



**McHenry Public Library District
Board of Library Trustees Regular Meeting
Public Hearing on
The Combined Annual Budget and Appropriation
Ordinance**

**Tuesday, August 17, 2021 7:00 p.m.
Meeting Room West #136
AGENDA**

- I. CALL TO ORDER** – President Charles Reilly
- II. ROLL CALL** – Monica Leccese, Secretary
- III. PUBLIC FORUM** - For purposes of discussing the Tentative Combined Annual Budget and Appropriation for the Fiscal Year Beginning July 1, 2021 and Ending June 30, 2022
- IV. ADJOURNMENT**

* 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.



McHenry Public Library District

809 North Front Street
McHenry, Illinois 60050
Phone: 815.385.0036
www.mchenrylibrary.org

McHenry Public Library District Board of Library Trustees Regular Meeting

Tuesday, August 17, 2021 7:00 p.m.
Meeting Room West #136
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 Minutes of the July 20, 2021 Regular Board Meeting
- VII. **TREASURER'S REPORT** – Delphine Grala, Treasurer
 - A. Approval of Monthly Financial Statements, Interim Check Report and Bill Reports for July/ August 2021, Additional Bills (Distributed night of meeting) and Petty Cash and Credit Card Reports (Distributed night of meeting)
- VIII. **COMMUNICATIONS**
 - A. Email from J.D. & Julie Galvin to the Staff of the McHenry Public Library District
 - B. Letters (2) to the family of Ruth Armstrong
 - C. Letter to Jesse White, Secretary of State and State Librarian
- IX. **LIBRARIAN'S REPORT**
 - A. Librarian's Report
 - B. Updates on Projects
- X. **EXECUTIVE SESSION**
- XI. **OLD BUSINESS**
 - A. Trustee vacancy and appointment process.
- XII. **NEW BUSINESS**
 - A. Presentation by Governmental Accounting, Inc
 - B. Adoption of ORDANANCE No. FY 2021/2022-4 Combined Annual Budget and Appropriation for the Fiscal Year Beginning July 1, 2021 and Ending June 30, 2022
 - C. FY 2020/21 Illinois Public Library Annual Report (IPLAR)
- XIII. **ANY AND ALL OTHER BUSINESS THAT MAY PROPERLY COME BEFORE THE BOARD**

XIV. 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.

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MINUTES

McHenry Public Library District Board of Library Trustees Regular Meeting

Date: July 20, 2021
Time: 7:00 P.M.
Location: Library Meeting Room

I. CALL TO ORDER

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

II. ROLL CALL – Monica Leccese, Secretary

Roll was called and a quorum was established

Members Present: Bud Alexander, Delphine Grala, Monica Leccese, Susan Murphy, Charles Reilly, Jill Stone (arrived at 7:10 p.m.)

Also Present: Barb Majka, Circulation Manager; Debbie Gunness, Business Manager; Denise Grandon, IT Specialist; Jennifer May, HR Generalist; Dave Lambert; citizen, Kathy Lambert, PR Manager; Kathy Milfajt, Technical Services Manager; Lesley Jakacki, Executive Director; Pam Strain, Public Services Manager; Zach Terrill, Adult Services Assistant Manager

III. PLEDGE OF ALLEGIANCE

IV. CORRECTIONS OR ADDITIONS TO THE AGENDA

Director Jakacki requested a change to the order of the agenda moving Executive Session and Old Business to the end of the meeting.

V. PUBLIC COMMENT AND RECOGNITION OF VISITORS

President Reilly recognized those visitors in attendance

VI. SECRETARY'S REPORT – Monica Leccese, Secretary

A. Approval of Minutes of the June 15, 2021 Regular Board Meeting

Secretary Leccese informed the Board that she found no corrections needed for the June 15, 2021 minutes.

Murphy moved and Grala seconded a motion to approve the minutes of June 15, 2021, Regular Board Meeting.

Roll Call vote:

Ayes: Alexander, Grala, Leccese, Murphy, Reilly

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 June/July 2021, Additional Bills (Distributed night of meeting) and Petty Cash and Credit Card Reports (Distributed night of meeting)

Treasurer Grala reviewed the Library's financial position as these reports reflect the Library's standing at the end of the FY 2020/21, and the Library came in under budget. She highlighted that June 2021 was a good month for property tax receipts.

Leccese moved and Murphy seconded a motion to approve the Monthly Financial Statements, Interim Check Report and Bill Reports for June/July 2021, 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: None

Motion Passed

VIII. COMMUNICATIONS

A. Letter to Bud Alexander—acknowledgment of donation of Digital Video Magnifier

B. Letter to Isabel Baker—acknowledgment of donation in memory of Ruth Armstrong

C. Letter to Family of Dusanka Kuhlmann — Recognition of memorial donations and notice of books ordered

D. Letter from Jesse White, Illinois Secretary of State and State Librarian— FY2021 Per Capita Grant Award Letter

Director Jakacki highlighted the various memorial donations we have received. She mentioned that the Per Capita grant was increased from \$1.25 to \$1.475 per person for this year's grants distribution which increased the amount received by almost \$9,400.00 from last year. We will be earmarking the funds for those collections and technology standards we would like to improve on since reviewing the *Serving Our Public 4.0*.

IX. LIBRARIAN'S REPORT

A. Librarian's Report

Director Jakacki highlighted the following items from the July Librarian's Report:

- That the work of the genealogy librarian, Thomas Hillier, also include researching historical real estate records
- Many staff and their families along with Trustee, Bud Alexander, marched in the Fiesta Days Parade on 7/18/21
- The carpets of the main floor were professionally cleaned on 7/18/21
- Promotions in the Circulation Department: Kim Johnson was promoted to Circulation Clerk Shift Lead, and Elizabeth Wacaser and Heidi Barnes were promoted to Circulation Clerks

- Denise Grandon, IT Specialist, is leaving the Library on 7/27/21 to relocate to out-of-state
- The Summer Lunch Program served 443 meals in June
- The Youth Services Staff have been visiting local parks for storytimes this summer. This is the first year we have a park in Wonder Lake on our schedule.

B. Updates on Projects

Director Jakacki provided information about the overhead garage door and wireless network replacement projects. Both are complete and stayed on budget.

X. NEW BUSINESS

A. RESOLUTION NO. 2021/2022-03 Resolution to Honor Kathy Lambert

Director Jakacki read the resolution to Kathy Lambert and to all attendees. Many good wishes and accolades were heaped upon Kathy.

Stone moved and Alexander seconded a motion to approve RESOLUTION NO. 2021/2022-03 Resolution to Honor Kathy Lambert.

Roll Call vote:

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

Nays: None

Abstain: None

Absent: None

Motion Passed

B. Approval of the FY 2020/2021 Secretary's book

Secretary Leccese and Trustee Murphy previously reviewed the FY 2020/2021 Secretary's Book, and both informed the entire Board of Trustees that they found the book to be in order.

Alexander moved and Grala seconded a motion to approve the FY 2020/2021 Secretary's Book.

Roll Call vote:

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

Nays: None

Abstain: None

Absent: None

Motion Passed

C. Monthly Accounting Services Proposal and Contract

Director Jakacki informed the Board that we received six proposals for the Library's monthly accounting services. As a result, Director Jakacki and Business Manager Gunness recommend Governmental Accounting, Inc. based on services provided, on-site staffing, specialization in government entities, references, and price. Director Jakacki stated that a representative from the firm would be attending the August 17, 2021 Board Meeting to introduce himself and

answer any questions from the Board.

Reilly moved, and Leccese seconded a motion that Director Jakacki enter into a contract with Governmental Accounting, Inc for the Library's monthly accounting needs starting no earlier than August 1, 2021, at the fees listed in the proposal.

Roll Call vote:

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

Nays: None

Abstain: None

Absent: None

Motion Passed

D. RESOLUTION NO. 2021/2022-02 Annual resolution authorizing public library district non-resident cards

Leccese moved and Grala seconded a motion to approve RESOLUTION NO. 2021/2022-02 Annual resolution authorizing public library district non-resident cards with the fee set at \$203.50

Roll Call vote:

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

Nays: None

Abstain: None

Absent: None

Motion Passed

XI. EXECUTIVE SESSION

A. For the selection of a person to fill a public office, as defined in the Open Meetings Act, including a vacancy in a public office, when the public body is given power to appoint under law or ordinance, or the discipline, performance or removal of the occupant of a public office, when the public body is given power to remove the occupant under law or ordinance. 5 ILCS 120/2(c)(3).

Grala moved and Alexander seconded a motion to go into executive session at 8:23 p.m. for the selection of a person to fill a public office, as defined in the Open Meetings Act, including a vacancy in a public office, when the public body is given power to appoint under law or ordinance, or the discipline, performance or removal of the occupant of a public office, when the public body is given power to remove the occupant under law or ordinance. 5 ILCS 120/2(c)(3).

Roll Call vote:

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

Nays: None

Abstain: None

Absent: None

Motion Passed

Murphy moved and Alexander seconded a motion to come out of executive session at 8:35 p.m.

Roll Call vote:

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

Nays: None

Abstain: None

Absent: None

Motion Passed

XII. OLD BUSINESS

A. Trustee vacancy and appointment process. Schedule special meeting to interview candidates.

Leccese moved and Grala seconded a motion to schedule a Special Board Meeting on Tuesday, August 24, 2021, at 7:00 p.m. in the Library's Meeting Room for the purpose of interviewing the following applicants for the trustee vacancy: M. Carey, M. Taradash. and T. Weingart

Roll Call vote:

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

Nays: None

Abstain: None

Absent: None

Motion Passed

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

None

XIV. ADJOURNMENT

Stone moved and Murphy seconded a motion to adjourn the meeting at 8:38 p.m.

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

Nays: None

Abstain: None

Absent: None

Motion Passed

APPROVED by the Board of Trustees this _____ day of _____, 2021

Respectfully Submitted,

Monica Leccese, SECRETARY
BOARD OF LIBRARY TRUSTEES
McHENRY PUBLIC LIBRARY DISTRICT

From: **Jules Galvin**

Date: Fri, Jul 23, 2021 at 1:16 PM

Subject: Children's Librarians, Circulation Desk, Library Board of Trustees, Re: Grady Vick Pictures

To: <pstrain@mchenrylibrary.org>

We want to "Thank you all!! " for the wonderful experience you have provided for our 4 year old Grandson (Grady Vick) through the children's library programs. Grady has had a fabulous experience with the McHenry Public Library from getting his first library card, participating in many of the children's programs including:

PreSchool & Youth YouTube Storytimes, Zoom Programs, "1000 books before Kindergarten" program and the Summer Reading program.

