



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

Tuesday, December 19, 2017

7:00 p.m.

2nd Floor Board Room

Agenda

- I. CALL TO ORDER** – Kathy Baderstadt, President
- II. ROLL CALL** – Monica Leccese, Secretary
- III. PLEDGE OF ALLEGIANCE**
- IV. CORRECTIONS OR ADDITIONS TO THE AGENDA**
- V. PUBLIC COMMENT AND RECOGNITION OF VISITORS**
- VI. CONSENT AGENDA FOR THIS MEETING (Action)**
SECRETARY'S REPORT – Monica Leccese, Secretary
Minutes of the Regular Board Meeting, November 12, 2017

TREASURER'S REPORT – Delphine Grala, Treasurer
Monthly Financial Statements and Interim Check Report through
November 30, 2017 and Bill Reports for November/December 2017
Additional Bills (Distributed night of meeting)
Petty Cash and Credit Card Reports
- VII. COMMUNICATIONS**
 - Thank you from B. Edminster to Nancy M. Kramer & Beverly N. Tychsen for donation in memory of Frances Mysker
 - TY from BE to Thomas & Beverly Tychsen “ “ “ “ Frances Mysker
 - TY from BE to Joanne & Steven Wilhelmy “ “ “ “ Frances Mysker
 - TY from BE to the Senate Republican Caucus & Staff “ “ “ “ Frances Mysker
 - TY from BE to Joellen Johnson “ “ “ “ Frances Mysker
 - TY from BE to Lisa Sims “ “ “ “ Frances Mysker
 - TY from BE to Janet Daniels “ “ “ “ Frances Mysker

- B. Edminster to Pamela Althoff—Announcement of donations made in memory of Frances Mysker
- B. Edminster to Adam Lowrey—Invitation to Career Online High School Graduation (other such letters confidential pending response)
- B. Edminster to Dawn Amponin— Memorial for Leodegario L. Amponin, Sr.
- B. Edminster to Emma Wyant—Memorial for Kenneth L. Andrews

VIII. LIBRARIAN'S REPORT

IX. EXECUTIVE SESSION

To discuss the appointment, employment, compensation, discipline, performance or dismissal of specific employees of the public body in compliance with the Open Meetings Act 5 ILCS 120/2 section 2(c)(1) and review and release of the October 24, 2017 Executive Session Minutes.

X. OLD BUSINESS

XI. NEW BUSINESS

1. Approval of the 2018 Illinois Public Library Per Capita Grant Application and the 2016 Illinois Public Library Per Capita Grant Expenditures Report **(Action)**
2. Reading and approval of Ordinance 2017/2018-11 “An Ordinance Adopting a Policy Prohibiting Sexual Harassment for the MPLD”, including policy (Exhibit A) **(Action)**
3. Reading and approval of Resolution 2017/18-1 **(Action)**
4. Approval and Release of the FY 2016-2017 Audit **(Action)**

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

XIII. ADJOURNMENT

*****Please note that upcoming board meeting day
will be January 16, 2018*****

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

MINUTES
MCHENRY PUBLIC LIBRARY DISTRICT
BOARD OF LIBRARY TRUSTEES
REGULAR MEETING

Date: November 21, 2017
Time: 7:00 P.M.
Location: Library Board Meeting Room

I. Call to Order:

President Baderstadt called the meeting to order at 7:08 p.m.

II. Roll Call:

Roll was called and a quorum was established.

In M. Leccese's absence, J. Stone was appointed Secretary Pro Tem.

Members Present: Kathy Baderstadt, Margaret Carey (arrived 7:45 p.m.), Delphine Grala, Charles Reilly, and Jill Stone

Members Absent: Monica Leccese and Bradley Schubert

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

III. Pledge of Allegiance

IV. Corrections or Additions to the Agenda

V. Public Comment and Recognition of Visitors

VI. Consent Agenda for this meeting

Secretary's Report – Jill Stone, Secretary Pro Tem

Minutes of the Regular Board Meeting, October 24, 2017

Treasurer's Report – Delphine Grala, Treasurer

Monthly Financial Statements and Interim Check Report through October 31, 2017

Bill Reports for October/November 2017

Additional Bills (Distributed night of meeting)

Petty Cash and Credit Card Reports

The Board reviewed the regular board minutes, financial statements and bills.

Reilly moved and Stone seconded a motion to approve the minutes of the public hearing and regular meeting for October 24, 2017, the monthly financial statements for the fiscal year through October 31, 2017, the Bill Reports for October/November 2017, and payment of the bills.

Ayes: Baderstadt, Grala, Reilly, Stone

Nays: None

Abstain: None

Absent: Carey, Leccese, Schubert

Motion Passed

VII. Communications

- McHenry County Historical Society to B. Edminster—award of organizational membership as appreciation to library
- B. Edminster to McHenry County Historical Society—thank you for award

VIII. Librarian's Report

- Scholtz reported that there was an article in the paper saying that Algonquin Area Public Library is undergoing an 8,000 square-foot addition to the main library, costing \$6.7 million. The project will be paid for out of their reserves and a loan. He also mentioned that Algonquin has a new library director.
- Zach Terrill came to the Board meeting to invite the Board members to the December 8 staff in-service for lunch.
- There are two new members of the maintenance staff, replacing two who left.
- Scholtz shared a chart that will appear in the next Preface that highlights library statistics.
- Lesley Jakacki and Scholtz talked to the Landmark Commission, inviting them to develop displays in the library for Illinois' Bicentennial next year.
- Scholtz reported that Shaw Media decided not to give the library rights to digitize the Plaindealer issues that are under their copyright. At this time, we can digitize issues from 1875 to 1922. Because of changes in copyright law, beginning in 2019, we can progressively digitize one year of the Plaindealer in each successive year. Therefore, we can digitize issues from 1923 in 2019, 1924 in 2020, etc.
- Scholtz told the Board that patron Jim Mackie has just written a book, part of a series he has done, and the library will sponsor a book signing.
- Edminster informed the Board that the date for the Career Online High School graduation listed in the Board Packet was changed and should be listed as February 18, 2018.

IX. Executive Session

To discuss the appointment, employment, compensation, discipline, performance or dismissal of specific employees of the public body in compliance with the Open Meetings Act 5 ILCS 120/2 section 2(c)(1) and review and release of the July 18, 2017 Executive Session Minutes. The Board did not go into executive session.

X. Old Business

- Reilly requested that the topic of an auditorium for the library be put on the Board agenda in early 2018. Scholtz will ask Gillespie Design to investigate the feasibility and cost of building an auditorium.
- Grala reported that in the course of investigating a meeting room for another group, she found that four local banks do not charge for using their meeting rooms. She suggested that we consider looking into lowering the price we charge. Scholtz responded that based on library surveys, libraries charge a wide range of prices to use their meeting rooms. The library uses the meeting room heavily and we do not go out of our way to increase use by outside groups.

XI. New Business

1. Approval and release of the October 24, 2017 Executive Session Minutes
The Board did not go into executive session.

2. Potential discussion of BCBS health insurance plans for FY17/18
Scholtz reports that we are still waiting for final numbers but that he anticipates we will go through with the plan approved by the Board.
3. Inspection and approval of FY16/17 Audit done by Eder/Casella
The Board reviewed the audit. Scholtz told the Board that the audit looks good. Next year, the library will need to do an audit of its IMRF responsibilities. Gunness will contact the accountants to inquire on the entry “laundry receptacle” for a cost that seems excessive.
4. Discussion concerning future board meeting dates
Staff asked that the Board return its meeting date to the third Tuesday each month since the deadline for bills cannot be changed and the work-around is not working well.
Reilly moved and Carey seconded a motion to change the January 2018 meeting date to the 16th and that meeting dates continue to be on the third Tuesday as originally scheduled.
Ayes: Baderstadt, Carey, Grala, Reilly, Stone
Nays: None
Abstain: None
Absent: Leccese, Schubert
Motion Passed
5. Policy addition regarding Staff Policies – Drug-free workplace and staff use/storage of bicycles, scooters
These policies were tabled until the December or January meeting
6. Requirements for FY2018-20 Per Capita Grant - Review of Chapter 12, *Serving Our Public 3.0* (p. 44 – Safety) and Chapters 6-10 of *Trustee Fact Book* (these items are shared with you on Google drive: MPLD Board). We will discuss/review over next 3-4 board meetings.
The Board reviewed Chapter 12, *Serving Our Public 3.0* and decided that the library meets all the requirements on the checklist. The Board will review the other chapters of the *Trustee Fact Book* at future meetings.

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

Edminster distributed Friends membership applications to encourage the Board members to join that group if they wished.

XIII. Adjournment

Reilly moved and Grala seconded a motion to adjourn the meeting at 8:32 p.m.

Ayes: Baderstadt, Carey, Grala, Reilly, Stone

Nays: None

Abstain: None

Absent: Leccese, Schubert

Motion Passed

Respectfully Submitted,

Jill Stone, Secretary Pro Tem

MCHENRY PUBLIC LIBRARY DISTRICT

COMPILED FINANCIAL STATEMENTS

November 30, 2017

McHenry Public Library District
Balance Sheet
As of November 30, 2017

4:38 PM
12/15/2017
Cash Basis
Nov 30, 17

ASSETS

Current Assets

Checking/Savings

1060 · First Midwest Bank-Money Market

1060100 · MM - General - First Midwest 1,425,676.43

1060200 · MM - Spec Reserve-First Midwest 1,457,728.41

1060300 · MM - Grant & Gift-First Midwest 428,181.70

Total 1060 · First Midwest Bank-Money Market 3,311,586.54

1070100 · HSA/Building - First Midwest 366,012.47

1615100 · General Account - First Midwest 16,399.69

1625100 · Payroll Account - First Midwest 118,954.74

1635100 · Imprest Account - First Midwest 5,000.00

1045100 · PROPAY 2,672.16

Total Checking/Savings 3,820,625.60

Other Current Assets

1005100 · Petty Cash 800.00

1500200 · Due from General Fund 550,000.00

Total Other Current Assets 550,800.00

Total Current Assets 4,371,425.60

TOTAL ASSETS 4,371,425.60

LIABILITIES & EQUITY

Liabilities

Current Liabilities

Other Current Liabilities

2500100 · Due to Special Reserve Fund 550,000.00

Total Other Current Liabilities 550,000.00

Total Current Liabilities 550,000.00

Total Liabilities 550,000.00

Equity

3010100 · Fund Balance - General 1,456,371.20

3010200 · Fund Balance - Special Reserve 1,748,470.21

3010300 · Fund Balance - Grants & Gifts 437,630.23

Net Income 178,953.96

Total Equity 3,821,425.60

TOTAL LIABILITIES & EQUITY 4,371,425.60

McHenry Public Library District
Statement of Revenues and Expenditures
November 2017

4:40 PM
12/15/2017
Cash Basis
Nov 17

Income	
6010100 · Property Taxes	33,192.45
6030100 · Interest Income - General	78.36
6030200 · Interest Income - Spec Reserve	38.86
6030300 · Interest Income - Grant & Gifts	13.31
6050100 · Fines	4,275.17
6055100 · Referral/Collection Fees	20.00
6060100 · Photocopier & Fax Income	23.81
6070300 · General Fund Gifts	12.59
6105100 · Cobra/Retiree Insurance Pmts	1,037.77
6120100 · Meeting Room Fees	85.00
6130100 · Misc Incom -General(Sales/Fees)	275.26
6150100 · Lost & Damged Materials	248.83
6200100 · Over/Short	(2.79)
Total Income	39,298.62
Gross Profit	39,298.62
Expense	
8010100 · Adult Books	7,401.75
8020100 · Youth Books	3,981.71
8025100 · Professional Resources	45.00
8028100 · Administrative Resources (GA)	29.99
8030100 · Magazines & Newspapers	(551.44)
8040300 · Operating Fund Gifts	597.64
8050100 · Adult AV Materials	4,290.51
8060100 · Youth AV Materials	2,035.96
8080100 · Video Games	800.50
8090100 · eBook & eMagazine Services	1,449.29
8095100 · Electronic Subscriptions	8,067.50
8120100 · Library Supplies	747.90
8130100 · Tech Services Supplies	1,619.68
8140100 · Adult Programs & Supplies	2,373.72
8150100 · Youth Programs & Supplies	3,309.02
8215100 · Collection Agency Fees	152.15
8245100 · Comp/OfcEqp/CopierRepairs/Contr	4,777.12
8270100 · Finance/Late Fee Charges	20.00
8310100 · CCS & Polaris Expenses	5,962.95
8320100 · Network Expenses	1,512.68
8330100 · OCLC Services (cataloging)	742.71
8410100 · Payroll Exp, Acctg & Audit Serv	5,965.45
8430100 · Automation & Misc Consultants	300.00
8510100 · Printing	5,167.00
8530100 · Public Notices & Ads	90.00
8540100 · Postage	1,573.80
8550100 · Public Relations/Promotions	1,686.07
8610100 · Electricity	3,269.75
8630100 · Telephone & Internet Services	871.07
8740100 · Building & Grounds	9,471.78
8760100 · Hospitality	897.56
8770100 · Interlibrary Loan Fees & Losses	24.99

	Nov 17
8795100 · Miscellaneous (FH)	304.00
8800300 · Per Capita Grant expense for FY	127.37
8800311 · Adult Materials - PER CAPITA	1,854.99
8910100 · Salaries	132,019.62
8920100 · FICA/Medicare	9,657.13
8930100 · IMRF	14,786.51
8940100 · Health & Life Insurance	16,387.00
8960100 · Memberships & Dues	315.99
8970100 · Travel	200.06
8980100 · Meetings & Training	530.90
9060100 · Library Furnishings	598.79
9090100 · Additional Capital Projects	118,622.39
Total Expense	374,088.56
Net Income	(334,789.94)

McHenry Public Library District
Statement of Revenues and Expenditures by Class
 July through November 2017

4:42 PM

12/15/2017

Cash Basis

	100 General Fund	200 Special Reserve Fund	300 Grant and Gift Fund	TOTAL
Income				
6010100 · Property Taxes	1,544,206.93	0.00	0.00	1,544,206.93
6020200 · Developer Fees	0.00	58,576.00	0.00	58,576.00
6030100 · Interest Income - General	367.86	0.00	0.00	367.86
6030200 · Interest Income - Spec Reserve	0.00	213.25	0.00	213.25
6030300 · Interest Income - Grant & Gifts	0.00	0.00	74.97	74.97
6035100 · Dividends	47.00	0.00	0.00	47.00
6040100 · Nonresident/Enhanced Cards	180.00	0.00	0.00	180.00
6050100 · Fines	23,401.00	0.00	0.00	23,401.00
6055100 · Referral/Collection Fees	90.00	0.00	0.00	90.00
6060100 · Photocopier & Fax Income	4,936.05	0.00	0.00	4,936.05
6070300 · General Fund Gifts	0.00	0.00	441.23	441.23
6105100 · Cobra/Retiree Insurance Pmts	4,649.30	0.00	0.00	4,649.30
6110100 · Program Fees/Misc Fees	2,115.00	0.00	0.00	2,115.00
6120100 · Meeting Room Fees	420.00	0.00	0.00	420.00
6130100 · Misc Incom -General(Sales/Fees)	1,895.76	0.00	0.00	1,895.76
6150100 · Lost & Damged Materials	1,566.48	0.00	0.00	1,566.48
6200100 · Over/Short	31.30	0.00	0.00	31.30
Total Income	1,583,906.68	58,789.25	516.20	1,643,212.13
Gross Profit	1,583,906.68	58,789.25	516.20	1,643,212.13
Expense				
8010100 · Adult Books	33,419.86	0.00	0.00	33,419.86
8020100 · Youth Books	16,301.64	0.00	0.00	16,301.64
8025100 · Professional Resources	4,278.60	0.00	0.00	4,278.60
8028100 · Administrative Resources (GA)	119.96	0.00	0.00	119.96
8030100 · Magazines & Newspapers	12,723.11	0.00	0.00	12,723.11
8040300 · Operating Fund Gifts	405.00	0.00	4,592.70	4,997.70
8050100 · Adult AV Materials	17,113.49	0.00	0.00	17,113.49
8060100 · Youth AV Materials	4,034.13	0.00	0.00	4,034.13
8080100 · Video Games	3,406.71	0.00	0.00	3,406.71
8090100 · eBook & eMagazine Services	21,649.00	0.00	0.00	21,649.00
8095100 · Electronic Subscriptions	22,262.11	0.00	0.00	22,262.11
8120100 · Library Supplies	3,737.62	0.00	0.00	3,737.62
8130100 · Tech Services Supplies	8,776.41	0.00	0.00	8,776.41
8140100 · Adult Programs & Supplies	7,213.70	0.00	550.00	7,763.70
8145100 · Circulation Supplies	91.80	0.00	0.00	91.80
8147100 · Summer Reading Club	28.52	0.00	0.00	28.52
8150100 · Youth Programs & Supplies	10,273.00	0.00	0.00	10,273.00
8215100 · Collection Agency Fees	501.20	0.00	0.00	501.20
8245100 · Comp/OfcEqp/CopierRepairs/Contr	21,331.41	0.00	0.00	21,331.41
8270100 · Finance/Late Fee Charges	20.00	0.00	0.00	20.00
8310100 · CCS & Polaris Expenses	29,814.75	0.00	0.00	29,814.75
8320100 · Network Expenses	5,078.02	0.00	0.00	5,078.02
8330100 · OCLC Services (cataloging)	3,713.55	0.00	0.00	3,713.55
8410100 · Payroll Exp, Acctg & Audit Serv	10,110.15	0.00	0.00	10,110.15
8420100 · Legal Services	517.00	0.00	0.00	517.00
8430100 · Automation & Misc Consultants	600.00	0.00	0.00	600.00
8510100 · Printing	11,656.05	0.00	0.00	11,656.05

	100 General Fund	200 Special Reserve Fund	300 Grant and Gift Fund	TOTAL
8530100 · Public Notices & Ads	1,279.20	0.00	0.00	1,279.20
8540100 · Postage	4,495.36	0.00	0.00	4,495.36
8550100 · Public Relations/Promotions	2,081.62	0.00	0.00	2,081.62
8610100 · Electricity	11,215.07	0.00	0.00	11,215.07
8630100 · Telephone & Internet Services	4,171.94	0.00	0.00	4,171.94
8640100 · Water & Sewer	3,696.68	0.00	0.00	3,696.68
8720100 · Building/Auto Insurance	22,032.00	0.00	0.00	22,032.00
8730100 · Bonding & Officers Liability	5,554.00	0.00	0.00	5,554.00
8740100 · Building & Grounds	21,236.06	0.00	0.00	21,236.06
8760100 · Hospitality	1,857.52	0.00	0.00	1,857.52
8770100 · Interlibrary Loan Fees & Losses	181.62	0.00	0.00	181.62
8795100 · Miscellaneous (FH)	339.00	0.00	0.00	339.00
8800300 · Per Capita Grant expense for FY	0.00	0.00	127.37	127.37
8800311 · Adult Materials - PER CAPITA	0.00	0.00	4,694.66	4,694.66
8910100 · Salaries	655,880.87	0.00	0.00	655,880.87
8920100 · FICA/Medicare	47,862.33	0.00	0.00	47,862.33
8930100 · IMRF	73,305.52	0.00	0.00	73,305.52
8940100 · Health & Life Insurance	163,454.55	0.00	0.00	163,454.55
8950100 · Tuition Reimbursement	679.18	0.00	0.00	679.18
8960100 · Memberships & Dues	447.96	0.00	0.00	447.96
8970100 · Travel	1,151.36	0.00	0.00	1,151.36
8980100 · Meetings & Training	1,780.90	0.00	0.00	1,780.90
9060100 · Library Furnishings	1,367.07	0.00	0.00	1,367.07
9070100 · Library Equipment	329.52	0.00	0.00	329.52
9080100 · Small Equipment Under \$250	1,019.42	0.00	0.00	1,019.42
9090100 · Additional Capital Projects	179,697.90	0.00	0.00	179,697.90
Total Expense	1,454,293.44	0.00	9,964.73	1,464,258.17
Net Income	129,613.24	58,789.25	(9,448.53)	178,953.96

