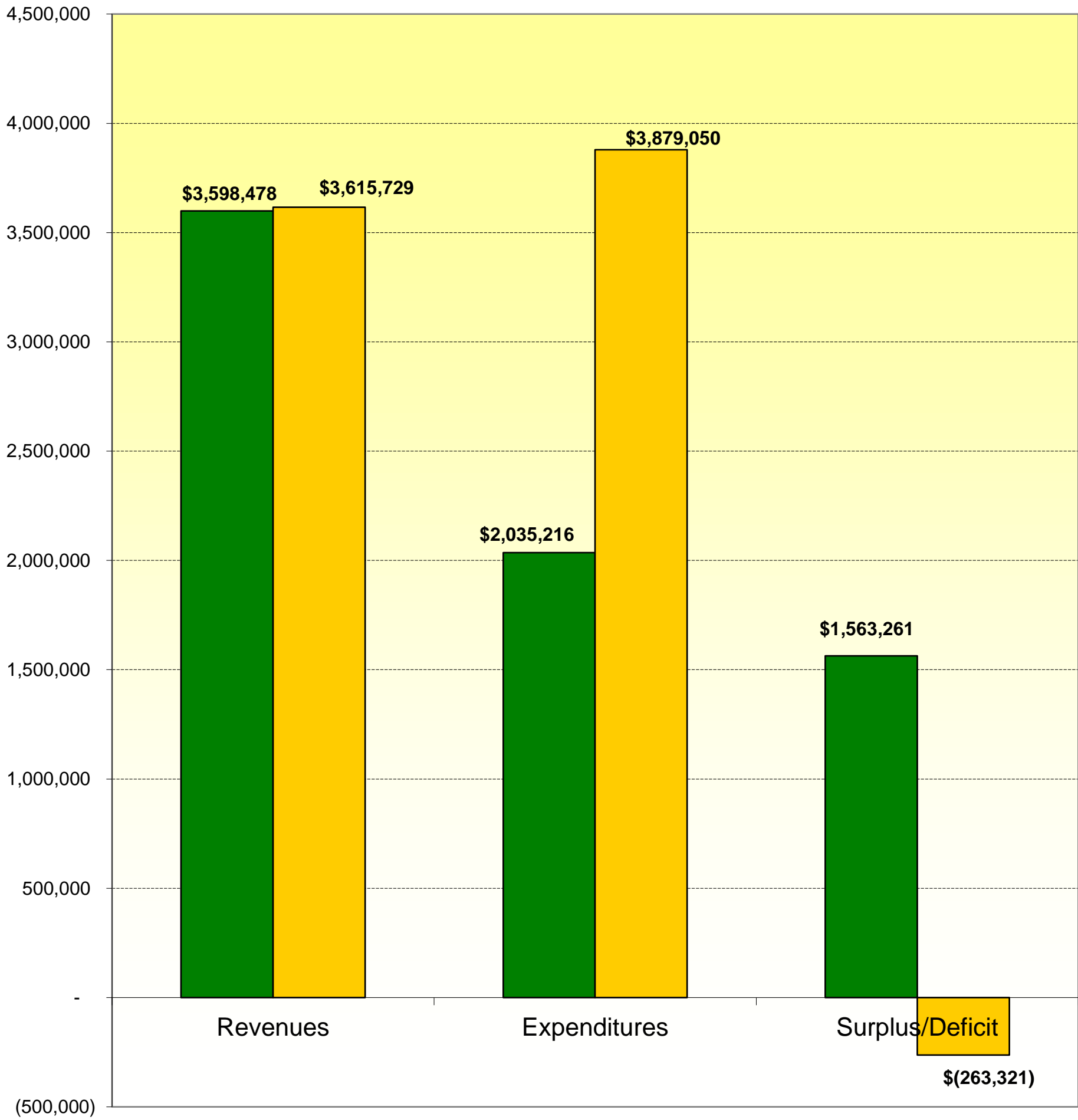
**Revenue Distribution**



**Operational Expenditure Distribution**



**McHenry Public Library District**  
 Actual vs Budget Summary  
 For the 9 Month(s) Ended March 31, 2022



■ YTD    ■ Budget

**McHenry Public Library District**  
Actual vs Budget Summary  
For the 9 Month(s) Ended March 31, 2022

75% of Fiscal Year

Account Description	General	Spec Reserve	Grant/Gift Fund	Total Actual	Total Budget	% of Budget
<b>REVENUE</b>						
Property Taxes	3,271,483	-	-	3,271,483	3,279,679	100%
Developer Fees	-	132,610	-	132,610	50,000	265%
Interest and Dividends	576	420	156	1,153	2,300	50%
Fines and Misc Fees	15,032	-	-	15,032	10,750	140%
Copy/Scan/Fax Income	7,518	-	-	7,518	21,000	36%
General/Reserve Gifts	-	-	70,903	70,903	80,000	89%
Annexation & Impact Fees	-	-	-	-	20,000	0%
Retiree/Cobra Insurance Payment	3,633	-	-	3,633	15,000	24%
Misc. Sales & Income	11,721	-	-	11,721	6,000	195%
Lost & Damaged Materials	3,152	-	-	3,152	5,500	57%
CCS/LLSAP Income	3,621	-	-	3,621	12,500	29%
Solar Credits	4,800	-	-	4,800	2,500	192%
Per Capita Grant	-	-	61,984	61,984	70,000	89%
Over/Short	-	-	-	-	500	0%
Miscellaneous Grants	-	-	10,869	10,869	40,000	27%
Actual Revenues	3,321,536	133,030	143,912	3,598,478	3,615,729	100%
Budgeted Revenues	3,373,729	56,500	185,500	3,615,729		
% Diff	98%	235%	78%	100%		
<b>OPERATING EXPENDITURES</b>						
Personnel	1,339,692	-	-	1,339,692	2,158,000	62%
Material and Supplies	250,089	-	3,402	253,491	595,750	43%
Contracted Services	65,675	-	-	65,675	112,400	58%
Consortium & IT/Network Services	113,405	-	-	113,405	144,000	79%
Professional Services	43,276	-	-	43,276	122,000	35%
Printing, Publications & Postage	33,246	-	-	33,246	57,000	58%
Utilities	22,369	-	-	22,369	35,000	64%
Miscellaneous Operating Expenses	121,861	-	-	121,861	156,400	78%
Grant & Gift Fund Expenses	-	-	19,388	19,388	109,500	18%
Actual Expenditures	1,989,613	-	22,790	2,012,403	3,490,050	58%
Budgeted Expenditures	3,230,550	-	259,500	3,490,050		
% Diff	62%	0%	9%	58%		
<b>SURPLUS / (DEFICIT) FROM OPERATIONS</b>	1,331,923	133,030	121,122	1,586,075	125,679	1262%
<b>CAPITAL EXPENDITURES &amp; DEBT SERVICE</b>						
Capital Expenses	22,813	-	-	22,813	69,000	33%
Debt Services	-	-	-	-	250,000	0%
Transfer to Reserve Fund	-	-	-	-	70,000	0%
Actual Expenditures	22,813	-	-	22,813	389,000	6%
Budgeted Expenditures	139,000	250,000	-	389,000		
% Diff	16%	0%	0%	6%		
Account Description	General	Spec Reserve	Grant/Gift Fund	Total Actual	Total Budget	
<b>TOTAL SURPLUS / (DEFICIT)</b>	<b>1,309,109</b>	<b>133,030</b>	<b>121,122</b>	<b>1,563,261</b>	<b>(263,321)</b>	
BEGINNING FUND BALANCE	(941,205)	1,895,647	420,208	1,374,650		
<i>Special Reserve Transfer Resolution (Board Approved 9.21.21)</i>	<i>1,700,000</i>	<i>(1,700,000)</i>	-	-		
ENDING FUND BALANCE	2,067,904	328,677	541,330	2,937,911		
Fund Balance as % of Total Expenditures	103%	0%	2375%	144%		