Grady's daycare closed due to Covid. We started watching him 4 days per week & had no idea how we were going to fill his days with educational opportunities. The children's library program went above & beyond by providing us with resources to assist us in ways we never imagined.... Online field trips, crafts, storytimes, reading incentives, audio books, videos, beginning readers.. and let's not forget the Curbside service!!!!

But, the MOST priceless thing?

The kindness & encouragement

Grady received from every staff member he came in contact with from the circulation desk, to the children's section. We want to especially thank Miss Jessie, Miss Jennifer, and Miss Stephanie who ALWAYS went the extra mile to help us find creative ways for us to encourage Grady to read.

Today, he received a tour (600 books read) of the sorter (Thank you Miss Lisa) VIP at the circulation desk being his own little librarian checking out his own books. He also had his picture taken for reading 500 books. He was made to feel so special. It's a day he will remember for a long time & made a very positive impact on him and further encouraged his love for books & reading. Grady told me today the library is his " Happy Place".

Thank you from the bottom of our hearts. We love our McHenry Public Library & all of the staff. We appreciate all the little things you do for Grady but, also for all of the children of our McHenry Community!!!

PS. Please find attached some pictures from today. You most certainly have permission to use them to promote the library!

Thank you again!

Sincerely,

J. D. & Julie Galvin



Margaret Vacula



July 23, 2021

Dear Ms. Vacula:

We are honored to inform you that the following people made a generous donation to McHenry Public Library District in memory of your Mother, Ruth Armstrong:

Ann Vacula
Jane McDonnell
Dave Vacula
Amy Frishman
Sue Darnick
Karen Vander Velde
Meg Vacula
Mollie McDonnell
Jenna McDonnell

The donors asked us to purchase books for our Youth Collection to commemorate your Mother's passion for connecting children and books. Our Youth Services Librarians are gathering titles to purchase and we will share the titles with you as soon as the order is complete. Each book will have a bookplate acknowledging the donation made in memory of your Mother.

Sincerely,

Pam Strain
Public Services Manager

Ann Vacula



August 9, 2021

Dear Vacula Family:

Thank you for your generous donation in memory of Ruth Armstrong. Our Youth Services Librarians are gathering titles to purchase in honor of Mrs. Armstrong's passion for connecting children and books. We will share the titles with you as soon as the order is complete.

Each book will have a bookplate acknowledging your donation made in Mrs. Armstrong's memory. Thank you for choosing us to commemorate her contributions to the community and her love of reading.

Sincerely,

Pam Strain
Public Services Manager

August 10, 2021

The Honorable Jesse White
Illinois Secretary of State and State Librarian
Illinois State Library
Gwendolyn Brooks Building
300 South Second Street
Springfield, Illinois 62701-1796

Dear Secretary White,

On behalf of the McHenry Public Library District and the Board of Trustees, I am pleased to acknowledge the receipt of the FY2021 Illinois Public Library Per Capita Grant. Every year the Per Capita grant aids libraries in their pursuit of raising the standards of their collections, services, and programs to the benefit of their community.

When preparing for this year's grant and reviewing the standards listed in *Serving Our Public 4.0*, we noted many opportunities for growth for the McHenry Library and knew that we would have to prioritize many worthwhile initiatives. When we received this year's award letter, we were pleasantly surprised at the generous increase in the grant's funding. As a result, we will now start and expand many more services, programs, and collections than we initially thought.

We are grateful for the Illinois State Library's willingness to champion all libraries in the state, as grants like these play a vital role in our ability to provide our community with outstanding library services.

Sincerely,

Lesley Jakacki
Executive Director

McHenry Public Library District

LIBRARIAN'S REPORT

AUGUST 2021

Administration

- L. Jakacki continues to attend Director's University. July's topics were Budget & Finance, and Records Retention.
- L. Jakacki completed the FY2020/21 IPLAR report.
- D. Gunness and L. Jakacki are collecting documents in preparation of the Annual Financial Audit.

Adult Services

- E. Bily assisted a patron who called looking for phone numbers to kidney research organizations that would offer to send free informational brochures. She found a list of about 20 institutions, however only two offer to mail free printed copies. E. Bily also promoted the St. Paul's Cathedral program on Facebook which resulted in 44 additional attendees who registered because they saw the post.
- T. Hillier worked with a patron who had some questions regarding a resume she was putting together using one of the library's computers. When she was finished, they printed off some copies for her. She then asked how much it cost for the assistance. T. Hillier explained to her that the only thing she had to pay for was the copies. She was thrilled and said that the whole experience was actually "fun."
- K. Kimbrel had a patron enquire about "who is the best rock drummer of all time?" After consulting *Rolling Stones Magazine*, *Drum World Magazine*, and the website *Drumming* it was widely agreed upon that John Bonham of Led Zeppelin should hold the title.
- D. Gaudio was able to teach several patrons about various aspects of tech this month. She helps a patron who had accidentally deleted her mail app off her phone restore it. She also had the opportunity to teach a patron how to access both hoopla and Libby and the types of materials that they can access through each app. All of the patrons she helped left the library excited about being able to access these new formats.
- A. Moreno-Lomeli, M. Puga, and Z. Terrill attend the Pearl Street Market on July 8th. The group spoke with about 63 people. The booth featured various informational materials as well as a mini cornhole game (courtesy of J. May). They received several complements and comments praising the library:
 - "Our next stop after visiting Pearl Street is the Library."
 - "I love the McHenry Public Library."
 - "The library did a good job with offering curbside pickup service during Covid."



- Questions Desk staff participated in 102 live chats with patrons during the month of July.
- Book Discussion Programs:
 - Mystery – *Under a Dark Sky* by Lori Rader-Day. Led by P. Strain
 - Contemporary – *The Vanishing Half* by Brit Bennett Reid. Led by E. Bily
 - Classic – *The Crying of lot 49* by Thomas Pynchon. Led by K. Kimbrel

Building Services

- S.Claucherty is working with J.May to recruit 2 part-time Custodians.
- S.Claucherty and G.Pease are continuing the Concrete Apron/Lot re-stripe.
- S.Claucherty has started to Re-hang the drop ceiling and fixtures on the second floor. (IT/HR/PR/Business/Hallway have been completed)
- Complete Mechanical Solutions was in 8/5 to reconnect the H/VAC supply lines to the IT office.
- Associated Electrical was in 8/4 to Locate/Eliminate abandoned Electrical whips in the 2nd floor ceiling.
- S.Claucherty escorted the Fire Inspector through the building for the 2021 Fire inspection on 8/9. (Zero Violations)

Circulation

- B. Majka worked with J. May to start recruiting 2 Bilingual part-time Circulation Clerks
- L. Rex, K. Johnson and K. Meagher marched in the Fiesta Days Parade
- The Circulation Department has been busy with Summer Reading returns.

Human Resources

- Throughout the month, worked with Department Managers on cultural alignment.
- Phone screened applicants for both our Marketing Coordinator and (2) Custodians for the library and scheduled internal interviews for our Marketing Coordinator. These will take place in the first week of August.
- Focused on our recruiting efforts with our (2) Bilingual Part Time Circulation Clerk position with B. Majka.
- Met with our rep. from Kamm Insurance Group with L. Jakacki to review our current Library's Insurance Plans including Liability, Worker's Compensation, Auto, and Directors and Officers and talk about possible future needs.
- Throughout the month was able to review and make suggestions for an upcoming policy we have to ensure it's in compliance with both Federal and State requirements.

- D. Grandon from the IT department resigned from the library, which brings our employee count to 33; 23 FT and 10 PT staff members.

Public Relations

- The Fall *Preface* newsletter was mailed to about 22,000 residences in our district on July 27. This issue covers August, September and October.
- I wrote, designed and sent out 3 e-newsletters during the month, highlighting things like our new Chromebook/Hotspot kits available for checkout, the Friends' July 17 Book Sale, Pearl Street Market and the Fiesta Days Parade.
- I coordinated our participation in the Fiesta Days Parade. About 12 staff and one board member participated, plus a few staff family members.
- I coordinated our participation in the Pearl Street Market, formerly Farmer's Market, on July 8. Some Adult and Youth staff were on hand to give out library information and answer questions. We will do this again on September 16.
- I attended the staff Town Hall meeting, a Department Heads meeting and the monthly Board of Trustees meeting. I'd like to thank the Board, Lesley and my fellow managers for the public recognition at last month's Board meeting via a resolution. I was humbled beyond words, and proud to have accomplished so much for the Library over the past 20 years (with the help from key staff). I will miss everyone, but look forward to slowing down a bit in retirement, and maybe even getting some travel in. Now I'll put my patron hat on and take advantage of all the wonderful things our Library has to offer!

