



## McHenry Public Library District

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

**McHenry Public Library District  
Board of Library Trustees Regular Meeting  
Tuesday, September 19, 2023, 7:00 p.m.  
Meeting Rooms #135 & #136**

### **AGENDA**

- I. CALL TO ORDER** – Charles Reilly, President
- II. ROLL CALL** – Monica Leccese, Secretary
  - A.** Oath of Office for Nikki Wallace
- 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 August 15, 2023, Regular Meeting.
- VII. TREASURER'S REPORT** –Terry Weingart, Treasurer
  - A.** Approval of Monthly Financial Statements, Interim Check Report and Bill Reports for August/September 2023, Additional Bills and Petty Cash and Credit Card Reports
- VIII. COMMUNICATIONS**
- IX. LIBRARIAN'S REPORT**
  - A.** Librarian's Report
    - 1.** Share A Service with Zach Terrill, Adult Services Manager- PCs for People
  - B.** Updates on Projects
    - 1.** Partnership with McHenry Moose Lodge #691
- X. OLD BUSINESS**
  - A.** Fire panel replacement quote
- XI. NEW BUSINESS**
  - A.** FY 2023/2024 Budget
    - 1.** Adoption of ordinance 2023/2024-04: Combined Annual Budget And Appropriation Ordinance For The McHenry Public Library District For The Fiscal Year Beginning July 1, 2023 and Ending June 30, 2024
    - 2.** Certificate of Estimated Revenues by Source FY 2023-2024
    - 3.** Levy Discussion

- B. National Friends of the Library Week Proclamation
- C. Long-Term Loan Agreement with the British Interest Group of Wisconsin and Illinois

**XIII. EXECUTIVE SESSION**

Discussion of minutes of meetings lawfully closed under the Open Meetings Act, whether for purposes of approval by the body of the minutes or semi-annual review of the minutes as mandated by Section 2.06. 5 ILCS 120/2(c)(21)

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

- A. Executive Session Minutes and Recordings

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

**XVI. ADJOURNMENT**

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

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

STATE OF ILLINOIS       )  
McHENRY COUNTY       )

**OFFICIAL OATH of OFFICE**

I, NICOLE WALLACE, having been recently appointed as a board member of the McHenry Public Library District Board of Library Trustees, in the County of McHenry, in the State of Illinois, DO SOLEMNLY SWEAR (or AFFIRM) that I will support the Constitution of the United States of America and the Constitution of the State of Illinois to the best of my ability. Furthermore, I will abide by the library board of trustee bylaws and ethics practices as well as adhering to all District policies and procedures and Illinois State codified statutes. As such, I will do all in my power to serve the District as an educated board member.

\_\_\_\_\_  
Signature of Person Making Oath

Subscribed and affirmed before me on the 19th day of September 2023.

\_\_\_\_\_  
Zachariah T. Terrill, Notary Public (Official signature and official seal of notary)

PLEASE PROVIDE THE FOLLOWING INFORMATION:

NICOLE WALLACE  
Elected Official's Name

MCHEMRY PUBLIC LIBRARY DISTRICT  
Governmental Unit

TRUSTEE, term 2023-2025, remaining two years of an unexpired term  
Office and Term



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

**Date:** August 15, 2023

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

**Location:** Library Meeting Rooms # 135 & 136

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

President Reilly called the regular meeting to order at 7:30 p.m.

**II. ROLL CALL** –Secretary

Roll was called.

**Members Present:** Bud Alexander, Michele Madsen, Charles Reilly, Thomas Sutliff, Terry Weingart

**Absent:** Monica Leccese

Reilly moved, and Alexander seconded a motion to appoint Trustee Madsen as Secretary Pro Tem in the absence of Secretary Leccese.

**Roll Call vote:**

Ayes: Alexander, Madsen, Reilly, Sutliff, Weingart

Nays: None

Abstain: None

Absent: Leccese

**Motion Passed**

**III. PLEDGE OF ALLEGIANCE**

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

None.

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

**Also Present:** Lesley Jakacki, Executive Director  
Doug Martin, City of McHenry, Director of Economic Development  
Jennifer May, HR Generalist  
Michael Schnaebeler, Building Services Manager  
Zach Terrill, Adult Services Manager  
Nikki Wallace, Resident  
Jack Walrath, Resident

**VI. SECRETARY'S REPORT – Michele Madsen, Secretary Pro Tem**

**A.** Approval of Minutes of the July 18, 2023, Regular Meeting.

Secretary Pro Tem Madsen stated that she had reviewed the July 18, 2023, Regular Meeting minutes, which appear to be in order. She inquired if any changes were needed.

Director Jakacki stated that page 5 of the minutes in the Board Packet shows that the non-resident fee for cardholders is \$209.17 when the correct amount is \$206.17. The minutes have been corrected to reflect the right amount.

Weingart moved, and Sutliff seconded a motion to approve the Minutes of the July 18, 2023, Regular Meeting as corrected.

**Roll Call vote:**

Ayes: Alexander, Madsen, Reilly, Sutliff, Weingart

Nays: None

Abstain: None

Absent: Leccese

**Motion Passed**

**VII. TREASURER'S REPORT –Terry Weingart, Treasurer**

**A.** Approval of Monthly Financial Statements, Interim Check Report and Bill Reports for July/August 2023, Additional Bills and Petty Cash and Credit Card Reports

Treasurer Weingart reviewed the overall revenue, expenditures, and surplus figures for the Board.

Alexander moved, and Reilly seconded a motion to approve the Monthly Financial Statements, Interim Check Report and Bill Reports for July/August 2023, Additional Bills, and Petty Cash and Credit Card Reports.

**Roll Call vote:**

Ayes: Alexander, Madsen, Reilly, Sutliff, Weingart

Nays: None

Abstain: None

Absent: Leccese

**Motion Passed**

**VIII. NEW BUSINESS Part I**

**A.** Vacant Building Incentive Program--Delights Enterprises LLC

Doug Martin, Director of Economic Development for the City of McHenry, reviewed the City's Vacant Building Incentive Program, which provides potential tax abatement to redeveloped commercial properties that have been vacant. The first applicant of the program is Delights Enterprises LLC., which opened Rita's Ice of McHenry (3319 W. Elm). Martin provided an overview of the work done on the property. The request is for taxing bodies to abate the taxes on the increased property assessment value post-redevelopment for five years.

Sutliff motioned, and Madsen seconded a motion to approve the abatement of taxes for

Delights Enterprises LLC as part of the City of McHenry's Vacant Building Incentive Program.

**Roll Call vote:**

Ayes: Alexander, Madsen, Reilly, Sutliff, Weingart

Nays: None

Abstain: None

Absent: Leccese

**Motion Passed**

**IX. EXECUTIVE SESSION**

Alexander moved, and Weingart seconded a motion to enter into an Executive (closed) session at 7:50 p.m. for the following purpose:

To discuss the appointment, employment, compensation, discipline, performance or dismissal of specific employees of the public body in compliance with the Open Meetings Act 5 ILCS 120/2 section 2(c)(1).

The selection of a person to fill a public office, as defined in this 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. in compliance with the Open Meetings Act 5 ILCS 120/2 section 2(c)(3)

**Roll Call vote:**

Ayes: Alexander, Madsen, Reilly, Sutliff, Weingart

Nays: None

Abstain: None

Absent: Leccese

**Motion Passed**

Alexander moved, and Reilly seconded a motion to leave the Executive Session at 8:23 p.m.

Ayes: Alexander, Madsen, Reilly, Sutliff, Weingart

Nays: None

Abstain: None

Absent: Leccese

**Motion Passed**

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

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

Reilly motioned, and Sutliff seconded a motion to approve a 2% merit increase to the Director's salary for the FY22/23 performance evaluation.

**Roll Call vote:**

Ayes: Alexander, Madsen, Reilly, Sutliff, Weingart

Nays: None

Abstain: None

Absent: Leccese

**Motion Passed****B. Trustee Vacancies and Appointments**

Reilly moved, and Alexander seconded a motion to appoint Nikki Wallace to fill the unexpired two-year term vacancy on the Board of Trustees.

**Roll Call vote:**

Ayes: Alexander, Madsen, Reilly, Sutliff, Weingart

Nays: None

Abstain: None

Absent: Leccese

**Motion Passed****XI. COMMUNICATIONS**

- A.** Letter to the family of Joan Lavin in recognition of a donation
- B.** Letter from FISH of McHenry in recognition of half-price fines donation
- C.** Letter acknowledging donation from Blake Brittain of The H.E. Collectibles

**XII. LIBRARIAN'S REPORT****A. Librarian's Report**

Director Jakacki shared the following items from the Librarian's Report.

- Staff enjoyed marching in the Fiesta Days Parade and hearing from the crowd, "We love the library!" Staff also represented the Library at Fiesta Days Beach Bash and Pearl Street Market during the month.
- Jen Einoris, Youth Service Library Associate, celebrated her fifth anniversary with the Library.
- Summer Reading wrapped up and we had 728 participants register from all age levels.
- In July, 244 meals were served as part of the Summer Lunch Program

**B. Updates on Projects**

Director Jakacki shared the following updates.

- Selectors have reviewed the procedures in the Collection Development manual on controversial selections.
- Programmers and staff in charge of outside meeting room requests have been informed that the Director and the Board should be informed before booking in the case of a potentially controversial program or event.

**XIII. OLD BUSINESS****A. Fire panel replacement quote**

No updates were available.

**XIV. NEW BUSINESS Part II****A. FY 2022/23 Illinois Public Library Annual Report (IPLAR)**

Director Jakacki inquired if there were any questions about what was being reported on the FY 2022/23 Illinois Public Library Annual, which there were none.

Weingart moved, and Madsen seconded a motion to approve the FY 2022/23 Illinois Public Library Annual Report (IPLAR)

**Roll Call vote:**

Ayes: Alexander, Madsen, Reilly, Sutliff, Weingart

Nays: None

Abstain: None

Absent: Leccese

**Motion Passed**

**B. 2024 In-Service Dates Request for Closing**

Director Jakacki informed the Board that this request was for closing the Library to the public on the dates listed in order to hold all-staff training.

Alexander motioned, and Madsen seconded a motion to approve the request for the 2024 closing dates for In-Service.

**Roll Call vote:**

Ayes: Alexander, Madsen, Reilly, Sutliff, Weingart

Nays: None

Abstain: None

Absent: Leccese

**Motion Passed**

**C. Policies**

**1. Military Leave-Proposed Update**

Director Jakacki informed the Board that the updates to the policy were to expand the policy to include state and federal protection laws regarding military service and more clarification if called to duty.

Sutliff motioned, and Alexander seconded a motion to approve the updated Military Leave Policy.

**Roll Call vote:**

Ayes: Alexander, Madsen, Reilly, Sutliff, Weingart

Nays: None

Abstain: None

Absent: Leccese

**Motion Passed**

**2. Holidays- Proposed Update**

Director Jakacki informed the Board that the updates to the policy were to clarify holiday pay for part-time employees. To add language for when holiday pay is more or less than their scheduled workday. Also, to better serve patrons, we removed the extra day of closing when the holiday falls on a weekend. This means that when holidays fall on weekends, the day will be converted to a moveable holiday for staff.



Weingart motioned, and Madsen seconded the motion to approve the updated Holidays Policy.

**Roll Call vote:**

Ayes: Alexander, Madsen, Reilly, Sutliff, Weingart

Nays: None

Abstain: None

Absent: Leccese

**Motion Passed**

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

None.

**XVI. ADJOURNMENT**

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

**Roll Call vote:**

Ayes: Alexander, Madsen, Reilly, Sutliff, Weingart

Nays: None

Abstain: None

Absent: Leccese

**Motion Passed**

Respectfully Submitted,

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Michele Madsen, Secretary Pro Tempore  
McHenry Public Library District Board of Trustees

APPROVED by the Board of Trustees this \_\_\_\_\_ day of \_\_\_\_\_, 2023.