**McHenry Public Library District**  
**Financial Report Detail by Fund**  
**For the 9 Month(s) Ended March 31, 2022**

	Monthly Total	Monthly Budget	General	Spec Reserve	Grant/Gift Fund	YTD Total	YTD Budget	\$ Over Budget	% of Budget
<b>Revenues</b>									
6010100 · Property Taxes	0.00	273,306.61	3,271,482.63	0.00	0.00	3,271,482.63	3,279,679.27	-8,196.64	99.8%
6020200 · Developer Fees	0.00	4,166.67	0.00	132,610.00	0.00	132,610.00	50,000.00	82,610.00	265.2%
6030100 · Interest Income - General	67.66	41.67	385.23	0.00	0.00	385.23	500.00	-114.77	77.0%
6030200 · Special Reserve Fund Interest	11.07	83.33	0.00	420.03	0.00	420.03	1,000.00	-579.97	42.0%
6030300 · Grant/Gifts Fund Interest	19.03	41.67	0.00	0.00	156.40	156.40	500.00	-343.60	31.3%
6035100 · Dividends	64.00	25.00	191.00	0.00	0.00	191.00	300.00	-109.00	63.7%
6040100 · Nonresident/Enhanced Fee Cards	135.00	62.50	315.00	0.00	0.00	315.00	750.00	-435.00	42.0%
6050100 · Fines and Fees	1,741.55	458.33	12,751.57	0.00	0.00	12,751.57	5,500.00	7,251.57	231.8%
6055100 · Collection Agency Fees	30.00	41.67	135.82	0.00	0.00	135.82	500.00	-364.18	27.2%
6060100 · Copy/Scan/Fax Income	1,367.09	1,750.00	7,517.96	0.00	0.00	7,517.96	21,000.00	-13,482.04	35.8%
6070200 · Reserve Fund Gifts	0.00	416.67	0.00	0.00	0.00	0.00	5,000.00	-5,000.00	0.0%
6070300 · General Fund Gifts	33.40	6,250.00	0.00	0.00	70,902.84	70,902.84	75,000.00	-4,097.16	94.5%
6090100 · Annexation & Impact Fees	0.00	1,666.67	0.00	0.00	0.00	0.00	20,000.00	-20,000.00	0.0%
6105100 · Retiree/Cobra Insurance Payment	1,015.46	1,250.00	3,632.78	0.00	0.00	3,632.78	15,000.00	-11,367.22	24.2%
6110100 · Program Fees/Misc. Fees	0.00	208.33	1,829.44	0.00	0.00	1,829.44	2,500.00	-670.56	73.2%
6120100 · Meeting Room Fees	0.00	125.00	0.00	0.00	0.00	0.00	1,500.00	-1,500.00	0.0%
6130100 · Misc Sales (Bags/disks/T-shirt)	11,456.38	458.33	11,721.38	0.00	0.00	11,721.38	5,500.00	6,221.38	213.1%
6130200 · Misc. Income SR	0.00	41.67	0.00	0.00	0.00	0.00	500.00	-500.00	0.0%
6150100 · Lost & Damaged Materials	391.01	458.33	3,151.60	0.00	0.00	3,151.60	5,500.00	-2,348.40	57.3%
6157100 · CCS/LLSAP Income	0.00	1,041.67	3,621.45	0.00	0.00	3,621.45	12,500.00	-8,878.55	29.0%
6160100 · Solar Credits	1,200.00	208.33	4,800.00	0.00	0.00	4,800.00	2,500.00	2,300.00	192.0%
6170300 · Per Capita Grant	0.00	5,833.33	0.00	0.00	61,983.93	61,983.93	70,000.00	-8,016.07	88.5%
6200100 · Over/Short	0.00	41.67	0.00	0.00	0.00	0.00	500.00	-500.00	0.0%
6210300 · Miscellaneous Grants	0.00	3,333.33	0.00	0.00	10,868.67	10,868.67	40,000.00	-29,131.33	27.2%
<b>Total Revenues</b>	<b>17,531.65</b>	<b>301,310.77</b>	<b>3,321,535.86</b>	<b>133,030.03</b>	<b>143,911.84</b>	<b>3,598,477.73</b>	<b>3,615,729.27</b>	<b>-17,251.54</b>	<b>17.15</b>
<b>Total Revenues</b>	<b>17,531.65</b>	<b>301,310.77</b>	<b>3,321,535.86</b>	<b>133,030.03</b>	<b>143,911.84</b>	<b>3,598,477.73</b>	<b>3,615,729.27</b>	<b>-17,251.54</b>	<b>99.5%</b>
<b>Expenditures</b>									
<b>Personnel Expenses</b>									
8910100 · Salaries	105,564.59	130,416.67	979,134.62	0.00	0.00	979,134.62	1,565,000.00	-585,865.38	62.6%
8920100 · FICA/Medicare	7,689.77	10,000.00	72,098.76	0.00	0.00	72,098.76	120,000.00	-47,901.24	60.1%
8930100 · IMRF	10,172.40	13,125.00	103,427.31	0.00	0.00	103,427.31	157,500.00	-54,072.69	65.7%
8940100 · Health & Life Insurance	18,149.96	22,916.67	178,078.74	0.00	0.00	178,078.74	275,000.00	-96,921.26	64.8%
8945100 · Employment Screening	61.95	291.67	898.20	0.00	0.00	898.20	3,500.00	-2,601.80	25.7%
8950100 · Tuition Reimbursement	0.00	1,250.00	1,603.50	0.00	0.00	1,603.50	15,000.00	-13,396.50	10.7%
8955100 · Telecommute Reimbursements	0.00	458.33	0.00	0.00	0.00	0.00	5,500.00	-5,500.00	0.0%
8960100 · Memberships & Dues	262.00	333.33	1,832.00	0.00	0.00	1,832.00	4,000.00	-2,168.00	45.8%
8970100 · Travel	39.03	708.33	320.80	0.00	0.00	320.80	8,500.00	-8,179.20	3.8%
8980100 · Continuing Education (Mtg/Conf)	694.00	333.33	2,297.95	0.00	0.00	2,297.95	4,000.00	-1,702.05	57.4%
<b>Total Personnel</b>	<b>142,633.70</b>	<b>179,833.33</b>	<b>1,339,691.88</b>	<b>0.00</b>	<b>0.00</b>	<b>1,339,691.88</b>	<b>2,158,000.00</b>	<b>-818,308.12</b>	<b>62.1%</b>



**McHenry Public Library District**  
**Financial Report Detail by Fund**  
**For the 9 Month(s) Ended March 31, 2022**

	Monthly Total	Monthly Budget	General	Spec Reserve	Grant/Gift Fund	YTD Total	YTD Budget	\$ Over Budget	% of Budget
<b>Materials and Supplies</b>									
8010100 · Adult Books	3,321.01	5,208.33	40,837.09	0.00	0.00	40,837.09	62,500.00	-21,662.91	65.3%
8020100 · Youth Books	1,274.72	4,333.33	23,965.41	0.00	0.00	23,965.41	52,000.00	-28,034.59	46.1%
8025100 · Professional Resources	0.00	291.67	292.60	0.00	0.00	292.60	3,500.00	-3,207.40	8.4%
8028100 · Administrative Resources	0.00	250.00	303.25	0.00	0.00	303.25	3,000.00	-2,696.75	10.1%
8030100 · Magazines & Newspapers	80.58	1,166.67	18,414.71	0.00	0.00	18,414.71	14,000.00	4,414.71	131.5%
8040300 · Operating Fund Gifts(Donations)	0.00	12,500.00	71.66	0.00	3,401.65	3,473.31	150,000.00	-146,526.69	2.3%
8050100 · Adult AV Materials	1,931.36	2,916.67	17,326.49	0.00	0.00	17,326.49	35,000.00	-17,673.51	49.5%
8060100 · Youth AV Materials	496.12	1,104.17	4,183.68	0.00	0.00	4,183.68	13,250.00	-9,066.32	31.6%
8070100 · Library of Things	17.98	208.33	776.72	0.00	0.00	776.72	2,500.00	-1,723.28	31.1%
8080100 · Video Games	290.00	1,166.67	5,214.00	0.00	0.00	5,214.00	14,000.00	-8,786.00	37.2%
8090100 · Digital Media Services	2,962.25	7,291.67	28,522.83	0.00	0.00	28,522.83	87,500.00	-58,977.17	32.6%
8095100 · Electronic Resources	2,101.00	5,833.33	75,032.76	0.00	0.00	75,032.76	70,000.00	5,032.76	107.2%
8120100 · Library Supplies	451.44	583.33	3,076.39	0.00	0.00	3,076.39	7,000.00	-3,923.61	43.9%
8130100 · Tech Services Supplies	-1,896.22	3,125.00	12,511.35	0.00	0.00	12,511.35	37,500.00	-24,988.65	33.4%
8135100 · Bindery	0.00	41.67	0.00	0.00	0.00	0.00	500.00	-500.00	0.0%
8140100 · Adult Programs & Supplies	1,168.28	1,291.67	8,466.74	0.00	0.00	8,466.74	15,500.00	-7,033.26	54.6%
8142100 · Comicon	0.00	250.00	1,612.48	0.00	0.00	1,612.48	3,000.00	-1,387.52	53.7%
8145100 · Circulation Supplies	877.20	125.00	1,021.15	0.00	0.00	1,021.15	1,500.00	-478.85	68.1%
8147100 · Summer Reading Club	489.09	583.33	1,377.89	0.00	0.00	1,377.89	7,000.00	-5,622.11	19.7%
8150100 · Youth Programs & Supplies	1,648.90	1,375.00	7,082.28	0.00	0.00	7,082.28	16,500.00	-9,417.72	42.9%
<b>Total Material and Supplies</b>	<b>15,213.71</b>	<b>49,645.83</b>	<b>250,089.48</b>	<b>0.00</b>	<b>3,401.65</b>	<b>253,491.13</b>	<b>595,750.00</b>	<b>-342,258.87</b>	<b>42.6%</b>
<b>Contracted Services</b>									
8215100 · Collection Agency Fees	26.85	75.00	680.20	0.00	0.00	680.20	900.00	-219.80	75.6%
8245100 · IT/Comp/Copier/Equip-Outsourced	3,755.32	7,500.00	55,672.21	0.00	0.00	55,672.21	90,000.00	-34,327.79	61.9%
8247100 · Automation--Staff	3,625.00	1,250.00	7,964.74	0.00	0.00	7,964.74	15,000.00	-7,035.26	53.1%
8260100 · Misc. Contracted Services	0.00	333.33	0.00	0.00	0.00	0.00	4,000.00	-4,000.00	0.0%
8270100 · Library Bank/Finance/Late Fee	0.00	41.67	0.00	0.00	0.00	0.00	500.00	-500.00	0.0%
8275100 · Public Pmt Processing Fees	217.76	166.67	1,357.93	0.00	0.00	1,357.93	2,000.00	-642.07	67.9%
<b>Total Contracted Services</b>	<b>7,624.93</b>	<b>9,366.67</b>	<b>65,675.08</b>	<b>0.00</b>	<b>0.00</b>	<b>65,675.08</b>	<b>112,400.00</b>	<b>-46,724.92</b>	<b>58.4%</b>
<b>Consortium &amp; IT/Network Services</b>									
8310100 · Automation--Circulation/Catalog	0.00	8,750.00	88,557.60	0.00	0.00	88,557.60	105,000.00	-16,442.40	84.3%
8320100 · VOIP Phone Service	1,633.12	2,083.33	14,889.00	0.00	0.00	14,889.00	25,000.00	-10,111.00	59.6%
8325100 · Internet Services	2,113.26	1,166.67	9,958.63	0.00	0.00	9,958.63	14,000.00	-4,041.37	71.1%
<b>Total Consortium &amp; IT/Network Services</b>	<b>3,746.38</b>	<b>12,000.00</b>	<b>113,405.23</b>	<b>0.00</b>	<b>0.00</b>	<b>113,405.23</b>	<b>144,000.00</b>	<b>-30,594.77</b>	<b>78.8%</b>
<b>Professional Services</b>									
8410100 · Accounting/Payroll/Audit Service	3,365.32	7,291.67	39,638.66	0.00	0.00	39,638.66	87,500.00	-47,861.34	45.3%
8420100 · Legal Services	368.75	1,333.33	2,536.25	0.00	0.00	2,536.25	16,000.00	-13,463.75	15.9%
8430100 · Other Consulting Fees	0.00	1,333.33	1,101.15	0.00	0.00	1,101.15	16,000.00	-14,898.85	6.9%
8440100 · In Service/Staff Training/LMS	0.00	208.33	0.00	0.00	0.00	0.00	2,500.00	-2,500.00	0.0%
<b>Total Professional Services</b>	<b>3,734.07</b>	<b>10,166.67</b>	<b>43,276.06</b>	<b>0.00</b>	<b>0.00</b>	<b>43,276.06</b>	<b>122,000.00</b>	<b>-78,723.94</b>	<b>35.5%</b>
<b>Printing, Publications &amp; Postage</b>									
8510100 · Printing Services Outsourced	5,368.26	2,500.00	22,126.50	0.00	0.00	22,126.50	30,000.00	-7,873.50	73.8%
8530100 · Public Notices & ADS (Legal & Job)	0.00	125.00	585.00	0.00	0.00	585.00	1,500.00	-915.00	39.0%
8540100 · Postage/Shipping	229.10	1,375.00	7,578.12	0.00	0.00	7,578.12	16,500.00	-8,921.88	45.9%
8545100 · Printing/Copier Supplies	0.00	333.33	531.90	0.00	0.00	531.90	4,000.00	-3,468.10	13.3%
8550100 · Public Relations/Promotions	110.99	416.67	2,424.47	0.00	0.00	2,424.47	5,000.00	-2,575.53	48.5%
<b>Total Printing, Publications &amp; Postage</b>	<b>5,708.35</b>	<b>4,750.00</b>	<b>33,245.99</b>	<b>0.00</b>	<b>0.00</b>	<b>33,245.99</b>	<b>57,000.00</b>	<b>-23,754.01</b>	<b>58.3%</b>