Technical Services

- "Notable activities this month included helping with the Fiscal Year 2020-2021 rollover, prepping Fiscal Year 2021-2022 invoices for processing as soon as I got the go ahead, and checking up on overdue vendor claims." – K. Walker
- "All I have been learning on how to do spreadsheets has come in handy. All Technical Services supplies have been inventoried and we now have a system in place to better keep track of both what we have and where it is located. A spreadsheet has been made and shared so all Technical Services Team members have access to it. The second thing I want to share is I have been busy learning how to catalog magazines. I am so excited to learn this part of my job expectation. I am always happy to learn and grow and move forward." – K. Meadows
- "This marks the first time we have completed the Polaris Acquisitions Fiscal Year rollover without B. Edminster. K. Walker cleaned up the existing Acquisitions data, and K. Meadows and P. Radic completed an inventory of all materials waiting to be cataloged. S. Roitberg kept new materials cataloging flowing. I'm very proud of my Team for pulling together to make this project successful." – K. Milfajt

Technology

- IT attended the Library Townhall on 7/7
- IT Sync Up on 7/28
- D. Grandon attended the management meeting on 7/13
- K. Krewer completed training with D. Grandon
- D. Grandon's last day was on 7/27/2021
- IT prepared the IT office for the ceiling project beginning next month

Youth Services

- The Summer Lunch program served 421 meals.
- Our Summer Reading Program, *Tales and Tails*, ended on July 31. 238 Adults, 33 Teens, and 386 Children participated and about 60% Adults, 50% Teens, and 43% Children completed the program and a total of 566,245 minutes were read between all age groups!
- M. Puga and J. Einoris both participated in our Fiesta Days parade.
- J. Hume and S. Baseley continued to have well-attended *Stories in the Park* programs and were able to add a new location this year that served our Wonder Lake patrons: Harrison Benwell
- M. Puga has been working to prepare for our *JUNTOS* program in the fall. She also participated in many outreach opportunities including Pearl Street Market and the Picnic at Emricson Park with *Option and Advocacy*
- S. Baseley worked with Z. Terrill (AS) to post her Virtual Activity Kits online – they provide suggestions for ebooks, crafts, and more that children can do from the comfort of home. They can be viewed [HERE](#)
- A. Karwowska offered her first Polish language arts & crafts program, *Praca Plastyczna: Wycinanki*, which had a lot of interest and kits taken!
- The YS Department attended 19.5 hours of CE. Highlights include:
 - *All Learners Welcome*

Upcoming Events and Projects

- September 16— Pearl Street Market Library Staff will be at the manning a Library information booth with Library card sign-ups and storytimes.
- September 20-24 — FY 2020/2021 Financial Audit begins
- October 9— McHenry Downtown Murder Mystery- the Library will be sponsoring and hosting a clue booth (rescheduled from 8/28/21)
- October 16-17—Friends of the Library Fall Booksale

STATE OF ILLINOIS)
COUNTY OF McHENRY)

THE BOARD OF LIBRARY TRUSTEES
OF THE McHENRY PUBLIC LIBRARY DISTRICT
McHENRY, ILLINOIS

ORDINANCE No. FY 2021/2022—4

COMBINED ANNUAL BUDGET AND APPROPRIATION ORDINANCE
FOR THE McHENRY PUBLIC LIBRARY DISTRICT
FOR THE FISCAL YEAR BEGINNING JULY 1, 2021
AND ENDING JUNE 30, 2022

WHEREAS, the Illinois Municipal Budget Law, Illinois Revised Statutes, Chapter 85, Section 801, et. seq., as amended, requires all Illinois Municipal Corporations as broadly defined therein, to adopt a combined Annual Budget and Appropriation Ordinance, specifying the objects and purposes of expenditures; and the Illinois Public Library District Act, 75 ILCS 16/30-85, provides procedures for the passage of a Budget and Appropriation Ordinance and a Tax Levy Ordinance; and,

WHEREAS, pursuant to the above and other appropriate statutes, a Budget and Appropriation Ordinance has been prepared in tentative form at the designation of this Board, and has been made available for public inspection at least thirty (30) days prior to final action thereon, and a public hearing on said Budget and Appropriation Ordinance has been held prior to final action hereon, and notice of said hearing to be published on/before July 18, 2021, being more than 30 days prior to said hearing, in a newspaper published within the district.

NOW THEREFORE, BE IT ORDAINED by the President and Board of Library Trustees of the McHENRY PUBLIC LIBRARY DISTRICT, McHenry, McHenry County, Illinois, as follows:

Section One: The following budget containing a statement of cash on hand at the beginning of the fiscal year, an estimate of all cash receipts of said Library District to be received during such fiscal year from all sources, the estimated expenditures contemplated for such fiscal year and a statement of the estimated cash on hand at the end of such fiscal year be, and the same is hereby adopted as the Budget for said Library District for the fiscal year beginning July 1, 2021 and ending June 30, 2022, and the same sum are hereby appropriated as necessary to defray the said expenses and liabilities of this Public Library District, for the objects and purposes and in the estimated amounts as indicated, for said fiscal year:

I. GENERAL FUND

A. ESTIMATED REVENUE:	APPROPRIATION	BUDGET
1. Property Tax	\$4,099,599.09	\$3,279,679.27
2. Corporate Replacement Taxes	\$ 0.00	\$ 0.00
3. General Fund Interest	\$ 625.00	\$ 500.00
4. Dividends	\$ 375.00	\$ 300.00
5. NonResident & Enhanced Fee Cards	\$ 937.50	\$ 750.00
6. Fines and Fees	\$ 6,875.00	\$ 5,500.00
7. Collection Agency Fees	\$ 625.00	\$ 500.00
8. Copy/Scan/Fax Income	\$ 26,250.00	\$ 21,000.00
9. Annex., Developer, Impact Fees	\$ 25,000.00	\$ 20,000.00
10. COBRA/Retiree Insurance Payments	\$ 18,750.00	\$ 15,000.00
11. Program Fees/Misc. Fees	\$ 3,125.00	\$ 2,500.00
12. Meeting Room Fees	\$ 1,875.00	\$ 1,500.00
13. Misc. Sales & Fees	\$ 6,875.00	\$ 5,500.00
14. Lost & Damaged Materials	\$ 6,875.00	\$ 5,500.00
15. CCS/LLSAP Income	\$ 15,625.00	\$ 12,500.00
16. SREC Credits	\$ 3,125.00	\$ 2,500.00
17. Over/Short	\$ 625.00	\$ 500.00
TOTAL GENERAL REVENUE	\$4,217,161.59	\$3,373,729.27

B. APPROPRIATIONS FOR ESTIMATED EXPENDITURES

1. MATERIALS & SUPPLIES	APPROPRIATION	BUDGET
a. Adult Books	\$ 78,125.00	\$ 62,500.00
b. Youth Books	\$ 65,000.00	\$ 52,000.00
c. Professional Resources	\$ 4,375.00	\$ 3,500.00
d. Administrative Resources	\$ 3,750.00	\$ 3,000.00
e. Magazines/Newspapers	\$ 17,500.00	\$ 14,000.00
f. Adult AV Materials	\$ 43,750.00	\$ 35,000.00
g. Youth AV Materials	\$ 16,562.25	\$ 13,250.00
h. Library of Things	\$ 3,125.00	\$ 2,500.00
i. Video Games	\$ 17,500.00	\$ 14,000.00
j. Digital Media Services	\$ 109,375.00	\$ 87,500.00
k. Electronic Resources	\$ 87,500.00	\$ 70,000.00
l. Library Supplies	\$ 8,750.00	\$ 7,000.00
m. Tech. Services Supplies	\$ 46,875.00	\$ 37,500.00
n. Bindery Services	\$ 625.00	\$ 500.00
o. Adult Programs/Supplies	\$ 19,375.00	\$ 15,500.00
p. ComiCon	\$ 3,750.00	\$ 3,000.00
q. Circulation Supplies	\$ 1,875.00	\$ 1,500.00
r. Summer Reading Club	\$ 8,750.00	\$ 7,000.00
s. YS Programs/Supplies	\$ 20,625.00	\$ 16,500.00
2. CONTRACTED SERVICES	APPROPRIATION	BUDGET
a. Collection Agency	\$ 1,125.00	\$ 900.00
b. IT/Computer, Copier & Equip.Outsourcing	\$ 112,500.00	\$ 90,000.00
c. Automation—Staff	\$ 18,750.00	\$ 15,000.00

d. Misc. Contracted Services	\$ 5,000.00	\$ 4,000.00
e. Library Bank/Finance/Late Fee	\$ 625.00	\$ 500.00
f. Public Pmt Processing Dees	\$ 2,500.00	\$ 2,000.00
3. CONSORTIUM & IT NETWORK	APPROPRIATION	BUDGET
a. Automation- Circulation & Catalog	\$ 131,250.00	\$ 105,000.00
b. VOIP Phone Services	\$ 31,250.00	\$ 25,000.00
c. Internet Service	\$ 17,500.00	\$ 14,000.00
4. PROFESSIONAL SERVICES	APPROPRIATION	BUDGET
a. Accounting, Payroll & Audit Services	\$ 109,375.00	\$ 87,500.00
b. Legal Services	\$ 20,000.00	\$ 16,000.00
c. Other Consulting Fees	\$ 20,000.00	\$ 16,000.00
d. In-Service/Staff Training/LMS	\$ 3,125.00	\$ 2,500.00
5. PRINTING, PUBLICATIONS & POSTAGE	APPROPRIATION	BUDGET
a. Printing Services Outsourced	\$ 37,500.00	\$ 30,000.00
b. Public Notices & Ads	\$ 1,875.00	\$ 1,500.00
c. Postage & Shipping	\$ 20,625.00	\$ 16,500.00
d. Printing/Copier Supplies	\$ 5,000.00	\$ 4,000.00
e. Public Relations/Promotions	\$ 6,250.00	\$ 5,000.00
6. UTILITIES	APPROPRIATION	BUDGET
a. Electricity	\$ 28,125.00	\$ 22,500.00
b. Gas	\$ 9,375.00	\$ 7,500.00
c. Water & Sewer	\$ 6,250.00	\$ 5,000.00
7. MISCELLANEOUS OPERATING EXPENSES	APPROPRIATION	BUDGET
a. Building & Auto Insurance	\$ 38,750.00	\$ 31,000.00
b. Bonding & Officers' Liability	\$ 3,750.00	\$ 3,000.00
c. Janitorial Services & Supplies	\$ 62,500.00	\$ 50,000.00
d. Grounds Maintenance	\$ 31,250.00	\$ 25,000.00
e. General Operations & Maintenance	\$ 50,000.00	\$ 40,000.00
f. Hospitality	\$ 7,500.00	\$ 6,000.00
g. Interlibrary Loan Fees & Losses	\$ 875.00	\$ 700.00
h. Miscellaneous	\$ 875.00	\$ 700.00
8. PERSONNEL EXPENSES	APPROPRIATION	BUDGET
a. Salaries	\$1,956,250.00	\$1,565,000.00
b. FICA	\$ 150,000.00	\$ 120,000.00
c. IMRF	\$ 196,875.00	\$ 157,500.00
d. Health/Life Insurance	\$ 343,750.00	\$ 275,000.00
e. Employment Screenings	\$ 4,375.00	\$ 3,500.00
f. Tuition Reimbursement	\$ 18,750.00	\$ 15,000.00
g. Telecommute Reimbursements	\$ 6,875.00	\$ 5,500.00
h. Memberships & Dues	\$ 5,000.00	\$ 4,000.00
i. Travel	\$ 10,625.00	\$ 8,500.00
j. Continuing Education	\$ 5,000.00	\$ 4,000.00