Statement of Revenues and Expenditures Budget vs. Actual

12/15/2017

July through November 2017

Cash Basis

	Jul - Nov 17	Budget	\$ Over Budget	% of Budget
Income				
6010100 · Property Taxes	1,544,206.93	3,180,653.29	(1,636,446.36)	48.55%
6020200 · Developer Fees	58,576.00	58,000.00	576.00	100.99%
6030100 · Interest Income - General	367.86	5,000.00	(4,632.14)	7.36%
6030200 · Interest Income - Spec Reserve	213.25	3,000.00	(2,786.75)	7.11%
6030300 · Interest Income - Grant & Gifts	74.97	2,500.00	(2,425.03)	3.0%
6035100 · Dividends	47.00	500.00	(453.00)	9.4%
6040100 · Nonresident/Enhanced Cards	180.00	1,000.00	(820.00)	18.0%
6050100 · Fines	23,401.00	55,000.00	(31,599.00)	42.55%
6055100 · Referral/Collection Fees	90.00	1,000.00	(910.00)	9.0%
6060100 · Photocopier & Fax Income	4,936.05	17,000.00	(12,063.95)	29.04%
6070200 · Reserve Fund Gifts	0.00	25,000.00	(25,000.00)	0.0%
6070300 · General Fund Gifts	441.23	20,000.00	(19,558.77)	2.21%
6090100 · Annexation Impact Fees	0.00	8,000.00	(8,000.00)	0.0%
6090200 · Transfer from General Fund	0.00	500,000.00	(500,000.00)	0.0%
6105100 · Cobra/Retiree Insurance Pmts	4,649.30	13,500.00	(8,850.70)	34.44%
6110100 · Program Fees/Misc Fees	2,115.00	4,200.00	(2,085.00)	50.36%
6120100 · Meeting Room Fees	420.00	1,000.00	(580.00)	42.0%
6130100 · Misc Incom -General(Sales/Fees)	1,895.76	25,000.00	(23,104.24)	7.58%
6130200 · Misc Income - Special Reserve	0.00	2,000.00	(2,000.00)	0.0%
6150100 · Lost & Damged Materials	1,566.48	6,000.00	(4,433.52)	26.11%
6170300 · Per Capita Grant	0.00	84,893.43	(84,893.43)	0.0%
6200100 · Over/Short	31.30	0.00	31.30	100.0%
6210300 · Miscellaneous Grants	0.00	50,000.00	(50,000.00)	0.0%
Total Income	1,643,212.13	4,063,246.72	(2,420,034.59)	40.44%
Gross Profit	1,643,212.13	4,063,246.72	(2,420,034.59)	40.44%
Expense				
8010100 · Adult Books	33,419.86	94,000.00	(60,580.14)	35.55%
8020100 · Youth Books	16,301.64	59,000.00	(42,698.36)	27.63%
8025100 · Professional Resources	4,278.60	5,500.00	(1,221.40)	77.79%
8028100 · Administrative Resources (GA)	119.96	6,000.00	(5,880.04)	2.0%
8030100 · Magazines & Newspapers	12,723.11	15,000.00	(2,276.89)	84.82%
8040300 · Operating Fund Gifts	4,997.70	448,381.10	(443,383.40)	1.12%
8050100 · Adult AV Materials	17,113.49	53,000.00	(35,886.51)	32.29%
8060100 · Youth AV Materials	4,034.13	15,000.00	(10,965.87)	26.89%
8080100 · Video Games	3,406.71	12,500.00	(9,093.29)	27.25%
8090100 · eBook & eMagazine Services	21,649.00	55,500.00	(33,851.00)	39.01%
8095100 · Electronic Subscriptions	22,262.11	80,000.00	(57,737.89)	27.83%
8110100 · Bank Service Charges	0.00	200.00	(200.00)	0.0%
8120100 · Library Supplies	3,737.62	10,000.00	(6,262.38)	37.38%
8130100 · Tech Services Supplies	8,776.41	57,200.00	(48,423.59)	15.34%
8135100 · Bindery	0.00	150.00	(150.00)	0.0%
8140100 · Adult Programs & Supplies	7,763.70	18,500.00	(10,736.30)	41.97%
8145100 · Circulation Supplies	91.80	25,000.00	(24,908.20)	0.37%
8147100 · Summer Reading Club	28.52	7,000.00	(6,971.48)	0.41%
8150100 · Youth Programs & Supplies	10,273.00	21,500.00	(11,227.00)	47.78%
8215100 · Collection Agency Fees	501.20	1,500.00	(998.80)	33.41%
8245100 · Comp/OfcEqp/CopierRepairs/Contr	21,331.41	59,000.00	(37,668.59)	36.16%

	Jul - Nov 17	Budget	\$ Over Budget	% of Budget
8260100 · Misc Contracted Services	0.00	2,000.00	(2,000.00)	0.0%
8270100 · Finance/Late Fee Charges	20.00	500.00	(480.00)	4.0%
8310100 · CCS & Polaris Expenses	29,814.75	75,000.00	(45,185.25)	39.75%
8320100 · Network Expenses	5,078.02	25,000.00	(19,921.98)	20.31%
8330100 · OCLC Services (cataloging)	3,713.55	10,000.00	(6,286.45)	37.14%
8410100 · Payroll Exp, Acctg & Audit Serv	10,110.15	22,000.00	(11,889.85)	45.96%
8420100 · Legal Services	517.00	1,500.00	(983.00)	34.47%
8430100 · Automation & Misc Consultants	600.00	5,000.00	(4,400.00)	12.0%
8440100 · In Service Honorarium	0.00	1,000.00	(1,000.00)	0.0%
8510100 · Printing	11,656.05	34,000.00	(22,343.95)	34.28%
8530100 · Public Notices & Ads	1,279.20	3,000.00	(1,720.80)	42.64%
8540100 · Postage	4,495.36	14,000.00	(9,504.64)	32.11%
8550100 · Public Relations/Promotions	2,081.62	8,500.00	(6,418.38)	24.49%
8610100 · Electricity	11,215.07	25,000.00	(13,784.93)	44.86%
8620100 · Gas	0.00	3,500.00	(3,500.00)	0.0%
8630100 · Telephone & Internet Services	4,171.94	10,500.00	(6,328.06)	39.73%
8640100 · Water & Sewer	3,696.68	5,400.00	(1,703.32)	68.46%
8720100 · Building/Auto Insurance	22,032.00	31,500.00	(9,468.00)	69.94%
8730100 · Bonding & Officers Liability	5,554.00	5,500.00	54.00	100.98%
8740100 · Building & Grounds	21,236.06	54,000.00	(32,763.94)	39.33%
8760100 · Hospitality	1,857.52	10,000.00	(8,142.48)	18.58%
8770100 · Interlibrary Loan Fees & Losses	181.62	700.00	(518.38)	25.95%
8795100 · Miscellaneous (FH)	339.00	4,000.00	(3,661.00)	8.48%
8800300 · Per Capita Grant expense for FY	127.37	32,628.34	(32,500.97)	0.39%
8800311 · Adult Materials - PER CAPITA	4,694.66	0.00	4,694.66	100.0%
8910100 · Salaries	655,880.87	1,815,000.00	(1,159,119.13)	36.14%
8920100 · FICA/Medicare	47,862.33	140,000.00	(92,137.67)	34.19%
8930100 · IMRF	73,305.52	200,000.00	(126,694.48)	36.65%
8940100 · Health & Life Insurance	163,454.55	360,000.00	(196,545.45)	45.4%
8950100 · Tuition Reimbursement	679.18	6,000.00	(5,320.82)	11.32%
8960100 · Memberships & Dues	447.96	8,000.00	(7,552.04)	5.6%
8970100 · Travel	1,151.36	9,000.00	(7,848.64)	12.79%
8980100 · Meetings & Training	1,780.90	5,000.00	(3,219.10)	35.62%
9030300 · Misc Grants	0.00	25,000.00	(25,000.00)	0.0%
9050200 · Library District Act	0.00	150,000.00	(150,000.00)	0.0%
9060100 · Library Furnishings	1,367.07	35,000.00	(33,632.93)	3.91%
9070100 · Library Equipment	329.52	70,000.00	(69,670.48)	0.47%
9080100 · Small Equipment Under \$250	1,019.42	10,000.00	(8,980.58)	10.19%
9090100 · Additional Capital Projects	179,697.90	400,000.00	(220,302.10)	44.92%
9100100 · Transfer to Reserve Fund	0.00	500,000.00	(500,000.00)	0.0%
Total Expense	1,464,258.17	5,161,159.44	(3,696,901.27)	28.37%
Net Income	178,953.96	(1,097,912.72)	1,276,866.68	(16.3%)

Statement of Revenue and Expenditures Budget vs. Actual

12/15/2017

July 1, 2017- November 30, 2017 - General Fund

Cash Basis

	Jul - Nov 17	Budget	\$ Over Budget	% of Budget
Income				
6010100 · Property Taxes	1,544,206.93	3,180,653.29	(1,636,446.36)	48.55%
6030100 · Interest Income - General	367.86	5,000.00	(4,632.14)	7.36%
6035100 · Dividends	47.00	500.00	(453.00)	9.4%
6040100 · Nonresident/Enhanced Cards	180.00	1,000.00	(820.00)	18.0%
6050100 · Fines	23,401.00	55,000.00	(31,599.00)	42.55%
6055100 · Referral/Collection Fees	90.00	1,000.00	(910.00)	9.0%
6060100 · Photocopier & Fax Income	4,936.05	17,000.00	(12,063.95)	29.04%
6090100 · Annexation Impact Fees	0.00	8,000.00	(8,000.00)	0.0%
6105100 · Cobra/Retiree Insurance Pmts	4,649.30	13,500.00	(8,850.70)	34.44%
6110100 · Program Fees/Misc Fees	2,115.00	4,200.00	(2,085.00)	50.36%
6120100 · Meeting Room Fees	420.00	1,000.00	(580.00)	42.0%
6130100 · Misc Incom -General(Sales/Fees)	1,895.76	25,000.00	(23,104.24)	7.58%
6150100 · Lost & Damged Materials	1,566.48	6,000.00	(4,433.52)	26.11%
6200100 · Over/Short	31.30	0.00	31.30	100.0%
Total Income	1,583,906.68	3,317,853.29	(1,733,946.61)	47.74%
Gross Profit	1,583,906.68	3,317,853.29	(1,733,946.61)	47.74%
Expense				
8010100 · Adult Books	33,419.86	94,000.00	(60,580.14)	35.55%
8020100 · Youth Books	16,301.64	59,000.00	(42,698.36)	27.63%
8025100 · Professional Resources	4,278.60	5,500.00	(1,221.40)	77.79%
8028100 · Administrative Resources (GA)	119.96	6,000.00	(5,880.04)	2.0%
8030100 · Magazines & Newspapers	12,723.11	15,000.00	(2,276.89)	84.82%
8040300 · Operating Fund Gifts	405.00			
8050100 · Adult AV Materials	17,113.49	53,000.00	(35,886.51)	32.29%
8060100 · Youth AV Materials	4,034.13	15,000.00	(10,965.87)	26.89%
8080100 · Video Games	3,406.71	12,500.00	(9,093.29)	27.25%
8090100 · eBook & eMagazine Services	21,649.00	55,500.00	(33,851.00)	39.01%
8095100 · Electronic Subscriptions	22,262.11	80,000.00	(57,737.89)	27.83%
8110100 · Bank Service Charges	0.00	200.00	(200.00)	0.0%
8120100 · Library Supplies	3,737.62	10,000.00	(6,262.38)	37.38%
8130100 · Tech Services Supplies	8,776.41	57,200.00	(48,423.59)	15.34%
8135100 · Bindery	0.00	150.00	(150.00)	0.0%
8140100 · Adult Programs & Supplies	7,213.70	18,500.00	(11,286.30)	38.99%
8145100 · Circulation Supplies	91.80	25,000.00	(24,908.20)	0.37%
8147100 · Summer Reading Club	28.52	7,000.00	(6,971.48)	0.41%
8150100 · Youth Programs & Supplies	10,273.00	21,500.00	(11,227.00)	47.78%
8215100 · Collection Agency Fees	501.20	1,500.00	(998.80)	33.41%
8245100 · Comp/OfcEqp/CopierRepairs/Contr	21,331.41	59,000.00	(37,668.59)	36.16%
8260100 · Misc Contracted Services	0.00	2,000.00	(2,000.00)	0.0%
8270100 · Finance/Late Fee Charges	20.00	500.00	(480.00)	4.0%
8310100 · CCS & Polaris Expenses	29,814.75	75,000.00	(45,185.25)	39.75%
8320100 · Network Expenses	5,078.02	25,000.00	(19,921.98)	20.31%
8330100 · OCLC Services (cataloging)	3,713.55	10,000.00	(6,286.45)	37.14%
8410100 · Payroll Exp, Acctg & Audit Serv	10,110.15	22,000.00	(11,889.85)	45.96%
8420100 · Legal Services	517.00	1,500.00	(983.00)	34.47%
8430100 · Automation & Misc Consultants	600.00	5,000.00	(4,400.00)	12.0%
8440100 · In Service Honorarium	0.00	1,000.00	(1,000.00)	0.0%

	Jul - Nov 17	Budget	\$ Over Budget	% of Budget
8510100 · Printing	11,656.05	34,000.00	(22,343.95)	34.28%
8530100 · Public Notices & Ads	1,279.20	3,000.00	(1,720.80)	42.64%
8540100 · Postage	4,495.36	14,000.00	(9,504.64)	32.11%
8550100 · Public Relations/Promotions	2,081.62	8,500.00	(6,418.38)	24.49%
8610100 · Electricity	11,215.07	25,000.00	(13,784.93)	44.86%
8620100 · Gas	0.00	3,500.00	(3,500.00)	0.0%
8630100 · Telephone & Internet Services	4,171.94	10,500.00	(6,328.06)	39.73%
8640100 · Water & Sewer	3,696.68	5,400.00	(1,703.32)	68.46%
8720100 · Building/Auto Insurance	22,032.00	31,500.00	(9,468.00)	69.94%
8730100 · Bonding & Officers Liability	5,554.00	5,500.00	54.00	100.98%
8740100 · Building & Grounds	21,236.06	54,000.00	(32,763.94)	39.33%
8760100 · Hospitality	1,857.52	10,000.00	(8,142.48)	18.58%
8770100 · Interlibrary Loan Fees & Losses	181.62	700.00	(518.38)	25.95%
8795100 · Miscellaneous (FH)	339.00	4,000.00	(3,661.00)	8.48%
8910100 · Salaries	655,880.87	1,815,000.00	(1,159,119.13)	36.14%
8920100 · FICA/Medicare	47,862.33	140,000.00	(92,137.67)	34.19%
8930100 · IMRF	73,305.52	200,000.00	(126,694.48)	36.65%
8940100 · Health & Life Insurance	163,454.55	360,000.00	(196,545.45)	45.4%
8950100 · Tuition Reimbursement	679.18	6,000.00	(5,320.82)	11.32%
8960100 · Memberships & Dues	447.96	8,000.00	(7,552.04)	5.6%
8970100 · Travel	1,151.36	9,000.00	(7,848.64)	12.79%
8980100 · Meetings & Training	1,780.90	5,000.00	(3,219.10)	35.62%
9060100 · Library Furnishings	1,367.07	35,000.00	(33,632.93)	3.91%
9070100 · Library Equipment	329.52	70,000.00	(69,670.48)	0.47%
9080100 · Small Equipment Under \$250	1,019.42	10,000.00	(8,980.58)	10.19%
9090100 · Additional Capital Projects	179,697.90	400,000.00	(220,302.10)	44.92%
9100100 · Transfer to Reserve Fund	0.00	500,000.00	(500,000.00)	0.0%
Total Expense	1,454,293.44	4,505,150.00	(3,050,856.56)	32.28%
Net Income	129,613.24	(1,187,296.71)	1,316,909.95	(10.92%)

Statement of Revenues and Expenditures Budget vs. Actual

12/15/2017

July 1, 2017 - November 30, 2017 -Special Reserve Fund

Cash Basis

	Jul - Nov 17	Budget	\$ Over Budget	% of Budget
Income				
6020200 · Developer Fees	58,576.00	58,000.00	576.00	100.99%
6030200 · Interest Income - Spec Reserve	213.25	3,000.00	(2,786.75)	7.11%
6070200 · Reserve Fund Gifts	0.00	25,000.00	(25,000.00)	0.0%
6090200 · Transfer from General Fund	0.00	500,000.00	(500,000.00)	0.0%
6130200 · Misc Income - Special Reserve	0.00	2,000.00	(2,000.00)	0.0%
Total Income	58,789.25	588,000.00	(529,210.75)	10.0%
Gross Profit	58,789.25	588,000.00	(529,210.75)	10.0%
Expense				
9050200 · Library District Act	0.00	150,000.00	(150,000.00)	0.0%
Total Expense	0.00	150,000.00	(150,000.00)	0.0%
Net Income	58,789.25	438,000.00	(379,210.75)	13.42%

Statement of Revenues and Expenditures Budget vs. Actual

12/15/2017

July 1, 2017 - November 30, 2017 - Grant and Gift Fund

Cash Basis

	Jul - Nov 17	Budget	\$ Over Budget	% of Budget
Income				
6030300 · Interest Income - Grant & Gifts	74.97	2,500.00	(2,425.03)	3.0%
6070300 · General Fund Gifts	441.23	20,000.00	(19,558.77)	2.21%
6170300 · Per Capita Grant	0.00	84,893.43	(84,893.43)	0.0%
6210300 · Miscellaneous Grants	0.00	50,000.00	(50,000.00)	0.0%
Total Income	516.20	157,393.43	(156,877.23)	0.33%
Gross Profit	516.20	157,393.43	(156,877.23)	0.33%
Expense				
8040300 · Operating Fund Gifts	4,592.70	448,381.10	(443,788.40)	1.02%
8140100 · Adult Programs & Supplies	550.00			
8800300 · Per Capita Grant expense for FY	127.37	32,628.34	(32,500.97)	0.39%
8800311 · Adult Materials - PER CAPITA	4,694.66	0.00	4,694.66	100.0%
9030300 · Misc Grants	0.00	25,000.00	(25,000.00)	0.0%
Total Expense	9,964.73	506,009.44	(496,044.71)	1.97%
Net Income	(9,448.53)	(348,616.01)	339,167.48	2.71%

McHenry Public Library District
 INTERIM CHECKS ISSUED - November 2017
 (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>
subtotal for account		\$ -			

Account - HSA/Building					
First Midwest Bank	employer contributions HSA	\$ 1,700.00	8940-100	11/07/17	EFT
First Midwest Bank	employee contributions HSA	\$ 962.68	8940-100	11/07/17	EFT
First Midwest Bank	employee contributions HSA	\$ 962.68	8940-100	11/21/17	EFT
mkSolutions	Additional Capital Projects	\$ 100,702.00	9090-100	11/10/17	1080
subtotal for account		\$ 102,627.36			

Account - Payroll					
<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>	<u>ACCT#</u>	<u>DATE</u>	<u>CHECK</u>
IL Municipal Retirement Fund IMRF		\$ 21,675.99	8930-100	11/02/17	EFT
subtotal for account		\$ 21,675.99			

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 \$ 124,303.35



809 North Front Street

McHenry, Illinois

60050-5578

Phone: 815.385.0036

Fax: 815.385.7085

www.mchenrylibrary.org

Nancy M. Kramer & Beverly N. Tychsen
901 Eineke Boulevard
Algonquin, IL 60102-6862
December 5, 2017

Dear Nancy Kramer and Beverly Tychsen:

I am writing to thank you for your donation in memory of Mrs. Frances Mysker to the McHenry Public Library District. We have used your donation of \$50 to order the following mystery books. We were informed by her daughter that Mrs. Mysker was a great fan of mystery novels and we hope that she would have enjoyed them.

- *The Black Painting* by Neil Olson
- *Murder in an English Village* by Jessica Ellicott
- *They Do It with Mirrors* by Agatha Christie

As each book comes in, we will put a book plate in it commemorating your donation in memory of Mrs. Mysker, mother of Pamela Althoff, so that the many readers of these books will recognize your regard for each of the ladies. I am preparing a letter to Pamela Althoff telling her of your donation and the titles that your donation has made it possible for us to purchase.

We are honored that the McHenry Public Library was chosen to receive these memorial donations and thank you for your gift.