**McHenry Public Library District**  
**Financial Report Detail by Fund**  
**For the 9 Month(s) Ended March 31, 2022**

	Monthly Total	Monthly Budget	General	Spec Reserve	Grant/Gift Fund	YTD Total	YTD Budget	\$ Over Budget	% of Budget
<b>Utilities</b>									
8610100 · Electricity	1,860.42	1,875.00	14,365.46	0.00	0.00	14,365.46	22,500.00	-8,134.54	63.8%
8620100 · Gas	1,312.56	625.00	5,631.41	0.00	0.00	5,631.41	7,500.00	-1,868.59	75.1%
8640100 · Water & Sewer	402.54	416.67	2,372.12	0.00	0.00	2,372.12	5,000.00	-2,627.88	47.4%
<b>Total Utilities</b>	<b>3,575.52</b>	<b>2,916.67</b>	<b>22,368.99</b>	<b>0.00</b>	<b>0.00</b>	<b>22,368.99</b>	<b>35,000.00</b>	<b>-12,631.01</b>	<b>63.9%</b>
<b>Miscellaneous Operating Expenses</b>									
8720100 · Building & Auto Insurance	0.00	2,583.33	38,294.00	0.00	0.00	38,294.00	31,000.00	7,294.00	123.5%
8730100 · Bonding & Officers Liability	0.00	250.00	682.00	0.00	0.00	682.00	3,000.00	-2,318.00	22.7%
8740100 · Janitorial Services & Supplies	4,486.62	4,166.67	33,749.19	0.00	0.00	33,749.19	50,000.00	-16,250.81	67.5%
8745100 · Grounds Maintenance	0.00	2,083.33	18,378.04	0.00	0.00	18,378.04	25,000.00	-6,621.96	73.5%
8750100 · Building Operations/Maintenance	2,376.20	3,333.33	28,908.85	0.00	0.00	28,908.85	40,000.00	-11,091.15	72.3%
8760100 · Hospitality	110.81	500.00	1,627.65	0.00	0.00	1,627.65	6,000.00	-4,372.35	27.1%
8770100 · Library Lost & Damaged Materials	99.94	58.33	220.28	0.00	0.00	220.28	700.00	-479.72	31.5%
8795100 · Miscellaneous	0.00	58.33	0.56	0.00	0.00	0.56	700.00	-699.44	0.1%
<b>Total Miscellaneous Operating Expenses</b>	<b>7,073.57</b>	<b>13,033.33</b>	<b>121,860.57</b>	<b>0.00</b>	<b>0.00</b>	<b>121,860.57</b>	<b>156,400.00</b>	<b>-34,539.43</b>	<b>77.9%</b>
<b>Grant &amp; Gift Fund Expenses</b>									
8800300 · 2020/21 Per Capita Grant	0.00	5,791.67	0.00	0.00	0.00	0.00	69,500.00	-69,500.00	0.0%
8800311 · Adult Materials - Per Capita	117.97	0.00	0.00	0.00	652.42	652.42	0.00	652.42	100.0%
8800321 · Youth Materials - Per Capita	1,942.71	0.00	0.00	0.00	4,017.48	4,017.48	0.00	4,017.48	100.0%
8800331 · Staff Software - Per Capita	0.00	0.00	0.00	0.00	265.00	265.00	0.00	265.00	100.0%
8800332 · Public Software	0.00	0.00	0.00	0.00	1,500.00	1,500.00	0.00	1,500.00	100.0%
8800333 · Computer Equipment	3,507.98	0.00	0.00	0.00	11,304.48	11,304.48	0.00	11,304.48	100.0%
8800341 · Other Equipment	754.64	0.00	0.00	0.00	754.64	754.64	0.00	754.64	100.0%
8800342 · Additional Expenses (Personnel)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
9030300 · Misc. Grants	0.00	3,333.33	0.00	0.00	894.04	894.04	40,000.00	-39,105.96	2.2%
9200300 · Additional Expenses	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
<b>Total Grant &amp; Gift Fund Expenses</b>	<b>6,323.30</b>	<b>9,125.00</b>	<b>0.00</b>	<b>0.00</b>	<b>19,388.06</b>	<b>19,388.06</b>	<b>109,500.00</b>	<b>-90,111.94</b>	<b>17.7%</b>
<b>Capital Expenses</b>									
9060100 · Library Furnishings	0.00	1,250.00	93.57	0.00	0.00	93.57	15,000.00	-14,906.43	0.6%
9070100 · Library Equipment	483.60	791.67	1,250.78	0.00	0.00	1,250.78	9,500.00	-8,249.22	13.2%
9080100 · Small Equipment under \$250	0.00	375.00	89.99	0.00	0.00	89.99	4,500.00	-4,410.01	2.0%
9090100 · Adtl. Capital Projects & Equipment	14,431.33	3,333.33	21,379.04	0.00	0.00	21,379.04	40,000.00	-18,620.96	53.4%
<b>Total Capital Expenses</b>	<b>14,914.93</b>	<b>5,750.00</b>	<b>22,813.38</b>	<b>0.00</b>	<b>0.00</b>	<b>22,813.38</b>	<b>69,000.00</b>	<b>-46,186.62</b>	<b>33.1%</b>
<b>Transfer to Reserve Fund</b>									
9100100 · Transfer to Reserve Fund	0.00	5,833.33	0.00	0.00	0.00	0.00	70,000.00	-70,000.00	0.0%
<b>Total Transfer to Reserve Fund</b>	<b>0.00</b>	<b>5,833.33</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>70,000.00</b>	<b>-70,000.00</b>	<b>0.0%</b>
<b>Debt Services</b>									
9040200 · Debt Service	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
9050200 · Improv. & Equip. not directly related to building plan, misc	0.00	4,166.67	0.00	0.00	0.00	0.00	50,000.00	-50,000.00	0.0%
9060200 · Expenditures pursuant to statutory guidelines of the Lib. D	0.00	16,666.67	0.00	0.00	0.00	0.00	200,000.00	-200,000.00	0.0%
9095100 · Debt Service - GF	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
9115100 · Recovery Zone Bond Principal	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
9120100 · Recovery Zone Bond Interest	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
<b>Total Debt Services</b>	<b>0.00</b>	<b>20,833.33</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>250,000.00</b>	<b>-250,000.00</b>	<b>0.0%</b>
<b>Total Expenditures</b>	<b>210,548.46</b>	<b>323,254.17</b>	<b>2,012,426.66</b>	<b>0.00</b>	<b>22,789.71</b>	<b>2,035,216.37</b>	<b>3,879,050.00</b>	<b>-1,843,833.63</b>	<b>52.5%</b>
<b>Net Total</b>	<b>-193,016.81</b>	<b>-21,943.39</b>	<b>1,309,109.20</b>	<b>133,030.03</b>	<b>121,122.13</b>	<b>1,563,261.36</b>	<b>-263,320.73</b>	<b>1,826,582.09</b>	