AYES:

NAYES:

ABSTAIN:

ABSENT:

Approved,

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Monica Leccese, Secretary  
McHenry Public Library District Board of Trustees

# Financial Report

For the 2 Month(s) Ended August 31, 2023  
FISCAL YEAR 2024



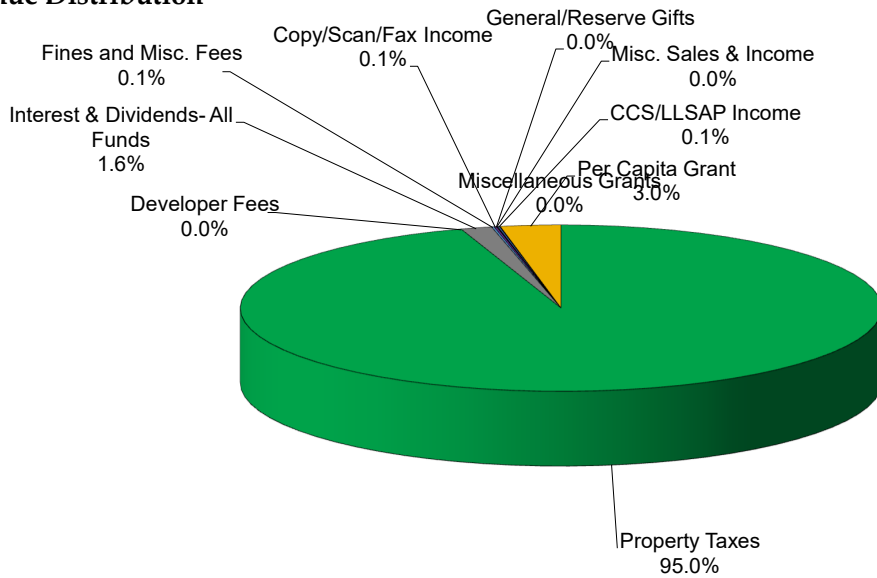
**McHenry Public Library District**  
Actual vs Budget Summary  
For the 2 Month(s) Ended August 31, 2023

**17% of Fiscal Year**

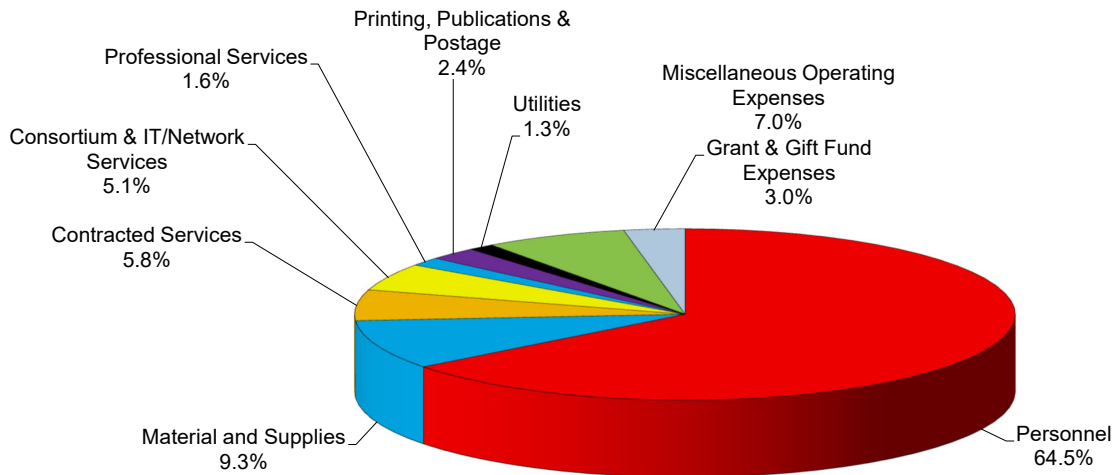
Account Description	Total Actual	Total Budget	% of Budget	Last Year	Inc/(Dec) from Last Year
<b>REVENUE</b>					
Property Taxes	1,929,407	3,520,111	54.8%	1,843,603	5%
Developer Fees	-	175,000	0.0%	-	0%
Interest & Dividends- All Funds	31,871	169,300	18.8%	243	13016%
Fines and Misc. Fees	2,678	154,000	1.7%	2,998	-11%
Copy/Scan/Fax Income	2,450	16,500	14.9%	2,337	5%
General/Reserve Gifts	109	180,000	0.1%	13	738%
Annexation & Impact Fees	-	25,000	0.0%	51	-100%
Retiree/Cobra Insurance Payment	119	18,000	0.7%	-	0%
Misc. Sales & Income	54	75,500	0.1%	78	-31%
Lost & Damaged Materials	830	6,500	12.8%	465	78%
CCS/LLSAP Income	2,039	10,500	19.4%	-	0%
Solar Credits	720	5,250	13.7%	6	11900%
Per Capita Grant	61,732	65,000	95.0%	-	0%
Over/Short	3	500	0.7%	40	-91%
Miscellaneous Grants	-	40,000	0.0%	500	-100%
Transfer from General Fund	-	850,000	0.0%	-	0%
Actual Revenues	2,038,490	5,322,981	38.3%	1,850,334	10%
Budgeted Revenues	5,322,981				
% Diff	38%				
<b>OPERATING EXPENDITURES</b>					
Personnel	267,919	2,355,250	11.4%	243,324	10%
Material and Supplies	38,614	702,250	5.5%	40,269	-4%
Contracted Services	24,081	269,250	8.9%	15,838	52%
Consortium & IT/Network Services	21,338	144,500	14.8%	21,497	-1%
Professional Services	6,664	150,000	4.4%	9,022	-26%
Printing, Publications & Postage	9,939	77,250	12.9%	10,237	-3%
Utilities	5,319	46,500	11.4%	1,616	229%
Miscellaneous Operating Expenses	29,058	221,000	13.1%	13,004	123%
Grant & Gift Fund Expenses	12,408	155,000	8.0%	-	0%
Actual Expenditures	415,340	4,121,000	10.1%	354,807	17%
Budgeted Expenditures	4,121,000				
% Diff	10%				
<b>SURPLUS / (DEFICIT) FROM OPERATIONS</b>	1,623,150	1,201,981	135.0%	1,495,527	9%
<b>CAPITAL EXPENDITURES &amp; DEBT SERVICE</b>					
Capital Expenses	28,610	515,000	5.6%	748	-100%
Transfer to Reserve Fund	-	850,000	0.0%	-	0%
Actual Expenditures	28,610	1,365,000	2.1%	748	-100%
Budgeted Expenditures	1,365,000				
% Diff	2%				
<b>TOTAL SURPLUS / (DEFICIT)</b>	1,594,540	(163,019)		1,494,779	
BEGINNING FUND BALANCE	3,310,543				
ENDING FUND BALANCE	4,905,083				

**McHenry Public Library District**  
 Actual vs Budget Summary  
 For the 2 Month(s) Ended August 31, 2023

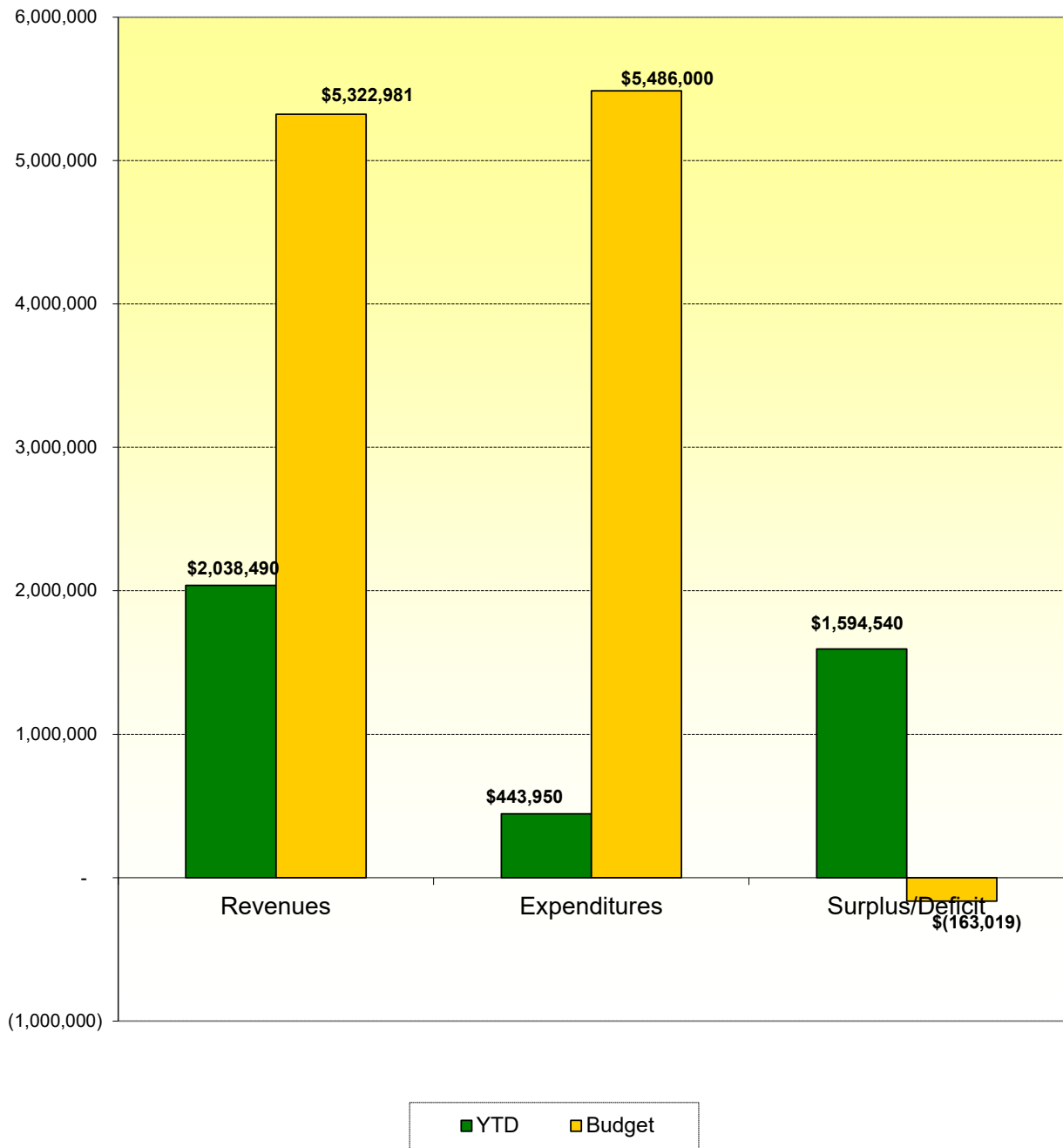
**Revenue Distribution**



**Operational Expenditure Distribution**



**McHenry Public Library District**  
 Actual vs Budget Summary  
 For the 2 Month(s) Ended August 31, 2023



**McHenry Public Library District**  
Actual vs Budget Summary  
For the 2 Month(s) Ended August 31, 2023

**17% of Fiscal Year**

Account Description	General	Spec Reserve	Grant/Gift Fund	Total Actual	Total Budget	% of Budget
<b>REVENUE</b>						
Property Taxes	1,929,407	-	-	1,929,407	3,520,111	55%
Developer Fees	-	-	-	-	175,000	0%
Interest and Dividends	25,283	2,118	4,471	31,871	169,300	19%
Fines and Misc Fees	2,678	-	-	2,678	154,000	2%
Copy/Scan/Fax Income	2,450	-	-	2,450	16,500	15%
General/Reserve Gifts	-	-	109	109	180,000	0%
Annexation & Impact Fees	-	-	-	-	25,000	0%
Retiree/Cobra Insurance Payment	119	-	-	119	18,000	1%
Misc. Sales & Income	54	-	-	54	75,500	0%
Lost & Damaged Materials	830	-	-	830	6,500	13%
CCS/LLSAP Income	2,039	-	-	2,039	10,500	19%
Solar Credits	720	-	-	720	5,250	14%
Per Capita Grant	-	-	61,732	61,732	65,000	95%
Over/Short	3	-	-	3	500	1%
Miscellaneous Grants	-	-	-	-	40,000	0%
Transfer from General Fund	-	-	-	-	850,000	0%
Actual Revenues	1,970,061	2,118	66,311	2,038,490	5,322,981	38%
Budgeted Revenues	3,968,481	1,050,500	304,000	5,322,981		
% Diff	50%	0%	22%	38%		
<b>OPERATING EXPENDITURES</b>						
Personnel	267,919	-	-	267,919	2,355,250	11%
Material and Supplies	33,121	-	5,493	38,614	702,250	5%
Contracted Services	24,081	-	-	24,081	269,250	9%
Consortium & IT/Network Services	21,338	-	-	21,338	144,500	15%
Professional Services	6,664	-	-	6,664	150,000	4%
Printing, Publications & Postage	9,939	-	-	9,939	77,250	13%
Utilities	5,319	-	-	5,319	46,500	11%
Miscellaneous Operating Expenses	29,058	-	-	29,058	221,000	13%
Grant & Gift Fund Expenses	-	-	12,408	12,408	155,000	8%
Actual Expenditures	397,439	-	17,901	415,340	4,121,000	10%
Budgeted Expenditures	3,741,000	-	380,000	4,121,000		
% Diff	11%	0%	5%	10%		
<b>SURPLUS / (DEFICIT) FROM OPERATIONS</b>	1,572,622	2,118	48,410	1,623,150	1,201,981	135%
<b>CAPITAL EXPENDITURES &amp; DEBT SERVICE</b>						
Capital Expenses	26,760	1,850	-	28,610	515,000	6%
Transfer to Reserve Fund	-	-	-	-	850,000	0%
Actual Expenditures	26,760	1,850	-	28,610	1,365,000	2%
Budgeted Expenditures	965,000	400,000	-	1,365,000		
% Diff	3%	0%	0%	2%		
Account Description	General	Spec Reserve	Grant/Gift Fund	Total Actual	Total Budget	
<b>TOTAL SURPLUS / (DEFICIT)</b>	<b>1,545,862</b>	<b>268</b>	<b>48,410</b>	<b>1,594,540</b>	<b>(163,019)</b>	
BEGINNING FUND BALANCE	2,507,141	316,806	486,596	3,310,543		
ENDING FUND BALANCE	4,053,003	317,074	535,006	4,905,083		
Fund Balance as % of Total Expenditures	955%	17139%	2989%	1105%		