9. CAPITAL EXPENSES	APPROPRIATION	BUDGET
a. Library Furnishings	\$ 18,750.00	\$ 15,000.00
b. Library Equipment	\$ 11,875.00	\$ 9,500.00
c. Small Equip. under \$250	\$ 5,625.00	\$ 4,500.00
d. Additional Capital Projects	\$ 50,000.00	\$ 40,000.00
10. Transfer to Reserve Fund	\$ 87,500.00	\$ 70,000.00
TOTAL GENERAL FUND EXPENSES	\$ 4,211,937.50	\$3,369,550.00
TOTAL GEN. FUND REVENUES	\$ 4,217,161.59	\$3,373,729.27
TOTAL GEN. FUND EXPENSES	\$ 4,211,937.50	\$3,369,550.00

II. GRANT and GIFT FUND

A. ESTIMATED REVENUES	APPROPRIATION	BUDGET
1. Est. Cash on Hand as of 5/31/21	\$ 443,000.00	\$ 430,000.00
2. Grant/Gift Fund Interest	\$ 1,000.00	\$ 500.00
3. General Fund Gifts	\$ 150,000.00	\$ 75,000.00
4. Per Capita Grant	\$ 140,000.00	\$ 70,000.00
5. Misc. Grants	\$ 80,000.00	\$ 40,000.00
TOT. GRANT/GIFT REVENUES	\$ 814,000.00	\$ 615,500.00
B. ESTIMATED EXPENSES	APPROPRIATION	BUDGET
1. Operating Fund Gifts	\$ 300,000.00	\$ 150,000.00
2. Per Capita Grant	\$ 139,000.00	\$ 69,500.00
3. Additional Fund Expenses	\$ 0.00	\$ 0.00
5. Misc. Grants	\$ 80,000.00	\$ 40,000.00
TOT. GRANT/GIFT EXPENSES	\$ 519,000.00	\$ 259,500.00
Transfer to Reserve Fund	\$ 0.00	\$ 0.00
TOT. GRANT/GIFT REVENUES	\$ 814,000.00	\$ 615,500.00
TOT. GRANT/GIFT EXPENSES	\$ 519,000.00	\$ 259,500.00

III. SPECIAL RESERVE FUND

A.	ESTIMATED REVENUES	APPROPRIATION	BUDGET
1.	Est. Cash on Hand as of 5/31/21	\$ 600,000.00	\$ 600,000.00
2.	Dev. Fees (see General Fund)	\$ 100,000.00	\$ 50,000.00
3.	Transfer from Other Funds	\$ 0.00	\$ 0.00
4.	Reserve Fund Interest	\$ 2,000.00	\$ 1,000.00
5.	Reserve Fund Gifts	\$ 10,000.00	\$ 5,000.00
6.	Bond & Debt Certif. Sale	\$ 0.00	\$ 0.00
7.	Misc. Income SR	\$ 1,000.00	\$ 500.00
TOTAL REVENUES		\$ 713,000.00	\$ 656,500.00
B.	ESTIMATED EXPENSES	APPROPRIATION	BUDGET
1.	Debt Service	\$ 0.00	\$ 0.00
2.	Improvements not related to Expansion/Renovation	\$ 100,000.00	\$ 50,000.00
3.	Expenditures Pursuant To Statutory Guidelines of the LIBRARY DISTRICT ACT, 75 ILCS 16/40-50	\$ 400,000.00	\$ 200,000.00
TOTAL EXPENSES		\$ 500,000.00	\$ 250,000.00
TOTAL RESERVE FUND REVENUES		\$ 713,000.00	\$ 656,500.00
TOTAL RESERVE FUND EXPENSES		\$ 500,000.00	\$ 250,000.00

Section Two: There is hereby appropriated from the taxes to be levied for the fiscal year and other sources of revenue:

I.	General Fund	\$ 4,217,161.59
II.	Grant/Gift Fund	\$ 814,000.00
III.	Special Reserve Fund	<u>\$ 713,000.00</u>

TOTAL \$ 5,744,161.59

Section Three: There is hereby appropriated from the taxes to be levied for the fiscal year and other sources of income the sum of:

\$ 5,744,161.59

the same to be divided among the several corporate objects and purposes as herein above specified for said Library District purposes for the aforesaid fiscal year.

Section Four: All unexpended balances of proceeds received annually from Public Library District taxes not in excess of statutory limits may be transferred to the Special Reserve Fund, heretofore established according to plans developed and adopted by this Library Board and said unexpended balances shall be accumulated in this fund for the purpose of erecting a new Public Library building, purchasing a site for the same, or building an addition thereto, or furnishing necessary equipment therefor, or acquiring electronic data storage and retrieval facilities.

Section Five: Except as otherwise provided by law, no further appropriations shall be made at any time within such fiscal year, provided that this Library Board may from time to time make transfers between the various items in any fund not affecting the total amount appropriated, or appropriations in excess of those authorized by the Budget in order to meet an immediate and unforeseen emergency by a two-thirds (2/3) vote of the Trustees present and voting, as provided by 75 ILCS 16/30-90 et. seq., and this Library Board may amend this Budget and Appropriation Ordinance from time to time by the same procedure as prescribed by Statute for the original adoption of a Budget and Appropriation Ordinance; provided, that nothing in this Section shall be construed to permit transfer between Funds required by law to be kept separate. Any remaining balances after the close of this fiscal year up to twenty percent (20%) of the appropriation shall be available until August 30th for the authorization of payment of obligations incurred prior to the close of the fiscal year, and until September 30th, for the payment of such obligations, and any remaining balances shall be available for the transfer to special reserve to be accumulated, as provided by 75 ILCS 16/40-50.

Section Six: A copy of this Ordinance in tentative form has been made available for public inspection at the Public Library for thirty (30) days and by publishing in a newspaper published within this Public Library District in substantially the following form.

Section Seven: This Ordinance is passed pursuant to statutory authority and the Illinois Public Library District Act, 75 ILCS 16/30-55, et. seq, 75 ILCS 16/30-85 et. seq.; and 75 ILCS 16/40-50 et. seq.; and the Illinois Revenue Code, 35 ILCS 205/157 et. seq., and other statutes hereunto appertaining.

Section Eight: This Library Board hereby certifies that all applicable provisions of 35 ILCS 215/1 as amended, ("The Illinois Truth-in-Taxation Statute") have been complied with.

Section Nine: Pursuant to 35 ILCS 200/18-165 this Library Board hereby determines that no surplus of funds is available for any debt, obligation, liability, operation, fund or account for any purpose, and accordingly the abatement and reduction of provisions of the Personal Property Tax Replacement Fund Act are not applicable thereto.

Section Ten: This Ordinance shall be in full force and effect from and after its passage, approval, and publication, according to law, and any resolutions or ordinance in conflict therewith are hereby repealed; and should any part of this Ordinance be adjudged invalid or unconstitutional, such adjudication shall affect only that part of this

Act specifically covered thereby, and shall not affect any other provisions or part of this Act, but shall be severable therefrom.

PASSED by the Board of Library Trustees of the McHENRY PUBLIC LIBRARY DISTRICT,
McHENRY COUNTY, McHENRY, ILLINOIS this _____th day of _____ 2021,
by a vote of:

AYES:

NAYS:

ABSTAINING:

ABSENT:

Approved: _____
Charles T. Reilly, President
Board of Library Trustees
McHENRY PUBLIC LIBRARY DISTRICT
McHenry County, McHenry, Illinois

Attest: _____
Monica Leccese, Secretary
Board of Library Trustees
McHenry Public Library District
McHenry County, McHenry, Illinois

STATE OF ILLINOIS)
COUNTY OF McHENRY)

**THE BOARD OF LIBRARY TRUSTEES
OF THE McHENRY PUBLIC LIBRARY DISTRICT
McHENRY COUNTY, McHENRY, ILLINOIS**

PUBLIC NOTICE

PUBLIC NOTICE IS HEREBY GIVEN that a Budget and Appropriation Ordinance for the McHENRY PUBLIC LIBRARY DISTRICT, McHENRY COUNTY, McHENRY, ILLINOIS, for the fiscal year beginning July 1, 2021, and ending June 30, 2022, is on file and conveniently available for public inspection at the McHENRY PUBLIC LIBRARY DISTRICT, 809 North Front Street, McHenry, Illinois and with the Secretary of the District, Monica Leccese, and the Library's Executive Director, Lesley Jakacki, at 809 North Front Street, McHenry, Illinois, and will so remain on file until the final action thereon by the Board of Library Trustees.

FURTHER NOTICE IS HEREBY GIVEN that a public hearing on said Budget and Appropriation Ordinance was held on Tuesday, August 17, 2021, 7:00 pm at the McHENRY PUBLIC LIBRARY DISTRICT BUILDING, 809 North Front Street, McHenry, Illinois, and that final action was taken during a regular meeting directly thereafter by the Board of Library Trustees.

Published by direction of the Board of Library Trustees of the McHENRY PUBLIC LIBRARY DISTRICT, McHENRY COUNTY, McHENRY, ILLINOIS.

DATED this ____th day of _____, 2021

THE McHENRY PUBLIC LIBRARY DISTRICT, McHENRY COUNTY, McHENRY, ILLINOIS

BY: _____
Monica Leccese, Secretary
Board of Library Trustees
McHenry Public Library District
McHenry County, McHenry, Illinois

STATE OF ILLINOIS)
COUNTY OF McHENRY)

CERTIFICATE

I, MONICA LECCESE DO HEREBY CERTIFY that the attached ORDINANCE NO.
FY 2021/2022—3, COMBINED ANNUAL BUDGET AND APPROPRIATION ORDINANCE FOR THE
McHENRY PUBLIC LIBRARY DISTRICT FOR THE FISCAL YEAR BEGINNING JULY 1, 2021 AND
ENDING JUNE 30, 2022, is a true and correct copy of said Ordinance which was presented
in a public hearing on AUGUST, 17th, 2021 and passed, and recorded by said Library Board
at their Library Board meeting on _____, ____th, 2021.