**McHenry Public Library District**  
**Financial Report Detail by Month**  
**For the 9 Month(s) Ended March 31, 2022**

	July	August	September	October	November	December	January	February	March	April	May	June	YTD Total
<b>Revenues</b>													
6010100 · Property Taxes	1,725,151.92	127,659.33	1,322,448.25	47,506.20	48,716.93	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3,271,482.63
6020200 · Developer Fees	0.00	0.00	0.00	0.00	0.00	1,246.00	0.00	131,364.00	0.00	0.00	0.00	0.00	132,610.00
6030100 · Interest Income - General	0.00	15.89	40.52	40.26	39.49	30.80	83.20	67.41	67.66	0.00	0.00	0.00	385.23
6030200 · Special Reserve Fund Interest	76.86	66.05	54.77	62.01	67.04	66.22	6.34	9.67	11.07	0.00	0.00	0.00	420.03
6030300 · Grant/Gifts Fund Interest	16.92	12.27	15.82	17.92	19.37	19.13	19.13	16.81	19.03	0.00	0.00	0.00	156.40
6035100 · Dividends	0.00	0.00	63.00	0.00	0.00	0.00	64.00	0.00	64.00	0.00	0.00	0.00	191.00
6040100 · Nonresident/Enhanced Fee Cards	0.00	45.00	45.00	0.00	45.00	0.00	0.00	45.00	135.00	0.00	0.00	0.00	315.00
6050100 · Fines and Fees	1,698.98	1,278.18	1,527.40	1,572.58	1,220.88	681.14	1,482.92	1,547.94	1,741.55	0.00	0.00	0.00	12,751.57
6055100 · Collection Agency Fees	10.00	0.00	14.00	0.00	0.00	10.00	10.00	61.82	30.00	0.00	0.00	0.00	135.82
6060100 · Copy/Scan/Fax Income	569.20	584.20	831.30	625.65	844.15	890.05	936.85	869.47	1,367.09	0.00	0.00	0.00	7,517.96
6070200 · Reserve Fund Gifts	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
6070300 · General Fund Gifts	5,301.00	2.80	57,494.54	7.55	502.25	3.00	51.25	7,507.05	33.40	0.00	0.00	0.00	70,902.84
6080200 · Bond & Debt Certificate Sale	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
6090100 · Annexation & Impact Fees	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
6090200 · Transfers From Other Funds (9100-100)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
6105100 · Retiree/Cobra Insurance Payment	174.84	0.00	183.69	279.96	184.13	133.44	326.86	1,334.40	1,015.46	0.00	0.00	0.00	3,632.78
6110100 · Program Fees/Misc. Fees	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,829.44	0.00	0.00	0.00	0.00	1,829.44
6120100 · Meeting Room Fees	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
6130100 · Misc Sales (Bags/disks/T-shirt)	46.00	34.00	52.00	31.00	39.50	14.50	39.00	9.00	11,456.38	0.00	0.00	0.00	11,721.38
6130200 · Misc. Income SR	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
6150100 · Lost & Damaged Materials	177.46	413.99	327.60	259.36	251.29	197.44	628.95	504.50	391.01	0.00	0.00	0.00	3,151.60
6157100 · CCS/LLSAP Income	0.00	0.00	1,810.71	0.00	1,810.74	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3,621.45
6160100 · Solar Credits	0.00	0.00	1,920.00	0.00	0.00	1,680.00	0.00	0.00	1,200.00	0.00	0.00	0.00	4,800.00
6170300 · Per Capita Grant	0.00	61,983.93	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	61,983.93
6200100 · Over/Short	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
6210300 · Miscellaneous Grants	0.00	9,868.67	0.00	0.00	0.00	0.00	1,000.00	0.00	0.00	0.00	0.00	0.00	10,868.67
<b>Total Revenues</b>	<b>1,733,223.18</b>	<b>201,964.31</b>	<b>1,386,828.60</b>	<b>50,402.49</b>	<b>53,740.77</b>	<b>4,971.72</b>	<b>4,648.50</b>	<b>145,166.51</b>	<b>17,531.65</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>3,598,477.73</b>
<b>Expenditures</b>													
<b>Personnel Expenses</b>													
8910100 · Salaries	106,697.96	108,643.35	103,010.70	100,104.56	150,653.14	101,135.06	98,687.44	104,637.82	105,564.59	0.00	0.00	0.00	979,134.62
8920100 · FICA/Medicare	7,760.28	7,896.77	7,758.95	7,313.21	11,296.74	7,520.53	7,193.69	7,668.82	7,689.77	0.00	0.00	0.00	72,098.76
8930100 · IMRF	11,728.38	12,008.88	11,126.47	10,565.26	17,531.48	10,749.32	9,448.82	10,096.30	10,172.40	0.00	0.00	0.00	103,427.31
8940100 · Health & Life Insurance	18,967.42	20,642.54	18,628.41	21,049.95	22,455.56	21,584.77	17,373.09	19,227.04	18,149.96	0.00	0.00	0.00	178,078.74
8945100 · Employment Screening	55.90	0.00	63.90	108.80	0.00	331.90	55.90	219.85	61.95	0.00	0.00	0.00	898.20
8950100 · Tuition Reimbursement	0.00	545.75	711.00	0.00	-1,075.25	0.00	1,422.00	0.00	0.00	0.00	0.00	0.00	1,603.50
8955100 · Telecommute Reimbursements	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
8960100 · Memberships & Dues	50.00	148.00	0.00	263.00	240.00	475.00	195.00	199.00	262.00	0.00	0.00	0.00	1,832.00
8970100 · Travel	26.93	24.92	43.96	11.54	18.08	68.17	46.35	41.82	39.03	0.00	0.00	0.00	320.80
8980100 · Continuing Education (Mtg/Conf)	78.00	0.00	100.00	93.95	418.00	114.00	0.00	800.00	694.00	0.00	0.00	0.00	2,297.95
<b>Total Personnel</b>	<b>145,364.87</b>	<b>149,910.21</b>	<b>141,443.39</b>	<b>139,510.27</b>	<b>201,537.75</b>	<b>141,978.75</b>	<b>134,422.29</b>	<b>142,890.65</b>	<b>142,633.70</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1,339,691.88</b>