**McHenry Public Library District**  
**Financial Report Detail by Fund**  
**For the 2 Month(s) Ended August 31, 2023**

	Monthly Total	Monthly Budget	General	Spec Reserve	Grant/Gift Fund	YTD Total	YTD Budget	\$ Over Budget	% of Budget
<b>Revenues</b>									
6010100 · Property Taxes	69,502.69	293,342.59	1,929,406.77	0.00	0.00	1,929,406.77	3,520,111.05	-1,590,704.28	54.8%
6015100 · Revenue Recapture Property Tax	233.33	984.96	6,477.42	0.00	0.00	6,477.42	11,819.46	-5,342.04	54.8%
6020200 · Developer Fees	0.00	14,583.33	0.00	0.00	0.00	0.00	175,000.00	-175,000.00	0.0%
6030100 · Interest Income - General	12,347.42	10,416.67	25,218.99	0.00	0.00	25,218.99	125,000.00	-99,781.01	20.2%
6030200 · Special Reserve Fund Interest	1,061.63	1,666.67	0.00	2,117.77	0.00	2,117.77	20,000.00	-17,882.23	10.6%
6030300 · Grant/Gifts Fund Interest	2,336.56	2,000.00	0.00	0.00	4,470.66	4,470.66	24,000.00	-19,529.34	18.6%
6035100 · Dividends	0.00	25.00	64.00	0.00	0.00	64.00	300.00	-236.00	21.3%
6040100 · Nonresident/Enhanced Fee Cards	296.17	62.50	296.17	0.00	0.00	296.17	750.00	-453.83	39.5%
6050100 · Fines and Fees	1,106.57	1,458.33	2,217.12	0.00	0.00	2,217.12	17,500.00	-15,282.88	12.7%
6055100 · Collection Agency Fees	40.00	41.67	60.00	0.00	0.00	60.00	500.00	-440.00	12.0%
6060100 · Copy/Scan/Fax Income	1,146.75	1,375.00	2,450.25	0.00	0.00	2,450.25	16,500.00	-14,049.75	14.9%
6070200 · Reserve Fund Gifts	0.00	416.67	0.00	0.00	0.00	0.00	5,000.00	-5,000.00	0.0%
6070300 · General Fund Gifts	2.25	14,583.33	0.00	0.00	109.00	109.00	175,000.00	-174,891.00	0.1%
6090100 · Annexation & Impact Fees	0.00	2,083.33	0.00	0.00	0.00	0.00	25,000.00	-25,000.00	0.0%
6105100 · Retiree/Cobra Insurance Payment	0.00	1,500.00	118.70	0.00	0.00	118.70	18,000.00	-17,881.30	0.7%
6110100 · Program Fees/Misc. Fees	0.00	166.67	0.00	0.00	0.00	0.00	2,000.00	-2,000.00	0.0%
6120100 · Meeting Room Fees	70.00	187.50	105.00	0.00	0.00	105.00	2,250.00	-2,145.00	4.7%
6125100 · License Plate Renewal Fees	0.00	10,916.67	0.00	0.00	0.00	0.00	131,000.00	-131,000.00	0.0%
6130100 · Misc.	18.00	6,250.00	54.00	0.00	0.00	54.00	75,000.00	-74,946.00	0.1%
6130200 · Misc. Income SR	0.00	41.67	0.00	0.00	0.00	0.00	500.00	-500.00	0.0%
6150100 · Lost & Damaged Materials	664.15	541.67	830.01	0.00	0.00	830.01	6,500.00	-5,669.99	12.8%
6157100 · CCS/LLSAP Income	2,038.88	875.00	2,038.88	0.00	0.00	2,038.88	10,500.00	-8,461.12	19.4%
6160100 · Solar Credits	0.00	437.50	720.00	0.00	0.00	720.00	5,250.00	-4,530.00	13.7%
6170300 · Per Capita Grant	61,731.70	5,416.67	0.00	0.00	61,731.70	61,731.70	65,000.00	-3,268.30	95.0%
6200100 · Over/Short	-1.00	41.67	3.46	0.00	0.00	3.46	500.00	-496.54	0.7%
6210300 · Miscellaneous Grants	0.00	3,333.33	0.00	0.00	0.00	0.00	40,000.00	-40,000.00	0.0%
9100200 · Transfer from General Fund	0.00	70,833.33	0.00	0.00	0.00	0.00	850,000.00	-850,000.00	0.0%
<b>Total Revenues</b>	<b>152,595.10</b>	<b>443,581.71</b>	<b>1,970,060.77</b>	<b>2,117.77</b>	<b>66,311.36</b>	<b>2,038,489.90</b>	<b>5,322,980.51</b>	<b>-3,284,490.61</b>	<b>4.06</b>
<b>Total Revenues</b>	<b>152,595.10</b>	<b>443,581.71</b>	<b>1,970,060.77</b>	<b>2,117.77</b>	<b>66,311.36</b>	<b>2,038,489.90</b>	<b>5,322,980.51</b>	<b>-3,284,490.61</b>	<b>38.3%</b>
<b>Expenditures</b>									
<b>Personnel Expenses</b>									
8910100 · Salaries	96,297.96	140,833.33	191,907.97	0.00	0.00	191,907.97	1,690,000.00	-1,498,092.03	11.4%
8920100 · FICA/Medicare	7,057.52	11,250.00	14,081.36	0.00	0.00	14,081.36	135,000.00	-120,918.64	10.4%
8930100 · IMRF	9,123.27	16,250.00	17,603.10	0.00	0.00	17,603.10	195,000.00	-177,396.90	9.0%
8940100 · Health & Life Insurance	13,254.30	24,583.33	40,941.26	0.00	0.00	40,941.26	295,000.00	-254,058.74	13.9%
8945100 · Recruiting/Preemployment Screen	27.95	291.67	139.24	0.00	0.00	139.24	3,500.00	-3,360.76	4.0%
8950100 · Tuition Reimbursement	0.00	625.00	0.00	0.00	0.00	0.00	7,500.00	-7,500.00	0.0%
8955100 · Telecommute Reimbursements	0.00	208.33	0.00	0.00	0.00	0.00	2,500.00	-2,500.00	0.0%
8960100 · Memberships & Dues	946.00	520.83	1,095.31	0.00	0.00	1,095.31	6,250.00	-5,154.69	17.5%
8970100 · Travel	130.90	1,000.00	1,532.78	0.00	0.00	1,532.78	12,000.00	-10,467.22	12.8%
8980100 · Continuing Education (Mtg/Conf)	64.27	708.33	617.62	0.00	0.00	617.62	8,500.00	-7,882.38	7.3%
<b>Total Personnel</b>	<b>126,902.17</b>	<b>196,270.83</b>	<b>267,918.64</b>	<b>0.00</b>	<b>0.00</b>	<b>267,918.64</b>	<b>2,355,250.00</b>	<b>-2,087,331.36</b>	<b>11.4%</b>