Sincerely,

Bill Edminster

Bill Edminster
Assistant Director

James C. Scholtz

Executive Director

jscholtz@mchenrylibrary.org



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www.mchenrylibrary.org

Thomas & Beverly Tychsen
3 Devonshire Circle
Elgin, IL 60123
December 5, 2017

Dear Thomas and Beverly Tychsen:

I am writing to thank you for your donation in memory of Mrs. Frances Mysker to the McHenry Public Library District. We have used your donation of \$50 to order the following mystery books. We were informed by her daughter that Mrs. Mysker was a great fan of mystery novels and we hope that she would have enjoyed them.

- *Darkness, Sing Me a Song* by David Housewright
- *Death in the Stars* by Frances Brody
- *The Mitford Murders* by Jessica Fellowes
- *Murder Wears Mittens* by Sally Goldenbaum

As each book comes in, we will put a book plate in it commemorating your donation in memory of Mrs. Mysker, mother of Pamela Althoff, so that the many readers of these books will recognize your regard for each of the ladies. I am preparing a letter to Pamela Althoff telling her of your donation and the titles that your donation has made it possible for us to purchase.

We are honored that the McHenry Public Library was chosen to receive these memorial donations and thank you for your gift.

Sincerely,

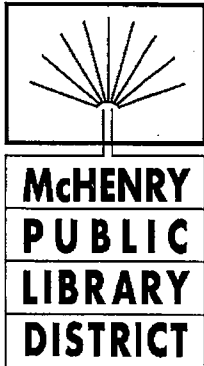
Bill Edminster

Bill Edminster
Assistant Director

James C. Scholtz

Executive Director

jscholtz@mchenrylibrary.org



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Joanne & Steven Wilhelmy
6047 South Normandy Avenue
Chicago, IL 60638-4119
December 5, 2017

Dear Joanne and Steven Wilhelmy:

I am writing to thank you for your donation in memory of Mrs. Frances Mysker to the McHenry Public Library District. We have used your donation of \$25 to order the following mystery books. We were informed by her daughter that Mrs. Mysker was a great fan of mystery novels and we hope that she would have enjoyed them.

- *The Big Four* by Agatha Christie
- *Cards on the Table* by Agatha Christie

As each book comes in, we will put a book plate in it commemorating your donation in memory of Mrs. Mysker, mother of Pamela Althoff, so that the many readers of these books will recognize your regard for each of the ladies. I am preparing a letter to Pamela Althoff telling her of your donation and the titles that your donation has made it possible for us to purchase.

We are honored that the McHenry Public Library was chosen to receive these memorial donations and thank you for your gift.

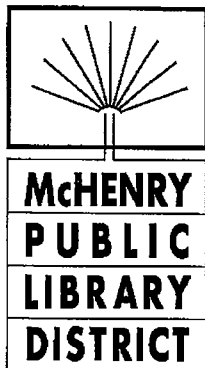
Sincerely,

Bill Edminster
Bill Edminster
Assistant Director

James C. Scholtz

Executive Director

jscholtz@mchenrylibrary.org



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Bill Brady, Senate Republican Leader,
Phil Draves, Chief of Staff, and
The Senate Republic Caucus & Staff
c/o The Republican State Senate Campaign Committee
P.O. Box 3422
Springfield, IL 62708
December 5, 2017

To the Members and Staff of the Senate Republic Caucus:

I am writing to thank you for your donation in memory of Mrs. Frances Mysker, mother of Senator Pamela Althoff, to the McHenry Public Library District. We have used your donation of \$75 to order the following mystery books. We were informed by her daughter that Mrs. Mysker was a great fan of mystery novels and we hope that she would have enjoyed them.

- *A/List* by D.P. Lyle
- *A Pocket Full of Rye* by Agatha Christie
- *Postern of Fate* by Agatha Christie
- *Tango Down* by Chris Knopf
- *World Enough* by Clea Simon

As each book comes in, we will put a book plate in it commemorating your donation in memory of Mrs. Mysker, mother of Pamela Althoff, so that the many readers of these books will recognize your regard for Senator Althoff and her mother. I am preparing a letter to Pamela Althoff telling her of your donation and the titles that your donation has made it possible for us to purchase.

We are honored that the McHenry Public Library was chosen to receive these memorial donations and thank you for your gift.

Sincerely,

Bill Edminster

Bill Edminster
Assistant Director

James C. Scholtz

Executive Director

jscholtz@mchenrylibrary.org



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Fax: 815.385.7085

www.mchenrylibrary.org

Joellen Johnson
507 West Canedy Street
Springfield, IL 62704-2728
December 5, 2017

Dear Joellen Johnson:

I am writing to thank you for your donation in memory of Mrs. Frances Mysker to the McHenry Public Library District. We have used your donation of \$30 to order the following mystery books. We were informed by her daughter that Mrs. Mysker was a great fan of mystery novels and we hope that she would have enjoyed them.

- *The Murder at the Vicarage* by Agatha Christie
- *Murder in Mesopotamia* by Agatha Christie

As each book comes in, we will put a book plate in it commemorating your donation in memory of Mrs. Mysker, mother of Pamela Althoff, so that the many readers of these books will recognize your regard for each of the ladies. I am preparing a letter to Pamela Althoff telling her of your donation and the titles that your donation has made it possible for us to purchase.

We are honored that the McHenry Public Library was chosen to receive these memorial donations and thank you for your gift.

Sincerely,

Bill Edminster

Bill Edminster
Assistant Director

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Fax: 815.385.7085

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Lisa J. Sims
54 Trailridge Lane
Springfield, IL 62704-1036
December 5, 2017

Dear Lisa Sims:

I am writing to thank you for your donation in memory of Mrs. Frances Mysker to the McHenry Public Library District. We have used your donation of \$25 to order the following mystery books. We were informed by her daughter that Mrs. Mysker was a great fan of mystery novels and we hope that she would have enjoyed them.

- *The Clocks* by Agatha Christie
- *Mrs. McGinty's Dead* by Agatha Christie

As each book comes in, we will put a book plate in it commemorating your donation in memory of Mrs. Mysker, mother of Pamela Althoff, so that the many readers of these books will recognize your regard for each of the ladies. I am preparing a letter to Pamela Althoff telling her of your donation and the titles that your donation has made it possible for us to purchase.

We are honored that the McHenry Public Library was chosen to receive these memorial donations and thank you for your gift.

Sincerely,

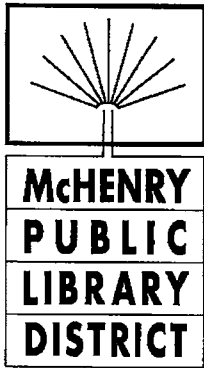
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Janet H. Daniels
9209 SW 197th Circle
Dunnellon, FL 34432-2639
December 5, 2017

Dear Janet Daniels:

I am writing to thank you for your donation in memory of Mrs. Frances Mysker to the McHenry Public Library District. We have used your donation of \$10 to order the book *Appointment with Death* by Agatha Christie. We were informed by her daughter that Mrs. Mysker was a great fan of mystery novels and we hope that she would have enjoyed them.

When the book comes in, we will put a book plate in it commemorating your donation in memory of Mrs. Mysker, mother of Pamela Althoff, so that the many readers of this book will recognize your regard for each of the ladies. I am preparing a letter to Pamela Althoff telling her of your donation and the title that your donation has made it possible for us to purchase.

We are honored that the McHenry Public Library was chosen to receive these memorial donations and thank you for your gift.

Sincerely,

Bill Edminster
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James C. Scholtz
Executive Director
jscholtz@mchenrylibrary.org

Senator Pamela Althoff
5400 West Elm Street, #103
McHenry, IL 60050
December 5, 2017

Dear Pamela Althoff:

Thank you for making McHenry Public Library the recipient of donations in memory of your mother, Mrs. Frances Mysker. We are honored to have been chosen to commemorate your mother's life and the regard that the donors have for her and for you. As the books that we have ordered arrive, we will put a book plate in each book so that their readers will recognize that regard. I am preparing letters to all the donors whose names I know.

We used the donation from Nancy Kramer and Beverly Tychsen to purchase the following books.

- *The Black Painting* by Neil Olson
- *Murder in an English Village* by Jessica Ellicott
- *They Do It with Mirrors* by Agatha Christie
- *Weycombe* by G.M. Malliet

We used the donation from Thomas and Beverly Tychsen to purchase the following books.

- *Darkness, Sing Me a Song* by David Housewright
- *Death in the Stars* by Frances Brody
- *The Mitford Murders* by Jessica Fellowes
- *Murder Wears Mittens* by Sally Goldenbaum

The donation from Joanne and Steven Wilhelmy was used to purchase the following books.

- *The Big Four* by Agatha Christie
- *Cards on the Table* by Agatha Christie

We used the donation from Bill Brady, Senate Republican Leader, Phil Draves, Chief of Staff, and the Senate Republican Caucus and Staff to purchase these books.

- *A/List* by D.P. Lyle
- *A Pocket Full of Rye* by Agatha Christie
- *Postern of Fate* by Agatha Christie
- *Tango Down* by Chris Knopf
- *World Enough* by Clea Simon

The donation from Joellen Johnson was used to buy the following books.

- *The Murder at the Vicarage* by Agatha Christie
- *Murder in Mesopotamia* by Agatha Christie

We used Lisa Sims' donation to order the following titles.

- *The Clocks* by Agatha Christie
- *Mrs. McGinty's Dead* by Agatha Christie

The donation made by Janet Daniels was used to order the following book.

- *Appointment with Death* by Agatha Christie

The donation of a \$100 bill was used to order the following.

- *Closer Than You Know* by Brad Parks
- *Heaven's Crooked Finger* by Hank Early
- *Hidden Scar* by Mark De Castrique
- *A Mortal Likeness* by Laura Joh Rowland
- *Nantucket Red Tickets* by Steven Axelrod
- *Twelve Slays of Christmas* by Jacqueline Frost

We are honored that you chose the McHenry Public Library to receive these donations in memory of your mother. Once again, thank you for thinking of us for this honor.

Sincerely,

Bill Edminster

Bill Edminster
Assistant Director



McHENRY PUBLIC
LIBRARY DISTRICT
WISDOM • KNOWLEDGE • DREAMS

McHenry Public Library District

809 N. Front St.
McHenry IL 60050

815.385.0036

www.mchenrylibrary.org

Adam Lowrey
3202 West Skyway Drive
McHenry, IL 60050
December 7, 2017

Dear Adam:

On Sunday February 18, 2018, McHenry Public Library will be holding a graduation ceremony for its Career Online High School Scholars who completed the program during 2017. We hope that you can attend and would appreciate it if you responded using the enclosed self-addressed envelope. If you are not attending, please let us know if you do not want us to mention that you are a COHS graduate.

The ceremony will begin at 1:00 p.m. but if you are attending, I'd like to have you arrive half an hour early so we can rehearse. We will be holding it in the library's meeting room so you can invite as many family and friends as you wish. We will provide you with caps and gowns for the event.

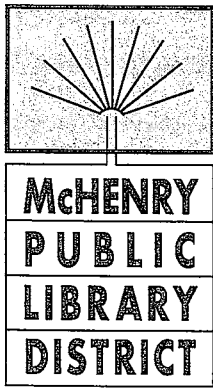
I look forward to hearing from you. We intend this to be a special event for you to celebrate your well-earned high school diploma.

Sincerely,

Bill Edminster

Bill Edminster
Assistant Director

*I see you're
98.05% complete!
That's Fantastic, a
great Christmas present
to yourself! Bill*



809 North Front Street

McHenry, Illinois

60050-5578

Phone: 815.385.0036

Fax: 815.385.7085

www.mchenrylibrary.org

November 29, 2017

Dear Dawn,

We have ordered the book *Memories of Philippine Kitchens: Stories and Recipes from Far and Near* written by Amy Besa, Romy Dorotan, Neal Oshima, and Peter Kaminsky for the library as a memorial for your father-in-law Leodegario L. Amponin, Sr.

When the book arrives a bookplate will be put in the book so that every McHenry patron knows about the regard that the Library Trustees and staff have towards you and your family in your time of loss.

On behalf of the staff and trustees, we once again offer our condolences for your loss.

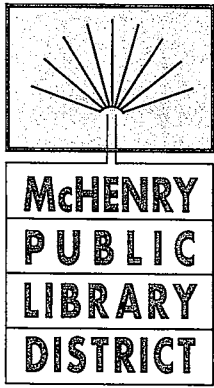
Sincerely,

Bill Edminster
Assistant Director

James C. Scholtz

Executive Director

jscholtz@mchenrylibrary.org



809 North Front Street

McHenry, Illinois

60050-5578

Phone: 815.385.0036

Fax: 815.385.7085

www.mchenrylibrary.org

November 29, 2017

Dear Emma,

We have ordered the book *Fresh from the Garden: An Organic Guide to Growing Vegetables, Berries, and Herbs in Cold Climates* by John Whitman for the library as a memorial for your father Kenneth L. Andrews.

When the book arrives a bookplate will be put in the book so that every McHenry patron knows about the regard that the Library Trustees and staff have towards you and your family in your time of loss.

On behalf of the staff and trustees, we once again offer our condolences for your loss.

Sincerely,

Bill Edminster
Assistant Director

James C. Scholtz

Executive Director

jscholtz@mchenrylibrary.org

McHenry Public Library District

LIBRARIAN'S REPORT

November 2017

Administration

- B. Edminster has begun monthly meetings with public service department managers to share information, discuss projects and problems, and generally improve communications between Admin and the departments. He continues to attend the biweekly Adult Services and Youth Services meetings.
- B. Edminster is preparing the Per Capita Grant application that the Board will approve at their December 19 meeting.
- B. Edminster, P. Strain, and Z. Terrill are preparing a COHS graduation ceremony for February 18, 2018.
- B. Edminster is the Lead for the In-House Polaris Migration committee. He will be assisting Technical Services in setting up a new Polaris Acquisitions module and attended two full-day Cataloging training session to prepare for that, 11/30-12/1.
- B. Edminster serves on the In-Service Committee and assisted at the December in-service. For the first time in several years he did not appear as Santa Claus due to a tight agenda, 12/8.
- B. Edminster met with D. Gunness to discuss the goals she had set in her last evaluation, 12/13.
- B. Edminster appeared as Santa Claus in the English language Holiday Program, 12/13. He will appear at the Spanish-language program, 12/20.
- B. Edminster represented the library at the Character Counts! Coalition meeting, 12/14.
- B. Edminster met with Lesley Jakacki for six-month review of progress in meeting her goals set at her performance evaluation, 12/14.
- He met with P. Strain for a monthly meeting that included setting personal goals for her position as Adult Services manager, 12/14.
- B. Edminster ran the Classic Book Discussion of ***Charlotte's Web*** by E.B. White, 12/18.
- B. Edminster led a training session for Public Services managers on Polaris's product LEAP, 12/19.

Adult Services

- Z. Terrill and P. Strain PS/ZT attended ALA's Director Bootcamp series, which consisted of three 90 minute webinars.
- D. Gaudio helped a patron who was looking for a DVD on a religious leader from the 1500's, who had stomach troubles, and talked about the evils of processed sugarcane. Thinking she had the wrong time period, I asked if he was Wilberforce. It was, and I located the movie *Amazing Grace* for her.
- A patron asked E. Janas for help finding books/magazines on figure drawing which only depicted the sketches of faces and models without "how-to" instructions.
- After receiving complaints about noise carrying into the study rooms during the Free Movies @ Your Library programs, we used the Meeting Room divider to cut the space in half so we could lower the volume while still accommodating the number of attendees. Success!
- K. Lopez weeded Large Print Fiction A – Griffin and shifted accordingly.
- T. O'Toole answered a patron's question about which four presidents served as vice-presidents and also in Congress.

Building Services

- Building Services has two new employees Isaac Martinez and Greg Pease. We have covered chemical use procedures, cleaning procedures, floor care, PM schedules, Building Services Website, Snow Equipment including truck and plow, snow removal procedures, work orders, computer training and Forklift training.
- HVAC preventive maintenance was completed by Mechanical Inc. for the winter season.

- New employee doors add user friendly access and security with individual codes per employee.

Circulation

- S. Willis reports a total of 144 expired holds pulled in November
- B. Majka attended mkSolutions conference call 11/1
- S. Willis and L. Horist viewed the Simply Reports webinar 11/1
- B Majka attended Train the Trainer session 11/8
- B Majka attended Management Team Meeting 11/14
- S. Willis, L. Rex, L. Horist attended CCS All-Staff webinar 11/15
- B. Majka, L. Horist attended In-House Polaris Migration Team Meeting 11/21

Human Resources

-
-

Public Relations

- Designed Jan/Feb *Preface* library newsletter and sent to printer for December 8 delivery.
- Promoted upcoming events via various media: website, e-news blasts, indoor/outdoor electronic signage, press releases, social media.
- Participated in Gale Analytics On Demand webinar with Bill to learn about using their data to send targeted mailings.
- Attended Department Heads meeting
- Attended Sunshine Committee meeting
- Helped with monthly birthday celebration (purchased treats; made sign)
- I got a call from a friend of mine that works in the City's Building Dept. He asked if the library would like some old building code books for our local history collection. I asked Thomas Hillier, our genealogy/local history librarian if he was interested, and he said yes. We ended up putting some of them in our collection in case residents ever wanted to look back at older building codes.

Technical Services

- The Technical Services department created a department mission statement:
We provide qualitative and cooperative preparation and maintenance of the physical collection and the catalog metadata through working with MPLD selectors and staff in all departments, striving for better communication and prompt delivery of all items.
Our motto: Quality and cooperation
- K. Milfajt participated in the mkSolutions conference call, 11/1.
- K. Kimbrel and D. Lavin attended the Polaris Item Data Testing meeting, facilitated by K. Milfajt, 11/8.
- D. Lavin, K. Meadows, and K. Walker attended Polaris Leap introduction, conducted by K. Milfajt, 11/10.
- K. Milfajt facilitated the Contemporary Book Group's discussion of their best reads of 2017, 11/13.
- K. Milfajt facilitated the Management Team Meeting, 11/14.
- K. Walker facilitated the Dungeons and Dragons Program, 11/14.
- K. Milfajt attended the CCS All Staff webinar, 11/15.
- K. Kimbrel, D. Lavin, K. Meadows, K. Milfajt, and K. Walker attended the TS Department Meeting, 11/17.
- K. Milfajt participated in the In-House Polaris Migration Team Meeting, 11/21.

- In November we tagged 5917 items for RFID, including 4250 items retrospectively and 1667 new and mended items. We are 11% through the collection.
- K. Kimbrel, D. Lavin and K. Milfaj work on data testing for the migration to Polaris, which is impacting department output.

Technology

-

Youth Services

- C. Bergan co-authored a RAILS Multitype Library Grant with Jason Erber of Riverwood Elementary School. They are asking for funding for a “Walking Classroom” which are MP3 devices with curriculum content preloaded on them so kids can listen to a lesson while moving around inside and out of the classroom. We should find out in the next few months if the grant is going to be funded.
- N. Cogswell and K. Storlie have been keeping the YS department’s displays up-dated with a variety of interesting themes like: “Dig In! To Archeology” , “I Mustache You to Read These Books”(Movember, YA Titles with faces to put paper mustaches on), Turkey Interactive Desk Display.
- K. Gerold was busy this month learning the ropes of the many storytimes she will be leading and meeting many of the families that attend our programs.
- E. Wyant attended Anderson Bookstore’s YA Literature Conference and sat in on panels regarding trends in Science Fiction and Diversity literature. She also got to meet a few YA authors too.
- G. Doolan has been working with local preschools to display students artwork at the library. This has been a great way to bring families into the library and liven up the preschool area.
- J. Velasquez hosted a program getting kids excited for the upcoming Coco movie. The movie focusing on Mexican culture and they created papel picado decorations and listened to music performed by students in the Free Guitars for Future Stars program.
- L. Jakacki attended a three part webinar entitled “ALA’s Director Bootcamp.”

Statistics and Highlights Narrative

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

The TS Dept. added 2153 items (+50%) and withdrew 436 (-70%) compared with October 2016. TS has been concentrating on RFID tagging new items (1501 items processed). Staff also mended 693 items (-13%). Overall circulation increased by (+5%) from the previous year/month and we were open ½ day less than last year (28 compared to 28.5). Many areas saw increases: ADbk (+18%); Jbk +10%), AAud (+79%). Both holds and renewals decreased (-1 and -3%, respectively). Total circulation 46,665 compared with 44,254 (+5%) with an ave. of 1667 per day. Patron traffic was down about (-5%) to 14,548 which only makes the increase in circulation more spectacular – less people taking more materials out. Also our eMagazine/Zinio was at (+2%) with Hoopla up (+43%). Digital downloads also increased (+13%).