**McHenry Public Library District**  
**Financial Report Detail by Month**  
**For the 9 Month(s) Ended March 31, 2022**

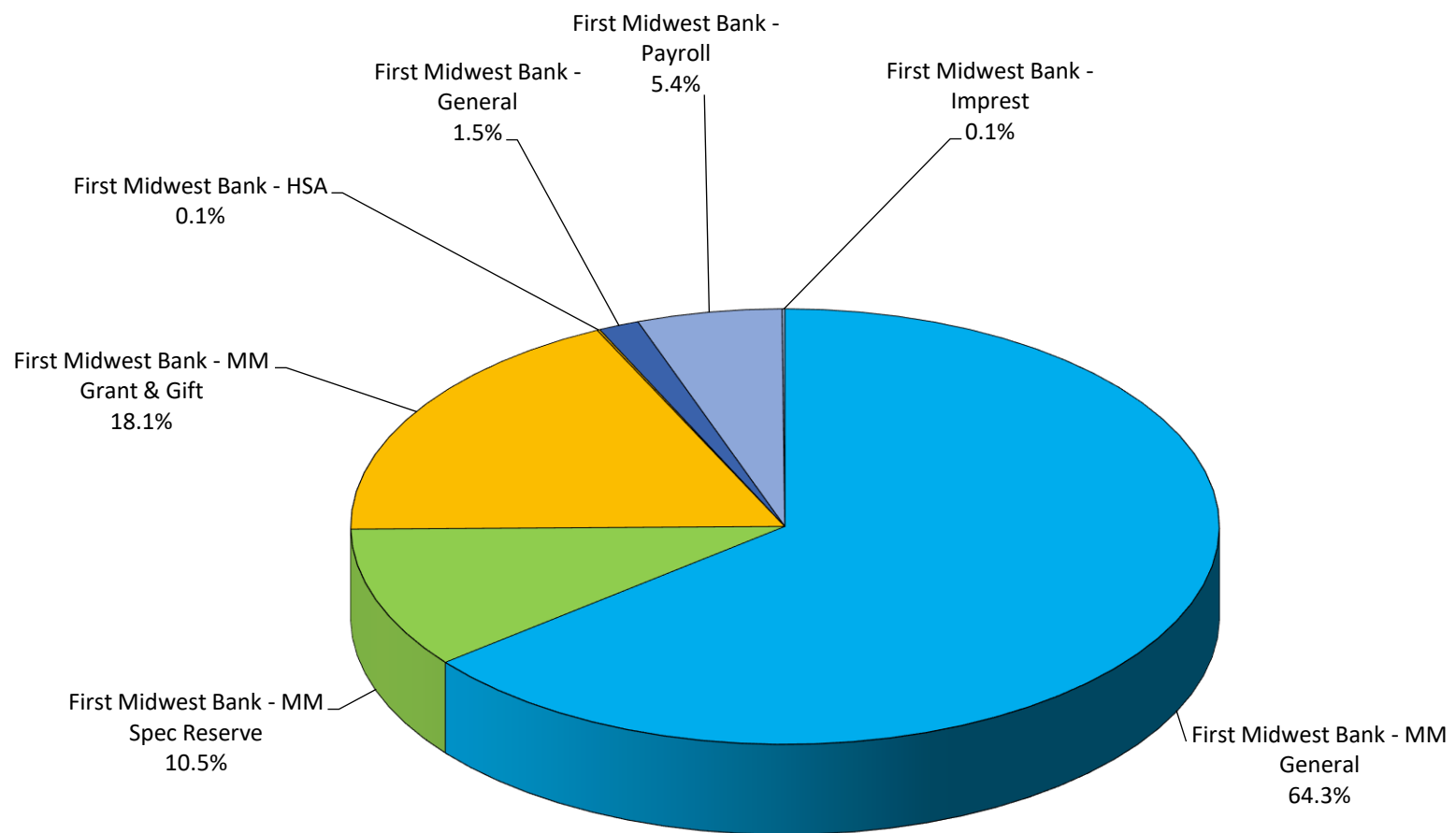
	July	August	September	October	November	December	January	February	March	April	May	June	YTD Total
<b>Materials and Supplies</b>													
8010100 · Adult Books	0.00	3,100.84	7,254.80	2,565.57	5,894.41	9,967.93	5,822.24	2,910.29	3,321.01	0.00	0.00	0.00	40,837.09
8020100 · Youth Books	0.00	4,060.77	2,129.68	1,827.14	2,403.04	4,236.49	6,449.61	1,583.96	1,274.72	0.00	0.00	0.00	23,965.41
8025100 · Professional Resources	0.00	0.00	0.00	0.00	163.78	63.00	65.82	0.00	0.00	0.00	0.00	0.00	292.60
8028100 · Administrative Resources	0.00	0.00	0.00	0.00	0.00	0.00	0.00	303.25	0.00	0.00	0.00	0.00	303.25
8030100 · Magazines & Newspapers	262.60	74.10	10,430.23	341.15	92.98	5,683.10	1,375.87	74.10	80.58	0.00	0.00	0.00	18,414.71
8040300 · Operating Fund Gifts(Donations)	1,124.99	608.05	198.78	173.83	458.84	85.36	73.46	750.00	0.00	0.00	0.00	0.00	3,473.31
8050100 · Adult AV Materials	0.00	396.97	1,111.87	4,394.12	2,413.38	2,505.66	3,019.30	1,553.83	1,931.36	0.00	0.00	0.00	17,326.49
8060100 · Youth AV Materials	0.00	149.07	278.07	896.27	1,048.35	513.56	480.14	322.10	496.12	0.00	0.00	0.00	4,183.68
8070100 · Library of Things	0.00	0.00	1,574.74	0.00	0.00	744.00	-1,560.00	0.00	17.98	0.00	0.00	0.00	776.72
8080100 · Video Games	0.00	0.00	180.00	640.00	1,270.00	1,919.00	485.00	430.00	290.00	0.00	0.00	0.00	5,214.00
8090100 · Digital Media Services	0.00	2,498.55	2,504.91	7,638.11	2,950.86	4,519.46	2,543.92	2,904.77	2,962.25	0.00	0.00	0.00	28,522.83
8095100 · Electronic Resources	1,719.74	5,536.00	2,472.42	1,543.44	8,238.48	46,521.04	4,105.64	2,795.00	2,101.00	0.00	0.00	0.00	75,032.76
8120100 · Library Supplies	20.58	139.27	194.33	12.86	257.29	1,762.16	111.06	127.40	451.44	0.00	0.00	0.00	3,076.39
8130100 · Tech Services Supplies	107.65	586.42	1,002.37	943.79	1,054.17	7,939.58	2,453.97	319.62	-1,896.22	0.00	0.00	0.00	12,511.35
8135100 · Bindery	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
8140100 · Adult Programs & Supplies	200.00	1,145.07	682.29	542.44	1,865.34	5.94	1,875.00	982.38	1,168.28	0.00	0.00	0.00	8,466.74
8142100 · Comicon	0.00	0.00	1,000.60	296.91	0.00	0.00	314.97	0.00	0.00	0.00	0.00	0.00	1,612.48
8145100 · Circulation Supplies	0.00	0.00	88.00	55.95	0.00	0.00	0.00	0.00	877.20	0.00	0.00	0.00	1,021.15
8147100 · Summer Reading Club	525.00	0.00	0.00	0.00	10.00	353.80	0.00	0.00	489.09	0.00	0.00	0.00	1,377.89
8150100 · Youth Programs & Supplies	369.99	639.57	97.74	432.84	1,384.76	738.08	1,163.16	607.24	1,648.90	0.00	0.00	0.00	7,082.28
<b>Total Material and Supplies</b>	<b>4,330.55</b>	<b>18,934.68</b>	<b>31,200.83</b>	<b>22,304.42</b>	<b>29,505.68</b>	<b>87,558.16</b>	<b>28,779.16</b>	<b>15,663.94</b>	<b>15,213.71</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>253,491.13</b>
<b>Contracted Services</b>													
8215100 · Collection Agency Fees	0.00	0.00	0.00	0.00	0.00	0.00	572.80	80.55	26.85	0.00	0.00	0.00	680.20
8245100 · IT/Comp/Copier/Equip-Outsourced	6,383.50	5,256.50	12,300.00	5,436.50	5,186.50	12,519.00	-3,481.50	8,316.39	3,755.32	0.00	0.00	0.00	55,672.21
8247100 · Automation--Staff	458.94	498.00	0.00	670.90	849.90	1,297.00	0.00	565.00	3,625.00	0.00	0.00	0.00	7,964.74
8260100 · Misc. Contracted Services	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
8270100 · Library Bank/Finance/Late Fee	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
8275100 · Public Pmt Processing Fees	134.95	207.25	148.28	140.71	140.95	72.38	157.67	137.98	217.76	0.00	0.00	0.00	1,357.93
<b>Total Contracted Services</b>	<b>6,977.39</b>	<b>5,961.75</b>	<b>12,448.28</b>	<b>6,248.11</b>	<b>6,177.35</b>	<b>13,888.38</b>	<b>-2,751.03</b>	<b>9,099.92</b>	<b>7,624.93</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>65,675.08</b>
<b>Consortium &amp; IT/Network Services</b>													
8310100 · Automation--Circulation/Catalog	17,593.39	0.00	0.00	17,593.39	0.00	11,730.00	41,640.82	0.00	0.00	0.00	0.00	0.00	88,557.60
8320100 · VOIP Phone Service	1,665.96	1,656.05	1,656.05	1,672.86	1,657.28	1,657.28	1,657.28	1,633.12	1,633.12	0.00	0.00	0.00	14,889.00
8325100 · Internet Services	392.63	1,261.30	1,141.34	1,222.16	1,412.16	582.63	1,440.52	392.63	2,113.26	0.00	0.00	0.00	9,958.63
<b>Total Consortium &amp; IT/Network Services</b>	<b>19,651.98</b>	<b>2,917.35</b>	<b>2,797.39</b>	<b>20,488.41</b>	<b>3,069.44</b>	<b>13,969.91</b>	<b>44,738.62</b>	<b>2,025.75</b>	<b>3,746.38</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>113,405.23</b>
<b>Professional Services</b>													
8410100 · Accounting/Payroll/Audit Service	494.30	934.20	5,509.20	9,873.82	6,771.92	5,625.62	3,696.83	3,367.45	3,365.32	0.00	0.00	0.00	39,638.66
8420100 · Legal Services	0.00	397.50	765.00	315.00	0.00	690.00	0.00	0.00	368.75	0.00	0.00	0.00	2,536.25
8430100 · Other Consulting Fees	0.00	0.00	0.00	0.00	0.00	0.00	158.31	942.84	0.00	0.00	0.00	0.00	1,101.15
8440100 · In Service/Staff Training/LMS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total Professional Services</b>	<b>494.30</b>	<b>1,331.70</b>	<b>6,274.20</b>	<b>10,188.82</b>	<b>6,771.92</b>	<b>6,315.62</b>	<b>3,855.14</b>	<b>4,310.29</b>	<b>3,734.07</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>43,276.06</b>
<b>Printing, Publications &amp; Postage</b>													
8510100 · Printing Services Outsourced	0.00	12,361.50	-6,236.50	0.00	5,281.93	0.00	5,351.31	0.00	5,368.26	0.00	0.00	0.00	22,126.50
8530100 · Public Notices & ADS (Legal & Job)	0.00	0.00	550.00	0.00	0.00	35.00	0.00	0.00	0.00	0.00	0.00	0.00	585.00
8540100 · Postage/Shipping	-12.61	554.62	2,141.56	344.87	1,981.26	262.34	1,784.80	292.18	229.10	0.00	0.00	0.00	7,578.12
8545100 · Printing/Copier Supplies	0.00	0.00	0.00	178.49	353.41	0.00	0.00	0.00	0.00	0.00	0.00	0.00	531.90
8550100 · Public Relations/Promotions	0.00	222.48	20.00	0.00	0.00	2,071.00	0.00	0.00	110.99	0.00	0.00	0.00	2,424.47
<b>Total Printing, Publications &amp; Postage</b>	<b>-12.61</b>	<b>13,138.60</b>	<b>-3,524.94</b>	<b>523.36</b>	<b>7,616.60</b>	<b>2,368.34</b>	<b>7,136.11</b>	<b>292.18</b>	<b>5,708.35</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>33,245.99</b>

**McHenry Public Library District**  
**Financial Report Detail by Month**  
**For the 9 Month(s) Ended March 31, 2022**

	July	August	September	October	November	December	January	February	March	April	May	June	YTD Total
<b>Utilities</b>													
8610100 · Electricity	0.00	1,907.11	2,060.44	1,987.76	1,620.27	1,067.26	1,838.21	2,023.99	1,860.42	0.00	0.00	0.00	14,365.46
8620100 · Gas	0.00	219.58	247.75	0.00	295.14	875.57	1,178.62	1,502.19	1,312.56	0.00	0.00	0.00	5,631.41
8640100 · Water & Sewer	0.00	0.00	514.71	963.83	0.00	180.85	0.00	310.19	402.54	0.00	0.00	0.00	2,372.12
<b>Total Utilities</b>	<b>0.00</b>	<b>2,126.69</b>	<b>2,822.90</b>	<b>2,951.59</b>	<b>1,915.41</b>	<b>2,123.68</b>	<b>3,016.83</b>	<b>3,836.37</b>	<b>3,575.52</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>22,368.99</b>
<b>Miscellaneous Operating Expenses</b>													
8720100 · Building & Auto Insurance	0.00	0.00	9,427.00	1,208.00	20,150.00	7,509.00	0.00	0.00	0.00	0.00	0.00	0.00	38,294.00
8730100 · Bonding & Officers Liability	0.00	0.00	0.00	0.00	0.00	682.00	0.00	0.00	0.00	0.00	0.00	0.00	682.00
8740100 · Janitorial Services & Supplies	255.48	3,651.50	4,149.89	3,765.07	4,128.28	4,161.58	4,105.05	5,045.72	4,486.62	0.00	0.00	0.00	33,749.19
8745100 · Grounds Maintenance	425.00	290.00	1,217.01	531.37	14,819.66	1,095.00	0.00	0.00	0.00	0.00	0.00	0.00	18,378.04
8750100 · Building Operations/Maintenance	823.04	4,585.33	5,347.72	3,492.30	2,762.04	1,387.77	6,435.24	1,699.21	2,376.20	0.00	0.00	0.00	28,908.85
8760100 · Hospitality	20.25	539.43	143.93	134.81	100.49	288.85	198.76	90.32	110.81	0.00	0.00	0.00	1,627.65
8770100 · Library Lost & Damaged Materials	0.00	0.00	0.00	70.10	20.00	9.99	20.25	0.00	99.94	0.00	0.00	0.00	220.28
8795100 · Miscellaneous	-46.85	47.41	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.56
<b>Total Miscellaneous Operating Expenses</b>	<b>1,476.92</b>	<b>9,113.67</b>	<b>20,285.55</b>	<b>9,201.65</b>	<b>41,980.47</b>	<b>15,134.19</b>	<b>10,759.30</b>	<b>6,835.25</b>	<b>7,073.57</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>121,860.57</b>
<b>Grant &amp; Gift Fund Expenses</b>													
8800300 · 2020/21 Per Capita Grant	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
8800311 · Adult Materials - Per Capita	0.00	61.38	21.83	0.00	0.00	0.00	451.24	0.00	117.97	0.00	0.00	0.00	652.42
8800321 · Youth Materials - Per Capita	0.00	2,019.54	55.23	0.00	0.00	0.00	0.00	0.00	1,942.71	0.00	0.00	0.00	4,017.48
8800331 · Staff Software - Per Capita	265.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	265.00
8800332 · Public Software	0.00	0.00	0.00	0.00	0.00	0.00	1,500.00	0.00	0.00	0.00	0.00	0.00	1,500.00
8800333 · Computer Equipment	0.00	0.00	0.00	0.00	0.00	0.00	7,796.50	0.00	3,507.98	0.00	0.00	0.00	11,304.48
8800341 · Other Equipment	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	754.64	0.00	0.00	0.00	754.64
8800342 · Additional Expenses (Personnel)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
9030300 · Misc. Grants	142.46	493.24	258.34	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	894.04
9200300 · Additional Expenses	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total Grant &amp; Gift Fund Expenses</b>	<b>407.46</b>	<b>2,574.16</b>	<b>335.40</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>9,747.74</b>	<b>0.00</b>	<b>6,323.30</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>19,388.06</b>
<b>Capital Expenses</b>													
9060100 · Library Furnishings	0.00	0.00	0.00	93.57	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	93.57
9070100 · Library Equipment	0.00	0.00	0.00	0.00	0.00	0.00	0.00	767.18	483.60	0.00	0.00	0.00	1,250.78
9080100 · Small Equipment under \$250	0.00	0.00	0.00	0.00	0.00	0.00	0.00	89.99	0.00	0.00	0.00	0.00	89.99
9090100 · Adtl. Capital Projects & Equipment	0.00	0.00	0.00	0.00	0.00	3,458.00	0.00	3,489.71	14,431.33	0.00	0.00	0.00	21,379.04
<b>Total Capital Expenses</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>93.57</b>	<b>0.00</b>	<b>3,458.00</b>	<b>0.00</b>	<b>4,346.88</b>	<b>14,914.93</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>22,813.38</b>
<b>Transfer to Reserve Fund</b>													
9100100 · Transfer to Reserve Fund	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total Transfer to Reserve Fund</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Debt Services</b>													
9040200 · Debt Service	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
9050200 · Improv. & Equip. not directly related to build	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
9060200 · Expenditures pursuant to statutory guidelines	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
9095100 · Debt Service - GF	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
9115100 · Recovery Zone Bond Principal	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
9120100 · Recovery Zone Bond Interest	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total Debt Services</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Total Expenditures</b>	<b>178,690.86</b>	<b>206,008.81</b>	<b>214,083.00</b>	<b>211,510.20</b>	<b>298,574.62</b>	<b>286,795.03</b>	<b>239,704.16</b>	<b>189,301.23</b>	<b>210,548.46</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>2,035,216.37</b>
<b>Net Total</b>	<b>1,554,532.32</b>	<b>-4,044.50</b>	<b>1,172,745.60</b>	<b>-161,107.71</b>	<b>-244,833.85</b>	<b>-281,823.31</b>	<b>-235,055.66</b>	<b>-44,134.72</b>	<b>-193,016.81</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1,563,261.36</b>