**McHenry Public Library District**  
**Financial Report Detail by Fund**  
**For the 2 Month(s) Ended August 31, 2023**

	Monthly Total	Monthly Budget	General	Spec Reserve	Grant/Gift Fund	YTD Total	YTD Budget	\$ Over Budget	% of Budget
<b>Materials and Supplies</b>									
8010100 · Adult Books	2,691.93	5,625.00	3,635.70	0.00	0.00	3,635.70	67,500.00	-63,864.30	5.4%
8020100 · Youth Books	2,645.80	4,166.67	2,834.34	0.00	0.00	2,834.34	50,000.00	-47,165.66	5.7%
8025100 · Professional Resources	0.00	291.67	0.00	0.00	0.00	0.00	3,500.00	-3,500.00	0.0%
8028100 · Administrative Resources	0.00	291.67	2,238.77	0.00	0.00	2,238.77	3,500.00	-1,261.23	64.0%
8030100 · Magazines & Newspapers	651.20	1,250.00	651.20	0.00	0.00	651.20	15,000.00	-14,348.80	4.3%
8040300 · Operating Fund Gifts(Donations)	254.36	18,750.00	0.00	0.00	5,492.94	5,492.94	225,000.00	-219,507.06	2.4%
8050100 · Adult AV Materials	143.18	2,583.33	264.63	0.00	0.00	264.63	31,000.00	-30,735.37	0.9%
8060100 · Youth AV Materials	1,254.39	1,083.33	1,289.60	0.00	0.00	1,289.60	13,000.00	-11,710.40	9.9%
8070100 · Library of Things	54.49	1,000.00	1,134.49	0.00	0.00	1,134.49	12,000.00	-10,865.51	9.5%
8080100 · Video Games	0.00	1,250.00	920.00	0.00	0.00	920.00	15,000.00	-14,080.00	6.1%
8090100 · Digital Media Services	4,086.40	8,125.00	7,845.80	0.00	0.00	7,845.80	97,500.00	-89,654.20	8.0%
8095100 · Electronic Resources	2,357.00	6,875.00	5,231.93	0.00	0.00	5,231.93	82,500.00	-77,268.07	6.3%
8120100 · Library Supplies	133.64	583.33	186.28	0.00	0.00	186.28	7,000.00	-6,813.72	2.7%
8130100 · Tech Services Supplies	356.30	2,375.00	486.86	0.00	0.00	486.86	28,500.00	-28,013.14	1.7%
8135100 · Bindery	0.00	41.67	0.00	0.00	0.00	0.00	500.00	-500.00	0.0%
8140100 · Adult Programs & Supplies	2,080.57	1,395.83	2,848.09	0.00	0.00	2,848.09	16,750.00	-13,901.91	17.0%
8142100 · Comicon	294.40	291.67	294.40	0.00	0.00	294.40	3,500.00	-3,205.60	8.4%
8145100 · Circulation Supplies	0.00	625.00	0.00	0.00	0.00	0.00	7,500.00	-7,500.00	0.0%
8147100 · Summer Reading Club	0.00	583.33	84.93	0.00	0.00	84.93	7,000.00	-6,915.07	1.2%
8150100 · Youth Programs & Supplies	1,798.45	1,333.33	3,174.46	0.00	0.00	3,174.46	16,000.00	-12,825.54	19.8%
<b>Total Material and Supplies</b>	<b>18,802.11</b>	<b>58,520.83</b>	<b>33,121.48</b>	<b>0.00</b>	<b>5,492.94</b>	<b>38,614.42</b>	<b>702,250.00</b>	<b>-663,635.58</b>	<b>5.5%</b>
<b>Contracted Services</b>									
8215100 · Collection Agency Fees	61.80	104.17	113.30	0.00	0.00	113.30	1,250.00	-1,136.70	9.1%
8245100 · IT/Comp/Copier/Equip-Outsourced	16,697.50	9,166.67	21,815.35	0.00	0.00	21,815.35	110,000.00	-88,184.65	19.8%
8247100 · Automation--Staff	663.72	2,500.00	975.07	0.00	0.00	975.07	30,000.00	-29,024.93	3.3%
8260100 · Misc. Contracted Services	845.00	625.00	845.00	0.00	0.00	845.00	7,500.00	-6,655.00	11.3%
8270100 · Library Bank/Finance/Late Fee	46.48	41.67	46.48	0.00	0.00	46.48	500.00	-453.52	9.3%
8275100 · Public Pmt Processing Fees	152.10	416.67	285.82	0.00	0.00	285.82	5,000.00	-4,714.18	5.7%
8285100 · License Plate Fees Settlement	0.00	9,583.33	0.00	0.00	0.00	0.00	115,000.00	-115,000.00	0.0%
<b>Total Contracted Services</b>	<b>18,466.60</b>	<b>22,437.50</b>	<b>24,081.02</b>	<b>0.00</b>	<b>0.00</b>	<b>24,081.02</b>	<b>269,250.00</b>	<b>-245,168.98</b>	<b>8.9%</b>
<b>Consortium &amp; IT/Network Services</b>									
8310100 · Automation--Circulation/Catalog	16,703.98	9,375.00	16,703.98	0.00	0.00	16,703.98	112,500.00	-95,796.02	14.8%
8320100 · VOIP Phone Service	1,598.85	1,833.33	3,196.46	0.00	0.00	3,196.46	22,000.00	-18,803.54	14.5%
8325100 · Internet Services	718.90	833.33	1,437.80	0.00	0.00	1,437.80	10,000.00	-8,562.20	14.4%
<b>Total Consortium &amp; IT/Network Services</b>	<b>19,021.73</b>	<b>12,041.67</b>	<b>21,338.24</b>	<b>0.00</b>	<b>0.00</b>	<b>21,338.24</b>	<b>144,500.00</b>	<b>-123,161.76</b>	<b>14.8%</b>
<b>Professional Services</b>									
8410100 · Accounting/Payroll/Audit Service	3,312.72	6,041.67	6,663.84	0.00	0.00	6,663.84	72,500.00	-65,836.16	9.2%
8420100 · Legal Services	0.00	2,083.33	0.00	0.00	0.00	0.00	25,000.00	-25,000.00	0.0%
8430100 · Other Consulting Fees	0.00	3,750.00	0.00	0.00	0.00	0.00	45,000.00	-45,000.00	0.0%
8440100 · In Service/Staff Training/LMS	0.00	625.00	0.00	0.00	0.00	0.00	7,500.00	-7,500.00	0.0%
<b>Total Professional Services</b>	<b>3,312.72</b>	<b>12,500.00</b>	<b>6,663.84</b>	<b>0.00</b>	<b>0.00</b>	<b>6,663.84</b>	<b>150,000.00</b>	<b>-143,336.16</b>	<b>4.4%</b>
<b>Printing, Publications &amp; Postage</b>									
8510100 · Printing Services Outsourced	0.00	3,770.83	4,944.00	0.00	0.00	4,944.00	45,250.00	-40,306.00	10.9%
8530100 · Public Notices & ADS (Legal & Job)	0.00	125.00	0.00	0.00	0.00	0.00	1,500.00	-1,500.00	0.0%
8540100 · Postage/Shipping	238.01	1,520.83	333.81	0.00	0.00	333.81	18,250.00	-17,916.19	1.8%
8545100 · Printing/Copier Supplies	131.94	291.67	131.94	0.00	0.00	131.94	3,500.00	-3,368.06	3.8%
8550100 · Public Relations/Promotions	0.00	729.17	4,528.97	0.00	0.00	4,528.97	8,750.00	-4,221.03	51.8%
<b>Total Printing, Publications &amp; Postage</b>	<b>369.95</b>	<b>6,437.50</b>	<b>9,938.72</b>	<b>0.00</b>	<b>0.00</b>	<b>9,938.72</b>	<b>77,250.00</b>	<b>-67,311.28</b>	<b>12.9%</b>



**McHenry Public Library District**  
**Financial Report Detail by Fund**  
**For the 2 Month(s) Ended August 31, 2023**

	Monthly Total	Monthly Budget	General	Spec Reserve	Grant/Gift Fund	YTD Total	YTD Budget	\$ Over Budget	% of Budget
<b>Utilities</b>									
8610100 · Electricity	2,090.74	2,000.00	3,981.82	0.00	0.00	3,981.82	24,000.00	-20,018.18	16.6%
8620100 · Gas	166.08	1,458.33	336.93	0.00	0.00	336.93	17,499.93	-17,163.00	1.9%
8640100 · Water & Sewer	999.91	416.67	999.91	0.00	0.00	999.91	5,000.00	-4,000.09	20.0%
<b>Total Utilities</b>	<b>3,256.73</b>	<b>3,874.99</b>	<b>5,318.66</b>	<b>0.00</b>	<b>0.00</b>	<b>5,318.66</b>	<b>46,499.93</b>	<b>-41,181.27</b>	<b>11.4%</b>
<b>Miscellaneous Operating Expenses</b>									
8720100 · Building & Auto Insurance	0.00	3,333.33	0.00	0.00	0.00	0.00	40,000.00	-40,000.00	0.0%
8730100 · Bonding & Officers Liability	0.00	208.33	0.00	0.00	0.00	0.00	2,500.00	-2,500.00	0.0%
8740100 · Janitorial Services & Supplies	6,580.12	5,125.00	14,901.20	0.00	0.00	14,901.20	61,500.00	-46,598.80	24.2%
8745100 · Grounds Maintenance	1,456.88	3,333.33	2,913.76	0.00	0.00	2,913.76	40,000.00	-37,086.24	7.3%
8750100 · Building Operations/Maintenance	6,445.30	5,708.33	10,180.00	0.00	0.00	10,180.00	68,500.00	-58,320.00	14.9%
8760100 · Hospitality	260.95	541.67	1,047.14	0.00	0.00	1,047.14	6,500.00	-5,452.86	16.1%
8770100 · Library Lost & Damaged Materials	15.81	83.33	15.81	0.00	0.00	15.81	1,000.00	-984.19	1.6%
8795100 · Miscellaneous	0.00	83.33	0.00	0.00	0.00	0.00	1,000.00	-1,000.00	0.0%
<b>Total Miscellaneous Operating Expenses</b>	<b>14,759.06</b>	<b>18,416.67</b>	<b>29,057.91</b>	<b>0.00</b>	<b>0.00</b>	<b>29,057.91</b>	<b>221,000.00</b>	<b>-191,942.09</b>	<b>13.1%</b>
<b>Grant &amp; Gift Fund Expenses</b>									
8800300 · 2020/21 Per Capita Grant	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
8800311 · Adult Materials - Per Capita	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
8800321 · Youth Materials - Per Capita	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
8800331 · Staff Software - Per Capita	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
8040350 · Per Capita Grant; Current FY	10,194.97	5,416.67	0.00	0.00	12,408.44	12,408.44	65,000.00	-52,591.56	19.1%
8040355 · Per Capita Grant; Previous FY	0.00	4,166.67	0.00	0.00	0.00	0.00	50,000.00	-50,000.00	0.0%
8800332 · Public Software	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
8800333 · Computer Equipment	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
8800341 · Other Equipment	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
8800342 · Additional Expenses (Personnel)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
9030300 · Misc. Grants	0.00	3,333.33	0.00	0.00	0.00	0.00	40,000.00	-40,000.00	0.0%
9200300 · Additional Expenses	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
<b>Total Grant &amp; Gift Fund Expenses</b>	<b>10,194.97</b>	<b>12,916.67</b>	<b>0.00</b>	<b>0.00</b>	<b>12,408.44</b>	<b>12,408.44</b>	<b>155,000.00</b>	<b>-142,591.56</b>	<b>8.0%</b>
<b>Capital Expenses</b>									
9060100 · Library Furnishings	0.00	833.33	2,672.07	0.00	0.00	2,672.07	10,000.00	-7,327.93	26.7%
9070100 · Library Equipment	0.00	1,666.67	0.00	0.00	0.00	0.00	20,000.00	-20,000.00	0.0%
9080100 · Small Equipment under \$250	237.43	416.67	237.43	0.00	0.00	237.43	5,000.00	-4,762.57	4.7%
9090100 · Adtl. Capital Projects & Equipment	0.00	6,666.67	23,850.28	0.00	0.00	23,850.28	80,000.00	-56,149.72	29.8%
9050200 · Library District Act	1,850.00	12,500.00	0.00	1,850.00	0.00	1,850.00	150,000.00	-148,150.00	1.2%
9060200 · Special Reserve Expenditures	0.00	20,833.33	0.00	0.00	0.00	0.00	250,000.00	-250,000.00	0.0%
<b>Total Capital Expenses</b>	<b>2,087.43</b>	<b>42,916.67</b>	<b>26,759.78</b>	<b>1,850.00</b>	<b>0.00</b>	<b>28,609.78</b>	<b>515,000.00</b>	<b>-486,390.22</b>	<b>5.6%</b>
<b>Transfer to Reserve Fund</b>									
9100100 · Transfer to Reserve Fund	0.00	70,833.33	0.00	0.00	0.00	0.00	850,000.00	-850,000.00	0.0%
<b>Total Transfer to Reserve Fund</b>	<b>0.00</b>	<b>70,833.33</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>850,000.00</b>	<b>-850,000.00</b>	<b>0.0%</b>
<b>Total Expenditures</b>	<b>217,173.47</b>	<b>457,166.66</b>	<b>424,198.29</b>	<b>1,850.00</b>	<b>17,901.38</b>	<b>443,949.67</b>	<b>5,485,999.93</b>	<b>-5,042,050.26</b>	<b>8.1%</b>
<b>Net Total</b>	<b>-64,578.37</b>	<b>-13,584.95</b>	<b>1,545,862.48</b>	<b>267.77</b>	<b>48,409.98</b>	<b>1,594,540.23</b>	<b>-163,019.42</b>	<b>1,757,559.65</b>	

McHenry Public Library District  
Financial Report Detail by Month  
For the 2 Month(s) Ended August 31, 2023

	July	August	September	October	November	December	January	February	March	April	May	June	YTD Total
<b>Revenues</b>													
6010100 · Property Taxes	1,859,904.08	69,502.69	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,929,406.77
6015100 · Revenue Recapture Property Tax	6,244.09	233.33	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	6,477.42
6020200 · Developer Fees	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
6030100 · Interest Income - General	12,871.57	12,347.42	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	25,218.99
6030200 · Special Reserve Fund Interest	1,056.14	1,061.63	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,117.77
6030300 · Grant/Gifts Fund Interest	2,134.10	2,336.56	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	4,470.66
6035100 · Dividends	64.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	64.00
6040100 · Nonresident/Enhanced Fee Cards	0.00	296.17	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	296.17
6050100 · Fines and Fees	1,110.55	1,106.57	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,217.12
6055100 · Collection Agency Fees	20.00	40.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	60.00
6060100 · Copy/Scan/Fax Income	1,303.50	1,146.75	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,450.25
6070200 · Reserve Fund Gifts	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
6070300 · General Fund Gifts	106.75	2.25	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	109.00
6080200 · Bond & Debt Certificate Sale	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
6090100 · Annexation & Impact Fees	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
6090200 · Transfers From Other Funds (9100-100)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
6105100 · Retiree/Cobra Insurance Payment	118.70	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	118.70
6110100 · Program Fees/Misc. Fees	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
6120100 · Meeting Room Fees	35.00	70.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	105.00
6125100 · License Plate Renewal Fees	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
6130100 · Misc.	36.00	18.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	54.00
6130200 · Misc. Income SR	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
6150100 · Lost & Damaged Materials	165.86	664.15	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	830.01
6157100 · CCS/LLSAP Income	0.00	2,038.88	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,038.88
6160100 · Solar Credits	720.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	720.00
6170300 · Per Capita Grant	0.00	61,731.70	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	61,731.70
6200100 · Over/Short	4.46	-1.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3.46
6210300 · Miscellaneous Grants	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
9100200 · Transfer from General Fund	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total Revenues</b>	<b>1,885,894.80</b>	<b>152,595.10</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>2,038,489.90</b>
<b>Expenditures</b>													
<b>Personnel Expenses</b>													
8910100 · Salaries	95,610.01	96,297.96	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	191,907.97
8920100 · FICA/Medicare	7,023.84	7,057.52	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	14,081.36
8930100 · IMRF	8,479.83	9,123.27	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	17,603.10
8940100 · Health & Life Insurance	27,686.96	13,254.30	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	40,941.26
8945100 · Recruiting/Preemployment Screen	111.29	27.95	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	139.24
8950100 · Tuition Reimbursement	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
8955100 · Telecommute Reimbursements	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
8960100 · Memberships & Dues	149.31	946.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,095.31
8970100 · Travel	1,401.88	130.90	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,532.78
8980100 · Continuing Education (Mtg/Conf)	553.35	64.27	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	617.62
<b>Total Personnel</b>	<b>141,016.47</b>	<b>126,902.17</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>267,918.64</b>