Upcoming Events and Projects

- IL Bicentennial – committee will continue to meet and develop monthly themed programs commemorating the state’s 200th birthday. (L. Jakacki met with Landmark Commission to enlist their help)
- Polaris training continues as well as RFID tagging of new materials/retrospective tagging. Installation of RFID equipment May 2018.

EXECUTIVE SESSION MINUTES
MCHENRY PUBLIC LIBRARY DISTRICT
BOARD OF LIBRARY TRUSTEES

Date: October 24, 2017

Time: 7:09 p.m.

Location: Library Board Meeting Room

I. Call to Order:

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

Members Absent: None

During Executive Session, the Board discussed the appointment, employment, compensation, discipline, performance or dismissal of specific employees of the public body in compliance with the Open Meetings Act 5 ILCS 120/2 section 2(c)(1) and review and release of the July 18, 2017 Executive Session Minutes.

No action was taken during Executive Session.

Respectfully Submitted,

Monica Leccese, Secretary



JESSE WHITE • Secretary of State & State Librarian
Illinois State Library, Gwendolyn Brooks Building
300 S. Second St., Springfield, IL 62701-1796

WWW.CYBERDRIVEILLINOIS.COM

Illinois State Library

ILLINOIS PUBLIC LIBRARY PER CAPITA AND EQUALIZATION AID GRANT APPLICATION

If the library does not have a current Illinois Public Library Annual Report (IPLAR) on file with the Illinois State Library, the application will not be reviewed or considered for funding.

Enter initials to confirm authorization to submit this application and to acknowledge you have read and understand the Program Overview and Administrative Rules for this grant offering from the Illinois State Library. If initials have not been entered (typed) on this line, the application will not be reviewed or considered for funding by the State Library.

BE	12/20/2017
Initials	Date

Pursuant to the provisions of the Illinois Compiled Statutes (ILCS), 75 ILCS 10/8 and 10/8.1, as amended, the undersigned PUBLIC LIBRARY hereby applies for Illinois Public Library Per Capita and Equalization Aid Grants to be used for library purposes.

1. Legal Name of Library: McHenry Public Library District
2. Library's Control Number: 30448 Branch Number: 00
3. Contact Information of Person completing this grant application:
Preparer's Name: Mr. Bill Edminster
(Prefix) (First Name) (Last Name)
Preparer's Title: Assistant Director
Preparer's Phone Number: (815) 385-0036
Preparer's Email Address: bedminster@mchenrylibrary.org
4. Population Served: 42,023

All changes in population must be documented, and supporting information that details the increase or decrease shall be submitted electronically along with this application. Documentation should include one of the following:

- Any U.S. Census certifications (corrections, special census, etc.) that have been filed with the Office of Secretary of State Index Department prior to submission of the application.
- For population changes, annexations or disconnects that are typically not documented by the U.S. Census, the library must include appropriate and supporting information. Examples include, but are not limited to: documentation from appropriate municipal corporate authorities, a library district's board of trustees, referenda questions and certified results, etc.

Contact the Illinois State Library with additional questions.

5. **Standards Chapter Review:** As per the requirements, the library staff and at least one trustee must review Chapter 12, "Safety," of *Serving Our Public 3.0: Standards for Illinois Public Libraries, 2014* (75ILCS 10/8.1,1). Review the check list at the end of the chapter and report your findings.

We met the standards for everything on the check lists. There are some things we can do better though.

1. We realized as a result of the review that we haven't had training on use of fire extinguishers at a staff in-service recently. 2. We recently had a tornado drill but haven't scheduled a fire drill for more than a year. 3. A comment on a staff survey after a recent in-service asked us to arrange an active-shooter drill rather than just showing a video, so we will contact the local police to help us arrange one. 4. We arrange to have AED/CPR training for full-time staff in a two-year cycle but failed to schedule it for the current year. We will scheduled training in the Winter and Spring of 2018.

6. **Trustees:** Review chapters 1-5 of the "TRUSTEE FACTS FILE, third or fourth edition," placing particular emphasis on the Library Board Bylaws contained in Chapter 3.

<https://www.cyberdriveillinois.com/departments/library/libraries/pdfs/trusteefacts.pdf>

Describe the Library Board's plan to modify or create bylaws as a result of the review.

We have a strong set of policies and bylaws in place after reviews in the recent past. Board review goes on as an ongoing process. No new bylaws or modifications to existing bylaws is seen as necessary at this time, though modification may occur in response to changes in the law.

7. All Trustees, existing and new, must complete the Open Meeting Act electronic training once during their appointment.

http://foia.ilattorneygeneral.net/pdf/Open_Meetings_Act_Elected_Appointed_Members.pdf

Has each board member completed the test? Yes ☐ Not yet ☒

All board members are to complete a Conflict of Interest Statement and an Economic Interest Statement annually. These are distributed by the County Clerk.

Has each board member completed a Conflict of Interest Statement? Yes ☒ Not yet ☐

Has each board member completed an Economic Interest Statement? Yes ☒ Not yet ☐

8. **Continuing Education:** Library staff and at least one trustee will complete at least one educational program focusing on safety in the library. The requirement can be met via live presentation, webinar or a free online course. Providers may include, but are not limited to, local police and fire personnel, an Illinois Library System, the American Library Association, the Public Library Association, the Illinois Library Association or other state libraries. Report on the libraries commitment to the safety of staff and patrons in the event of an emergency, active shooter, fire, etc.

We have been in contact with Joseph Filapek of RAILS for guidance to programs that are appropriate for trustees and once those have been identified, all trustees will attend. The library board and administration are committed to the safety of patrons and staff.

9. Please provide the hours the library and its branches are open, i.e. Monday - Thursday, 9 a.m. - 9 p.m.

The library is open Monday - Thursday, 9 a.m.-9 p.m., Friday-Saturday, 9 a.m.-5 p.m., and Sunday 12 Noon-4 p.m.

10. **Outreach:** The library shall familiarize itself with services provided by the Illinois State Library Literacy program at <http://www.cyberdriveillinois.com/departments/library/literacy/home.html>.

Provide a brief description of the library's current or planned services to accommodate low literate English speaking and/or English as a Second Language patrons. Explain the library's involvement, if any, with the Illinois State Library Literacy initiative and/or local literacy agencies.

Would you like a follow-up discussion with a member of the Illinois State Library Literacy team after the January 15 deadline? Yes ☒ Not at this time ☐

The library does not have a literacy program but provides a space for McHenry County College's and other local organization's literacy volunteers to meet with clients. We also provide information for patrons looking for these literacy programs. We offer a monthly program to adults with developmental disabilities from the Pioneer Center for Human Resources that includes a literacy program and STEM experiences. We have two other groups of adults with developmental disabilities that drop in to make use of the library. We participate annually in the Family Reading Night sponsored by the Secretary of State's office and have done so for many years. Our Young Peoples' Manager is an Illinois Reads Ambassador and is planning programs for the year leading up to Illinois' Bicentennial in December 2018. We offer Career Online High School scholarships with aid from RAILS and will be having our first graduation ceremony in February 2018 for our first three graduates. We now have a Spanish-speaking Adult Reference librarian in addition to the Spanish-speaking Youth reference and programming librarian we've had for several years. They are responsible for translating library information into Spanish and in assisting patrons for whom English is a second language. We are preparing to create a Youth ESL collection from existing materials and will have funds devoted to purchasing for the collection in the future. We have had a "Books for Babies" and a "1,000 Books Before Kindergarten" program for several years now. We have a strong annual Summer Reading Club that serves adults, teens, and children.

We are interested in a follow-up discussion with a member of the Illinois State Library after the Per Capita deadline. Staff from both the Adult and Youth departments are interested so we would like to schedule a conference call.

11. **Planned Use of Funds:** Describe how the library plans to use grant monies in order to meet standards described in the most recent edition of *Serving Our Public 3.0: Standards for Illinois Public Libraries*. Use general categories in identifying actual planned expenditures.

Half of our Per Capita money will be used for technology purchases and the other half will be split between the Adult and Youth collections for print and audiovisual materials.

Money used for technology helps us meet Technology Standards #11 and #12 by supporting us as we purchase, maintain, and replace hardware and software, as well as our connections to the Internet. We will use Per Capita money to purchase more current telecommunications hardware and updated peripheral devices to enhance the user experience for both staff and public computers.

Per Capita money helps us improve our technological services, resources, and access as part of our planning cycle thus supporting us in meeting Technology Standard #14. The Per Capita Grant money will be used for purchase current, relevant software for security concerns thus aiding us as we endeavor to protect the integrity, safety, and security of our technological environment as directed by Technology Standard 15.

Per Capita Grant money used for collections largely supports Collection Management and Resource Sharing Standard #12 since it is used to purchase added copies of best sellers and popular materials as well as for buying replacements for lost or worn out items with a high checkout rate. Per Capita money is used for purchasing Large Print books, closed-captioned DVDs, and audiobooks on CDs so it helps us meet Collection Management and Resource Sharing Standard #7.



JESSE WHITE • Secretary of State & State Librarian
Illinois State Library, Gwendolyn Brooks Building
300 S. Second St., Springfield, IL 62701-1796

WWW.CYBERDRIVEILLINOIS.COM

Illinois Public Library Per Capita Grant Expenditures Report

Per Capita Grant funds must be obligated by June 30 and expended by August 15.

Library Name: McHenry Public Library District City: McHenry, IL

Control Number: 30448 Branch Number: 00

Fiscal Year: 2016 Exact amount of Per Capita Grant received: \$32,393.43

CHECK EXPENDITURE CATEGORY. EACH CHECKED CATEGORY MUST INCLUDE A BRIEF EXPLANATION.

☒ **Materials** (materials for all ages, genres and formats, including electronic resources, books on tape, DVD's, CD's, etc.)

Half of the Per Capita money was used for materials and was divided evenly between the Adult and Youth collections. The money was spent on fiction and nonfiction in print, including large print, audiobooks and music CDs, and movie and television series on DVD.

☐ **Programs** (Summer Reading, Mom & Tot, educational, instructional, etc.)

☐ **Personnel**

☐ **Electronic Access** (databases, resource sharing, LLSAPs, system fees, etc.)

☐ **Continuing Education** (staff and/or board)

☐ **Supplies**

☒ **Equipment** (office equipment, computer software and hardware, etc.)

Half of the Per Capita money was spent on servers, monitors, keyboards, wireless networking hardware and software, and service and support for hardware.

☐ **Travel**

☐ **Public Relations** (newsletters, media ads, etc.)

☐ **Telecommunications** (phone, fax, internet, cable, etc.)

☐ **Construction – Be specific** (ADA Accessibility, new carpeting and floor coverings, new furnishings, attached shelving, lighting, basic remodeling, energy conservation, electrical, roofing, elevators, ceilings, HVAC, plumbing, doors/windows, fire protection, book drops, circulation desks, security systems, technology wiring, and interior or exterior painting)

☐ **Contractual Services – Be specific** (legal fees, architect fees, consulting fees, etc.)

☐ **Other – Be specific** (insurance, utilities, furniture, Shelving, association fees, lawn maintenance, etc.)



New Illinois Law Regarding Sexual Harassment (Action Required for Public Employers)

By [Jim Griffin](#), JD, Employment Counsel

Published December 5, 2017

As new sexual harassment allegations against all types of public figures continue to make headlines, the State of Illinois has taken steps to address this systemic sexual harassment and to prevent such harassment from occurring at the state and local government level. On November 16, 2017, Governor Rauner signed into law Public Act 100-0554, which amended several existing statutes to add the following specific requirements pertaining to sexual harassment.



New Training and Policy Requirements for State Government Agencies and Lobbyists

The Illinois State Officials and Employees Ethics Act ("Ethics Act") was amended to 1) explicitly prohibit sexual harassment; 2) require state government leaders and employees in the General Assembly, state executive branches, and state agencies to undergo annual sexual harassment training; and 3) require the above-listed state authorities and agencies to institute an anti-harassment policy that includes, at a minimum, the following:

- A prohibition on sexual harassment;
- Details on how an individual can report an allegation of sexual harassment, including options for making a confidential report to a supervisor, ethics officer, Inspector General, or the Department of Human Rights;

- A prohibition on retaliation for reporting sexual harassment allegations, including availability of whistleblower protections under the Ethics Act, the Whistleblower Act, and the Illinois Human Rights Act; and
- The consequences for a violation of the prohibition on sexual harassment and the consequences for knowingly making a false report.

The Illinois Lobbyist Registration Act was also amended to require lobbyists to undergo annual sexual harassment training and to institute harassment policies that include the above-listed components.

New Policy Requirements for Local Units of Government

The Ethics Act was also amended to require units of local government (which would include, for example, libraries and park districts) to ***adopt an ordinance or resolution by January 15, 2018***, establishing a policy to prohibit sexual harassment which includes the above-listed components. Association members can access a [sample policy](#) that meets the law's requirements on the Management Association's website.

Establishment of a Hotline to Report Sexual Harassment

The Illinois Human Rights Act was amended to require the Illinois Department of Human Rights to establish and operate a sexual harassment hotline by February 16, 2018. The hotline is intended as a means for individuals to anonymously report sexual harassment in both public and private places of employment. Through the hotline, the Department of Human Rights will help callers find resources such as counseling services and assist in the filing of sexual harassment complaints with the Department or other applicable agencies. The Department may recommend that an individual seek private counsel, but cannot make recommendations for legal representation.

As the law was just recently passed, it is unclear exactly how the new hotline will function, but there is a good chance that it may lead to an increase in charges filed. This law, in addition to the increased media attention on harassment concerns, should further demonstrate the importance of ensuring that 1) your organization has a well written anti-harassment policy; 2) the policy has been distributed to all employees; and 3) your organization conducts regular anti-harassment training for its managers and employees. Although no law specifies how often training has to be conducted, we recommend that you consider training for your employees every two to three years.

If you have any questions about the requirements under this law, or if you want to discuss the Management Association's training options with respect to anti-

harassment, contact us at info@hrsource.org or 800-448-4584.

AFFIRMATIVE ACTION PROGRAM DEVELOPMENT

"Well begun is half done."

**January 17 & 18, 2018
Downers Grove**



PHR/SPHR CERTIFICATION STUDY COURSE

"Can't never could."

**Begins January 23, 2018
Downers Grove**

Share this page:

Management Association • 3025 Highland Parkway, Suite 225 • Downers Grove, IL
60515

800-448-4584 • 630-963-7600

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NON-DISCRIMINATION AND ANTI-HARASSMENT POLICY

The McHenry Public Library District is committed to maintaining a work environment that is free of discrimination and harassment. In keeping with this commitment, MPLD will not tolerate discrimination against or harassment of MPLD employees by anyone, including any manager, supervisor, co-worker, vendor, customer, patron, contractor, or other regular visitor of the library. Violation of this policy shall be considered grounds for disciplinary action up to and including termination.

Discrimination

Discrimination consists of employment actions taken against an individual based on a characteristic protected by law, such as sex, race, color, ancestry, national origin, citizenship status, religion, age, disability, marital status, sexual orientation, gender identity, pregnancy, military or veteran status, genetic information, order of protection status, or any other category protected by applicable law. In other words, discrimination occurs when an individual is treated differently or unequally because the individual is a member of a protected group.

Harassment

Harassment consists of unwelcome conduct, whether verbal, physical, or visual, that is based upon a person's protected status such as race, color, national origin, citizenship status, religion, sex, pregnancy, sexual orientation, gender identity, age, disability, marital status, military or veteran status, genetic information, order of protection status, or any other category protected by applicable law. MPLD will not tolerate harassing conduct that affects tangible job benefits, interferes unreasonably with an individual's work performance, or creates an intimidating, hostile or offensive working environment.

The conduct forbidden by this policy specifically includes, but is not limited to: (a) epithets, slurs, negative stereotypes or intimidating acts that are based on a person's protected status; and (b) written or graphic material circulated within or posted within the workplace that shows hostility toward a person because of his or her protected status.

Sexual Harassment

Sexual harassment consists of unwelcome sexual advances, requests for sexual favors, or other verbal or physical conduct of a sexual nature when made to an employee where:

1. Submission to such conduct is made either explicitly or implicitly a term or condition of a person's employment;
2. Submission to or refusal to engage in such conduct is used as the basis for any employment decisions affecting such individual; or

3. Such conduct has the purpose or effect of substantially interfering with an individual's work performance or creating an intimidating, hostile or offensive working environment.

Sexual harassment, as defined above, may include, but is not limited to:

1. Uninvited sex-oriented verbal "kidding" or demeaning sexual innuendoes, leers, gestures, teasing, sexually explicit or obscene jokes, remarks or questions of a sexual nature;
2. Graphic or suggestive comments about an individual's dress or body;
3. Displaying sexually explicit objects, photographs, writings, or drawings;
4. Unwelcome touching, such as patting, pinching or constant brushing against another's body; or
5. Suggesting or demanding sexual involvement of another employee, whether or not such suggestion or demand is accompanied by implicit or explicit threats concerning one's employment status or similar personal concerns.

Even if two or more employees are engaging in consensual conduct, such conduct could constitute harassment of or discrimination against another employee who witnesses or overhears the conduct.

Investigation Procedure

All MPLD employees are responsible to help ensure that harassment and discrimination do not occur and are not tolerated. An employee who believes that they have been subjected to sexual or other types of harassment or discrimination, or who has witnessed harassment or discrimination, should immediately submit a complaint to their supervisor, any other manager or supervisor, the ethics officer (if such position exists), or the Human Resources Department. If a manager or supervisor receives a complaint of harassment or discrimination directly from an employee, or becomes aware of such conduct, the complaint or conduct shall be immediately reported to the Human Resources Department.

The Human Resources Department shall promptly investigate all complaints and make all reasonable efforts to resolve the matter informally. These efforts may include, but are not limited to, convening conferences with the complainant and/or the accused harasser/discriminator to discuss the complaint and the results of the investigation. If the complainant or the accused is not satisfied with the disposition of the investigation, they may submit in writing an appeal to Human Resources or the Executive Director, who will review the investigation report and make a final decision. If necessary, at the option of Human Resources or the Executive Director, additional steps may be taken to conduct further investigation.

The right to confidentiality, both of the complainant and of the accused, will be respected consistent with MPLD's legal obligations and with the necessity to investigate allegations of misconduct and to take corrective action when this conduct has occurred.

A substantiated complaint against an employee will subject the employee to disciplinary action, up to and including termination. If an investigation results in a finding that the complainant falsely accused another of harassment or discrimination knowingly or in a malicious manner, the complainant will be subject to appropriate discipline, including the possibility of discharge.

Retaliation Prohibited

Reporting harassment or discrimination or participating in an investigation will not reflect adversely upon an individual's status or affect future employment. Any form of retaliation against an employee who reports harassment or discrimination or participates in an investigation is strictly prohibited by the Illinois Human Rights Act, the Illinois State Officials and Employees Act, the Illinois Whistleblower Act, Title VII of the Civil Rights Act of 1964, and Company policy. Any employee who retaliates against another for exercising his or her rights under this policy shall be subject to discipline, up to and including termination.

Resolution Outside Company

The purpose of this policy is to establish prompt, thorough and effective procedures for responding to every complaint and incident so that problems can be identified and remedied internally. However, an employee has the right to contact the Illinois Department of Human Rights (IDHR) or the Equal Employment Opportunity Commission (EEOC) about filing a formal complaint. An IDHR complaint must be filed within 180 days of the alleged incident(s) unless it is a continuing offense. A complaint with the EEOC must be filed within 300 days.