Monica Leccese, Secretary
McHenry Public Library District
Board of Library Trustees

Subscribed and sworn before me this ____th day of _____ 2021.

Zachariah T. Terrill, Notary Public

My commission expires: _____

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

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

1.1 ISL Control # [PLSC 151, PLSC 701]	30448
1.2 ISL Branch # [PLSC 151, PLSC 701]	0
1.3a FSCS ID [PLSC 150, PLSC 700]	IL0301
1.3b FSCS_SEQ [PLSC 700]	002
1.4a Legal Name of Library [PLSC 152]	McHenry Public Library District
1.4b If the library's name has changed, then enter the updated answer here.	
1.4c Was this an official name change?	
1.5a Facility Street Address [PLSC 153]	809 Front Street
1.5b If the facility's street address has changed, then enter the updated answer here.	
1.5c Was this a physical location change?	
1.6a Facility City [PLSC 154]	McHenry
1.6b If the facility's city has changed, then enter the updated answer here.	
1.7a Facility Zip [PLSC 155]	60050
1.7b If the facility's zip code has changed, then enter the updated answer here.	
1.8a Mailing Address [PLSC 157]	809 North Front Street
1.8b If the facility's mailing address has changed, then enter the updated answer here. ¹	809 Front Street
1.9a Mailing City [PLSC 158]	McHenry
1.9b If the facility's mailing city has changed, then enter the updated answer here.	
1.10a Mailing Zip [PLSC 159]	60050
1.10b If the facility's mailing zip code has changed, then enter the updated answer here.	
1.11a Library Telephone Number [PLSC 162]	8153850036
1.11b If the telephone number has changed, then enter the updated answer here.	
1.12a Library FAX Number	8153857085
1.12b If the fax number has changed, then enter the updated answer here.	
1.13 Website	http://www.mchenrylibrary.org

Library Director's Information

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

1.14 Name	Lesley Jakacki
1.15 Title	Executive Director
1.16 Library Director's E-mail	ljakacki@mchenrylibrary.org

Library Information

Please provide the requested information about the library type.

1.17a Type of library	District
1.17b If the library type has changed, then enter the updated answer here.	
1.18 Is the main library a combined public and school library?	No
1.19 Does your library contract with another library to RECEIVE ALL your library services?	No

Contract for Services

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

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

Administrative Information

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

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

Federal Public Library Criteria

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

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

1.26 Does this library have an organized collection of printed or other library materials, or a combination thereof?	Yes
1.27 Does this library have paid staff?	Yes
1.28 Does this library have an established schedule in which services of the staff are available to the public?	Yes
1.29 Does the library have the facilities necessary to support such a collection, staff, and schedule?	Yes
1.30 Is this library supported in whole or in part with public funds?	Yes
1.31 Does this public library meet ALL the criteria of the PLSC public library definition? [PLSC 203]	Yes

SERVICE OUTLETS (2.1 - 2.14)

This section gathers information about the service outlets (centrals, branches, bookmobiles) of your library. Locations can only be added to this survey by State Library staff. If you have a branch or bookmobile and do not see its name listed in question 2.3a, please contact Pat Burg (217-785-1168, pburg@ilsos.gov) so that it can be added.

2.1a Total number of bookmobiles [PLSC 211 & PLSC 712]	0
2.1b Total number of branch libraries [PLSC 210]	0
2.2a Are any of the branch libraries a combined public and school library?	No
2.2b If YES, provide the name of the branch or branches in the box provided.	

Service Outlet Name

Location	2.3a Branch or Bookmobile Legal Name [PLSC 702]	2.3b If the outlet's legal name has changed, then enter the updated answer here.	2.3c Was this an official name change?
MCHENRY P.L.D.	MCHENRY PUBLIC LIBRARY DISTRICT		

ISL Control Number

Location	2.4 ISL Control # [PLSC 701]	2.5 ISL Branch # [PLSC 701]
MCHENRY P.L.D.	30448	3044800

Street Address

Location	2.6a Street Address [PLSC 703]	2.6b If the outlet's street address has changed, then enter the updated answer here.	2.6c Was this a physical location change?

MCHENRY P.L.D.	809 FRONT STREET		
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Address				
Location	2.7a City [PLSC 704]	2.7b If the outlet's city has changed, then enter the updated answer here.	2.8a Zip Code [PLSC 705]	2.8b If the outlet's zip code has changed, then enter the updated answer here.
MCHENRY P.L.D.	MCHENRY		60050	

County & Phone				
Location	2.9a County [PLSC 707]	2.9b If the outlet's county has changed, then enter the updated answer here.	2.10a Telephone [PLSC 708]	2.10b If the outlet's phone number has changed, then enter the updated answer here.
MCHENRY P.L.D.	McHenry		8153850036	

Square Feet				
Location	2.11a Square Footage of Outlet [PLSC 711]	2.11b If the facility's square footage has changed, then enter the updated answer here.	2.11c Indicate the reason for the change/variance in square footage for this annual report as compared to the previous annual report.	
MCHENRY P.L.D.	38,000			

IDs				
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Hours and Attendance					
Location	2.12 Total public service hours PER YEAR for this service outlet [PLSC 713]	2.13 Total number of weeks, during the fiscal year, this service outlet was open for service to the public [PLSC 714]	2.14 Total annual attendance/visits in the outlet	2.15 Number of Weeks an Outlet Closed Due to COVID-19	2.16 Number of Weeks an Outlet Had Limited Occupancy Due to COVID-19
MCHENRY P.L.D.	2,138	40	57,185	0	12

ANNUAL REPORT DATA (3.1 - 3.7)	
Please enter the time period covered by this annual report and the name and contact information for the person preparing the report. The report period should cover the time from the end of the previous IPLAR through the end of your most current fiscal year. If your library switched to a new fiscal year during the latest period, this may mean that your report needs to cover more or less than a twelve (12) month period.	
3.1 Fiscal Year Start Date (mm/dd/year) [PLSC 206]	07/01/2020
3.2 Fiscal Year End Date (mm/dd/year) [PLSC 207]	06/30/2021
3.3 Number of months in this fiscal year	12
3.4 Name of person preparing this annual report	Lesley Jakacki
3.5 Telephone Number of Person Preparing Report	815-385-0036
3.6 FAX Number	815-385-7085
3.7 E-Mail Address	ljakacki@mchenrylibrary.org

REFERENDA (4.1 - 4.11)	
Please enter information regarding any referenda the library was involved in during the fiscal year report period. A referendum is a particular issue that is taken to the public for a vote. Examples are: bond issue, district establishment, tax increase.	
4.1a Was your library involved in a referendum during the fiscal year reporting period?	No
4.1b How many referenda was your library involved in?	

Referendum 1					
4.2 Referendum Type	4.3 If Other, what was the referendum type?	4.4 Referendum Date (mm/dd/year)	4.5 Passed or Failed?	4.6 Effective Date (mm/dd/year)	4.7 Referendum ballot language documentation

Referendum 2					
4.2 Referendum Type	4.3 If Other, what was the referendum type?	4.4 Referendum Date (mm/dd/year)	4.5 Passed or Failed?	4.6 Effective Date (mm/dd/year)	4.7 Referendum ballot language documentation

Referendum 3					
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4.2 Referendum Type	4.3 If Other, what was the referendum type?	4.4 Referendum Date (mm/dd/year)	4.5 Passed or Failed?	4.6 Effective Date (mm/dd/year)	4.7 Referendum ballot language documentation

Referendum 4

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

Referendum 5

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

Board Action and Backdoor Referenda

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

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

CURRENT LIBRARY BOARD (5.1 - 5.13)

Please report the number of board seats and the number of vacancies. Be sure to provide current board member information; including name, position, telephone number, e-mail address, home address, and term expiration date. If there are vacancies, please explain.

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

Report the most current information available.

5.1 Total number of board seats	7
5.2 Total number of vacant board seats	1
5.2b Please explain	Not enough candidates running on the ballot for April 2021 election to fill open positions. Currently, working on the appointment process.
5.3 This public library board of trustees attests that the current board is legally established, organized, and the terms of office for library trustees are all unexpired.	Yes
5.4 IF NO, please explain	

First Member

5.5 Name	Charles Reilly
5.6 Trustee Position	President
5.7 Present Term Ends (mm/year)	04/2027
5.8 Telephone Number	815-355-3079
5.9 E-mail Address	creilly@mchenrylibrary.org
5.10 Home Address	1405 North Millstream Drive
5.11 City	McHenry
5.12 State	IL
5.13 Zip Code	60050

Second member

5.5 Name	Bud Alexander
5.6 Trustee Position	Other
5.7 Present Term Ends (mm/year)	04/2025
5.8 Telephone Number	815-385-0039
5.9 E-mail Address	balexander@mchenrylibrary.org
5.10 Home Address	3201 Terrace Drive
5.11 City	McHenry
5.12 State	IL
5.13 Zip Code	60050

Third member

5.5 Name	Susan Murphy
5.6 Trustee Position	Other
5.7 Present Term Ends (mm/year)	04/2025
5.8 Telephone Number	815-653-9812
5.9 E-mail Address	smurphy@mchenrylibrary.org
5.10 Home Address	4814 E Wonder Lake Road
5.11 City	Wonder Lake
5.12 State	IL
5.13 Zip Code	60097

Fourth member

5.5 Name	Monica Leccese
5.6 Trustee Position	Secretary
5.7 Present Term Ends (mm/year)	04/2027
5.8 Telephone Number	708-507-0452
5.9 E-mail Address	mleccese@mchenrylibrary.org
5.10 Home Address	7112 Mohawk Drive
5.11 City	Wonder Lake
5.12 State	IL
5.13 Zip Code	60097

Fifth member

5.5 Name	Delphine Grala
5.6 Trustee Position	Treasurer
5.7 Present Term Ends (mm/year)	04/2023
5.8 Telephone Number	815-337-5617
5.9 E-mail Address	dgrala@mchenrylibrary.org
5.10 Home Address	280 Hythe Circle
5.11 City	Woodstock
5.12 State	IL
5.13 Zip Code	60097