McHenry Public Library District  
Financial Report Detail by Month  
For the 2 Month(s) Ended August 31, 2023

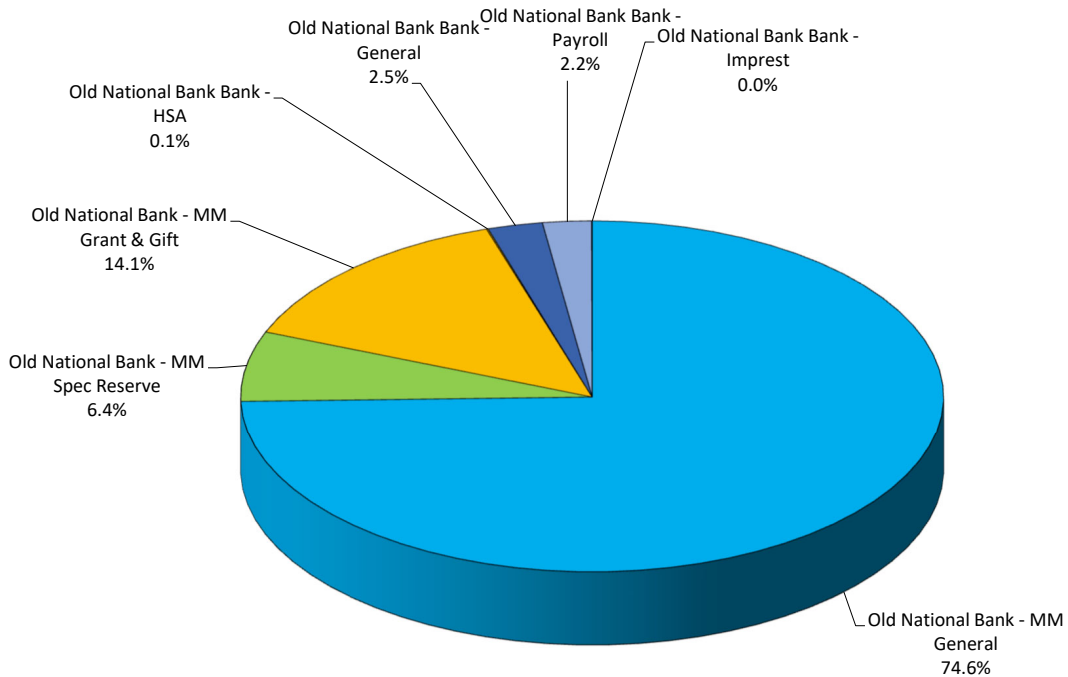
	July	August	September	October	November	December	January	February	March	April	May	June	YTD Total
<b>Materials and Supplies</b>													
8010100 · Adult Books	943.77	2,691.93	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3,635.70
8020100 · Youth Books	188.54	2,645.80	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,834.34
8025100 · Professional Resources	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
8028100 · Administrative Resources	2,238.77	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,238.77
8030100 · Magazines & Newspapers	0.00	651.20	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	651.20
8040300 · Operating Fund Gifts(Donations)	5,238.58	254.36	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	5,492.94
8050100 · Adult AV Materials	121.45	143.18	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	264.63
8060100 · Youth AV Materials	35.21	1,254.39	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,289.60
8070100 · Library of Things	1,080.00	54.49	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,134.49
8080100 · Video Games	920.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	920.00
8090100 · Digital Media Services	3,759.40	4,086.40	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	7,845.80
8095100 · Electronic Resources	2,874.93	2,357.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	5,231.93
8120100 · Library Supplies	52.64	133.64	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	186.28
8130100 · Tech Services Supplies	130.56	356.30	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	486.86
8135100 · Bindery	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
8140100 · Adult Programs & Supplies	767.52	2,080.57	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,848.09
8142100 · Comicon	0.00	294.40	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	294.40
8145100 · Circulation Supplies	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
8147100 · Summer Reading Club	84.93	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	84.93
8150100 · Youth Programs & Supplies	1,376.01	1,798.45	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3,174.46
<b>Total Material and Supplies</b>	<b>19,812.31</b>	<b>18,802.11</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>38,614.42</b>
<b>Contracted Services</b>													
8215100 · Collection Agency Fees	51.50	61.80	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	113.30
8245100 · IT/Comp/Copier/Equip-Outsourced	5,117.85	16,697.50	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	21,815.35
8247100 · Automation--Staff	311.35	663.72	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	975.07
8260100 · Misc. Contracted Services	0.00	845.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	845.00
8270100 · Library Bank/Finance/Late Fee	0.00	46.48	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	46.48
8275100 · Public Pmt Processing Fees	133.72	152.10	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	285.82
8285100 · License Plate Fees Settlement	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total Contracted Services</b>	<b>5,614.42</b>	<b>18,466.60</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>24,081.02</b>
<b>Consortium &amp; IT/Network Services</b>													
8310100 · Automation--Circulation/Catalog	0.00	16,703.98	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	16,703.98
8320100 · VOIP Phone Service	1,597.61	1,598.85	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3,196.46
8325100 · Internet Services	718.90	718.90	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,437.80
<b>Total Consortium &amp; IT/Network Services</b>	<b>2,316.51</b>	<b>19,021.73</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>21,338.24</b>
<b>Professional Services</b>													
8410100 · Accounting/Payroll/Audit Service	3,351.12	3,312.72	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	6,663.84
8420100 · Legal Services	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
8430100 · Other Consulting Fees	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
8440100 · In Service/Staff Training/LMS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total Professional Services</b>	<b>3,351.12</b>	<b>3,312.72</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>6,663.84</b>
<b>Printing, Publications &amp; Postage</b>													
8510100 · Printing Services Outsourced	4,944.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	4,944.00
8530100 · Public Notices & ADS (Legal & Job)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
8540100 · Postage/Shipping	95.80	238.01	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	333.81
8545100 · Printing/Copier Supplies	0.00	131.94	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	131.94
8550100 · Public Relations/Promotions	4,528.97	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	4,528.97
<b>Total Printing, Publications &amp; Postage</b>	<b>9,568.77</b>	<b>369.95</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>9,938.72</b>

McHenry Public Library District  
Financial Report Detail by Month  
For the 2 Month(s) Ended August 31, 2023

	July	August	September	October	November	December	January	February	March	April	May	June	YTD Total
<b>Utilities</b>													
8610100 · Electricity	1,891.08	2,090.74	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3,981.82
8620100 · Gas	170.85	166.08	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	336.93
8640100 · Water & Sewer	0.00	999.91	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	999.91
<b>Total Utilities</b>	<b>2,061.93</b>	<b>3,256.73</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>5,318.66</b>
<b>Miscellaneous Operating Expenses</b>													
8720100 · Building & Auto Insurance	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
8730100 · Bonding & Officers Liability	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
8740100 · Janitorial Services & Supplies	8,321.08	6,580.12	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	14,901.20
8745100 · Grounds Maintenance	1,456.88	1,456.88	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,913.76
8750100 · Building Operations/Maintenance	3,734.70	6,445.30	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	10,180.00
8760100 · Hospitality	786.19	260.95	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,047.14
8770100 · Library Lost & Damaged Materials	0.00	15.81	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	15.81
8795100 · Miscellaneous	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total Miscellaneous Operating Expenses</b>	<b>14,298.85</b>	<b>14,759.06</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>29,057.91</b>
<b>Grant &amp; Gift Fund Expenses</b>													
8800300 · 2020/21 Per Capita Grant	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
8800311 · Adult Materials - Per Capita	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
8800321 · Youth Materials - Per Capita	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
8800331 · Staff Software - Per Capita	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
8040350 · Per Capita Grant; Current FY	2,213.47	10,194.97	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	12,408.44
8040355 · Per Capita Grant; Previous FY	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
8800332 · Public Software	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
8800333 · Computer Equipment	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
8800341 · Other Equipment	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
8800342 · Additional Expenses (Personnel)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
9030300 · Misc. Grants	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
9200300 · Additional Expenses	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total Grant &amp; Gift Fund Expenses</b>	<b>2,213.47</b>	<b>10,194.97</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>12,408.44</b>
<b>Capital Expenses</b>													
9060100 · Library Furnishings	2,672.07	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,672.07
9070100 · Library Equipment	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
9080100 · Small Equipment under \$250	0.00	237.43	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	237.43
9090100 · Adtl. Capital Projects & Equipment	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	23,850.28
9050200 · Library District Act	0.00	1,850.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,850.00
9060200 · Special Reserve Expenditures	23,850.28	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total Capital Expenses</b>	<b>26,522.35</b>	<b>2,087.43</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>28,609.78</b>
<b>Transfer to Reserve Fund</b>													
9100100 · Transfer to Reserve Fund	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total Transfer to Reserve Fund</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Total Expenditures</b>	<b>226,776.20</b>	<b>217,173.47</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>443,949.67</b>
<b>Net Total</b>	<b>1,659,118.60</b>	<b>-64,578.37</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1,594,540.23</b>

**McHenry Public Library District  
Investments  
For the 2 Month(s) Ended August 31, 2023**

<b>Bank</b>	<b>Current Rate</b>	<b>Book Balance</b>
Old National Bank - MM General	3.94%	3,562,462
Old National Bank - MM Spec Reserve	3.94%	306,301
Old National Bank - MM Grant & Gift	3.94%	674,142
Old National Bank Bank - HSA	n/a	3,459
Old National Bank Bank - General	n/a	120,494
Old National Bank Bank - Payroll	n/a	107,080
Old National Bank Bank - Imprest	n/a	1,245
<b>Total</b>	<b>\$</b>	<b>4,775,183</b>



McHenry Public Library District  
 INTERIM CHECKS ISSUED - August 2023  
 (NOT INCLUDED ON BILL REPORT)

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

Account - General Fund					
<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>	<u>ACCT#</u>	<u>DATE</u>	<u>CHECK</u>
Waste Connection	Waste	\$ 474.49	8745-100	08/02/23	EFT
The Ground Guys	Landscaping	\$ 1,456.88	8745-100	08/03/23	EFT
Comcast	Internet	\$ 404.80	8325-100	08/29/23	EFT
First Communications	VOIP Phones	\$ 1,598.85	8320-100	08/03/23	EFT
subtotal for account		\$ 3,935.02			

Account - HSA/Building					
Old National Bank	Employer contributions HSA	\$ 437.50	8940-100	08/08/23	EFT
Old National Bank	Employee contributions HSA	\$ 465.38	8940-100	08/08/23	EFT
subtotal for account		\$ 902.88			

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

Account - Imprest					
<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>	<u>ACCT#</u>	<u>DATE</u>	<u>CHECK</u>
subtotal for account		\$ -			
GRAND TOTAL CHECKS ISSUED		\$ 4,837.90			