Contact Information:

Illinois Department of Human Rights (IDHR)

- Chicago: 312-814-6200 or 800-662-3942; TTY: 866-740-3953
- Springfield: 217-785-5100; TTY: 866-740-3953
- Marion: 618-993-7463; TTY: 866-740-3953

Illinois Human Rights Commission (IHRC)

- Chicago: 312-814-6269; TTY: 312-814-4760
- Springfield: 217-785-4350; TTY: 217-557-1500

United States Equal Employment Opportunity Commission (EEOC)

- Chicago: 800-669-4000; TTY: 800-869-8001



McHenry Public Library District

809 North Front Street

McHenry, Illinois 60050

Phone: 815.385.0036

www.mchenrylibrary.org

**THE McHENRY PUBLIC LIBRARY DISTRICT
BOARD OF LIBRARY TRUSTEES
McHENRY, ILLINOIS
ORDINANCE No. 2017/2018 -11**

**AN ORDINANCE ADOPTING A POLICY PROHIBITING SEXUAL HARASSMENT
FOR the McHenry Public Library District, McHenry, IL**

WHEREAS, the Illinois General Assembly has recently enacted Public Act 100-0554, an Act concerning government, which became effective immediately, dated November 16, 2017;

WHEREAS, pursuant to the Act, each governmental unit shall adopt an ordinance or resolution establishing a policy to prohibit sexual harassment;

WHEREAS, all prior existing sexual harassment policies of the McHenry Public Library, McHenry, IL shall be superseded by the Non-Discrimination and Anti-Harassment Policy adopted by this Ordinance; and

WHEREAS, should any section or provision of this Ordinance or the adopted Non-Discrimination and Anti-Harassment Policy be declared to be invalid, that decision shall not affect the validity of this Ordinance or the adopted Non-Discrimination and Anti-Harassment Policy as a whole or any part thereof, other than the part so declared to be invalid;

NOW, THEREFORE, be it ordained by the McHenry Public Library Board of Trustees, McHenry, IL the following:

Section 1. The Non-Discrimination and Anti-Harassment Policy, included as **Exhibit A** to this Ordinance, is hereby adopted.

Section 2. This ordinance shall be in full force and effect on December 19th, 2018.

Passed by the Board of Library Trustees of the McHenry Public Library District, McHenry, Illinois on the **19th day of December, 2018** by a vote of:

AYES:

NAYS:

ABSENT:

ABSTAINING:

Kathy Beaderstadt, President
McHenry Public Library District
Board of Library Trustees

Attest:

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



815.344.1300 mchenry
847.382.3366 barrington
847.336.6455 gurnee
www.edercasella.com

***MCHENRY PUBLIC LIBRARY DISTRICT
MCHENRY COUNTY, ILLINOIS***

ANNUAL FINANCIAL REPORT

JUNE 30, 2017

eder, casella & co.

MCHENRY PUBLIC LIBRARY DISTRICT
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JUNE 30, 2017

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INDEPENDENT AUDITOR'S REPORT

Board of Trustees
McHenry Public Library District
McHenry, Illinois

We have audited the accompanying financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of the

MCHENRY PUBLIC LIBRARY DISTRICT

as of and for the year ended June 30, 2017, and the related notes to the financial statements, which collectively comprise the Library's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the Library's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Library's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

eder, casella & co.

Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, each major fund, and the aggregate remaining fund information of the McHenry Public Library District as of June 30, 2017, and the respective changes in financial position thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis, schedule of changes in the employer's net pension liability and related ratios, schedule of employer contribution, and budgetary comparison information on pages 3 through 7 and 26 through 30 be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Other Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Library's basic financial statements. The supplemental information, as listed in the table of contents, is presented for purposes of additional analysis and is not a required part of the basic financial statements.

The supplemental information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the supplemental information is fairly stated, in all material respects, in relation to the basic financial statements as a whole.

Eder, Casella & Co.

EDER, CASELLA & CO.
Certified Public Accountants

McHenry, Illinois
November 27, 2017

REQUIRED SUPPLEMENTARY INFORMATION

**MCHENRY PUBLIC LIBRARY DISTRICT
MANAGEMENT'S DISCUSSION AND ANALYSIS
JUNE 30, 2017**

As management of McHenry Public Library District (Library), we offer readers of the Library's statements this narrative overview and analysis of the financial activities of the Library for the fiscal year ended June 30, 2017.

FINANCIAL HIGHLIGHTS

The assets and deferred outflows of resources of the Library exceeded its liabilities and deferred inflows of resources at the close of the most recent fiscal year by \$8,176,626 (net position). Unrestricted net position, which are assets that may be used to meet the Library's ongoing obligations to citizens and creditors, are \$1,341,815 at June 30, 2017.

The Library's total net position decreased by \$221,408 due to a decrease in current year activities.

As of the close of the current fiscal year, the Library's governmental funds reported combined ending fund balances of \$2,161,035, a decrease of \$60,543 in comparison with the prior year. Of this, \$121,106 is nonspendable prepaid expenses, \$2,244,180 is committed for capital project expenditures, and \$(204,251) is available for spending at the Library's discretion (unassigned fund balance).

At the end of the current fiscal year, unassigned fund balance for the General Fund was \$(204,251).

OVERVIEW OF THE FINANCIAL STATEMENTS

This discussion and analysis is intended to serve as an introduction to the Library's basic financial statements. The Library's basic financial statements comprise three components: 1) government-wide financial statements, 2) fund financial statements, and 3) notes to the financial statements. This report also contains other supplementary information in addition to the basic financial statements themselves.

Government-Wide Financial Statements - The government-wide financial statements are designed to provide readers with a broad overview of the Library's finances, in a manner similar to a private-sector business.

The Statement of Net Position presents information on all of the Library's assets and deferred outflows of resources, less its liabilities and deferred inflows of resources, with the difference reported as net position. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position of the Library is improving or deteriorating.

The Statement of Activities presents information showing how the Library's net position changed during the most recent fiscal year. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of related cash flows. Thus, revenues and expenses are reported in this statement for some items that will only result in cash flows in future fiscal periods (e.g., uncollected taxes and earned but unused vacation leave).

Both of the government-wide financial statements present functions of the Library that are principally supported by taxes and intergovernmental revenues (governmental activities). The Library does not have any functions that are intended to recover all or a significant portion of their costs through user fees and charges (business-type activities). The governmental activities of

the Library include general government and library operations. The government-wide financial statements can be found on pages 8 and 9 of this report.

Fund Financial Statements - A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The Library, like other state and local governments, uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. All of the funds of the Library are governmental funds.

Governmental Funds - Governmental funds are used to account for essentially the same functions reported as governmental activities in the government-wide financial statements. However, unlike the government-wide financial statements, governmental fund financial statements focus on near-term inflows and outflows of spendable resources, as well as on balances of spendable resources available at the end of the fiscal year. Such information may be useful in evaluating a government's near-term financing requirements.

Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for governmental funds with similar information presented for governmental activities in the government-wide financial statements. By doing so, readers may better understand the long-term impact of the Library's near-term financing decisions. Both the governmental fund Balance Sheet and the governmental fund Statement of Revenues, Expenditures, and Changes in Fund Balances provide a reconciliation to facilitate this comparison between governmental funds and governmental activities.

The Library maintains three individual governmental funds. Information is presented separately in the governmental fund Balance Sheet and in the governmental fund Statement of Revenues, Expenditures, and Changes in Fund Balances for the General Fund, Special Reserve Fund, and Grant and Gift Fund, all of which are considered to be major funds.

The Library adopts an annual appropriated budget for the General Fund, Special Reserve Fund, and Grant and Gift Fund. A budgetary comparison statement has been provided for each of these funds to demonstrate compliance with this budget.

The basic governmental fund financial statements can be found on pages 10 through 13 of this report.

Notes To the Financial Statements - The notes provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements. The notes to the financial statements can be found on pages 14 through 25 of this report.

Other Information - In addition to the basic financial statements and accompanying notes, this report also presents certain required supplementary information concerning the Library's progress in meeting its obligation to provide as fully adequate as possible library services to its residents. Required supplementary information can be found on pages 25 through 29 of this report.

GOVERNMENT-WIDE FINANCIAL ANALYSIS

As noted earlier, net position may serve over time as a useful indicator of a government's financial position. In the case of the Library, assets and deferred outflows of resources exceeded liabilities and deferred inflows of resources by \$8,176,626 at the close of the most recent fiscal year. By far the largest portion of the Library's net position reflects its investment in capital assets (e.g., land, fine art, building, equipment and furnishings, and collection) less any related debt used to acquire those assets that is still outstanding. The Library uses these capital assets to provide services to citizens; consequently, these assets are not available for future spending.

A condensed version of the Statement of Net Position at June 30, 2017 and 2016 follows:

McHenry Public Library District's Net Position

	Governmental Activities	
	2017	2016
Assets		
Current and Other Assets	\$ 5,345,233	\$ 5,511,058
Capital Assets	6,834,811	6,865,494
Total Assets	<u>\$ 12,180,044</u>	<u>\$ 12,376,552</u>
Deferred Outflows of Resources		
Pension Expense/Revenue - IMRF	\$ 475,517	\$ 505,909
Total Deferred Outflows of Resources	<u>\$ 475,517</u>	<u>\$ 505,909</u>
Liabilities		
Long-Term Liabilities Outstanding	\$ 1,294,737	\$ 1,194,947
Current Liabilities	585,352	140,628
Total Liabilities	<u>\$ 1,880,089</u>	<u>\$ 1,335,575</u>
Deferred Inflows of Resources		
Unavailable Revenue - Property Taxes	\$ 3,148,846	\$ 3,148,852
Total Deferred Inflows of Resources	<u>\$ 3,148,846</u>	<u>\$ 3,148,852</u>
Net Position		
Net Investment in Capital Assets	\$ 6,834,811	\$ 6,865,494
Unrestricted/(Deficit)	1,341,815	1,532,540
Total Net Position	<u><u>\$ 8,176,626</u></u>	<u><u>\$ 8,398,034</u></u>

The balance of unrestricted net position, \$1,341,815, may be used to meet the Library's ongoing obligations to citizens and creditors.

At the end of the current fiscal year, the Library is able to report positive balances in all categories of net position.

The Library's net position decreased by \$221,408 during the current fiscal year.

Governmental Activities - Governmental activities decreased the Library's net position by \$221,408. Key elements of this decrease are as follows:

McHenry Public Library District's Change in Net Position

	Governmental Activities	
	2017	2016
Revenues		
Program Revenues		
Charges for Services	\$ 73,833	\$ 69,318
Operating Grants and Contributions	49,713	68,903
General Revenues		
Property Taxes	3,173,266	3,173,228
Impact Fees	4,487	-
Developer Fees	54,188	14,921
Investment Earnings	1,447	1,481
Capital Assets	(23,551)	(24,235)
Other	24,390	45,699
Total Revenues	<u>\$ 3,357,773</u>	<u>\$ 3,349,315</u>
Expenses		
General Government	\$ 79,919	\$ 85,638
Library Operations	3,499,262	3,290,327
Total Expenses	<u>\$ 3,579,181</u>	<u>\$ 3,375,965</u>
Increase/(Decrease) in Net Position	<u>\$ (221,408)</u>	<u>\$ (26,650)</u>
Net Position - Beginning	8,398,034	8,393,453
Net Position Adjustment	-	31,231
Net Position - Ending	<u><u>\$ 8,176,626</u></u>	<u><u>\$ 8,398,034</u></u>

Total revenues increased \$8,458 from the prior year, which is consistent with the prior year.

Total expenses increased \$203,216 from the prior year, which was mainly attributable to the increase in Library Operations of \$208,935, which included an increase in personnel expense of \$118,446.

FINANCIAL ANALYSIS OF THE LIBRARY'S FUNDS

As noted earlier, the Library uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements.

Governmental Funds - The focus of the Library's governmental funds is to provide information on near-term inflows, outflows, and balances of spendable resources. Such information is useful in assessing the Library's financing requirements. In particular, unassigned fund balance may serve as a useful measure of the Library's net resources available for spending at the end of the fiscal year.

As of the end of the current fiscal year, the Library's governmental funds reported combined ending fund balances of \$2,161,035.

The General Fund is the chief operating fund of the Library. At the end of the current fiscal year, unassigned fund balance of the General Fund was \$(204,251). The total fund balance of the Library's General Fund decreased by \$131,756 during the current fiscal year. The decrease in fund balance is primarily due to an increase in personnel expenditures.

The Special Reserve Fund has a total fund balance of \$1,806,798. The net increase in fund balance during the current year in the Special Reserve Fund was \$59,342.

The Grant and Gift Fund has a total fund balance of \$449,585. The net increase in fund balance during the current year in the Grant and Gift Fund was \$11,871.

GENERAL FUND BUDGETARY HIGHLIGHTS

The Library did not amend its budget for the fiscal year ended June 30, 2017; therefore, the amounts shown as original and final budget are the same.

Significant differences between the budget and the actual revenues and expenditures are summarized as follows:

- The difference between the estimated revenues and the actual revenues was \$42,266 (unfavorable) and was primarily attributable to less than expected fines, interest, and other income.
- The difference between the estimated expenditures and the actual expenditures was \$433,108 (favorable), and was primarily attributable to less than expected salaries, professional services, and capital outlay.

CAPITAL ASSET AND DEBT ADMINISTRATION

Capital Assets - The Library's investment in capital assets for its governmental activities as of June 30, 2017 amounts to \$6,834,811 (net of accumulated depreciation). This investment in capital assets includes land, parking lot, fine art, building, landscaping, equipment and furnishings, and collection. The total decrease in the Library's investment in capital assets for the current fiscal year was \$30,683.

The following are significant capital assets for the year ended June 30, 2017:

➤ Solar Panel Project - \$54,754

➤ RFID Equipment- \$97,109

The following table presents a summary of capital assets for the years ended June 30, 2017 and 2016:

McHenry Public Library District's Capital Assets (net of depreciation)		
	Governmental Activities	
	2017	2016
Land	\$ 1,245,836	\$ 1,245,836
Fine Art	18,600	18,600
Parking Lot	255,491	272,998
Building	3,057,828	3,102,864
Landscaping	10,081	10,813
Equipment and Furnishings	578,105	540,921
Collection	1,668,870	1,673,462
Total	<u>\$ 6,834,811</u>	<u>\$ 6,865,494</u>

Additional information on the Library's capital assets can be found in note 4 on pages 18 and 19 of this report.

ECONOMIC FACTORS AND NEXT YEAR'S BUDGETS AND RATES

The equalized assessed valuation (EAV) for the Library for 2016 is \$899,541,636. This represents an EAV increase of \$66,220,804 (7.95%) from the prior year. This increase will affect the calculation of the Library's property tax revenue and was considered in preparing the Library's budget for the 2018 fiscal year.

Next year's budget (fiscal year 2017/18) tax revenue is expected to be higher than the previous year with an upward trend in EAV (see above) and is expected to continue to increase for the next year budget cycle.

Next year's budget (fiscal year 2017/18) expenses are expected to decrease due to major capital projects being completed in fiscal year 2017.

REQUESTS FOR INFORMATION

This financial report is designed to provide a general overview of McHenry Public Library District's finances for all those with an interest in the Library's finances. Questions concerning any of the information provided in this report or requests for additional financial information should be addressed to the Executive Director, McHenry Public Library District, 809 North Front Street, McHenry, IL 60050-5578.

BASIC FINANCIAL STATEMENTS

MCHENRY PUBLIC LIBRARY DISTRICT
GOVERNMENT-WIDE FINANCIAL STATEMENTS
STATEMENT OF NET POSITION
JUNE 30, 2017

	Governmental Activities
ASSETS	
Cash and Cash Equivalents	\$ 3,642,471
Property Taxes Receivable, Net of Allowance of \$31,800	1,523,615
Annexation Impact Fees	4,200
Developer Donations Receivable, Net of Allowance of \$0	53,841
Prepaid Items	121,106
Capital Assets (Note 4)	
Land	1,245,836
Fine Art	18,600
Depreciable Building, Equipment and Furnishings, and Collection, Net of Depreciation	5,570,375
TOTAL ASSETS	<u>\$ 12,180,044</u>
DEFERRED OUTFLOWS OF RESOURCES	
Pension Expense/Revenue - IMRF	\$ 475,517
Total Deferred Outflows of Resources	<u>\$ 475,517</u>
LIABILITIES	
Accounts Payable	\$ 4,212
Accrued Payroll	29,045
Accrued Payroll Taxes	2,095
Non-Current Liabilities	
Due in More Than One Year	1,294,737
TOTAL LIABILITIES	<u>\$ 1,330,089</u>
DEFERRED INFLOWS OF RESOURCES	
Unavailable Revenue - Property Taxes	\$ 3,148,846
TOTAL DEFERRED INFLOWS OF RESOURCES	<u>\$ 3,148,846</u>
NET POSITION	
Net Investment in Capital Assets	\$ 6,834,811
Unrestricted/(Deficit)	1,341,815
TOTAL NET POSITION	<u><u>\$ 8,176,626</u></u>

The Notes to Financial Statements are an integral part of this statement.

MCHENRY PUBLIC LIBRARY DISTRICT
GOVERNMENT-WIDE FINANCIAL STATEMENTS
STATEMENT OF ACTIVITIES
YEAR ENDED JUNE 30, 2017

Functions/Programs	Program Revenues			Net (Expense) Revenue and Changes in Net Position
	Expenses	Charges For Services	Operating Grants and Contributions	Governmental Activities
Governmental Activities				
General Government	\$ 79,919	\$ -	\$ -	\$ (79,919)
Library Operations	3,499,262	73,833	49,713	(3,375,716)
	<u>\$ 3,579,181</u>	<u>\$ 73,833</u>	<u>\$ 49,713</u>	<u>\$ (3,455,635)</u>
General Revenues				
Taxes				
Property Taxes				\$ 3,173,266
Annexation Impact Fees				4,487
Developer Fees				54,188
Unrestricted Investment Earnings				1,447
Gain/(Loss) on Disposal of Capital Assets				(23,551)
Other Income				24,390
Total General Revenues				<u>\$ 3,234,227</u>
Change in Net Position				\$ (221,408)
Net Position - Beginning of Year				<u>8,398,034</u>
Net Position - End of Year				<u>\$ 8,176,626</u>

The Notes to Financial Statements are an integral part of this statement.

MCHENRY PUBLIC LIBRARY DISTRICT
FUND FINANCIAL STATEMENTS
BALANCE SHEET
GOVERNMENTAL FUNDS
YEAR ENDED JUNE 30, 2017

	General Fund	Special Reserve Fund	Grant and Gift Fund	Total Governmental Funds
ASSETS				
Cash and Cash Equivalents	\$ 2,006,084	\$ 1,198,757	\$ 437,630	\$ 3,642,471
Property Taxes Receivable, Net of Allowance of \$31,807	1,523,615	-	-	1,523,615
Annexation Impact Fees Receivable		4,200		4,200
Developer Donations Receivable, Net of Allowance of \$0	-	53,841	-	53,841
Prepaid Items	108,903	-	12,203	121,106
Due From Other Funds		550,000		550,000
TOTAL ASSETS	\$ 3,638,602	\$ 1,806,798	\$ 449,833	\$ 5,895,233
LIABILITIES				
Accounts Payable	\$ 3,964	\$ -	\$ 248	\$ 4,212
Accrued Payroll	29,045	-	-	29,045
Accrued Payroll Taxes	2,095	-	-	2,095
Due to Other Funds	550,000			550,000
TOTAL LIABILITIES	\$ 585,104	\$ -	\$ 248	\$ 585,352
DEFERRED INFLOWS OF RESOURCES				
Unavailable Revenue - Property Taxes	\$ 3,148,846	\$ -	\$ -	\$ 3,148,846
TOTAL DEFERRED INFLOWS OF RESOURCES	\$ 3,148,846	\$ -	\$ -	\$ 3,148,846
FUND BALANCES				
Nonspendable				
Prepaid Items	\$ 108,903	\$ -	\$ 12,203	\$ 121,106
Committed				
Capital Projects	-	1,806,798	437,382	2,244,180
Unassigned	(204,251)	-	-	(204,251)
TOTAL FUND BALANCES	\$ (95,348)	\$ 1,806,798	\$ 449,585	\$ 2,161,035
TOTAL LIABILITIES, DEFERRED INFLOWS OF RESOURCES, AND FUND BALANCES	\$ 3,638,602	\$ 1,806,798	\$ 449,833	\$ 5,895,233

The Notes to Financial Statements are an integral part of this statement.

MCHENRY PUBLIC LIBRARY DISTRICT
FUND FINANCIAL STATEMENTS
RECONCILIATION OF THE BALANCE SHEET
TO THE STATEMENT OF NET POSITION
YEAR ENDED JUNE 30, 2017

Fund Balances - Total Governmental Funds	\$ 2,161,035
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Amounts reported for governmental activities in the Statement of
Net Position are different because:

Capital assets used in governmental activities are not financial
resources and therefore are not reported in the funds.