**McHenry Public Library District  
Investments  
For the 9 Month(s) Ended March 31, 2022**

<b>Bank</b>	<b>Current Rate</b>	<b>Book Balance</b>
First Midwest Bank - MM General	0.038%	1,901,801
First Midwest Bank - MM Spec Reserve	0.038%	311,280
First Midwest Bank - MM Grant & Gift	0.038%	534,972
First Midwest Bank - HSA	n/a	3,102
First Midwest Bank - General	n/a	44,758
First Midwest Bank - Payroll	n/a	159,690
First Midwest Bank - Imprest	n/a	3,055
<b>Total</b>	<b>\$</b>	<b>2,958,657</b>





**McHenry Public Library District  
 INTERIM CHECKS ISSUED - March 2022  
 (NOT INCLUDED ON BILL REPORT)**

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

<u>VENDOR</u>	<b>Account - General Fund</b> <u>DESCRIPTION</u>	<u>AMOUNT</u>	<u>ACCT#</u>	<u>DATE</u>	<u>CHECK</u>
First Communications	VOIP Phones	\$ 1,633.12	8320-100	03/04/22	EFT
Comcast	Internet Services	\$ 1,720.63	8325-100	03/21/22	EFT
	<b>subtotal for account</b>	<b>\$ 3,353.75</b>			

<u>VENDOR</u>	<b>Account - HSA/Building</b> <u>DESCRIPTION</u>	<u>AMOUNT</u>	<u>ACCT#</u>	<u>DATE</u>	<u>CHECK</u>
First Midwest Bank	Employer contributions HSA	\$ 750.00	8940-100	03/07/22	EFT
First Midwest Bank	employee contributions HSA	\$ 844.59	8940-100	03/07/22	EFT
First Midwest Bank	employee contributions HSA	\$ 844.59	8940-100	03/22/22	EFT
	<b>subtotal for account</b>	<b>\$ 2,439.18</b>			

<u>VENDOR</u>	<b>Account - Payroll</b> <u>DESCRIPTION</u>	<u>AMOUNT</u>	<u>ACCT#</u>	<u>DATE</u>	<u>CHECK</u>
IL Municipal Retirement Fund IMRF		\$16,394.00	8930-100	03/29/22	EFT
	<b>subtotal for account</b>	<b>\$ 16,394.00</b>			

<u>VENDOR</u>	<b>Account - Imprest</b> <u>DESCRIPTION</u>	<u>AMOUNT</u>	<u>ACCT#</u>	<u>DATE</u>	<u>CHECK</u>
McHenry Township Fire Prote AED/CPR Training		\$ 495.00	8980-100	03/24/22	1236
	<b>subtotal for account</b>	<b>\$ 495.00</b>			

**GRAND TOTAL CHECKS ISSUED \$ 22,681.93**



# Bankcard Processing Center

April 2022 - by Account

Name	Tran Date	Merchant Name	Amount	Account #	Totals
MILFAJT	4/4/22	SHAW SUBURBAN MEDIA-SUBS	\$ 80.58	8030-100	
MILFAJT	3/14/22	CHICAGO TRIB SUBSCRIPTIO	\$ 253.37	<b>8030-100</b>	<b>\$ 333.95</b>
TERRILL	3/31/22	NEW ENGLAND AQUARIUM CORP	\$ 390.00	<b>8040-100</b>	<b>\$ 390.00</b>
JAKACKI	4/6/22	CHIPOTLE ONLINE	\$ 81.84	8040-300	
JAKACKI	4/6/22	CHIPOTLE ONLINE	\$ 138.30	8040-300	
JAKACKI	4/4/22	JEWEL OSCO 1518	\$ 67.94	8040-300	
KARWOWSKA	4/2/22	OTC BRANDS INC	\$ 109.95	8040-300	
KARWOWSKA	3/31/22	COLLABORATIVE SUMMER LIBR	\$ (20.00)	8040-300	
KARWOWSKA	3/30/22	COLLABORATIVE SUMMER LIBR	\$ 207.20	<b>8040-300</b>	<b>\$ 585.23</b>
TERRILL	3/10/22	THE UPS STORE 4064	\$ 18.40	<b>8070-100</b>	<b>\$ 18.40</b>
STRAIN	3/29/22	Netflix.com	\$ 19.99	8090-100	
STRAIN	3/28/22	DisneyPLUS	\$ 7.00	8090-100	
STRAIN	3/28/22	HLU*Hulu 1804006096443-U	\$ 12.99	8090-100	
TERRILL	3/26/22	DisneyPLUS	\$ 7.00	8090-100	
TERRILL	3/26/22	HLU*Hulu 1802467697538-U	\$ 12.99	8090-100	
TERRILL	3/26/22	Netflix.com	\$ 19.99	8090-100	
TERRILL	3/22/22	HLU*Hulu 1597220922279-U	\$ 12.99	8090-100	
TERRILL	3/21/22	Disney PLUS	\$ 7.00	8090-100	
TERRILL	3/20/22	Netflix.com	\$ 17.99	8090-100	
TERRILL	3/15/22	HLU*Hulu 1592603291100-U	\$ 12.99	8090-100	
TERRILL	3/13/22	Disney PLUS	\$ 7.00	8090-100	
TERRILL	3/12/22	Netflix.com	\$ 19.99	<b>8090-100</b>	<b>\$ 157.92</b>
MILFAJT	3/18/22	DEMCO INC	\$ 1,424.93	8130-100	
MILFAJT	3/10/22	MEIJER # 218	\$ 1.98	<b>8130-100</b>	<b>\$ 1,426.91</b>
TERRILL	3/31/22	WAL-MART #1377	\$ 5.98	<b>8140-100</b>	<b>\$ 5.98</b>
TERRILL	4/1/22	4IMPRINT INC	\$ 1,556.10	<b>8142-100</b>	<b>\$ 1,556.10</b>
JAKACKI	3/18/22	COMPUTER MAINTENANCE I	\$ 300.00	<b>8245-100</b>	<b>\$ 300.00</b>
JAKACKI	3/31/22	COMCAST CHICAGO	\$ 955.34	<b>8325-100</b>	<b>\$ 955.34</b>

# Bankcard Processing Center

April 2022 - by Account

Name	Tran Date	Merchant Name	Amount	Account #	Totals
JAKACKI	3/16/22	USPS PO 1646800050	\$ 1.30	8540-100	
KARWOWSKA	4/5/22	REI* C2E2 CHICAGO COMI	\$ 3.75	8540-100	
KARWOWSKA	3/30/22	COLLABORATIVE SUMMER LIBR	\$ 25.00	8540-100	
MAJKA	4/4/22	USPS PO 1646800050	\$ 12.12	8540-100	
MAJKA	3/31/22	USPS PO 1646800050	\$ 29.67	8540-100	
MAJKA	3/22/22	USPS PO 1646800050	\$ 20.58	8540-100	
MAJKA	3/15/22	USPS PO 1646800050	\$ 22.38	8540-100	
MAJKA	3/10/22	USPS PO 1646800050	\$ 9.09	8540-100	
TERRILL	4/5/22	REI* C2E2 CHICAGO COMI	\$ 3.75	8540-100	
TERRILL	4/1/22	4IMPRINT INC	\$ 106.47	<b>8540-100</b>	<b>\$ 234.11</b>
JAKACKI	3/22/22	LANDS END BUS OUTFITTERS	\$ 187.39	8550-100	
JAKACKI	3/17/22	MCHENRY AREA CHAMBER	\$ 50.00	<b>8550-100</b>	<b>\$ 237.39</b>
JAKACKI	4/1/22	WCI*3084 MARENGO HAULI	\$ 429.64	<b>8750-100</b>	<b>\$ 429.64</b>
CLAUCHERTY	3/31/22	JEWEL OSCO 1518	\$ 18.00	8760-100	
CLAUCHERTY	3/30/22	WALGREENS #5469	\$ 50.00	8760-100	
CLAUCHERTY	3/16/22	JEWEL OSCO 1518	\$ 36.99	8760-100	
CLAUCHERTY	3/10/22	MEIJER # 218	\$ 67.05	8760-100	
CLAUCHERTY	3/7/22	MEIJER # 218	\$ 40.87	8760-100	
JAKACKI	3/22/22	WALGREENS #5469	\$ 20.00	<b>8760-100</b>	<b>\$ 232.91</b>
MAY	4/3/22	NATIONAL CRIME SEARCH	\$ 52.90	<b>8945-100</b>	<b>\$ 52.90</b>
MILFAJT	3/24/22	INNOVATIVE USERS GROUP	\$ 110.00	<b>8960-100</b>	<b>\$ 110.00</b>
KARWOWSKA	3/18/22	UWW CAMPS AND CONFERENCES	\$ 59.00	8980-100	
KARWOWSKA	3/16/22	UWW CAMPS AND CONFERENCES	\$ 59.00	<b>8980-100</b>	<b>\$ 118.00</b>
			<b>\$ 7,144.78</b>	<b>TOTAL</b>	<b>\$ 7,144.78</b>