# Bankcard Processing Center

## September 2023 - by Account FY 2023-2024

Name	Tran Date	Merchant Name	Note	Amount	Account #	Totals
JAKACKI	8/24/2023	CHICAGO BOOKS & JOURNALS		\$ 67.48	8025-100	\$ 67.48
MILFAJT	9/1/2023	SHAW SUBURBAN MEDIA-SUBS		\$ 124.48	8030-100	\$ 124.48
JAKACKI	8/16/2023	VISTAPRINT		\$ 205.69	8040-300	
MICHALSKI	8/23/2023	RIVERSIDE CHOCOLATE FACTO		\$ 25.00	8040-300	
MICHALSKI	8/23/2023	EPIC DELI		\$ 25.00	8040-300	
MICHALSKI	8/18/2023	THE UPS STORE 4064		\$ 53.56	8040-300	
MICHALSKI	8/8/2023	HARMS FARM AND GARDEN		\$ 25.00	8040-300	
MICHALSKI	8/8/2023	SWEETPEAS EMPORIUM		\$ 26.00	8040-300	
MILFAJT	8/11/2023	4IMPRINT INC		\$ 874.56	8040-300	
TERRILL	8/9/2023	ART INST CHGO-ONLINE		\$ 310.00	8040-300	\$1,544.81
			FY22/23 Credit not used from August			
JAKACKI	6/2/2023	Lenovo United States		\$ (428.70)	8040-350	\$ (428.70)
MICHALSKI	8/27/2023	Disney Plus		\$ 7.00	8090-100	
MICHALSKI	8/26/2023	Hulu 877-8244858 CA		\$ 14.99	8090-100	
MICHALSKI	8/26/2023	Netflix.com		\$ 19.99	8090-100	
TERRILL	9/1/2023	HELP.MAX.COM		\$ 15.99	8090-100	
TERRILL	8/29/2023	NETFLIX.COM		\$ 19.99	8090-100	
TERRILL	8/28/2023	DisneyPLUS		\$ 7.00	8090-100	
TERRILL	8/28/2023	Hulu 877-8244858 CA		\$ 14.99	8090-100	
TERRILL	8/22/2023	Hulu 877-8244858 CA		\$ 14.99	8090-100	
TERRILL	8/21/2023	Disney Plus		\$ 7.00	8090-100	
TERRILL	8/20/2023	Netflix.com		\$ 19.99	8090-100	
TERRILL	8/15/2023	Hulu 877-8244858 CA		\$ 30.98	8090-100	
TERRILL	8/13/2023	Disney Plus		\$ 7.00	8090-100	
TERRILL	8/12/2023	NETFLIX.COM		\$ 19.99	8090-100	
TERRILL	8/8/2023	APPLE.COM/BILL		\$ 6.99	8090-100	
TERRILL	8/8/2023	discovery+ Ad-Free		\$ 6.99	8090-100	\$ 213.88
TERRILL	8/16/2023	Dollar Tree Inc.		\$ 300.00	8120-100	\$ 300.00
MILFAJT	8/11/2023	DEMCO INC		\$1,046.82	8130-100	
STANSBURY	9/1/2023	MEIJER # 218		\$ 2.50	8130-100	\$1,049.32
MICHALSKI	9/6/2023	POS SUPPLY SOLUTIONS		\$ 260.58	8145-100	\$ 260.58
STANSBURY	9/1/2023	MEIJER # 218		\$ 69.62	8150-100	
STANSBURY	8/29/2023	LAKESHORE LEARNING MATER		\$ 59.62	8150-100	\$ 129.24
JAKACKI	8/16/2023	EIG*CONSTANTCONTACT.COM		\$ 812.00	8247-100	\$ 812.00
MICHALSKI	8/18/2023	THE UPS STORE 4064		\$ 525.44	8510-100	
STANSBURY	8/14/2023	THE UPS STORE 4064		\$ 136.00	8510-100	\$ 661.44
TERRILL	8/16/2023	Dollar Tree Inc.		\$ 19.99	8540-100	\$ 19.99
JAKACKI	8/24/2023	CHICAGO BOOKS & JOURNALS		\$ 187.94	8550-100	\$ 187.94
SCHNAEBELE	8/25/2023	BARCO PRODUCTS COMPANY	Credit for Tax	\$ (127.84)	8750-100	
SCHNAEBELE	8/19/2023	BARCO PRODUCTS COMPANY		\$2,079.26	8750-100	\$1,951.42
JAKACKI	8/28/2023	HOBBY-LOBBY #0186		\$ 10.24	8760-100	
JAKACKI	8/24/2023	WALMART.COM 8009666546		\$ 37.50	8760-100	\$ 47.74
MAY J.	9/3/2023	NATIONAL CRIME SEARCH		\$ 70.85	8945-100	\$ 70.85
JAKACKI	8/31/2023	NFP RESOURCES		\$ 50.00	8980-100	

**Bankcard Processing Center****September 2023 - by Account FY 2023-2024**

<b>Name</b>	<b>Tran Date</b>	<b>Merchant Name</b>	<b>Note</b>	<b>Amount</b>	<b>Account #</b>	<b>Totals</b>
JAKACKI	8/31/2023	NFP RESOURCES		\$ 50.00	8980-100	
JAKACKI	8/31/2023	NFP RESOURCES		\$ 50.00	8980-100	
JAKACKI	8/31/2023	NFP RESOURCES		\$ 50.00	8980-100	
JAKACKI	8/31/2023	NFP RESOURCES		\$ 50.00	8980-100	
JAKACKI	8/31/2023	NFP RESOURCES		\$ 50.00	8980-100	
JAKACKI	8/31/2023	NFP RESOURCES		\$ 50.00	8980-100	
JAKACKI	8/31/2023	NFP RESOURCES		\$ 50.00	<b>8980-100</b>	<b>\$ 400.00</b>
<b>BANKCARD PROCESSING CENTER</b>				<b>\$7,412.47</b>	<b>TOTAL</b>	<b>\$7,412.47</b>
<b>PO BOX 6818</b>						
<b>Carol Stream, IL 60197-6818</b>						



**Deduction Listing**

McHenry Public Library District

Check Dates: 08/08/2023 to 08/22/2023

Pay Periods: 07/16/2023 to 08/21/2023

**REIMBURSEMENT REPORT  
AUGUST 2023**

Employee	Amount
Jakacki, Lesley E.	\$28.27

**Totals for REIMB -- Reimbursement****1 Employees****\$28.27**

Employee	Amount
Baseley, Steffanie L.	\$18.90
Einoris, Jen E.	\$9.08
Jakacki, Lesley E.	\$6.18
Kordistos, Skye	\$7.07
Stansbury, Alie A.	\$21.29
Terrill, Zach T.	\$68.38

**Totals for REITR -- Travel Reimbursement****6 Employees****\$130.90****Report Totals**

Code	Description	Employees	Amount
REIMB	Reimbursement	1	\$28.27
REITR	Travel Reimbursement	6	\$130.90
<b>Totals</b>		<b>6</b>	<b>\$159.17</b>

**paylocity**Paylocity Corporation  
(888) 873-8205

User: JMay

## **McHenry Public Library District**

### **LIBRARIAN'S REPORT**

**SEPTEMBER 2023**

#### **Administration**

- L. Jakacki facilitated an All-Staff SWOT (Strengths, Weaknesses, Opportunities, and Threats) Analysis during the August In-Services. The goal was to hear from front-line staff how we can best leverage our strengths to increase library card sign-ups and what we need to be aware of that can be a barrier to access. The management staff had previously completed this exercise and attended a training on onboarding while all staff were given an opportunity to speak.
- L. Jakacki and J. May have started to prepare for the FY 2022/2023 Financial Audit.
- L. Jakacki was appointed to the CCS' Budget & Finance Governance Committee for FY 2023-2024.
- L. Jakacki attended the FBI's presentation on "Responding to & Investigating Bomb Threats & Swatting Hoaxes" on August 30, in light of the events at northern Illinois libraries.
- L. Jakacki met with the new trustee, N. Wallace, to complete her orientation.
- L. Jakacki attending the CCS Governing Board Meeting at their new location in Lincolnshire and the North Suburban Library Directors Meet Up at Lake Villa Library.

#### **Adult Services**

- T. Hillier had a patron inquire as to whether or not the Dutch Creek Estates was built upon a gravel pit. He found an article before the development started construction with the developer standing in a cornfield. This helped prove that the houses were built on a field, not a gravel pit. The patron said this was precisely what they were looking for.
- A. Moreno-Lomeli helped a parent set up a Skyward account to add lunch funds for their child at school. They recently moved to McHenry and appreciated the help.
- K. Kimbrel assisted a patron who wanted detailed, step-by-step instructions for building a birchbark canoe. He found a book in our collection with all the information the patron needed to build their birchbark canoe.
- Z. Terrill was appointed to the CCS User Experience Advisory Group.
- The Questions desk answered 59 live chats on a variety of topics.

#### **Circulation**

- Circulation worked with IT Specialist K. Krewer to prepare for Warren-Newport Library to join our consortium. This entailed getting our workstations ready to work offline. Staff worked in offline mode between 9/1-9/4. We were trained to use a different ILS interface during this time. Following this period, the shared consortium catalog had 300,000 additional items added.
- Circulation prepared for participating in Library Card Signup Month. We will be participating in this initiative throughout September. During this time, all new cardholders will receive drawstring backpacks. Existing cardholders who check out

physical materials into a drawing for prizes from local businesses (gift cards). A donation from the Friends of the McHenry Public Library funded the Library Card Signup Month giveaways and prizes.

### **Human Resources**

- Offer extended for our Administrative Admin position, and it was accepted. The new staff member will start in September.
- Implemented Employee Navigator and Paylocity integration for ease regarding annual employee benefit enrollment.
- Our current headcount for August was 29: 17 FT (37.50 hours weekly), 12 PT staff members, and one temporary substitute.
- Average merit increases for FY 22/23 (year-to-date) is 1.63%
- Average merit increase for FY 23/24 (year-to-date) is 2.50%

### **Technical Services**

- Technical Services completed reclassifying and relabeling items for the Local Creators collection.
- S. Roitberg attended two Gender & Sexuality SACO funnel meetings in which the potential alteration of headings to make the country's catalogs more inclusive was discussed.
- K. Meadows facilitated the August 2023 In-Service.
- C. Balingit signed up for Niche Academy as encouraged in the town hall meeting and watched Workplace Bullying, Addressing Secondary Trauma, Compassion Fatigue & Burnout.
- K. Milfajt was appointed to the CCS Standard Cataloging Rules and Practices (SCRAP) Advisory Committee for FY 2023-2024.

### **Technology**

- IT met with the library's new Unitrends and Kaseya account manager on August 1st to introduce himself and review our current services and new offerings. On the 24<sup>th</sup>, L. Jakacki and K. Krewer met with Kaseya to learn about their new cybersecurity training software. Our current service with KnowBe4 is set to expire in November, and we are looking at other services to find the best option.
- IT worked with Circulation and MK Solutions to prepare for the Warren Newport go-live in early September. This included updating the circulation computers and testing the offline server connections. The migration went well, with only minor issues.

### **Youth Services**

- In August, we served 68 lunches as part of the Summer Lunch Program. (We served 610 meals total between June 5 and August 18, when the program concluded.)
- The 1,000 Books Before Kindergarten Graduation (and storytime) on August 4 was a hit! S. Kordistos reported that the kids had fun and that the parents had wonderful things to say and were impressed with the setup. Overall, the ceremony was great, and the kids had a blast.
- S. Baseley implemented J. Einoris's Calming Kits in Preschool Storytime. Some children were nervous or upset because they were in storytime without their parents. S. Baseley used the Calming Kits to help the kids feel better and more comfortable in

our storytime environment. This was a great resource to have on hand! She explained it to the parents as well, and they appreciated that we had something on hand for the kids.

- In the first two weeks of school, B. Salazar visited 16 different classes for Back-to-School classroom visits. She read stories, made a craft, and answered the students' questions about using the library. The schools visited were Edgebrook, Valley View, and Landmark.



- J. Einoris brought in T-Rexplorers for a program, which was great! The presenter was excellent with the kids and let the children touch the fossils. One adult commented on how wonderful the program was. J. Einoris saw one of the attendees and his mom and siblings after the program. The siblings thanked her for having the dinosaur program because their brother really enjoyed it. The attendee was in a wheelchair and loved dinosaurs. J. Einoris also especially enjoyed seeing the interaction between the attendee and Dave from T-Rexplorers.
- A patron that A. Maifeld assisted wanted to learn more about the keyboard shortcuts for Google Docs. A. Maifeld was able to print out a Google Docs Keyboard Shortcut handout as well as a Google Docs for Beginners handout that she found online. She also told her about the Google Docs technology course coming up next month. A. Maifeld demonstrated some of the keyboard shortcuts that the patron was most interested in, and in the end, she thanked her for the help.
- A storytime parent shared this photo with S. Kordistos. Her daughter, Lena, was in storytime on August 28, and her son, Vincent, helped his sister make the sailboat craft they brought home.