Sixth member

5.5 Name	Jill Stone
5.6 Trustee Position	Vice-President
5.7 Present Term Ends (mm/year)	04/2023
5.8 Telephone Number	815-385-6995
5.9 E-mail Address	jstone@mchenrylibrary.org
5.10 Home Address	3805 Grove Avenue
5.11 City	McHenry

5.12 State	IL
5.13 Zip Code	60050

Seventh member

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

Eighth member

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

Ninth member

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

FACILITY/FACILITIES (6.1-6.4)

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

6.1a Total square footage of the main library building [PLSC 711]	38,000
6.1b If the main library's square footage has changed, then enter the updated answer here.	
6.1c Indicate the reason for the change/variance in square footage for this annual report as compared to the previous annual report.	
6.2a Does the library address the environmental needs of patrons on the autism spectrum?	Yes
6.2b If so, please describe	Provides sensory kits for use in library and has choice cards available for low-to-non verbal patrons
6.3a Total Number of Meeting Rooms	3
6.3b Total number of times meeting room(s) used by the public during the fiscal year	0
6.4a Total Number of Study Rooms	3
6.4b Total number of times study room(s) used by the public during the fiscal year	47

Capital Needs Assessment

Public Act 96-0037, the Public Library Construction Act, requires the Illinois Secretary of State to file a comprehensive assessment report of the capital needs of all Illinois public libraries to the General Assembly every two years. In an effort to compile this data, please fill in the requested information below. If you have any questions about this section, please contact Mark Shaffer (217-524-4901 or mshaffer@ilsos.net) at the Illinois State Library.

Age of Facility

Please indicate the number of buildings in each category below.

	5 years or less	6-10 years	11-25 years	26-50 years	51-100 years	100+ years
Number of Facilities				1		

Type of Work Needed

Please provide estimates of the costs for the type of work needed. If you do not have branch locations, the "Other Facilities" columns should be pre-populated with zeros. If not, please enter zeros to complete the section.

	Headquarters - Number of Buildings	Headquarters - Estimate \$	Other Facilities - Number of Buildings	Other Facilities - Estimate \$
General repair/remodeling	1	\$75,000	0	\$0
Structural repairs (walls, foundations, etc.)	1	\$30,000	0	\$0
Roof repair/replacement			0	\$0
Heating/ventilation/air conditioning	1	\$75,000	0	\$0
Electrical systems other than alarms	1	\$15,000	0	\$0
Plumbing systems			0	\$0
Egress systems (doors, stairs, etc.)			0	\$0
Fire protection (detectors, alarms, etc.)			0	\$0
Asbestos abatement			0	\$0
Security measures			0	\$0
Energy conservation			0	\$0
Repair of sidewalks, curbing, parking areas	1	\$35,000	0	\$0
Accessibility measures	1	\$15,000	0	\$0
Technology upgrading	1	\$55,000	0	\$0
New building construction (construction of a new facility)			0	\$0
Building additions (adding square feet to existing facility)			0	\$0

Type of Work in Progress

Please provide estimates of the costs for the type of work currently in progress. If you do not have branch locations, the "Other Facilities" columns should be pre-populated with zeros. If not, please enter zeros to complete the section.

	Headquarters - Number of Buildings	Headquarters - Estimate \$	Other Facilities - Number of Buildings	Other Facilities - Estimate \$
General repair/remodeling			0	\$0
Structural repairs (walls, foundations, etc.)			0	\$0
Roof repair/replacement			0	\$0
Heating/ventilation/air conditioning	1	\$2,000	0	\$0
Electrical systems other than alarms	1	\$4,000	0	\$0
Plumbing systems			0	\$0
Egress systems (doors, stairs, etc.)			0	\$0
Fire protection (detectors, alarms, etc.)			0	\$0
Asbestos abatement			0	\$0
Security measures			0	\$0
Energy conservation			0	\$0
Repair of sidewalks, curbing, parking areas			0	\$0
Accessibility measures			0	\$0

Technology upgrading		0	\$0
New building construction (construction of a new facility)		0	\$0
Building additions (adding square feet to existing facility)		0	\$0

ASSETS AND LIABILITIES (7.1 - 7.13)

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

Property

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

7.1 What is the estimated current fair market value for the library's real estate (land and buildings including garages, sheds, etc.)?	\$2,160,000
7.2 During the last fiscal year, did the library acquire any real and/or personal property?	No

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

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

Fiscal Accumulations

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

7.8 Does your library have fiscal accumulations (reserve funds, outstanding fund balances, etc.)?	Yes
7.9 IF YES, then provide a statement that details the dollar amount(s) and the reason(s) for the fiscal accumulations.	As of July 15, 2021, the library had \$1,879,434.92 in its reserve fund. The library maintains a reserve fund with the intention of defraying the costs of a new library building sometime in the future or to pay for the repair, remodeling, or improvement of the current building. The money may also be used for furnishings or equipment for the current or a future building. During FY 2020/21, the reserve was to fix the sewer and sanitary line.

Liabilities

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

7.10 Does your library have any outstanding liabilities including bonds, judgments, settlements, etc.?	No
7.11 IF YES, what is the total amount of the outstanding liabilities?	
7.12 IF YES, then prepare a statement that identifies each outstanding liability and its specific dollar amount.	

OPERATING RECEIPTS BY SOURCE (8.1 - 8.21)

Libraries are required by statute [75 ILCS 5/4-10(1)(9), 75 ILCS 16/30-65(a)(6)] to provide an itemized statement of operating receipts. "Operating receipts" are the monies received and utilized during the library's fiscal year to support the provision of ongoing, day-to-day library services. Only include funds received during the report period. If the library was awarded a grant, but only received part of the funds during the report period, report only the portion of the grant received, not the whole amount of the grant.

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

NOTE: Round answers to the nearest whole dollar.

Local Government

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

8.1 Local government [PLSC 300] (includes all local government funds designated by the community, district, or region and available for expenditure by the public library, except capital income from bond sales which must be reported in 12.1a only)	\$3,350,616
8.1a Is this library's annual tax levy/fiscal appropriation subject to tax caps [the Property Tax Extension Limitation Law, 35 ILCS 200/18-185, et seq.]?	Yes
8.1b Local government funds for the ensuing or upcoming/current fiscal year (includes all local government funds designated by the community, district, or region and available for expenditure by the public library, except capital income from bond sales.)	\$3,279,679

State Government

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

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

If you are not sure if funds you received through the State of Illinois are federal or state funds, please contact Pat Burg (217-785-1168, pburg@ilsos.gov).

8.2 Per capita grant	\$52,528
8.3 Equalization aid grant	\$0
8.4 Personal property replacement tax	\$0
8.5 Other State Government funds received	\$6,744
8.6 If Other, please specify	PPE & LLSAP Grant from Illinois State Library
8.7 Total State Government Funds (8.2 + 8.3 + 8.4 + 8.5) [PLSC 301]	\$59,272

Federal Government

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

If you are unsure if the funds you received through the State of Illinois were federal or state funds, please contact Pat Burg (217-785-1168, pburg@ilsos.gov).

8.8 LSTA funds received	\$0
8.9 E-Rate funds received	\$0
8.10 Other federal funds received	\$0
8.11 If Other, please specify	0
8.12 Total Federal Government Funds (8.8 + 8.9 + 8.10) [PLSC 302]	\$0

Other Income

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

8.13 Monetary Gifts and Donations	\$1,702
8.14 Other receipts intended to be used for operating expenditures	\$48,265
8.15 TOTAL all other receipts (8.13 + 8.14) [PLSC 303]	\$49,967
8.16 Other non-capital receipts placed in reserve funds	\$20,527

Total Operating Receipts

8.17 TOTAL receipts (8.1 + 8.7 + 8.12 + 8.15) [PLSC 304]	\$3,459,855
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Safeguarding of Library Funds

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

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

For public library districts, 75 ILCS 16/30-45(e) requires that the bond be "...based upon a minimum of 50% of the total funds received by the district in the last previous fiscal year...", or the insurance policy or other insurance instrument's coverage "... shall be in an amount at least equal to 50% of the average amount of the district's operating fund from the prior 3 fiscal years."

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

OPERATING EXPENDITURES BY CATEGORY (9.1 - 11.2)

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

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

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

NOTE: Round answers to the nearest whole dollar.

STAFF EXPENDITURES (9.1-9.3)

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

NOTE: Round answers to the nearest whole dollar.

9.1 Salaries and wages for all library staff [PLSC 350]	\$1,582,146
9.2a Fringe benefits, for all library staff, paid for from either the library's or the municipal corporate authority's appropriation [PLSC 351]	\$630,872
9.2b If this library answered question 9.2a as zero, please select an explanation from the drop-down box.	
9.3 Total Staff Expenditures (9.1 + 9.2) [PLSC 352]	\$2,213,018

COLLECTION EXPENDITURES (10.1 - 10.4)

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

NOTE: Round answers to the nearest whole dollar.

10.1 Printed Materials (books, newspapers, etc.) [PLSC 353]	\$116,692
10.2 Electronic Materials (e-books, databases, etc.) [PLSC 354]	\$148,115
10.3a Other Materials (CDs, DVDs, video games, etc.) [PLSC 355]	\$41,287
10.3b Please provide an explanation of the other types of material expenditures.	DVDs, CDs, videogames, and other AV
10.4 TOTAL Collection Expenditures (10.1 + 10.2 + 10.3) [PLSC 356]	\$306,094

OTHER OPERATING EXPENDITURES (11.1 - 11.2)

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

NOTE: Round answers to the nearest whole dollar.

11.1 All other operating expenditures not included above (supplies, utilities, legal fees, etc.) [PLSC 357]	\$540,975
11.2 TOTAL operating expenditures (9.3 + 10.4 + 11.1) [PLSC 358]	\$3,060,087

CAPITAL REVENUE AND EXPENDITURES (12.1 - 12.7)

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

Capital Revenue

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

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

NOTE: Round answers to the nearest whole dollar.