Capital Assets	\$ 10,299,177	
Less: Accumulated Depreciation	<u>(3,464,366)</u>	
		6,834,811

Deferred pension costs in governmental activities are not financial
resources and therefore are not reported in the funds.

Pension Expense/Revenue - IMRF	475,517
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Some liabilities are not due and payable in the current period and
therefore are not reported in the funds.

Compensated Absences	\$ (48,280)	
Net Pension Liability - IMRF	<u>-</u>	
		<u>(48,280)</u>

Net Position of Governmental Activities	<u><u>\$ 9,423,083</u></u>
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The Notes to Financial Statements are an integral part of this statement.

MCHENRY PUBLIC LIBRARY DISTRICT
FUND FINANCIAL STATEMENTS
STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES
IN FUND BALANCES - GOVERNMENTAL FUNDS
YEAR ENDED JUNE 30, 2017

	General Fund	Special Reserve Fund	Grant and Gift Fund	Total Governmental Funds
REVENUES				
Property Taxes	\$ 3,173,266	\$ -	\$ -	\$ 3,173,266
Annexation Impact Fees	-	4,487	-	4,487
Developer Fees	-	54,188	-	54,188
Fines	50,314	-	-	50,314
Interest	597	667	183	1,447
Photocopier Income	16,088	-	-	16,088
Program Fees/Miscellaneous Fees	3,055	-	-	3,055
Staff Cobra/Insurance Payments	19,625	-	-	19,625
Meeting Room Fees	935	-	-	935
Lost or Damaged Materials	3,151	-	-	3,151
Dividends	329	-	-	329
Collection Agency Fees	290	-	-	290
Other Income	4,436	-	-	4,436
Gifts and Donations	-	-	17,320	17,320
Per Capita Grant	-	-	32,393	32,393
	<u>\$ 3,272,086</u>	<u>\$ 59,342</u>	<u>\$ 49,896</u>	<u>\$ 3,381,324</u>
EXPENDITURES				
Current				
General Government	\$ 79,919	\$ -	\$ -	\$ 79,919
Library Operations	2,578,131	-	38,025	2,616,156
Capital Outlay	745,792	-	-	745,792
	<u>\$ 3,403,842</u>	<u>\$ -</u>	<u>\$ 38,025</u>	<u>\$ 3,441,867</u>
NET CHANGE IN FUND BALANCES	\$ (131,756)	\$ 59,342	\$ 11,871	\$ (60,543)
FUND BALANCES - JULY 1, 2016	<u>36,408</u>	<u>1,747,456</u>	<u>437,714</u>	<u>2,221,578</u>
FUND BALANCES - JUNE 30, 2017	<u>\$ (95,348)</u>	<u>\$ 1,806,798</u>	<u>\$ 449,585</u>	<u>\$ 2,161,035</u>

The Notes to Financial Statements are an integral part of this statement.

MCHENRY PUBLIC LIBRARY DISTRICT
FUND FINANCIAL STATEMENTS
RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES
IN FUND BALANCES - GOVERNMENTAL FUNDS TO THE STATEMENT OF ACTIVITIES
YEAR ENDED JUNE 30, 2017

Net Change in Fund Balances - Total Governmental Funds \$ (60,543)

Amounts reported for governmental activities in the Statement of
Activities are different because:

Governmental funds report capital outlays as expenditures.
However, in the Statement of Activities the cost of these assets
is depreciated over their estimated useful lives and reported as
depreciation expense. This is the amount by which capital outlay
exceeds depreciation expense in the current period.

Capital Outlays	\$ 535,957	
Depreciation Expense	<u>(543,089)</u>	(7,132)

Some expenses in the Statement of Activities do not require the use
of current financial resources and therefore are not reported as
expenditures in governmental funds.

Gain/(Loss) on the Disposal of Capital Assets	\$ (23,551)	
Compensated Absences	(4,895)	
Pension Expense	<u>(308,795)</u>	(337,241)

Employer Pension Contributions are expensed in the fund financial
statements but treated as a reduction in the Net Pension Liability
on the government-wide financial statements.

183,508

Change in Net Position of Governmental Activities \$ (221,408)

The Notes to Financial Statements are an integral part of this statement.

MCHENRY PUBLIC LIBRARY DISTRICT
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2017

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

McHenry Public Library District (Library) is a public library organized under Chapter 75 of the Illinois Compiled Statutes. It operates under the direction of a Board of Trustees, which has responsibility and control over all activities related to the Library within the district, and provides library facilities in an area generally defined by the City of McHenry.

The Library's financial statements are prepared in accordance with generally accepted accounting principles (GAAP) as applied to local governmental units. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles. The most significant accounting principles used by the Library are discussed below.

A. Reporting Entity

The accompanying financial statements comply with the provisions of GASB Statement No. 14, *The Financial Reporting Entity*, in that the financial statements include all organizations, activities, and functions that comprise the Library. Component units are legally separate entities for which the Library (the primary entity) is financially accountable. Financial accountability is defined as the ability to appoint a voting majority of the organization's governing body and either (1) the Library's ability to impose its will over the organization or (2) the potential that the organization will provide a financial benefit to, or impose a financial burden on, the Library. Using these criteria, the Library has no component units. In addition, the Library is not included as a component unit in any other governmental reporting entity as defined by GASB pronouncements.

B. Basic Financial Statements – Government-Wide Financial Statements

The Library's basic financial statements include both government-wide (reporting the Library as a whole) and fund (reporting the Library's major funds) financial statements. Both the government-wide and fund financial statements categorize all of the primary activities of the Library as governmental activities. The Library does not have any business-type activities.

In the government-wide Statement of Net Position, the governmental activities column is presented on a consolidated basis, and is reported on a full accrual, economic resource basis, which recognizes all long-term assets and receivables as well as long-term debt and obligations. The Library's net position is reported in three parts – net investment in capital assets; restricted net position; and unrestricted net position. The Library first utilizes restricted resources to finance qualifying activities.

The government-wide Statement of Activities reports both the gross and net cost of each of the Library's functions. The functions are also supported by general government revenues (property taxes, personal property replacement taxes, unassigned investment earnings, other income, etc.). The Statement of Activities reduces gross expenses (including depreciation) by related program revenues and operating grants. Program revenues must be directly associated with the function (general government and library operations). Operating grants include operating specific grants and discretionary (either operating or capital) grants while the capital grants column reflects capital specific grants. The Library received no capital grants during the year ended June 30, 2017.

The net costs (by function) are normally covered by general revenues (property taxes, personal property replacement taxes, unassigned investment earnings, other income, etc.).

NOTES TO FINANCIAL STATEMENTS (Continued)

The Library does not allocate indirect costs.

The government-wide focus is more on the sustainability of the Library as an entity and the change in the Library's net position resulting from the current year's activities.

C. Basic Financial Statements – Fund Financial Statements

The financial transactions of the Library are reported in individual funds in the fund financial statements. Each fund is accounted for by providing a separate set of self-balancing accounts that comprise its assets, liabilities, fund equity, revenues and expenditures/expenses. The various funds are reported by generic classification within the financial statements.

The emphasis in fund financial statements is on the major funds. GASB Statement No. 34 sets forth minimum criteria (percentage of the assets, liabilities, revenues and expenditures of all governmental funds) for the determination of major funds. The Library electively made all funds major.

The following fund types are used by the Library:

Governmental Funds

The focus of the governmental funds' measurement (in the fund statements) is upon determination of financial position and changes in financial position (sources, uses and balances of financial resources) rather than upon net income. The following is a description of the governmental funds of the Library:

General Fund – The General Fund is the general operating fund of the Library. It is used to account for all financial resources except those required to be accounted for in another fund.

Grant and Gift Fund – The Grant and Gift Fund is a special revenue fund used to account for the proceeds from specific revenue sources that are designated for specific purposes.

Special Reserve Fund – The Special Reserve Fund is a capital projects fund used to account for the accumulation of funds to be used for building or land acquisition, building expansion, and/or to furnish and equip a library building.

D. Basis of Accounting

Basis of accounting refers to the point at which revenues or expenditures/expenses are recognized in the accounts and reported in the financial statements. It relates to the timing of the measurements made regardless of the measurement focus applied.

1. Accrual

The governmental activities in the government-wide financial statements are presented on the accrual basis of accounting. Property tax revenues are recognized in the period for which levied. Other nonexchange revenues, including governmental revenues and grants, are reported when all eligibility requirements are met. Fees and charges and other exchange revenues are recognized when earned and expenses are recognized when incurred.

2. Modified Accrual

The governmental funds' financial statements are presented on the modified accrual basis of accounting. Under the modified accrual basis of accounting, revenues are recorded when susceptible to accrual; i.e., both measurable and available. "Available" means collectible within

NOTES TO FINANCIAL STATEMENTS (Continued)

the current period or within 60 days after year-end. Property tax revenues are recognized in the period for which levied provided they are also available. Intergovernmental revenues and grants are recognized when all eligibility requirements are met and the revenues are available. Expenditures are recognized when the related liability is incurred. The exception to this general rule is that principal and interest on general obligation long-term debt, if any, is recognized when due.

E. Cash and Cash Equivalents

Separate bank accounts are not maintained for all Library funds. Instead, the funds maintain their cash balances in a money market account, with accounting records being maintained to show the portion of the common bank account balance attributable to each participating fund.

No Library fund had a cash overdraft at June 30, 2017.

Cash and cash equivalents are considered to be cash on hand, demand deposits, and short-term investments with original maturities of three months or less from the date of acquisition.

F. Prepaid Items

Certain payments to vendors that reflect costs applicable to future accounting periods are recorded as prepaid items in both the government-wide and fund financial statements.

G. Capital Assets

Capital assets purchased or acquired with an original cost of \$1,000 or more are reported at historical cost or estimated historical cost. Contributed assets are reported at fair market value as of the date of donation. Additions, improvements, and other capital outlays that significantly extend the useful life of an asset are capitalized.

Other costs incurred for repairs and maintenance are expensed as incurred.

Depreciation on all assets is provided on a straight-line basis over the following estimated useful lives:

Building	10-50 years
Equipment & Furnishings	5-20 years
Collection	4-10 years

H. Deferred Outflows and Inflows of Resources

In addition to assets and liabilities, the Balance Sheet and Statement of Net Position will sometimes report separate sections for deferred outflows of resources and deferred inflows of resources. Deferred outflows of resources represent a consumption of net position that applies to a future period and, therefore, will not be recognized as an outflow of resource until then. Deferred inflows of resources represent an acquisition of net position that applies to a future period and, therefore, will not be recognized as an inflow of resource until that time.

I. Compensated Absences

The Library accrues accumulated unpaid vacation and personal leave when earned by the employee.

NOTES TO FINANCIAL STATEMENTS (Continued)

J. *Governmental Fund Balances*

Governmental fund balances are divided between nonspendable and spendable.

Nonspendable fund balances are balances that cannot be spent because they are not expected to be converted to cash, or they are legally or contractually required to remain intact.

The spendable fund balances are arranged in a hierarchy based on spending constraints.

Restricted – Restricted fund balances are restricted when constraints are placed on the use by either (a) external creditors, grantors, contributors, or laws or regulations of other governments or (b) law through constitutional provisions or enabling legislation.

Committed – Committed fund balances are amounts that can only be used for specific purposes as a result of constraints of the Board of Trustees. Committed amounts cannot be used for any other purpose unless the Board of Trustees removes those constraints by taking the same type of action (e.g. legislation, resolution, ordinance). Committed fund balances differ from restricted balances because the constraints on their use do not come from outside parties, constitutional provisions, or enabling legislation.

Assigned – Assigned fund balances are amounts that are constrained by the Library's intent to be used for specific purposes, but are neither restricted nor committed. Intent is expressed by an appointed body (e.g. a budget or finance committee) or official to which the Board of Trustees has delegated the authority to assign, modify, or rescind amounts to be used for specific purposes. Pursuant to resolution 2010/2011-3 by the Board of Trustees, the Executive Director has been delegated this authority.

Assigned fund balances also include (a) all remaining amounts that are reported in governmental funds (other than the General Fund) that are not classified as nonspendable, restricted, or committed, and (b) amounts in the General Fund that are intended to be used for a specific purpose. Specific amounts that are not restricted or committed in a special revenue, capital projects, or debt service fund are assigned for purposes in accordance with the nature of their fund type.

Assignment within the General Fund conveys that the intended use of those amounts is for a specific purpose that is narrower than the general purpose of the Library itself.

Unassigned – Unassigned fund balance is the residual classification for the General Fund. This classification represents the General Fund balance that has not been assigned to other funds, and that has not been restricted, committed, or assigned to specific purposes within the General Fund.

The Library permits funds to be expended in the following order: Restricted, Committed, Assigned, and Unassigned.

K. *Property Tax Revenue*

The Library's property tax is levied each calendar year on all taxable real property located in the Library's district on or before the last Tuesday in December. The 2016 levy was passed by the Board on October 18, 2016. Property taxes attach as an enforceable lien on property as of January 1 of the calendar year they are for and are payable in two installments early in June and early in September of the following calendar year. The Library receives significant distributions of tax receipts approximately one month after these dates.

NOTES TO FINANCIAL STATEMENTS (Continued)

L. *Expenditures*

Expenditures are recognized when the related fund liability is incurred. Expendable supplies held for the Library's use are reported as expense in the period when purchased, rather than in the period when used.

M. *Estimates*

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the amounts reported in the financial statements and accompanying notes. Actual results may differ from those estimates.

NOTE 2 - DEPOSITS

The Library is allowed to invest in securities as authorized by the Illinois Compiled Statutes, Chapter 30, Sections 235/2 and 235/6.

Deposits

Custodial Credit Risk. Custodial credit risk is the risk that in the event of a bank failure, the Library's deposits may not be returned to it. The Library's policy is to have deposits secured by collateral valued at market or par, whichever is lower, less the amount of the Federal Deposit Insurance Corporation insurance (FDIC). The Library's Board of Trustees approves and designates authorized depository institutions. As of June 30, 2017, none of the Library's bank balance of \$3,751,458 was exposed to custodial credit risk.

NOTE 3 - FAIR VALUE MEASUREMENT

The Library categorizes its fair value measurements within the fair value hierarchy established by generally accepted accounting principles. The hierarchy is based on the valuation inputs used to measure the fair value of the asset. Level 1 inputs are quoted prices in active markets for identical assets; Level 2 inputs are significant other observable inputs; Level 3 inputs are significant unobservable inputs.

The Library had no fair value measurements as of June 30, 2017.

NOTE 4 - CAPITAL ASSETS

Capital asset activity for the year ended June 30, 2017 was as follows:

NOTES TO FINANCIAL STATEMENTS (Continued)

	Balance July 1, 2016	Increases	Decreases	Balance June 30, 2017
Governmental Activities:				
Capital Assets not being depreciated:				
Land	\$ 1,245,836	\$ -	\$ -	\$ 1,245,836
Fine Art	18,600	-	-	18,600
Total Capital Assets not being depreciated	<u>\$ 1,264,436</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 1,264,436</u>
Other Capital Assets:				
Building	\$ 4,292,676	\$ 67,215	\$ -	\$ 4,359,891
Parking Lot	350,141	-	-	350,141
Landscaping	14,653	-	-	14,653
Equipment and Furnishings	1,294,197	146,518	33,779	1,406,936
Collection	2,889,490	322,224	308,594	2,903,120
Total Other Capital Assets at Historical Cost	<u>\$ 8,841,157</u>	<u>\$ 535,957</u>	<u>\$ 342,373</u>	<u>\$ 9,034,741</u>
Less Accumulated Depreciation for:				
Building	\$ 1,189,812	\$ 112,251	\$ -	\$ 1,302,063
Parking Lot	77,143	17,507	-	94,650
Landscaping	3,840	732	-	4,572
Equipment and Furnishings	753,276	109,334	33,779	828,831
Collection	1,216,028	303,265	285,043	1,234,250
Total Accumulated Depreciation	<u>\$ 3,240,099</u>	<u>\$ 543,089</u>	<u>\$ 318,822</u>	<u>\$ 3,464,366</u>
Other Capital Assets, Net	<u>\$ 5,601,058</u>	<u>\$ (7,132)</u>	<u>\$ 23,551</u>	<u>\$ 5,570,375</u>
Governmental Activities Capital Assets, Net	<u><u>\$ 6,865,494</u></u>	<u><u>\$ (7,132)</u></u>	<u><u>\$ 23,551</u></u>	<u><u>\$ 6,834,811</u></u>

Depreciation expense charged to library operations was \$543,089 for the year ended June 30, 2017.

NOTE 5 – LONG-TERM LIABILITY ACTIVITY

Long-term liability activity for the year ended June 30, 2017 were as follows:

	Balance July 1, 2016	Additions	Retirements	Balance June 30, 2017
Governmental Activities:				
Other Long-Term Obligations				
Compensated Absences	\$ 43,385	\$ 4,895	\$ -	\$ 48,280
Net Pension Liability - IMRF	1,151,562	94,895		1,246,457
	<u>\$ 1,194,947</u>	<u>\$ 99,790</u>	<u>\$ -</u>	<u>\$ 1,294,737</u>

NOTE 6 - DEFICIT FUND BALANCE

For the year ended June 30, 2017, the General Fund has a deficit fund balance of \$95,348.

NOTE 7 - PROPERTY TAXES

Property taxes receivable and unavailable revenue recorded in these financial statements are from the 2016 tax levy. The unavailable revenue is 100% of the 2016 tax levy. These taxes are unavailable as only a portion of the taxes (approximately 50%) are collected before the end of the fiscal year and the Library does not consider the amounts to be available and does not budget for their use in fiscal year 2017. The Library has determined that 100% of the amounts collected for the 2015 levy are allocable for use in fiscal year 2017. Therefore, 100% of the amounts collected for the 2015 levy (\$3,173,266) are recorded in these financial statements as property taxes revenue. A summary of the assessed valuations and extensions for tax years 2016, 2015, and 2014 are as follows:

NOTES TO FINANCIAL STATEMENTS (Continued)

	2016		2015		2014	
Assessed Valuation	\$899,541,636		\$833,320,832		\$828,373,161	
	Rate	Extension	Rate	Extension	Rate	Extension
General	0.3536	\$ 3,180,653	0.3817	\$ 3,180,652	0.3840	\$ 3,180,646

NOTE 8 - OVEREXPENDITURE OF BUDGET

For the year ended June 30, 2017, no fund had expenditures that exceeded the budget.

NOTE 9 - RETIREMENT FUND COMMITMENTS

A. *Illinois Municipal Retirement Fund*

Plan Description

The Library's defined benefit pension plan for regular employees provides retirement and disability benefits, post-retirement increases, and death benefits to plan members and beneficiaries. The Library's plan is managed by the Illinois Municipal Retirement Fund (IMRF), the administrator of a multi-employer public pension fund. A summary of IMRF's pension benefits is provided in the "Benefits Provided" section of this document. Details of all benefits are available from IMRF. Benefit provisions are established by statute and may only be changed by the General Assembly of the State of Illinois. IMRF issues a publicly available Comprehensive Annual Financial Report that includes financial statements, detailed information about the pension plan's fiduciary net position, and required supplementary information. The report is available for download at www.imrf.org.

Benefits Provided

IMRF has three benefit plans. The vast majority of IMRF members participate in the Regular Plan (RP). The Sheriff's Law Enforcement Personnel (SLEP) plan is for sheriffs, deputy sheriffs, and selected police chiefs. Counties could adopt the Elected County Official (ECO) plan for officials elected prior to August 8, 2011 (the ECO plan was closed to new participants after that date).

All three IMRF benefit plans have two tiers. Employees hired **before** January 1, 2011 are eligible for Tier 1 benefits. Tier 1 employees are vested for pension benefits when they have at least eight years of qualifying service credit. Tier 1 employees who retire at age 55 (at reduced benefits) or after age 60 (at full benefits) with eight years of service are entitled to an annual retirement benefit, payable monthly for life, in an amount equal to 1-2/3% of the final rate of earnings for the first 15 years of service credit, plus 2% for each year of service credit after 15 years to a maximum of 75% of their final rate of earnings. Final rate of earnings is the highest total earnings during any consecutive 48 months within the last ten years of service, divided by 48. Under Tier 1, the pension is increased by 3% of the original amount on January 1 every year after retirement.