## Patron Comments

<p>McHENRY PUBLIC LIBRARY DISTRICT Date <u>8/10/23</u></p> <p>My comment/compliment/complaint:  <u>Back to School Bingo!</u>  <u>My kids had fun</u>  <u>and are excited to</u>  <u>get ready for school!</u></p> <p>Name (optional): <u>Carlson</u></p>	<p>McHENRY PUBLIC LIBRARY DISTRICT Date <u>August 26<sup>TH</sup> 23</u></p> <p>My comment/compliment/complaint:  <u>Alie</u>  <u>Thank you for making</u>  <u>me feel welcomed!</u>  <u>It was intimidating</u>  <u>and overwhelming</u>  <u>in here for the first time</u>  <u>so your kindness and</u>  <u>there is appreciated!</u></p> <p>Name (optional): <u>Jess</u></p> <p>Pt:  <u>keep being awesome!</u></p>	<p>McHENRY PUBLIC LIBRARY DISTRICT Date <u>8/10/23</u></p> <p>My comment/compliment/complaint:  <u>Brent is</u>  <u>a sweetheart!</u>  <u>Alway says</u>  <u>hello with a</u>  <u>smile 😊</u>  <u>Great Talks!</u></p> <p>Name (optional): <u>Christine Pizzini</u></p>
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<p><b>EB Roadrunners</b> @EB_Roadrunners</p> <p>Today, a representative from the McHenry Public Library came to read to our third graders. They also learned about the different services the library provides. #ebroadrunners #gottheedge #d15rocks</p>  <p>1:17 PM · 29 Aug 23 · 43 Views</p> <p>2 Likes</p>	<p><b>Nicole Jordan</b> @Njordan_teach1</p> <p>Thank you Miss Bertha from the McHenry library for reading to our class today @VV_Voyagers #fabulousfirsties #readingisfun</p>  <p>3:22 PM · 31 Aug 23 · 139 Views</p> <p>7 Likes</p>	<p><b>Dana Clingsmith</b> @dclingsmith1</p> <p>Thank you to the McHenry Public Library for a special first grade story time this morning! 📖 #fabulousfirsties #storytime #enjoytheview @VVVoyagers @ktsollors</p>  <p>4:04 PM · 31 Aug 23 · 153 Views</p> <p>11 Likes</p>
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# SHOP ONLINE, PICKUP LOCALLY!

*Affordable computers now available for pickup at McHenry Public Library*

## AVAILABLE FOR PURCHASE:

### Windows Desktop Bundle: \$80

- The desktop comes installed with Windows 10.
- The bundle includes a desktop tower, monitor, keyboard, mouse, and power cords.

### Windows Laptop Bundle: \$125

- The laptop comes installed with Windows 10.
- The laptop includes a laptop and power cord.

Available for customers who meet our income eligibility criteria. Visit [www.pcsforpeople.org/eligibility](http://www.pcsforpeople.org/eligibility) for details.

## HOW TO SHOP:

- 1 Visit <https://pcsrefurbished.com/event/registration> and select McHenry Public Library as your pickup location.
- 2 Submit eligibility and complete your purchase.
- 3 Wait for the confirmation email from PCs for People stating your order is ready. Once received, pick up your order at McHenry Public Library on Monday-Saturday 10 a.m.–4 p.m. at 809 Front St., McHenry, IL, 60050.



STATE OF ILLINOIS           )  
COUNTY OF McHENRY       )

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

**ORDINANCE No.     2023/2024-04**

**COMBINED ANNUAL BUDGET AND APPROPRIATION ORDINANCE  
FOR THE McHENRY PUBLIC LIBRARY DISTRICT  
FOR THE FISCAL YEAR BEGINNING JULY 1, 2023  
AND ENDING JUNE 30, 2024**

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 or before August 18, 2023, 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, 2023 and ending June 30, 2024, 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:**

	<b>APPROPRIATION</b>	<b>BUDGET</b>
1. Est. Cash on hand as of 6/30/23	\$3,133,925.00	\$2,507,141.00
2. Property Taxes	\$4,400,150.00	\$3,520,111.05
3. Revenue Recapture—Property Taxes	\$ 14,775.00	\$ 11,819.46
4. Corporate Replacement Tax	\$ 0.00	\$ 0.00
5. Interest Income- General	\$ 156,250.00	\$ 125,000.00
6. Dividends	\$ 375.00	\$ 300.00
7. NonResident & Enhanced Fee Cards	\$ 950.00	\$ 750.00
8. Fines and Fees	\$ 21,875.00	\$ 17,500.00
9. Collection Agency Fees	\$ 625.00	\$ 500.00
10. Copy/Scan/Fax Income	\$ 20,625.00	\$ 16,500.00
11. Annexation & Developer Fees	\$ 31,250.00	\$ 25,000.00
12. Retiree & Cobra Insurance Payments	\$ 22,500.00	\$ 18,000.00
13. Program Fees/Misc. Fees	\$ 2,500.00	\$ 2,000.00
14. Meeting Room Fees	\$ 2,825.00	\$ 2,250.00
15. License Plate Renewal Fees	\$ 163,750.00	\$ 131,000.00
16. Miscellaneous Income	\$ 93,750.00	\$ 75,000.00
17. Lost & Damaged Materials	\$ 8,125.00	\$ 6,500.00
18. CCS/LLSAP Income	\$ 13,125.00	\$ 10,500.00
19. Solar Credits	\$ 6,575.00	\$ 5,250.00
20. Over/Short	\$ 625.00	\$ 500.00

**TOTAL GENERAL FUND REVENUE**

\$8,094,575.00

\$6,475,621.51

**B. APPROPRIATIONS FOR ESTIMATED EXPENDITURES****1. MATERIALS & SUPPLIES**

	<b>APPROPRIATION</b>	<b>BUDGET</b>
a. Adult Books	\$ 84,375.00	\$ 67,500.00
b. Youth Books	\$ 62,500.00	\$ 50,000.00
c. Professional Resources	\$ 4,375.00	\$ 3,500.00
d. Administrative Resources	\$ 4,375.00	\$ 3,500.00
e. Magazines and Newspapers	\$ 18,750.00	\$ 15,000.00
f. Adult AV Materials	\$ 38,750.00	\$ 31,000.00
g. Youth AV Materials	\$ 16,250.00	\$ 13,000.00
h. Library of Things	\$ 15,000.00	\$ 12,000.00
i. Video Games	\$ 18,750.00	\$ 15,000.00
j. Digital Media Services	\$ 121,875.00	\$ 97,500.00
k. Electronic Resources	\$ 103,125.00	\$ 82,500.00
l. Library Supplies	\$ 8,750.00	\$ 7,000.00
m. Tech. Services Supplies	\$ 35,625.00	\$ 28,500.00
n. Bindery Services	\$ 625.00	\$ 500.00
o. Adult Programs & Supplies	\$ 20,950.00	\$ 16,750.00
p. ComiCon	\$ 4,375.00	\$ 3,500.00
q. Circulation Supplies	\$ 9,375.00	\$ 7,500.00
r. Summer Reading Club	\$ 8,750.00	\$ 7,000.00



s. YS Programs & Supplies	\$ 20,000.00	\$ 16,000.00
<b>2. CONTRACTED SERVICES</b>	<b>APPROPRIATION</b>	<b>BUDGET</b>
a. Collection Agency Fees	\$ 1,575.00	\$ 1,250.00
b. IT/Computer, Copier & Equip.Outsourcing	\$ 137,500.00	\$ 110,000.00
c. Automation—Staff	\$ 37,500.00	\$ 30,000.00
d. Misc. Contracted Services	\$ 9,375.00	\$ 7,500.00
e. Library Bank/Finance/Late Fee	\$ 625.00	\$ 500.00
f. Public Pmt Processing Fees	\$ 6,250.00	\$ 5,000.00
g. License Plate Fee Settlement	\$ 143,750.00	\$ 115,000.00
<b>3. CONSORTIUM &amp; IT NETWORK SERVICES</b>	<b>APPROPRIATION</b>	<b>BUDGET</b>
a. Automation- Circulation & Catalog	\$ 140,625.00	\$ 112,500.00
b. VOiP Phone Service	\$ 27,500.00	\$ 22,000.00
c. Internet Service	\$ 12,500.00	\$ 10,000.00
<b>4. PROFESSIONAL SERVICES</b>	<b>APPROPRIATION</b>	<b>BUDGET</b>
a. Accounting, Payroll & Audit Services	\$ 90,625.00	\$ 72,500.00
b. Legal Services	\$ 31,250.00	\$ 25,000.00
c. Other Consulting Fees	\$ 56,250.00	\$ 45,000.00
d. In-Service/Staff Training/LMS	\$ 9,375.00	\$ 7,500.00
<b>5. PRINTING, PUBLICATIONS &amp; POSTAGE</b>	<b>APPROPRIATION</b>	<b>BUDGET</b>
a. Printing Services Outsourced	\$ 56,575.00	\$ 45,250.00
b. Public Notices & Ads	\$ 1,875.00	\$ 1,500.00
c. Postage & Shipping	\$ 22,825.00	\$ 18,250.00
d. Printing/Copier Supplies	\$ 4,375.00	\$ 3,500.00
e. Public Relations/Promotions	\$ 10,950.00	\$ 8,750.00
<b>6. UTILITIES</b>	<b>APPROPRIATION</b>	<b>BUDGET</b>
a. Electricity	\$ 30,000.00	\$ 24,000.00
b. Gas	\$ 21,875.00	\$ 17,500.00
c. Water & Sewer	\$ 6,250.00	\$ 5,000.00
<b>7. MISCELLANEOUS OPERATING EXPENSES</b>	<b>APPROPRIATION</b>	<b>BUDGET</b>
a. Building & Auto Insurance	\$ 50,000.00	\$ 40,000.00
b. Bonding & Officers Liability	\$ 3,125.00	\$ 2,500.00
c. Janitorial Services & Supplies	\$ 76,875.00	\$ 61,500.00
d. Grounds Maintenance	\$ 50,000.00	\$ 40,000.00
e. Building Operations & Maintenance	\$ 85,625.00	\$ 68,500.00
f. Hospitality	\$ 8,125.00	\$ 6,500.00
g. Library Lost & Damaged Materials	\$ 1,250.00	\$ 1,000.00
h. Miscellaneous	\$ 1,250.00	\$ 1,000.00

<b>8. PERSONNEL EXPENSES</b>	<b>APPROPRIATION</b>	<b>BUDGET</b>
a. Salaries	\$2,112,500.00	\$1,690,000.00
b. FICA/Medicare	\$ 168,750.00	\$ 135,000.00
c. IMRF	\$ 243,750.00	\$ 195,000.00
d. Health & Life Insurance	\$ 368,750.00	\$ 295,000.00
e. Recruitment & Employment Screenings	\$ 4,375.00	\$ 3,500.00
f. Tuition Reimbursement	\$ 9,375.00	\$ 7,500.00
g. Telecommute Reimbursements	\$ 3,125.00	\$ 2,500.00
h. Memberships & Dues	\$ 7,825.00	\$ 6,250.00
i. Travel	\$ 15,000.00	\$ 12,000.00
j. Continuing Education	\$ 10,625.00	\$ 8,500.00

<b>9. CAPITAL EXPENSES</b>	<b>APPROPRIATION</b>	<b>BUDGET</b>
a. Library Furnishings	\$ 12,500.00	\$ 10,000.00
b. Library Equipment	\$ 25,000.00	\$ 20,000.00
c. Small Equipment under \$250	\$ 6,250.00	\$ 5,000.00
d. Adtl. Capital Projects & Equipment	\$ 100,000.00	\$ 80,000.00

<b>10. Transfer to Reserve Fund</b>	<b>\$ 1,062,500.00</b>	<b>\$ 850,000.00</b>
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<b>TOTAL GENERAL FUND EXPENSES</b>	<b>\$ 5,882,575.00</b>	<b>\$4,706,000.00</b>
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<b>TOTAL GENERAL FUND REVENUES</b>	<b>\$ 8,094,575.00</b>	<b>\$6,475,621.51</b>
<b>TOTAL GENERAL FUND EXPENSES</b>	<b>\$ 5,882,575.00</b>	<b>\$4,706,000.00</b>

## **II. GRANT and GIFT FUND**

### **A. ESTIMATED REVENUE**

	<b>APPROPRIATION</b>	<b>BUDGET</b>
1. Est. Cash on hand as of 6/30/23	\$ 608,250.00	\$ 486,596.00
2. Grant/Gift Fund Interest	\$ 30,000.00	\$ 24,000.00
3. General Fund Gifts	\$ 218,750.00	\$ 175,000.00
4. Per Capita Grant	\$ 81,250.00	\$ 65,000.00
5. Misc. Grants	\$ 50,000.00	\$ 40,000.00