**BANKCARD PROCESSING CENTER**

**PO BOX 6818**

**Carol Stream, IL 60197-6818**



**March 2022**

**Earning/Deduction/Tax Listing (Summary): Reimbursement Report**

Last Name Ascending

Pay Dates: 03/01/2022-03/31/2022; Employee Filter

04/13/2022 12:48p

Amy Hodgson

McHenry Public Library District (2771pd)

<b>Last Name</b>	<b>First Name</b>	<b>Travel Reimb Amt</b>	<b>Total Reimbursement</b>
Baseley	Steffanie	\$1.52	\$1.52
Bily	Emily	\$9.36	\$9.36
Hodgson	Amy	\$10.53	\$10.53
Karwowska	Anna	\$17.62	\$17.62
	<b>TOTAL</b>	<b>\$39.03</b>	<b>\$39.03</b>

# Tax Computation Report McHenry County

## Taxing District LYMC - MCHENRY PUBLIC LIBRARY DISTRICT

Equalization Factor 1.0

Property Type	Total EAV	Rate Setting EAV	PTELL Values
Farm	12,691,651	12,691,651	0
Residential	960,379,191	957,663,329	0
Commercial	165,087,845	160,328,423	0
Industrial	53,731,499	53,731,499	3,279,679
Mineral	1,771,501	1,771,501	0.282570
State Railroad	921,061	921,061	0.00%
Local Railroad	0	0	7,475,284
<b>County Total</b>	<b>1,194,582,748</b>	<b>1,187,107,464</b>	<b>10,217,169</b>
<b>Total + Overlap</b>	<b>1,194,582,748</b>	<b>1,187,107,464</b>	<b>10,217,169</b>

Fund/Name	Levy Request	Max. Rate	Calc. Rate	Actual Rate	Non-PTELL Extension	PTELL Factor	Limited Rate	% Burden Rate	McHenry County Total Extension	Percent
** 001 CORPORATE	3,440,300	0.600000	0.289805	0.289806	\$3,440,308.66	0.975032	0.282570	0.000000	\$3,354,409.56	99.6315
200 REVENUE RECAPTURE	12,404	0.000000	0.001045	0.001045	\$12,405.27	1.000000	0.001045	0.000000	\$12,405.27	0.3685
<b>Totals (Capped)</b>	<b>3,440,300</b>		<b>0.289805</b>	<b>0.289806</b>	<b>\$3,440,308.66</b>		<b>0.282570</b>	<b>0.000000</b>	<b>\$3,354,409.56</b>	<b>99.6315</b>
<b>Totals (Not Capped)</b>	<b>12,404</b>		<b>0.001045</b>	<b>0.001045</b>	<b>\$12,405.27</b>		<b>0.001045</b>	<b>0.000000</b>	<b>\$12,405.27</b>	<b>0.3685</b>
<b>Totals (All)</b>	<b>3,452,704</b>		<b>0.290850</b>	<b>0.290851</b>	<b>\$3,452,713.93</b>		<b>0.283615</b>	<b>0.000000</b>	<b>\$3,366,814.83</b>	<b>100.0000</b>

\*\* Subject to PTELL

I agree with the above figures  
*[Signature]*  
Signature

Title: Executive Director  
E-Mail Address: ljakackio@mcHenrylibrary.org  
Phone Number: 815-345-0036 ext 300  
Fax Number: 815-345-7085

Taxing District LYMC - MCHENRY PUBLIC LIBRARY  
Taxing Body



Carol A. Cooney  
1313 N. Richmond Road  
McHenry, IL 60050

April 11, 2022

Dear Carol,

Thank you for your gift of \$25.00 in memory of Mr. Ormel Prust. To honor his banking career and passion for travel, we will use your gift to purchase the following books for our collection:

*The Anxious Investor* by Scott Nations

A revelatory new guide to building wealth amidst stock market crashes and uncertain economic conditions, drawing upon financial modeling, behavioral psychology, and market history to offer practical advice to everyday investors. (Publisher)

*America's National Heritage Areas* by Robert Manning

Each chapter in this guidebook describes the remarkable natural and cultural resources that define NHAs [National Heritage Areas] and highlights nearby visitor attractions, enticing readers to visit NHAs and to enjoy and appreciate the attractions offered. (Publisher)

Each book will contain a memorial bookplate. Thank you for choosing McHenry Public Library to honor Ormel Prust.

Best regards,

Pam Strain  
Public Services Manager

## McHenry Public Library District

### LIBRARIAN'S REPORT

MARCH 2022

#### Administration

- L. Jakacki met with many department managers prior to them submitting their FY 22/23 Budget requests.
- L. Jakacki attended CCS Bylaws Committee on 3/29
- L. Jakacki processed three FOIA requests during the month.
- L. Jakacki attended Upstander Intervention in Action Training.
- A. Hodgson completed her first month in the role solo. She has quickly picked up the role and is already working to streamline and document processes.
- A. Mesino and L. Jakacki met to go upcoming marketing projects.
- Nine staff members have signed up for HeartSaver CPR/AED training run by the McHenry Township Fire District

#### Adult Services

- D. Gaudio assisted a new patron was looking for the nonfiction DVD, *The Secret*. Gaudio located the DVD for her and gave her a quick tour of the DVD/CD collections. Then the patron said she wished it was on an audio CD so she could listen to it in her car. D. Gaudio located the audiobook for her and she was very happy. She told me her sister had seen it on Netflix and had recommended it but she didn't have Netflix. I brought her to the Questions Desk and Araceli and I showed her one of the Rokus and told her of the services available. She checked one out and was very happy when she left.
- A. Karwowska asked J. Einoris and A. Moreno-Lomeli to help a patron find resources on creating a successful protest and suggestions on making effective posters. J. Einoris recommended the title: *How to Read a Protest: The Art of Organizing and Resistance* and *We are Many: Reflections on Movement Strategy from Occupation to Liberation*. Moreno recommended an online toolkit from Civicus, a global non-profit organization that strengthens "citizen action and civil society around the world." Additionally, Moreno shared a website on Demonstrations and Marches - How to Make Protest Signs that contain examples of signs and inspiration for phrasing.
- E. Bily worked with an employee from Riverside Residence, a senior living facility, who reached out to the library with interest in starting a book club for the residents. Bily provided information on how a facility could request a library card account in order to place holds on multiple copies of a title and place inter-library loans, with Riverside Residence as the responsible party for any fines or fees. Bily also advertised that with a library account the Riverside Residence activity director would also have access to our Bi-Folkal memory kits.
- K. Kimbrel helped a patron was looking for the first book of cocktail recipes ever written. Kimbrel discovered that "How to Mix Drinks or the Bon Vivant's Companion" by Jerry Thomas was the first book of cocktail recipes ever written. The book was

published in 1862. Kimbrel was able to find a reprint through ILL. The patron was very happy and eager to try some of the recipes.

- K. Kimbrel also had the first meeting of his new book group, the "Science Fiction and Fantasy Book Discussion Group".
- Z. Terrill ran a program called PCs for People, a program that offers heavily discounted computer to low-income individuals and non-profits. The program ran saw 41 individuals receive a computer, many who traveled a great distance to pick up a computer. The library is planning on becoming a distribution site, which will run the program year-round.
- A patron contacted T. Hiller who is a student at the School of Art Institute, pursuing a degree in historic preservation. She was going on a tour of the nearby Stickney House and reached out for some of the history of the building. T. Hillier was able to find several resources from the newspapers, local history books, and some links to historic homes in Illinois.
- The Questions desk staff participated in 103 live chats with patrons during the month of February.
- Some picture of one of the Adult Services crafts, one of the first craft programs back in person, a Craft Calendar.



### Building Services

- S. Claucherty attended Manage Strong part 2 on 3/9 and Part 3 on 3/23
- TeeJay Door Service was in 3/10 for Preventative Maintenance
- S. Claucherty Assisted IT with relocation of PC's 3/10
- S. Claucherty working with H/R on job description for new hybrid Custodial/Maintenance position.
- S. Claucherty scheduled 2<sup>nd</sup> floor toilet replacement 3/31.

### Circulation

- L. Horist gave a young patron a tour of the backroom as a reward for reaching 300 books on his way to 1000 books before kindergarten. She showed him the sorter and let him run through some books by himself. He was a happy camper!
- L. Horist was complimented by a patron who overheard a conversation where she was sensitive with a patron paying for a damaged item
- K. Voegtle was complimented by a patron that she was pleasant and helpful to her every time she visits
- H. Barnes left the library for a new opportunity. Her last day was March 31
- M. Rangel started at the library as our new Bilingual Circulation Clerk. Her first day was April 4.

### Human Resources

- Focused recruitment efforts around our Part-Time Bilingual Circulation and Part-Time Youth Service Associate-Bilingual positions.
- Conducted Part-Time Bilingual Circulation in-person interviews with B. Majka and extend an offer to M. Rangel who started in April.
- Attended HR Source's Altogether HR Conference on 3/24 which focused on communicating with impact, recruitment, and retention concepts, and labor law updates.
- Cross-trained A. Hodges on our new hire orientation paperwork.
- C. Lenzie and H. Barnes resigned which brings our current headcount to 34; 22 FT (37.50 hours weekly) and 12 PT staff members.
- We welcomed M. Benbennick to our MPLD Youth Services Team on 03/01/22 to help focus on our Teen population within our Community.