Employees hired **on or after** January 1, 2011 are eligible for Tier 2 benefits. For Tier 2 employees, pension benefits vest after ten years of service. Participating employees who retire at age 62 (at reduced benefits) or after age 67 (at full benefits) with ten years of service are entitled to an annual retirement benefit, payable monthly for life, in an amount equal to 1-2/3% of the final rate of earnings for the first 15 years of service credit, plus 2% for each year of service credit after 15 years to a maximum of 75% of their final rate of earnings. Final rate of earnings is the highest total earnings during any 96 consecutive months within the last ten years of service, divided by 96. Under Tier 2, the pension is increased on January 1 every year after retirement, upon reaching age 67, by the *lesser* of:

- 3% of the original pension amount, or

NOTES TO FINANCIAL STATEMENTS (Continued)

- 1/2 of the increase in the Consumer Price Index of the original pension amount.

Employees Covered by Benefit Terms

All appointed employees of a participating employer who are employed in a position normally requiring 600 hours (1,000 hours for certain employees hired after 1981) or more of work in a year are required to participate. As of December 31, 2016, the following employees were covered by the benefit terms:

Retirees and beneficiaries currently receiving benefits	19
Inactive plan members entitled to but not yet receiving benefits	20
Active plan members	<u>40</u>
Total	<u>79</u>

Contributions

As set by statute, the Library's Regular Plan Members are required to contribute 4.5% of their annual covered salary. The statute requires employers to contribute the amount necessary, in addition to member contributions, to finance the retirement coverage of its own employees. The Library's annual contribution rate for calendar year 2016 was 11.61%. For the fiscal year ended June 30, 2017, the Library contributed \$183,508 to the Plan. The Library also contributes for disability benefits, death benefits, and supplemental retirement benefits, all of which are pooled at the IMRF level. Contribution rates for disability and death benefits are set by IMRF's Board of Trustees, while the supplemental retirement benefits rate is set by statute.

Net Pension Liability

The components of the net pension liability of the IMRF as of December 31, 2016, calculated in accordance with GASB Statement No. 68, were as follows:

Total Pension Liability	\$ 5,417,660
IMRF Fiduciary Net Position	<u>4,171,203</u>
Library's Net Pension Liability	\$ 1,246,457

IMRF Fiduciary Net Position as a Percentage of the Total Pension Liability	76.99%
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See the Schedule of Changes in the Employer's Net Pension Liability and Related Ratios in the Required Supplementary Information following the notes to the financial statements for additional information related to the funded status of the Plan.

Actuarial Assumptions

The total pension liability above was determined by an actuarial valuation performed as of December 31, 2016 using the following actuarial methods and assumptions:

NOTES TO FINANCIAL STATEMENTS (Continued)

Assumptions	
Inflation	2.75%
Salary Increases	3.75% - 14.50% including inflation
Interest Rate	7.50%
Asset Valuation Method	Market Value of Assets
Projected Retirement Age	Experience-based table of rates that are specific to the type of eligibility condition. Last updated for the 2014 valuation according to an experience study from years 2011 to 2013.

The IMRF-specific rates for Mortality (for non-disabled retirees) were developed from the RP-2014 Blue Collar Health Annuitant Mortality Table with adjustments to match current IMRF experience. For Disabled Retirees, an IMRF-specific mortality table was used with fully generational projection scale MP-2014 (base year 2014). The IMRF-specific rates were developed from the RP-2014 Disabled Retirees Mortality Table, applying the same adjustments that were applied for non-disabled lives. For active members, an IMRF-specific mortality table was used with fully generational projection scale MP-2014 (base year 2014). The IMRF-specific rates were developed from the RP-2014 Employee Mortality Table with adjustments to match current IMRF experience.

Long-Term Expected Rate of Return

The long-term expected rate of return on pension plan investments was determined using a building-block method in which best-estimate ranges of expected future real rates of return (expected returns, net of pension plan investment expense, and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return to the target asset allocation percentage and adding expected inflation. The target allocation and best estimates of geometric real rates of return for each major asset class are summarized in the following table as of December 31, 2016:

Asset Class	Target Allocation	Projected Return
Equities	38.0%	6.85%
International Equities	17.0%	6.75%
Fixed Income	27.0%	3.00%
Real Estate	8.0%	5.75%
Alternatives	9.0%	
Private Equity		7.35%
Hedge Funds		5.25%
Commodities		2.65%
Cash	1.0%	2.25%
	<u>100.0%</u>	

Single Discount Rate

The projection of cash flow used to determine this Single Discount Rate assumed that the Plan members' contributions will be made at the current contribution rate, and that employer contributions will be made at rates equal to the difference between actuarially determined contribution rates and the member rate. The Single Discount Rate reflects:

1. The long-term expected rate of return on pension plan investments (during the period in which the fiduciary net position is projected to be sufficient to pay benefits), and

NOTES TO FINANCIAL STATEMENTS (Continued)

- The tax-exempt municipal bond rate based on an index of 20-year general obligation bonds with an average AA credit rating (which is published by the Federal Reserve) as of the measurement date (to the extent that the contributions for use with the long-term expected rate of return are not met).

For the purpose of this discount rate, the expected rate of return on pension plan investments is 7.50%; the municipal bond rate is 3.78%; and resulting single discount rate is 7.50%.

Changes in the Net Pension Liability

	Total Pension Liability (A)	Plan Fiduciary Net Position (B)	Net Position Liability (A)-(B)
Balances at December 31, 2015	\$ 4,941,352	\$ 3,789,790	\$ 1,151,562
Changes for the year:			
Service Cost	\$ 172,857	\$ -	\$ 172,857
Interest on the Total Pension Liability	370,239	-	370,239
Changes of Benefit Terms	-	-	-
Differences Between Expected and Actual Experience of the Total Pension Liability	98,135	-	98,135
Changes of Assumptions	(22,040)	-	(22,040)
Contributions - Employer	-	179,311	(179,311)
Contributions - Employee	-	69,501	(69,501)
Net Investment Income	-	259,968	(259,968)
Benefit Payments, including Refunds of Employee Contributions	(142,883)	(142,883)	-
Other (Net Transfer)	-	15,516	(15,516)
Net Changes	\$ 476,308	\$ 381,413	\$ 94,895
Balances at December 31, 2016	\$ 5,417,660	\$ 4,171,203	\$ 1,246,457

Sensitivity of the Net Pension Liability to Changes in the Discount Rate

The following presents the plan's net pension liability, calculated using a Single Discount Rate of 7.50%, as well as what the plan's net pension liability would be if it were calculated using a single Discount Rate that is 1% lower or 1% higher:

	1% Lower 6.50%	Current Discount Rate 7.50%	1% Higher 8.50%
Net Pension Liability	\$ 2,039,977	\$ 1,246,457	\$ 595,198

Pension Expense and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions

For the year ended June 30, 2017, the Library recognized pension expense of \$308,795. At June 30, 2017, the Library reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

NOTES TO FINANCIAL STATEMENTS (Continued)

Expense in Future Periods	Outflows of Resources	Inflows of Resources	Net Outflows of Resources
Differences between expected and actual experience	\$ 131,184	\$ 6,492	\$ 124,692
Assumption changes	78,512	17,476	61,036
Net difference between projected and actual earnings on pension investments	198,821	-	198,821
Total deferred amounts to be recognized in pension expense in future periods	\$ 408,517	\$ 23,968	\$ 384,549
Pension contributions made subsequent to the measurement date	90,968	-	90,968
Total deferred amounts related to pensions	<u>\$ 499,485</u>	<u>\$ 23,968</u>	<u>\$ 475,517</u>

Amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized in pension expense as follows:

Year Ending December 31	Net Deferred Outflows of Resources
2017	\$ 139,504
2018	135,296
2019	90,922
2020	18,827
	<u>\$ 384,549</u>

B. Social Security

Employees not qualifying for coverage under the Illinois Municipal Retirement Fund are considered “non-participating employees.” These employees and those qualifying for coverage under the Illinois Municipal Retirement Fund are covered under social security. The Library paid the total required contribution for the current fiscal year.

NOTE 10 - INTERFUND LOANS

During the fiscal year ended June 30, 2017, there was an interfund loan between the General Fund and Special Reserve Fund used to fund the General Fund before property taxes were received. This loan will be paid back in fiscal year 2018.

From	To	Amount
Special Reserve Fund	General Fund	<u>\$ 550,000</u>

NOTE 11 - OPERATING LEASE

The Library entered into an operating lease in fiscal year 2016 with Today’s Business Solutions, Inc. for printing software and three towers.

Annual requirements to cover outstanding lease agreements at June 30, 2017 are:

Year Ending June 30	Total Payments
2018	\$ 3,220
2019	3,220
2020	3,220
2021	3,220
2022-2026	270
	<u>\$ 13,150</u>

NOTES TO FINANCIAL STATEMENTS (Continued)

NOTE 12 - RISK MANAGEMENT

The Library is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; injuries to employees; and natural disasters.

The Library purchases commercial insurance to handle these risks of loss. During fiscal year 2017, there was no significant reduction in insurance coverage for any category. Settled claims resulting from these risks have not exceeded commercial insurance coverage in any of the past three fiscal years.

The Library is insured under a retrospectively-rated policy for workers' compensation coverage. Whereas, the initial premium may be adjusted based on actual experience. Adjustments in premiums are recorded when paid or received. During the year ended June 30, 2017, there were no significant adjustments in premiums based on actual experience.

NOTE 13 - CONTINGENCIES

The Library is not aware of any pending litigation or potential nondisclosed liabilities that management believes would have a material effect on the financial statements.

REQUIRED SUPPLEMENTARY INFORMATION

MCHENRY PUBLIC LIBRARY DISTRICT
ILLINOIS MUNICIPAL RETIREMENT FUND
SCHEDULE OF CHANGES IN THE EMPLOYER'S NET PENSION
LIABILITY AND RELATED RATIOS
JUNE 30, 2017

	<u>6/30/2017 *</u>	<u>6/30/2016 *</u>	<u>6/30/2015 *</u>
TOTAL PENSION LIABILITY			
Service Cost	\$ 172,857	\$ 167,731	\$ 169,550
Interest on the Total Pension Liability	370,239	335,182	295,518
Differences Between Expected and Actual Experience	98,135	90,749	(16,836)
Changes in Assumptions	(22,040)	6,836	193,145
Benefit Payments, Including Refunds of Member Contributions	<u>(142,883)</u>	<u>(112,637)</u>	<u>(97,231)</u>
Net Change in Total Pension Liability	\$ 476,308	\$ 487,861	\$ 544,146
 Total Pension Liability - Beginning	 <u>4,941,352</u>	 <u>4,453,491</u>	 <u>3,909,345</u>
 Total Pension Liability - Ending	 <u>\$ 5,417,660</u>	 <u>\$ 4,941,352</u>	 <u>\$ 4,453,491</u>
 PLAN FIDUCIARY NET POSITION			
Contributions - Employer	\$ 179,311	\$ 174,334	\$ 156,868
Contributions - Employee	69,501	79,434	64,762
Net Investment Income	259,968	18,808	208,603
Benefit Payments, Including Refunds of Member Contributions	(142,883)	(112,637)	(97,231)
Other (Net Transfers)	<u>15,516</u>	<u>(61,120)</u>	<u>449</u>
Net Change in Plan Fiduciary Net Position	\$ 381,413	\$ 98,819	\$ 333,451
 Plan Net Position - Beginning	 <u>3,789,790</u>	 <u>3,690,971</u>	 <u>3,357,520</u>
 Plan Net Position - Ending	 <u>\$ 4,171,203</u>	 <u>\$ 3,789,790</u>	 <u>\$ 3,690,971</u>
 District's Net Pension Liability	 <u>\$ 1,246,457</u>	 <u>\$ 1,151,562</u>	 <u>\$ 762,520</u>
 Plan Fiduciary Net Position as a percentage of the Total Pension Liability	 76.99%	 76.70%	 82.88%
 Covered-Employee Payroll	 \$ 1,544,455	 \$ 1,495,144	 \$ 1,447,866
 Employer's Net Pension Liability as a percentage of Covered-Valuation Payroll	 80.71%	 77.02%	 52.67%

* This information presented is based on the actuarial valuation performed as of the December 31 year end prior to the fiscal year end listed above.

This schedule is presented to illustrate the requirement to show information for ten years. However, until a full ten-year trend is compiled, information is presented for those years for which information is available.

MCHENRY PUBLIC LIBRARY DISTRICT
ILLINOIS MUNICIPAL RETIREMENT FUND
SCHEDULE OF EMPLOYER CONTRIBUTION
JUNE 30, 2017

	<u>6/30/2017 *</u>	<u>6/30/2016 *</u>	<u>6/30/2015 *</u>
Actuarially Determined Contribution	\$ 179,311	\$ 174,334	\$ 157,817
Contributions in relation to Actuarially Determined Contribution	<u>179,311</u>	<u>174,334</u>	<u>156,868</u>
Contribution deficiency/(excess)	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 949</u>
Covered-Employee Payroll	\$ 1,544,455	\$ 1,495,144	\$ 1,447,866
Contributions as a percentage of Covered-Employee Payroll	11.61%	11.66%	10.90%

Notes to Schedule:

Actuarial Method and Assumptions Used on the Calculation of the 2016 Contribution Rate *

Actuarially determined contribution rates are calculated as of December 31 each year, which are 12 months prior to the beginning of the fiscal year in which contributions are reported.

Actuarial Cost Method: Aggregate entry age = normal

Amortization Method: Level percentage of payroll, closed

Remaining Amortization Period: 27-year closed period

Asset Valuation Method: 5-year smoothed market; 20% corridor

Wage Growth: 3.5%

Price Inflation: 2.75%, approximate; No explicit price inflation assumption is used in this valuation.

Salary Increases: 3.75% to 14.50%, including inflation

Investment Rate of Return: 7.50%

Retirement Age: Experience-based table of rates that are specific to the type of eligibility condition; last updated for the 2014 valuation pursuant to an experience study of the period 2011 to 2013.

Mortality: RP-2014 Blue Collar Healthy Mortality Table, adjusted to match current IMRF experience. For disabled lives, an IMRF specific mortality table was used with fully generational projection scale MP-2014 (base year 2012). The IMRF-specific rates were developed from the RP-2014 Disabled Retirees Mortality Table, applying the same adjustments that were applied for non-disabled lives. For active members, an IMRF-specific mortality table was used with fully generational projection scale MP-2014 (base year 2014). The IMRF specific rates were developed from the RP-2014 Employee Mortality Table with adjustments to match current IMRF experience.

*Based on Valuation Assumptions used in the December 31, 2014 actuarial valuation; note two year lag between valuation and rate setting.

This schedule is presented to illustrate the requirement to show information for ten years. However, until a full ten-year trend is compiled, information is presented for those years for which information is available.

MCHENRY PUBLIC LIBRARY DISTRICT
SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES
IN FUND BALANCE - BUDGET AND ACTUAL
GENERAL FUND
YEAR ENDED JUNE 30, 2017

	Budgeted Amounts	
	Original and Final	Actual Amounts
REVENUES		
Property Taxes	\$ 3,180,652	\$ 3,173,266
Annexation Impact Fees	1,000	-
Fines	55,000	50,314
Interest	5,000	597
Photocopier Income	17,000	16,088
Program Fees/Miscellaneous Fees	5,200	3,055
Staff Cobra/Insurance Payments	17,000	19,625
Meeting Room Fees	1,000	935
Lost or Damaged Materials	6,000	3,151
Dividends	500	329
Collection Agency Fees	1,000	290
Other Income	25,000	4,436
TOTAL REVENUES	<u>\$ 3,314,352</u>	<u>\$ 3,272,086</u>
EXPENDITURES		
Current		
General Government		
Professional Services	\$ 44,500	\$ 25,797
Printing, Publications and Postage	67,000	54,122
	<u>\$ 111,500</u>	<u>\$ 79,919</u>
Library Operations		
Utilities	\$ 51,500	\$ 41,351
Contracted Services	63,000	43,470
Catalog and Network	113,000	97,810
Personnel Expense	2,426,000	2,306,717
Miscellaneous Operating Expenses	109,200	88,783
	<u>\$ 2,762,700</u>	<u>\$ 2,578,131</u>
Total Current	<u>\$ 2,874,200</u>	<u>\$ 2,658,050</u>
Capital Outlay		
Materials and Supplies	\$ 527,750	\$ 507,858
Library Furnishings	35,000	13,274
Library Equipment	70,000	2,390
Small Equipment	10,000	-
Additional Capital Projects	320,000	222,270
	<u>\$ 962,750</u>	<u>\$ 745,792</u>
TOTAL EXPENDITURES	<u>\$ 3,836,950</u>	<u>\$ 3,403,842</u>
EXCESS OR (DEFICIENCY) OF REVENUES OVER EXPENDITURES	\$ (522,598)	\$ (131,756)
OTHER FINANCING SOURCES/(USES)		
Interfund Transfers	<u>(800,000)</u>	<u>-</u>
NET CHANGE IN FUND BALANCE	\$ (1,322,598)	\$ (131,756)
FUND BALANCES - JULY 1, 2016	<u>36,408</u>	<u>36,408</u>
FUND BALANCES - JUNE 30, 2017	<u><u>\$ (1,286,190)</u></u>	<u><u>\$ (95,348)</u></u>

See Accompanying Independent Auditor's Report

MCHENRY PUBLIC LIBRARY DISTRICT
SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES
IN FUND BALANCE - BUDGET AND ACTUAL
SPECIAL REVENUE FUND
GRANT AND GIFT FUND
YEAR ENDED JUNE 30, 2017

	Budgeted Amounts <u>Original and Final</u>	<u>Actual Amounts</u>
REVENUES		
Interest	\$ 2,500	\$ 183
Gifts and Donations	20,000	17,320
Per Capita Grant	84,893	32,393
Miscellaneous Grants	50,000	-
TOTAL REVENUES	<u>\$ 157,393</u>	<u>\$ 49,896</u>
EXPENDITURES		
Current		
Library Operations		
Operating Fund Gifts	\$ 448,381	\$ 13,662
Capital Outlay	32,393	24,363
Miscellaneous Grants	25,000	-
TOTAL EXPENDITURES	<u>\$ 505,774</u>	<u>\$ 38,025</u>
NET CHANGE IN FUND BALANCE	\$ (348,381)	\$ 11,871
FUND BALANCES - JULY 1, 2016	<u>482,237</u>	<u>437,714</u>
FUND BALANCES - JUNE 30, 2017	<u><u>\$ 133,856</u></u>	<u><u>\$ 449,585</u></u>

See Accompanying Independent Auditor's Report

MCHENRY PUBLIC LIBRARY DISTRICT
NOTES TO REQUIRED SUPPLEMENTARY INFORMATION
JUNE 30, 2017

NOTE 1 - BUDGETARY PROCESS

Annual budgets are legally adopted and separately reported for all funds of the Library. The budget was passed on October 18, 2016. The Library follows these procedures in establishing the budgetary data reflected in the financial statements:

1. The Library Director requests input on the needs of the different departments of the Library.
2. The Library Director uses this input to prepare a preliminary budget.
3. The staff and Library Director then go over the preliminary budget and make any necessary adjustments.
4. The revised budget is then submitted to the budget committee, who goes over it and makes any changes with the Library Director.
5. The budget is then presented to and reviewed by the Board at a public hearing.

NOTE 2 - EXCESS OF EXPENDITURES OVER BUDGET

For the year ended June 30, 2017, no fund presented as Required Supplementary Information had expenditures that exceeded the budget.