<b>TOTAL GRANT and GIFT FUND REVENUE</b>	<b>\$ 988,250.00</b>	<b>\$ 790,596.00</b>
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### **B. ESTIMATED EXPENSES**

	<b>APPROPRIATION</b>	<b>BUDGET</b>
1. Operating Fund Gifts	\$ 281,250.00	\$ 225,000.00
2. Per Capita Grant; Current FY	\$ 81,250.00	\$ 65,000.00
3. Per Capita Grant; Previous FY	\$ 62,500.00	\$ 50,000.00

4. Additional Fund Expenses	\$ 0.00	\$ 0.00
5. Misc. Grants	\$ 50,000.00	\$ 40,000.00

<b>TOTAL GRANT and GIFT FUND EXPENSES</b>	<b>\$ 475,000.00</b>	<b>\$ 380,000.00</b>
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Transfer to Reserve Fund	\$ 0.00	\$ 0.00
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<b>TOTAL GRANT and GIFT FUND REVENUES</b>	<b>\$ 988,250.00</b>	<b>\$ 790,596.00</b>
<b>TOTAL GRANT and GIFT FUND EXPENSES</b>	<b>\$ 475,000.00</b>	<b>\$ 380,000.00</b>

### III. SPECIAL RESERVE FUND

<b>A. ESTIMATED REVENUES</b>	<b>APPROPRIATION</b>	<b>BUDGET</b>
1. Est. Cash on hand as of 6/30/23	\$ 396,000.00	\$ 316,806.00
2. Developer Fees	\$ 218,750.00	\$ 175,000.00
3. Reserve Fund Interest	\$ 25,000.00	\$ 20,000.00
4. Reserve Fund Gifts	\$ 6,250.00	\$ 5,000.00
5. Bond & Debt Certificate Sale	\$ 0.00	\$ 0.00
6. Transfer from Other Funds	\$ 1,062,500.00	\$ 850,000.00
7. Misc. Income SR	\$ 625.00	\$ 500.00
<b>TOTAL SPECIAL RESERVE FUND REVENUES</b>	<b>\$ 1,709,125.00</b>	<b>\$1,367,306.00</b>

<b>B. ESTIMATED EXPENSES</b>	<b>APPROPRIATION</b>	<b>BUDGET</b>
1. Debt Service	\$ 0.00	\$ 0.00
2. Improvements not related to Expansion/Renovation	\$ 187,500.00	\$ 150,000.00
3. Expenditures Pursuant To Statutory Guidelines of the LIBRARY DISTRICT ACT, 75 ILCS 16/40-50	\$ 312,500.00	\$ 250,000.00
<b>TOTAL SPECIAL RESERVE FUND EXPENSES</b>	<b>\$ 500,000.00</b>	<b>\$ 400,000.00</b>
<b>TOTAL SPECIAL RESERVE FUND REVENUES</b>	<b>\$ 1,709,125.00</b>	<b>\$1,367,306.00</b>
<b>TOTAL SPECIAL RESERVE FUND EXPENSES</b>	<b>\$ 500,000.00</b>	<b>\$ 400,000.00</b>

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

I.	<b>General Fund</b>	\$ 5,882,575.00
II.	<b>Grant and Gift Fund</b>	\$ 475,000.00
III.	<b>Special Reserve Fund</b>	\$ 500,000.00

**TOTAL** **\$ 6,857,575.00**

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

**\$ 6,857,575.00**

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 19th day of September 2023 by a vote of:

AYES:

NAYS:

ABSTAIN:

ABSENT:

Approved: \_\_\_\_\_

Charles 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

This instrument was acknowledged before me on \_\_\_\_\_ (date) by (name  
of person) \_\_\_\_\_ as (authority/officer)  
\_\_\_\_\_ of (name of entity on behalf of whom instrument was  
executed) \_\_\_\_\_.

Seal

\_\_\_\_\_  
Zachariah T. Terrill, Notary Public

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, 2023, and ending June 30, 2024, 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, September 19, 2023, 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 \_\_\_\_\_ day of \_\_\_\_\_, 2023

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 2023/2024—04, COMBINED ANNUAL BUDGET AND APPROPRIATION ORDINANCE FOR THE McHENRY PUBLIC LIBRARY DISTRICT FOR THE FISCAL YEAR BEGINNING JULY 1, 2023 AND ENDING JUNE 30, 2024, is a true and correct copy of said Ordinance which was presented in a public hearing on September 19th, 2023 and passed, and recorded by said Library Board at their Library Board meeting on \_\_\_\_\_, \_\_\_\_\_, 2023.

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

Subscribed and sworn before me this \_\_\_\_\_ day of \_\_\_\_\_ 2023.

\_\_\_\_\_  
Zachariah T. Terrill, Notary Public

My commission expires: \_\_\_\_\_



STATE OF ILLINOIS     )

COUNTY OF McHENRY )

## **CERTIFIED ESTIMATE OF REVENUES BY SOURCE**

I, Terry Weingart, certify that I am the duly qualified and acting Treasurer of the Board of Library Trustees of the McHENRY PUBLIC LIBRARY DISTRICT of McHenry Country, McHenry, Illinois, and as such, I am the chief fiscal officer of said Library District.

I, Terry Weingart, Chief Fiscal Officer of the McHenry Public Library District DO HEREBY CERTIFY that the attached is a true estimate of the revenues anticipated to be received by the McHenry Public Library District in the fiscal year 2023-2024 for the funds indicated.

IN WITNESS WHEREOF, I have affixed my signature this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

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Terry Weingart, Treasurer  
McHenry Public Library District  
Board of Library Trustees

Attest:

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

# National Friends of Libraries Week 2023

## Proclamation

**Whereas**, the Friends of the McHenry Public Library is a volunteer organization that raises funds and advocates for Library service and literacy;

**Whereas**, Friends of the McHenry Public Library District raise money through year-round book sales that enable our library to move from good to great -- providing the resources for additional programming, equipment, and special events throughout the year;

**Whereas**, this year, the Friends have funded the following Library initiatives: Summer Reading Program, Library Lover's Expedition, Library Card Sign-up Month, 1,000 Books Before Kindergarten Program, Literacy Bins Community Partnership, and the Illinois Libraries Presents membership and events.

**Whereas**, the work of the Friends highlights on an ongoing basis the fact that our library is the cornerstone of the community, providing opportunities for all to engage in the joy of life-long learning and connect with the thoughts and ideas of others from ages past to the present;

**Whereas**, the Friends understand the critical importance of well-funded libraries and advocate to ensure that our library gets the resources it needs to provide a wide variety of services to all ages, including access to print and electronic materials, along with expert assistance in research, readers' advisory, and children's services;

**Whereas**, the Friends' gift of their time and commitment to the library sets an example for all in how volunteerism leads to positive civic engagement and the betterment of our community;

**Now, therefore, be it resolved that the** McHenry Public Library District Board of Trustees proclaims October 15-21, 2023, as

## *Friends of Libraries Week*

at the McHenry Public Library District and urges everyone to join the Friends of the Library and thank them for all they do to make our library and community so much better.

Proclaimed on this 19<sup>th</sup> day of September, 2023.

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Charles T. Reilly, President  
McHenry Public Library Board of Trustees

## Long-Term Loan Agreement

This long-term loan agreement ("Agreement") is made and entered as of the \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_\_ by and between McHenry Public Library District ("MPLD" or "Library"), located at 809 Front Street, McHenry, IL 60050 and British Interest Group of Wisconsin and Illinois ("BIGWILL" or "Society") located at P.O. Box 192, Richmond, IL 60071

### RECITAL

The Library and Society desire to enter into this Agreement to provide for each party's responsibilities with respect to the long-term loan agreement described in **Exhibit A**, attached hereto and incorporated herein by this reference (the "Services").

### AGREEMENTS

In consideration of the recital and other good and valuable considerations, the receipt and sufficiency of which are hereby acknowledged, the parties agree as follows:

1. Term.
  - a. [This Agreement](#) will commence on October 1, 2023, and shall continue thereafter until terminated. In order to terminate the contract, either party must provide the other party with written notice of termination 180 days prior to termination.
  - b. The parties shall review this Agreement every five years and revise it if necessary by mutual agreement.
2. Expenses.
  - a. Except as expressly provided to the contrary in this Agreement, all expenses incurred by the parties shall be the sole responsibility of the party who ordered the service or incurred the particular expense.
3. Ownership of Materials.
  - a. The Society retains permanent ownership of all materials and final say in the disposition of any materials that are part of their collection.
4. Relationship.
  - a. The parties hereto are independent entities. Nothing in this Agreement shall be understood or construed to create or imply any relationship between the parties in the nature of any joint venture, employer/employee, principal/agent, or

partnership. The Society shall in no way become an agent of the Library pursuant to this Agreement. Neither party shall have the authority to nor shall either party attempt to create or assume any obligation by or on behalf of the other party.

5. Miscellaneous.

- a. This Agreement may not be assigned without the other party's written consent. The Library's services are personal in nature and may not be assigned or delegated to any other person. This Agreement represents the entire Agreement between the parties and supersedes any prior oral or written understandings with respect to the Services. This Agreement may only be amended by an agreement signed in writing by all of the parties hereto. Upon execution, this Agreement will be a valid and binding obligation of each party and enforceable in accordance with its terms.

## EXHIBIT A

### **Description of Services:**

BIGWILL will place selected materials from the Society's collection on long-term loan with MPLD that are of local historical and genealogical nature. This resource-sharing arrangement aims to make these materials available to a broader audience for research purposes.

Additionally, the materials will be housed and accessible to the public in the Bill Edminster Genealogy and Local History Room of the McHenry Public Library District and designated for in-library (non-circulating) use only.

### **Required Deliverables, if Any:**

#### From Library

- Will accession the items into the Library's collection, including affixing a call number label, a bar code label, and an RFID tag to the physical item, and inclusion of the item in the Library's online catalog.
- MPLD will make every effort to keep BIGWILL's items in the collection; however, it may become necessary to remove an item from the collection due to age, phasing out of format, wear and tear, or irrelevance. MPLD will notify the BIGWILL Library Liaison that an item is to be removed from the collection and give them 30 days to retrieve the item or provide the Library with instructions for final disposition. If BIGWILL does not notify MPLD of their intentions within 30 days, the item will be removed from the collection

according to the MPLD's Material Selection Policy.

- Upon either party's permanent removal of individual items or termination of the agreement, the Library will deaccession the materials from its collection and online catalog and arrange to return them to the Society.
- MPLD will promptly inform BIGWILL of any lost, damaged, or destroyed items in the Library's possession.
- The Library must communicate any changes to the Library's Materials selection policy related to the genealogy and local history collections. The parties can revise the agreement through a mutual agreement in light of changes in the Library's Materials selection policy.

#### From Society

- All the items from BIGWILL placed on long-term loan with the Library shall be stamped with the Society's mark of ownership, i.e., "British Interest Group of Wisconsin and Illinois."
- Periodicals purchased by BIGWILL and on loan shall be loaned to the Library for a minimum of one year from the issue date.
- The BIGWILL Librarian will inform the Library's Genealogy Librarian of any short-term removal of the Society's materials for Society purposes from the Library's collection prior to removal.
- BIGWILL shall maintain its own inventory of materials placed on long-term loan with the Library to aid with any questions regarding ownership and/or inventory processes of the Library.
- The Society shall maintain insurance on BIGWILL materials held by the Library. The Society will not hold MPLD liable for lost, damaged/or destroyed materials while in the Library's possession.

#### Termination of Contract

- Upon termination of the contract, once the notice of termination is made by either party, the Library will deaccession the materials from its collection and online catalog and arrange to return them to the Society. The Society will take physical possession of the collection or provide the Library with instructions for the collection's final disposition no later than 180 days after the notice of termination. If BIGWILL does not notify MPLD of their intentions or take physical possession within the timeframe, the items will be removed from the collection according to the MPLD's Material Selection Policy.

McHenry Public Library District

British Interest Group of Wisconsin and Illinois

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Charles T. Reilly  
Board of Trustees, President

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Maureen Brady  
Board President

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Lesley E. Jakacki  
Executive Director

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Arlyn Booth  
Librarian

DRAFT