### Technical Services

- "March has been a learning month for me. I learned how to do basic google formulas. I also am learning how to do google slide presentations." --K. Meadows
- "This month I started my tenure with the Sunshine Committee as well as attended the CCS Acquisitions Technical Group Meeting." --K. Walker
- "Our backlog of items in Technical Services is now down to 361, which is a significant decrease from when I started working on it. I am becoming increasingly independent with my cataloging work on all types of materials." --S. Roitberg

### Technology

- IT began work on cloning the profiles and setting from the current adult public computers to new machines.
- IT began working on setting up our Surface Studio and new iMac for public use. These should be put out by early May.
- 3/7 – K. Krewer and L Jakacki met with Eric Vicencio from Eder, Casella Technology to go over future projects and budget for the next year. Some planned projects are server updates, Active Directory clean up, Switch replacement, and MFA
- 3/15 - IT attended the CCS IT Group meeting. K. Krewer volunteered to be Secretary for the next term.
- 3/17 - IT updated all training laptops to be ready for use during upcoming in-person programming
- 3/18 – A technician from Computer Maintenance Inc came to look at the Epson Poster Printer. The repairs were determined to cost more than a new printer would. We will investigate weather it is better to purchase a new one or outsource our large print needs
- IT began installing office 2019 on the adult public computers and looking into better antivirus software.

### Youth Services

- The After-School Supper program served 43 meals in January. S. Baseley and J. Einoris have worked together to create enrichment activities to go with each meal.
- M. Benbennick and J. Einoris took a young patron on a VIP Library Tour as part of the 1,000 Books Before Kindergarten program. He got to check in items with the book

sorter and see where the books went, as well as tour the main library and the public services workroom. He was ecstatic and said he was going to work at a library when he grows up.

- S. Baseley has received a generous donation from the Friends for her Early Literacy Bin project and has been working on attaining the materials to fill the bins. They will be located at local McHenry businesses, such as laundromats. S. Baseley is working with the Chamber to find more interested locations.
- A. Karwowska has received many compliments for the STEM Kits, including a mom who said they keep checking them out and that they really enjoy playing/learning.
- S. Baseley and J. Einoris were able to fill multiple Vacation Bags this last month, and patrons have expressed how much they've enjoyed them. This is a young patron with their bag!
- YS Staff held many successful programs this month:
  - S. Kordistos had many well-attended storytimes
  - M. Puga and A. Moreno (AS) were able to hold a successful in-person meeting for their collaborative book club with D15.
  - A. Karwowska's annual [Book Madness](#) program came to a close with over 1000 votes for our Championship round of voting! Our winning book was the *Survived* book series. The winning students will be announced by the end of April
  - S. Baseley held a well-received Mini Masterpieces program
  - R. Klug held well-received storytime programs, including a St. Patrick's Day Storytime and Spring Bash.



Mar 17, 2022, 11:03 AM

Wish I could post pic on your FB page in the comments section under the rainbow post. Just wanted to share... My boy loved the rainbow craft! Thank you!



Also big thank you to Miss Rachel today for storytime.

- The YS Department attended 12.75 hours of CE in February. Highlights include:
  - *LACONI Summer Reading and Networking*

**To: Board of Trustees**

**From: Lesley Jakacki, Executive Director**

**Re: Verbatim audio or video records of remote open meetings**

**Date: 04/15/2022**

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On June 12, 2020, the Governor signed Senate Bill 2135 (Public Act 101-0640) amending the OMA, which allows public bodies to hold “an open or closed meeting by audio or video conference without the physical presence of a quorum of the members” during a public health disaster as long as several conditions are satisfied.

### **Recordings**

Public bodies are required to create verbatim audio or video records of any remote open meeting, which must be made available to the public. These verbatim records must be kept for at least 18 months after the meeting was held, in the same manner, that verbatim recordings of closed sessions are retained.

Verbatim records may be destroyed no less than 18 months after the completion of the meeting recorded but only after: (1) the public body approves the destruction of a particular recording; and (2) the public body approves the minutes of the meeting.

The following virtual meeting verbatim audio or video recordings are up for review:

- April 21, 2020, Regular Meeting
- May 26, 2020, Regular Meeting
- July 21, 2020, Regular Meeting
- August 25, 2020, Regular Meeting
- September 15, 2020, Regular Meeting



To: MPLD Board of Trustees

From: Lesley Jakacki, Executive Director

Re: FY 2022/23 Salary and Insurance Benefit Options

Date: 04/15/2022

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## Revenue

### Property Taxes:

Since we requested a levy increase, the Library will receive an estimated \$87,000.00 more in property taxes in FY 2022/23. From \$3,279,679.27 in FY 21/22 to \$3,366,811.83 in FY 22/23.

### Other General Fund Revenue:

Other General Fund Revenue will be estimated to be similar this upcoming FY. There are no new sources of revenue planned for the next fiscal year, but with the meeting and conference rooms re-opened for the public to book, we will generate some additional income from those fees.

The only possible other change in revenue for the upcoming FY will be if we want to consider becoming fine-free. Minor adjustments would be made to the budget to accommodate this decrease in revenue.

### Consumer Price Index (CPI) or Inflation

“... Over the last 12 months, the CPI-U rose 7.1 percent. ... The index for all items less food and energy rose 5.2 percent over the year. Energy prices rose 29.1 percent, largely the result of an increase in the price of gasoline. Food prices increased 7.8 percent. ... “

-- From U.S. Bureau of Labor Statistics, 4/1/2022,

<[https://www.bls.gov/regions/midwest/news-release/consumerpriceindex\\_chicago.htm](https://www.bls.gov/regions/midwest/news-release/consumerpriceindex_chicago.htm)>

## Expenditures

### Salary:

Due to the Library having many positions vacant during the pandemic due to turnover, the great resignation, and obstacles to recruiting, our salary expenditures for FY 21/22 are low compared to what was budgeted. We continue to work on restructuring departments when vacancies occur. We review needs to see if hiring part-time

employees continues to provide the same coverage and services, if the position has changed needs or if backfilling these positions is necessary.

Due to restructuring positions and hiring more part-time employees, the Library has reduced the overall personnel costs. With this slimmer budget, we would like to entertain the possibility of a combination of COLA (cost-of-living adjustment) and merit increases for all eligible employees for this FY.

***The table on the following page illustrates that if we continue to keep the salary, pension, and health benefits expenditures at a similar percentage of the total budget as FY 21/22, we have many compensation options available to review.***

Over the past few years, raises have been:

- FY 2018/19-- merit increases were capped at 3%
- FY 2019/20-- merit increases were capped at 2%
- FY 2020/21-- no merit raises or COLA
- FY 2021/22-- 1.3% COLA Increase

While all staff meets the current minimum wage standards for 2022/23, we are also providing options that raise the lowest starting salary in the Library to the \$15.00 minimum standard that takes effect 12/30/2024. This will make our compensation more competitive for both recruitment and retention.

The options provided consider the recommendations in *Serving Our Public 4.0* that salaries do not exceed 60% of the total budget and salary plus fringe benefits do not exceed 70% of the total budget.

### **Benefits (health insurance)**

We are budgeting for a 15% increase in health care premiums. However, we plan to stay with the same cost-sharing rate for employees and spouse/family as we just increased the employee share in FY 2020/21.

**FY 2022/23 Salary and Insurance Benefit Options**

	FY 2021/22	FY 2021/22	FY 2022/23	FY 2022/23	OPTION 1	OPTION 2	OPTION 3
	Budget	% Of TOTAL BUDGET	Proposed Budget	% Of TOTAL BUDGET	2% COLA and \$15.00 minimum wage	2% COLA + 2% Merit Raises	2% COLA + 2% Merit Raises and \$15.00 minimum wage
8910-100 SALARIES	\$ 1,565,000.00	45.17%	\$ 1,590,000.00	45.89%	\$ 1,547,000.00	\$ 1,563,000.00	\$ 1,580,000.00
8920-100 FICA/MEDICARE	\$ 120,000.00	3.46%	\$ 123,000.00	3.55%	\$ 119,000.00	\$ 120,000.00	\$ 121,000.00
8930-100 IMRF	\$ 157,500.00	4.55%	\$ 166,000.00	4.79%	\$ 161,000.00	\$ 163,000.00	\$ 165,000.00
8940-100 HEALTH & LIFE INSURANCE	\$ 275,000.00	7.94%	\$ 280,000.00	8.08%	\$ 275,000.00	\$ 275,000.00	\$ 275,000.00
TOTAL	\$ 2,117,500.00	61.11%	\$ 2,159,000.00	62.31%	\$ 2,102,000.00	\$ 2,121,000.00	\$ 2,141,000.00

OPTION 1	OPTION 2	OPTION 3
<b>2% COLA and starting pay to the \$15.00 minimum wage standard ahead of the 1/1/2024 deadline</b>	<b>2% COLA + 2% Merit Raises for Eligible Staff</b>	<b>2% COLA + 2% Merit Raises for Eligible Staff and starting pay to the \$15.00 minimum wage standard ahead of the 1/1/2024 deadline</b>
43 total staff for 1325 hours/ week	43 total staff for 1325 hours/ week	43 total staff for 1325 hours/ week
10 current staff and open positions could be raised to the \$15.00 minimum wage standard ahead of the 1/1/2024 deadline; would be ineligible for 2% COLA	All staff employed by the Library as of 6/30/2022 would be eligible for a 2% COLA Raise	10 current staff and open positions could be raised to the \$15.00 minimum wage standard ahead of the 1/1/2024 deadline; would be ineligible for 2% COLA
All other staff employed by the Library as of 6/30/2022 would be eligible for a 2% COLA Raise	11 open positions would not be eligible for the 2% COLA raise if hired 7/1/2022 or later	All other staff employed by the Library as of 6/30/2022 would be eligible for a 2% COLA Raise
Have the flexibility to hire a 1-2 additional part-time staff	Have the flexibility to hire a 1-2 additional part-time staff	Have the flexibility to hire a 1-2 additional part-time staff
No merit increases for staff	All staff would be eligible for a 0%-2% merit increase dependent on their performance evaluation on their anniversary date	All staff would be eligible for a 0%-2% merit increase dependent on their performance evaluation on their anniversary date
Health & Life Insurance is budgeted for a potential 15% increase in premiums	Health & Life Insurance is budgeted for a potential 15% increase in premiums	Health & Life Insurance is budgeted for a potential 15% increase in premiums