12.1a Local Government: Capital Income from Bond Sales	\$0
12.1b Local Government: Other	\$0
12.1c Total Local Government (12.1a + 12.1b) [PLSC 400]	\$0
12.2 State Government [PLSC 401]	\$0
12.3 Federal Government [PLSC 402]	\$0
12.4 Other Capital Revenue [PLSC 403]	\$0
12.5 If Other, please specify	0
12.6 Total Capital Revenue (12.1c + 12.2 + 12.3 + 12.4) [PLSC 404]	\$0

Capital Expenditures

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

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

NOTE: Round answers to the nearest whole dollar.

12.7 Total Capital Expenditures [PLSC 405]	\$37,563
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PERSONNEL (13.1 - 13.46)

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

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

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

Group A

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

Summary	11	11	\$318.63	412.50
13.1 Position Title	13.2 Primary Work Area	13.3 Hourly Rate	13.4 Total Hours/Week	
Adult Services Librarian	Adult Services	\$21.11	37.50	
Adult Services Librarian	Adult Services	\$21.25	37.50	
Adult Services Librarian	Adult Services	\$24.15	37.50	
Adult Services Librarian	Adult Services	\$25.33	37.50	
Adult Services Librarian	Adult Services	\$23.21	37.50	
Assistant Manager	Adult Services	\$28.54	37.50	
Assistant Manager	Children's Services	\$26.84	37.50	
Executive Director	Library Director	\$48.72	37.50	
Public Services Manager	Other Type of Librarian	\$41.28		
			37.50	
Manager	Cataloging	\$37.69	37.50	
Lead Cataloger	Cataloging	\$20.51	37.50	

Group A Total

13.5 Total Group A: FTE ALA-MLS (13.4 / 40) [PLSC 250]	10.31
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Group A hidden group hours**Group B**

This category includes other librarians. Include employees with the **TITLE** of **LIBRARIAN** who either have other types of library education (non-American Library Association (ALA) accredited library degrees; undergraduate library science majors or minors) OR do paid work that usually requires professional training and skill in the theoretical or scientific aspects of library work, or both, as distinct from its mechanical or clerical aspects. Another row will automatically appear once data is entered in the current row.

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

Group B Total

13.11 Total Group B: FTE Other Librarians (13.10/40)	
13.12 Total FTE Librarians (13.5 + 13.11) [PLSC 251]	10.31

Group C

This category includes full-time and part-time professional staff without the title of librarian and administrative support specialists (personnel director, business manager, public relations, other non-library specialists), information technology professionals (IT director, webmaster) and other technical and clerical employees.

13.13 Total hours worked in a typical week by all Group C employees	647.50
13.14 Minimum hourly rate actually paid	\$13.08
13.15 Maximum hourly rate actually paid	\$34.92
13.16 Total FTE Group C employees (13.13 / 40)	16.19

Group D

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

13.17 Total hours worked in a typical week by all Group D employees	40.50
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13.18 Minimum hourly rate actually paid	\$11.00
13.19 Maximum hourly rate actually paid	\$11.80
13.20 Total FTE Group D employees (13.17 / 40)	1.01

Group E	
This category includes full-time and part-time building maintenance, security or plant operation employees.	
13.21 Total hours worked in a typical week by all Group E employees	55.50
13.22 Minimum hourly rate actually paid	\$17.85
13.23 Maximum hourly rate actually paid	\$24.48
13.24 Total FTE Group E employees (13.21 / 40)	1.39
13.25 Total FTE Other Paid Employees from Groups C, D, and E (13.16 + 13.20 + 13.24) [PLSC 252]	18.59
13.26 Total FTE Paid Employees (13.12 + 13.25) [PLSC 253]	28.90

Librarian Vacancies							
Include only those budgeted librarian positions vacant on the last day of this fiscal year for which there was an active search while the position remained vacant. Another row will automatically appear once data is entered in the current row.							
Summary							
	13.27 Position Title	13.28 Primary Work Area	13.29 Education Level	13.30 Total Hours/Week	13.31 Number of Weeks Vacant during report period.	13.32 Annual Salary Range Minimum	13.33 Annual Salary Range Maximum

Newly Created Librarian Positions						
Include any newly created librarian positions which were created during the fiscal year reporting period. Another row will automatically appear once data is entered in the current row.						
Summary	2	2	2	75.00	2	2
	13.34 Position Title	13.35 Primary Work Area	13.36 Education Level	13.37 Total Hours/Week	13.38 Current Status: Filled or Unfilled	13.39 Date Filled (mm/year, if applicable)
	Public Services Manager	² Other Type of Librarian	Master's Degree (ALA accredited)	37.50	Filled	05/21
	Youth Services Assistant Manager	Children's Services	Master's Degree (ALA accredited)	37.50	Filled	05/21

Eliminated Librarian Positions							
An eliminated librarian position is one that was budgeted for during the previous fiscal year period but was not in the budget for the current report period. Another row will automatically appear once data is entered in the current row.							
Summary	4	4	4	150.00	4	\$74,590	4
	13.40 Position Title	13.41 Primary Work Area	13.42 Education Level	13.43 Total Hours/Week	13.44 Date Eliminated (mm/year)	13.45 Last Annual Salary Paid	13.46 Reason Eliminated
	Youth Services Manager	Children's Services	Master's Degree (ALA accredited)	37.50	05/21	\$74,790	Reorganized Youth and Adult Services
	Manager	Assistant Library Director	Master's Degree (ALA accredited)	37.50	01/21	\$98,486	Position will be left vacant this coming fiscal year
	Lead	Children's Services	Master's Degree (ALA accredited)	37.50	05/21	\$49,842	Reorganized Youth and Adult Services
	Manager	Adult Services	Master's Degree (ALA accredited)	37.50	05/21	\$75,240	Reorganized Youth and Adult Services

SERVICE HOURS/LIBRARY VISITS (14.1 - 14.3)

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

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

14.1a Total public service hours PER YEAR for the MAIN/CENTRAL LIBRARY [PLSC 713]	2,353
14.1b Total public service hours PER YEAR for all BRANCH LIBRARIES & BOOKMOBILES	0
14.1c Total scheduled public service hours PER YEAR for ALL SERVICE OUTLETS (14.1a + 14.1b) [PLSC 500]	2,353
14.2 Total number of weeks, during the fiscal year, the MAIN/CENTRAL LIBRARY was open for service to the public [PLSC 714]	52
14.3 Total annual visits/attendance in the library [PLSC 501]	57,185
14.3a Library Visits Reporting Method [PLSC 501a]	Annual Count

PROGRAMS & ATTENDANCE (15.1 - 15.17)**Programs:**

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

Count all programs, whether held on- or off-site, that are sponsored or co-sponsored by the library. Exclude programs sponsored by other groups that use library facilities. If programs are offered as a series, count each program in the series. For example, a film series offered once a week for eight weeks should be counted as eight programs.

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

Passive Programs:

A passive program is any planned event for which the patron can participate on their own (instead of at a designated time with a group). Registration is not required. A staff member may monitor the activity, but may or may not directly interact with the participants. Examples of these types of events include drop-in craft sessions, library scavenger hunts (when not done as part of a group), etc.

Count all passive programs, whether held on- or off-site, that are sponsored or co-sponsored by the library. Exclude programs sponsored by other groups that use library facilities. If programs are offered as a series, count each program in the series.

	15.1 Programs	15.2 Attendance	15.3 Passive Programs	15.4 Passive Program Attendance
Children's	252	2,799	201	4,535
Young Adult	24	160	1	80
Other	105	2,909	13	1,031
Total	381	5,868	215	5,646
15.17a Did the library provide any special programming for patrons on the autism spectrum?	No			
15.17b Please describe the programming provided.				

REGISTERED USERS (16.1 - 16.4)

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

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

16.1 Total Number of Unexpired Resident Cards	5,702
16.2a Total Number of Unexpired Non-resident Cards	15
16.2a (1) Of the total in 16.2a, how many Cards for Kids Act cards were issued?	0
16.2a (2) Of the total in 16.2a, how many Disabled Veterans cards were issued?	0
16.2b What was the total amount of the fees collected from the sale of non-resident cards during the past fiscal year?	\$450.00
16.3 Total Number of Registered Users (16.1 + 16.2a) [PLSC 503]	5,717
16.4 Is your library's registered user/patron file purged a minimum of one time every three years?	Yes

RESOURCES OWNED (17.1 - 17.9)

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

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

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

17.1 Print Materials [PLSC 450]	123,847
17.2 Current Print Serial Subscriptions [PLSC 460]	279
17.3 Total Print Materials (17.1+17.2)	124,126
17.4 E-books Held at end of the fiscal year [PLSC 451]	32,656
17.5a Audio Recordings: Physical Units Held at end of the fiscal year [PLSC 452]	13,266
17.5b Audio Recordings: Downloadable Units Held at end of the fiscal year [PLSC 453]	14,343
17.6a DVDs/Videos: Physical Units Held at end of the fiscal year [PLSC 454]	19,875
17.6b DVDs/Videos: Downloadable Units Held at end of the fiscal year [PLSC 455]	31

Electronic Collections

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

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

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

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

17.7 Local/Other Cooperative agreements [PLSC 456]	36
17.8 State (state government or state library) [PLSC 457]	16

17.9 Total Electronic Collections (17.7 + 17.8) [PLSC 458]	52
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USE OF RESOURCES (18.1 - 18.17)

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

18.1 Number of adult materials loaned	150,655
18.2 Number of young adult materials loaned	11,698
18.3 Number of children's materials loaned [PLSC 551]	89,150
18.4 Total number of materials loaned (18.1 + 18.2 + 18.3)	251,503

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

For guidance in counting electronic content circulation and usage, please reference the following guide: [Reporting Electronic Item Usage for the IPLAR](#)

18.5 Books- Physical	134,483
18.6 Videos/DVDs- Physical	82,594
18.7 Audios (include music)- Physical	19,233
18.8 Magazines/Periodicals- Physical	6,267
18.9 Other Items- Physical	8,926
18.10 Physical Item Circulation (18.5-18.9) [PLSC 553]	251,503
18.11 Use of Electronic Materials [PLSC 552]	56,417
18.12 Total Circulation of Materials (18.10+18.11) [PLSC 550]	307,920
18.13 Successful Retrieval of Electronic Information [PLSC 554]	51,038
18.14 Electronic Content Use (18.11+18.13) [PLSC 555]	107,455
18.15 Total Collection Use (18.10+18.11+18.13) [PLSC 556]	358,958
18.16 Interlibrary Loans Provided TO other libraries [PLSC 575]	22,906
18.17 Interlibrary Loans Received FROM other libraries [PLSC 576]	21,597

PATRON SERVICES (19.1-19.2)

This section gathers information on services the library provides to its patrons. Please fill in the information requested.

Reference Transactions

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

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

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

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

19.1 Total Annual Reference Transactions [PLSC 502]	46,124
19.1a Reference Transactions Reporting Method [PLSC 502a]	Annual Estimate Based on Typical Week(s)

One-on-One Tutorials

One-on-one tutorials are when a staff member spends a considerable amount of time tutoring or teaching a patron on a specific subject. Note that these are different from programs, which are put on for a group, and reference transactions, which are limited to information consultations (see definition above).

19.2 Total Annual One-on-One Tutorials	2,652
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AUTOMATION (20.1 - 20.5)

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

20.1 Total number of ALL computers in the library	164
20.2 Total number of PUBLIC USE (Internet and non-Internet accessible) computers in the library)	93
20.3 Is your library's catalog automated?	Yes
20.4 Is your library's catalog accessible via the web?	Yes
20.5 Does your library have a telecommunications messaging device for the hearing impaired?	No

INTERNET (21.1 - 21.9)

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

21.1 Does your library have Internet access?	Yes
21.2a What is the maximum speed of your library's Internet connection? (Select one)	Other (specify)
21.2b If Other, please specify	Staff 1G /35 mbps, patron 300 mbps/25 mbps
21.3 What is the monthly cost of the library's internet access?	\$748
21.4 Number of Internet Computers Available for Public Use [PLSC 650]	100
21.5 Number of Uses (Sessions) of Public Internet Computers Per Year [PLSC 651]	5,630
21.6 Wireless Sessions Per Year [PLSC 652]	10,652
21.7 Does your library utilize Internet filters on some or all of the public access computers?	Yes
21.8 Does your library provide instruction (workshops, classes) to patrons on the use of the Internet?	Yes
21.9 Number of website visits or sessions to your library website [PLSC 653]	273,274 --Select--

E-RATE (22.1 - 22.3)

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

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

STAFF DEVELOPMENT & TRAINING (23.1 - 23.5)

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

23.1 How much money did your library spend on staff development and training this fiscal year? (Round answer to the nearest whole dollar.)	\$3,339
23.2 Does the above amount include travel expenses?	No
23.3 How many hours of training did employees receive this year?	4,094.00
23.4 Does your library provide training to enable staff to better serve their patrons on the autism spectrum?	Yes
23.5 Would you like to receive autism training at your library?	Yes

COMMENTS AND SUGGESTIONS (24.1-24.3)

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

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

COVID-19 QUESTIONS

Closed Outlets Due to COVID-19	Yes
Public Services During COVID-19	Yes
Electronic Materials Added Due to COVID-19	Yes
Electronic Library Cards Issued Before COVID-19	No
Electronic Library Cards Issued During COVID-19	Yes
Reference Service During COVID-19	Yes
Outside Service During COVID-19	Yes
Live Virtual Programs During COVID-19	Yes
Recordings of Program Content During COVID-19	Yes
External WiFi Access Before COVID-19	Yes
External WiFi Access Added During COVID-19	No
External WiFi Access Increased During COVID-19	Yes
Staff Re-Assigned During COVID-19	No

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

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

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

25.1 Were the secretary's records found to be complete and accurate?	Yes
25.2 If NO, please list and explain any errors or discrepancies.	
25.3 First board member completing the audit	Monica Leccese
25.4 Second board member completing the audit	Susan Murphy
25.5 Date the Secretary's Audit was completed	07/20/2021

IPLAR CERTIFICATION

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

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

	Electronic Signature	Date
Library Director		
President		
Secretary		

IPLAR SUBMISSION REMINDERS

Follow these steps for IPLAR submission:

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

NOTE: All required questions must be answered and all edit checks must contain narrative notes in order for the survey to electronically submit, otherwise you will be taken to a review screen listing the questions that require additional information. If you have trouble getting the form to submit/lock, please contact Pat Burg (217-785-1168, pburg@ilsos.gov).

¹, 1.8b The Post Office dropped the North from our address. (0-2021-07-30)

², 13.39 Oversees both Youth and Adult Departments (0-2021-08-05)

Calendar

Thu 8/12

CASA of McHenry County Info Session

@ 5:30pm

A Child in McHenry County Needs You! CASA of McHenry County, 630 State Route 31, Crystal Lake. sharie@casamcchenrycounty.org, 779-994-4398

Afghanistan - Will It Be the Last Endless War?

@ 7pm

Afghanistan: Will It Be the Last Endless War? With Professor Gary Midkiff. McHenry Public Library District, 809 Front Street, McHenry. mpref@mchenrylibrary.org, 815-385-0036

Stern Army- Cool Music Stop's Monthly Pinball Tournament

@ 7pm

August 12, 2021 Stern Army- Cool Music Stop Bar & Grill, Monthly Pinball Tournament. IFA approved. Cool Music Stop Bar & Grill, 10 North Ayer Street, Harvard. t.n.menge@hotmail.com, 815-685-4331

Best Way to Travel and Get Paid!

@ 7pm / Free

Holiday Inn Chicago NW Crystal Lake Conv Ctr, an IHG Hotel, 800 South Illinois Route 31, Crystal Lake

Fri 8/13

Freestyle Ice Walk on - 8/13 (various times and programs for all ages)

@ 12am

Crystal Ice House, 320 E. Prairie Street, Crystal Lake. 815-356-8500 ext. 9

Butterfly Ball by One Million Monarchs

@ 6pm / \$125-\$125

Hickory Hall Crystal Lake, 406 West Woodstock Street, Crystal Lake

Friday the 13th at Crystal Lake

@ 6pm / \$15

Crystal Lake Main Beach, 300 Lakeshore Drive, Crystal Lake

Repta Residential's Annual Luau

@ 7pm

The Quarry Cable Park & Grille, 5517 Northwest Highway, Crystal Lake

Sat 8/14

Embroidery Hoop Collage/Collage en Bastidor (all day)

@ 12am

Aug 14th - Aug 13th

Embroidery Hoop Collage/Collage en Bastidor (all day)

Program, McHenry. mpref@mchenrylibrary.org, 815-385-0036

Free Comic Book Day!

@ 9am

Free Comic Book Day McHenry Public Library District, 809 Front Street, McHenry. mplyps@mchenrylibrary.org, 815-385-0036

Restoration Workday August 14, 2021 Dufield Pond

@ 9am

Dufield Pond Conservation Area, 11750 Country Club Road, Woodstock. 815-338-6223

Restoration Workday August 14, 2021 Pioneer Fen

@ 9:30am

Aug 14th - Aug 13th
Glacial Park Conservation Area, 6316 Harts Road, Ringwood. 815-338-6223

Try Hockey for Free

@ 10:30am

Discover the joy of hockey while skating and learning the basics with instructors, all for free. Event, 801 Wesemann Drive, West Dundee. bpeterson@canlansports.com, 847-844-8700

Checking Clinic

@ 10:30am

Aug 14th - Aug 15th
Fire Wagon Hockey, 320 E Prairie St., Crystal Lake. 815-356-8500

50th Anniversary Celebration Event

@ 11am

McHenry County Conservation District is celebrating its 50th Anniversary and we want to thank you for making it possible! A free, family-friendly event:

games, activities giveaways, food, live music. Fel-Pro RRR Conservation Area, 1520 Crystal Lake Road, Cary. MCCD@MCCDistrict.org, 815-479-5779

Sun 8/15

Powers Walker House: Life and Times of WWII 12:00 PM

@ 12pm

Aug 15th - Aug 14th
Powers Walker House, 6201 Harts Road, Ringwood. 815-338-6223

Motiv TEST DRIVE

@ 12pm / \$20

Raymond's Bowl & Entertainment Center, 3960 North Johns-

Restoration Workday August 15, 2021 Cotton Creek Marsh

@ 1pm

Cotton Creek Marsh Conservation area, 3700 Block Route 176, Island Lake. 815-338-6223

Ranger Tales: True Stories from America's National Parks

@ 1pm

Ranger Tales: True Stories from America's National Parks
McHenry Public Library District, 809 Front Street, McHenry. mplyps@mchenrylibrary.org, 815-385-0036

Powers Walker House: Life and Times of WWII 1:00 PM

@ 1pm

Aug 15th - Aug 14th
Powers Walker House, 6201 Harts Road, Ringwood. 815-338-6223

Featured



Food Shed Co-op Open House

@ 2pm

Community Investment Campaign Kick Off Party - Open House at MCC McHenry County College, 8900 U.S. 14, Commons Area, Building B, Crystal Lake. info@foodshed.coop, 815-315-1541

Powers Walker House: Life and Times of WWII 2:00 PM

@ 2pm

Aug 15th - Aug 14th
Powers Walker House, 6201 Harts Road, Ringwood. 815-338-6223

Powers Walker House: Life and Times of WWII 3:00 PM

@ 3pm

Aug 15th - Aug 14th
Powers Walker House, 6201

Mon 8/16

Freestyle Ice 8/16 (various and program ages)

@ 12am

Crystal Ice House, 2112 Behan Street, Crystal L. 8500 ext. 9

Explore: Pray

@ 10am

Prairieview Educ 2112 Behan Road, Cary. 815-338-6223

American Nin Camp

@ 5:30pm

Aug 16th - Aug 1
Cary Gymnastics Drive, Cary. 847-4

Tue 8/17

Freestyle Ice 8/17 (various and programs ages)

@ 12am

Crystal Ice House, 2112 Behan Street, Crystal Lake. 8500 ext. 9

Discovery Day

@ 10am

Rush Creek Conservancy, 20501 McGuire Rd, 815-338-6223

Wed 8/18

Freestyle Ice 8/18 (various times and programs ages)

@ 12am

Crystal Ice House, 2112 Behan Street, Crystal Lake. 8500 ext. 9

Heavy Metal Hoop

@ 7pm

With a rhythm section than the other side & a horn section so give you a toothach Metal Horns is a concept. Woodstock Historic District, 121 Buren Street, Wood-