SUPPLEMENTAL FINANCIAL INFORMATION

MCHENRY PUBLIC LIBRARY DISTRICT
SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES
IN FUND BALANCE - BUDGET AND ACTUAL
CAPITAL PROJECTS FUND
SPECIAL RESERVE FUND
YEAR ENDED JUNE 30, 2017

	Budgeted Amounts <u>Original and Final</u>	Actual Amounts <u></u>
REVENUES		
Annexation Impact Fees	\$ -	\$ 4,487
Developer Fees	25,000	54,188
Interest	3,000	667
Other Income	2,000	-
Gifts and Donations	25,000	-
TOTAL REVENUES	<u>\$ 55,000</u>	<u>\$ 59,342</u>
EXPENDITURES		
Capital Outlay	<u>\$ 150,000</u>	<u>\$ -</u>
TOTAL EXPENDITURES	<u>\$ 150,000</u>	<u>\$ -</u>
EXCESS OR (DEFICIENCY) OF REVENUES OVER EXPENDITURES	\$ (95,000)	\$ 59,342
OTHER FINANCING SOURCES/(USES)		
Interfund Transfers	<u>800,000</u>	<u>-</u>
NET CHANGE IN FUND BALANCE	\$ 705,000	\$ 59,342
FUND BALANCES - JULY 1, 2016	<u>1,721,585</u>	<u>1,747,456</u>
FUND BALANCES - JUNE 30, 2017	<u><u>\$ 2,426,585</u></u>	<u><u>\$ 1,806,798</u></u>

See Accompanying Independent Auditor's Report

News clippings for Dec. '17 Board Packet

Crystal Lake



RECOVERY EFFORTS - On the morning of Oct. 7, 19 members of First Congregational Church of Crystal Lake assembled 51 hurricane cleanup buckets for at more than \$3,500 to help with the hurricane recovery efforts in Puerto Rico, the Caribbean, Florida, Louisiana and Texas. First Congregational Church collected more than \$6,500 for hurricane recovery efforts. Volunteers included (back row, from left) Kim Hankins, Rita Bredemeier, Mark Hankins, Mary Mueller, Stacey Magee and Carol Seeman; and (front row, from left) Scott Hagedorn, Ken Bredemeier, Ketan Richard, Quinn Hankins, Anika Richard and Dale Meden. Also pictured are Leslie Krebs, Emily Gibson, Stuart, Colleen, Cianna and James Schon.

McHenry

Library offers bus trip to see 'Holmes and Watson' on Nov. 27

Do you enjoy a good "whodunit?" Then join the McHenry Public Library on a bus trip to see "Holmes and Watson" on Dec. 3 at the Milwaukee Repertory Theater. The registration deadline is Nov. 27.

In "Holmes and Watson," Dr. Watson is called upon to disprove the many frauds, fakes and charlatans who have popped up all over the world claiming to be Sherlock Holmes after his "death" at Reichenbach Falls. Watson travels to a remote mental asylum, where three men have recently been

admitted, each claiming to be the late detective and matching his physical description. Watson must confront the men and figure out which one is the real Holmes.

The cost is \$45 a person and includes a ticket to the show, transportation and a boxed lunch. Tickets are non-refundable. To register, call the library at 815-385-0036 or stop by at 809 Front St. Space is limited. Registration and payment must be done in person with cash or check. The program is for ages 18 and older and is open to anyone.

Algonquin

Lions' 5K to benefit pantries, and vision, hearing programs

Run or walk in the second annual Algonquin Lions Charity 5K on Thanksgiving morning hosted by Life Time Fitness in Algonquin. Participants will step off at 8 a.m. Nov. 23 from 451 Rolle Road, Algonquin. The

in the Hills Interfaith Food Pantry, the Jacobs High School Eagles Wings Food Program and local Lions vision and hearing programs. The race is a certified 5K course. The cost is \$25 a person, or \$30 on Nov. 23.

Hebron



SCAVENGER HUNT - The combined high school youth of the Hebron Church and Grace Lutheran Church in Richmond collected 24 for the Hebron Food Pantry and collected seven large bags of food. The youth include (back from left) Grace Rogers, Katie Rosio, Noah H. Kastning, Julia Wikman, Seth Rilling, Nate Rilling, and...

HARVEST FEST, 4 to 6 p.m. Dec. 16, Village Hall, 600 Harvest Gate, Lake in the Hills. Inaugural fest will include a food drive, a candy cane hunt, a deck-the-deer display and visits from Santa. The candy cane hunt starts at 5 p.m. for children 5 and younger and 5:30 p.m. for children ages 6 to 10. Warm up inside Village Hall with hot chocolate and cookies while listening to holiday music and making family crafts. Hosted by the Lake in the Hills Parks and Recreation Department. Free. Information: 847-960-7460 or www.lith.org/parksrec/page/flurry-fest.

"THE NUTCRACKER," 1 and 5 p.m. Dec. 16 and 1 p.m. Dec. 17, Raue Center for the Arts, 26 N. Williams St., Crystal Lake. Performed by the Berkshire Ballet Theatre. Hear Tchaikovsky's unforgettable music, witness emotional dancing and view lavish costumes when the incredible "Nutcracker" returns to Raue Center's stage. Tickets start at \$25. Tickets and information: 815-356-9212 or www.rauecenter.org.

HAPPY HOLIDAY RAILWAY, 2 to 6 p.m. Dec. 16-17, Illinois Railway Museum, 7000 Olson Road, Union. Embark on a 40-minute train ride through the winter countryside with Santa Claus himself. Treats will be served and gifts will be given to children on Santa's "good list." Trips are hourly. Tickets: \$18 a person. Everyone past their first birthday must have a ticket. Tickets are non-refundable and non-transferable, all ticket sales are final. Tickets and information: 815-923-4000 or www.irm.org.

THE VAPE BEFORE CHRISTMAS, 7 to 11:30 p.m. Dec. 16, Vapor Place, 119 N. Main St., Crystal Lake. Includes free food and drinks, pool and foosball tables, sales and raffles of mystery stockings. Must be 18 or older. Information: <http://vaporplace.com/the-vape-before-christmas-party/>.

DEC. 17

CHRISTMAS CANTATA "GLORIA," 8 a.m. and 10:15 a.m. Dec. 17, First United Methodist Church, 3717 W. Main St., McHenry. The Chancel Choir will present A Christmas Cantata led by music director Jay Mahoney and accompanied by the Winds Off the Lake Woodwind Quintet. Free. Information: 815-385-0931.

"INKKEPER'S DAUGHTER," 9 to 10 a.m. and 11 a.m. to noon Dec. 17, First Congregational Church, 461 Pierson St., Crystal Lake. Children's cantata presented by the youth and children's choirs during two church services. The production will include a 16-member cast and youth choirs featuring third-through eighth-graders. Free. Information: Ann Tucker, 815-469-6010 or www.fcc-cl.org/upcoming-events/.

A CHRISTMAS CELEBRATION CANTATA, 10 a.m. Dec. 17, Congregational Church of Algonquin, 109 Washington St., Algonquin. Presented by the church Senior Choir led by Greg Tipps and accompanied by Bev Tipps. Free. Information: 847-658-5308 or www.algonquinucc.org.

STORY OF CHRISTMAS, 11 a.m. to 3 p.m. Dec. 17, Solid Rock Community Church, 602 Old Orchard Road, Harvard. A dramatic skit about Jesus Christ. There also will be a sermonette, a live nativity scene, giveaways and refreshments. Free. Information: 815-347-4699 or theresa.silvia55@yahoo.com.

"TIS THE SEASON" HOLIDAY CONCERT, 3 to 4 p.m. Dec. 17, Tree of Life Unitarian Universalist Congregation, 5603 Bull Valley Road, McHenry. A family-friendly concert presented by the Tree of Life Adult Choir. Light refreshments will be served after the concert. Free admission. A free-will collection will be taken. Information: 815-322-2464, office@treeoflifeuu.org or <http://treeoflifeuu.org/2017/12/07/tis-the-season/>.



ROCK AROUND THE QUILTED TREE CONTEST AND SHOW

WHEN: Through Jan. 5

WHERE: McHenry County Historical Society Museum, 6422 Main St., Union

COST & INFO: This year's Rock Around the Quilted Tree theme is "It's a Blue Christmas." Show hours are 1 to 4 p.m. Tuesday through Friday; closed Dec. 22-25 and Dec. 29 through Jan. 1. Free admission. Regular museum admission of \$5 adults and \$3 seniors and students applies. Information: 815-923-2267 or www.gothistory.org.

DEC. 18

HOLIDAY PRESCHOOL ART, 11 a.m. to noon Dec. 18, McHenry Public Library, 809 Front St., McHenry. Create a holiday-themed painted ornament with your preschool child, ages 3 through 6, that they can give to someone special. Free. Registration and information: 815-385-0036 or www.mchenrylibrary.org.

DEC. 20

"LIGHT UP" CRYSTAL LAKE HOLIDAY DECORATING CONTEST, 5 to 7 p.m. Dec. 20, judging by the Crystal Lake Park District. Crystal Lake Park District residents invited to decorate their homes this holiday season. The winner will receive a Main Beach party package valued at \$100. Registration deadline: Dec. 15. Cost: \$5. Registration and information: 815-459-0680 or www.crystallakeparks.org.

KATIE CHIVARI VIOLIN STUDIO CONCERT, 6 to 7 p.m. Dec. 20, Harvard Diggins Library, 900 E. McKinley St., Harvard. The students of the Katie Chivari Violin Studio, based in Harvard, will perform their holiday concert. All ages. Walk-ins welcome. Free. Information: 815-942-4671 or www.harvard-diggins.org.

DEC. 21

LAST-MINUTE GIFT WORKSHOP, 6:30 to 7:30 p.m. Dec. 21, McHenry Public Library, 809 Front St., McHenry. A last-minute gift workshop for teens and tweens to create a variety of gifts to make, wrap and give this holiday season. Free. Registration and information: 815-385-0036 or www.mchenrylibrary.org.

DEC. 22

"HOME FOR THE HOLIDAYS," Dec. 22-30, Raue Center for the Arts, 26 N. Williams St., Crystal Lake. Celebrate the holidays with Raue Center and WSRep with their family-friendly festive show. Reminisce with WSRep Ensemble members. The WSRep

Comedy troupe and other local favorites in this homegrown holiday special. Schedule: 8 p.m. Dec. 22; 3 and 8 p.m. Dec. 23; 8 p.m. Dec. 29; 8 p.m. Dec. 30. Tickets start at \$35.50. Tickets and information: 815-356-9212 or www.rauecenter.org.

DEC. 23

ED HALL'S WOODSTOCK CHRISTMAS GUITAR NIGHT, 8 p.m. Dec. 23, Woodstock Opera House, 121 Van Buren St., Woodstock. Four internationally-acclaimed musicians will present arrangements for the guitar, as well as popular holiday favorites, in memory of Ed Hall. Performing will be Patty Larkin of Boston; Jack Wilson, the chameleon of guitar players from Elk Grove Village; David Youngman, the 2015 International Fingerstyle Guitar Champion from Hillsdale, Michigan; and host Jeff Friedlander from Pittsburgh. Tickets: \$31 all seats. Tickets and information: 815-338-5300 or www.woodstockoperahouse.com.

DEC. 24

CHRISTMAS EVE WORSHIP SERVICES, 5 and 11 p.m. Dec. 24, St. Paul's United Church of Christ, 485 Woodstock St., Crystal Lake. The family worship service is scheduled for 5 p.m. A traditional Christmas Eve worship service will take place at 11 p.m. with music by the Bells of Praise and Adult Choir. Free. Information: 815-459-5096 or www.stpaulsucccl.org.

CHRISTMAS EVE OPEN HOUSE PARTY, 6 to 8 p.m. Dec. 24, Faith Community United Church of Christ, 2023 Route 176, Prairie Grove. Complete dinner provided. Come when you can, leave when you need to. There also will be a Christmas Eve Service of Light at 8 p.m. See the church's annual nativity collection featuring a display of more than 150 sets. Free. Information: 815-479-1307 or faithcommucc@aol.com.

DEC. 25

CHRISTMAS AT PARI'S, 7 to 10 p.m. Dec. 25

Crystal Lake. Pal homeless veterans don't have the home-cooked meals are asked to and toys to Pabl you can help in a call 815-455-739

REGIO ONGOING

"A CHRISTMAS ST
Theatre, 877 Mair
memoir of growin
of 9-year-old Ralpl
Red Ryder BB Gun
Dec. 15-16; 2:30 p.
seniors and studer
395-3055 or www

DEC. 14

"THE CINNAMON B
111 N. Hale St., Whe
production by Whe
80th anniversary of
Cinnamon Bear," a
WGN in 1937. Desce
authors will be on-h
audience questions
and 8 p.m. Dec. 16; i
Tickets and informa
630-260-1820.

DEC. 17

BARRINGTON'S WHIT
p.m. Dec. 17, Barringt
St., Barrington. A free
Ask questions of the
life in the 1880s. After
performance of excen
Dancewerks Studio at
the performance are \$
512-4066, culturaleve.com or www.barrington

DEC. 22

SPECIAL CHRISTMAS I
Dec. 22, Just Goods Li
Rockford. Charity conc
Promise scholarship pi
of Mark Dvorak, Ameli
Maguire, Marques Mo
Free admission. Gener
Promise encouraged. I
justdoodslistening@gr
teningroom.com/speci

DEC. 23

CHRISTMAS AT THE CA
low Theater, 116 W. Mai
German, English, Norwe
songs. Barb Sorensen p
along with her box of ha
ments. The concert ope
viewing of the movie "It
\$7. Information: 224-571
gmail.com or <http://bart>

• 7:30 to 9 p.m. – **Woodstock High School Holiday Choral Concert**, Woodstock High School, 501 W. South St., Woodstock. Featuring the Woodstock High School Madrigal Singers. Information: Brian Jozwiak, 815-206-2283 or bjozwiak@wcusd200.org.

Dec. 13

• 9 a.m. to noon – **Wolf Oak Woods Restoration Workday**, Wolf Oak Woods, 8930 Route 120, Woodstock. Volunteers sought. Free. Information: 815-337-9502 or www.conservemc.org.

• 9:30 to 11:30 a.m. – **Bingo**, Harvard Community Senior Center, 6817 Harvard Hills Road, Harvard. Cost: \$5-\$10. Information: 815-943-2740.

• Noon – **Bingo**, VFW Post 4600, 3002 W. Route 120, McHenry. Information: 815-385-7529.

• 1 to 2 p.m. – **Half Day Hang-out**, Harvard Diggins Library, 900 E. McKinley St., Harvard. Grades 6-12. Hang out, play games and eat snacks. Free. Information: 815-943-4671 or www.harvard-diggins.org.

• 1:30 to 5 p.m. – **Kid's Craft-ernoon**, Harvard Diggins Library, 900 E. McKinley St., Harvard. Make a holiday decoration. Open to children in preschool through fifth grade. Adult assistance may be needed for younger children. Registration required. Free. Information: 815-943-4671 or www.harvard-diggins.org.

• 2:30 to 3 p.m. – **Panera Storytime**, Panera, 6000 Route 14, Crystal Lake. Birth-5 years. Enjoy a cozy cookies-and-milk at this Crystal Lake Public Library storytime. Registration required. Free. Information: 815-459-1687 or www.clpl.org.

• 4 to 5 p.m. – **Roblox**, Crystal Lake Public Library, 126 W. Paddock St., Crystal Lake. Grades 4-8. Play Roblox games or create your own in this family-friendly 3-D world. Attendees will receive a free Roblox account that can be used outside of the program. CLPL cardholders only. Free. Information: 815-459-1687 or www.clpl.org.

• 6:30 to 7:30 p.m. – **Kids' annual Christmas program**, McHenry Public Library, 809 Front St., McHenry. Program for children ages 3 and older with an adult featuring Dave Herzog's Marionettes as they present "Frosty's Winter Wonderland." Santa will drop by, so bring a camera for pictures. Registration required. Free. Information: 815-385-0036 or www.mchenrylibrary.org.

• 6:30 to 7:30 p.m. – **Diggs'in**

McHenry



HOLIDAY MEALS – The Rotary Club of McHenry Charitable Foundation presents the McHenry Knights of Columbus Council 1288 with a check for \$500 to benefit Holiday Meals. The Knights will host a holiday meal packing event at 8 a.m. Dec. 16 at Holy Apostles Church, 5211 Bull Valley Road, McHenry. To volunteer, visit www.mchenryrotary.org/Stories/2017-holiday-meals.

Book Club, Harvard Diggins Library, 900 E. McKinley St., Harvard. "A Man Called Ove" by Fredrick Backman. Free. Information: 815-943-4671 or www.harvard-diggins.org.

• 7 to 8 p.m. – **DIY T-shirt scarves**, Crystal Lake Public Library, 126 W. Paddock St., Crystal Lake. Grades 6-12. Make T-shirt scarves as gifts or to keep for yourself. Optional: Bring a T-shirt to turn into a scarf (the bigger the better). Free. Information: 815-459-1687 or www.clpl.org.

• 7 to 8:30 p.m. – **Geminid Meteor Shower Party**, Marengo Ridge Conservation Area, 2411 N. Route 23, Marengo. Adults and families will sit under the stars to listen to stories of winter constellations and watch the Geminid meteor shower. Enjoy hot cocoa and warm up by the campfire. Registration required. Information: 815-479-5779 or www.mccdistrict.org.

Dec. 14

• 7:30 to 8:45 a.m. – **Crystal Clear Toastmasters**, Panera Bread, 6000 Route 14, Crystal Lake. Annual membership fee, but guests welcome. Information: 815-451-9376, k_avalon@yahoo.com or www.crystalcleartoastmasters.org.

• 9:30 to 11 a.m. – **Drop-In Tot Open Gym**, Grand Oaks Gym, 1401 W. Route 176, Crystal Lake. Ages 1-4. Cost: \$5 a child. Information: 815-459-0680 or www.crystal-lakeparks.org.

• 9:30 to 11:30 a.m. – **Prize**

Bingo, Harvard Community Senior Center, 6817 Harvard Hills Road, Harvard. Bingo for prizes every Thursday morning. Free doughnuts and coffee. Cost: \$2-\$9. Information: 815-943-2740 or glenda.stewart@harvardseniorcenter.org..

• 10 to 10:45 a.m. – **Jingle Bell Rock 'n' Read**, Crystal Lake Public Library, 126 W. Paddock St., Crystal Lake. Ages 2-5, with an adult. Preschoolers will move and groove to the jingle bell beat, sing songs, listen to stories and enjoy treats. Registration required. CLPL cardholders only. Free. Information: 815-459-1687 or www.clpl.org.

• 2 to 6 p.m. – **8th annual Holiday House Walk for charity**, Sun City, Huntley. Tour six decorated homes. Includes a dessert reception and raffle at Fountain View Center hosted by the Sunflower Garden Club. All walk proceeds to be donated to homeowners' choice of charity. Tickets: \$10 a person available day of walk at Fountain View Center in Prairie Lodge, 12940 Del Webb Blvd. Limited tickets available. Tickets and information: 224-858-4843, 847-669-8261 or www.sccah.com/blogsnews.

• 6 to 7 p.m. – **Conceptos Basicos de la Computadora**, Harvard Diggins Library, 900 E. McKinley St., Harvard. Free computer class in Spanish. El registro es necesario. Gratis. Para registrarse: 815-943-4671.

• 6 to 9 p.m. – **CPR classes**, Centegra Health Bridge Fitness Center, 200 Congress Parkway,

Crystal Lake. Learn adult, child and infant cardiopulmonary resuscitation and how to use an automated external defibrillator. The class is recognized by the American Heart Association. Cost: \$50 for Health Bridge members, \$55 nonmembers. Information: 815-444-2900.

• 7 to 8 p.m. – **Laura Ingalls' Christmas Memories**, McHenry Public Library, 809 Front St., McHenry. Laura F. Keyes performs as Laura Ingalls. Ages 8 and older invited to join Ingalls as she reminisces with her family and fiancé, Almonzo Wilder, on Christmas Day. Hear her stories from childhood and see some of her Christmas gifts. Free. Information: 815-385-0036 or www.mchenrylibrary.org.

• 7 to 8:30 p.m. – **Cary Grove Toastmasters**, Panera Bread, 730 Route 14, Fox River Grove. Free. Information: 815-459-9151 or www.carygrovetoastmastersclubs.org.

• 7 to 8:30 p.m. – **Teen Anime Club**, Crystal Lake Public Library, 126 W. Paddock St., Crystal Lake. Grades 6-12. View anime, share opinions, play games and enjoy treats. Free. Information: 815-459-1687 or www.clpl.org.

• 7 to 9 p.m. – **Friends & Volunteers Appreciation Pot Luck**, Volo Bog State Natural Area, 28478 W. Brandenburg Road, Ingleside. Current members and active volunteers are invited to share a year in review and end-of-year awards. Bring a dish to pass and reusable mess kit. Free. RSVP by 3 p.m. Dec. 13 by calling 815-344-1294 or email-

ing.dnr.volobog@illinois.gov.

• 7:30 to 8:30 p.m. – **Blue Christmas Service**, First Congregational Church, 461 Pierson St., Crystal Lake. A service of music, spoken word, candle-lighting and remembrance. Stephen Ministers will be available to provide comfort and support for those who are struggling with grief, illness or other loss. Free. Information: 815-459-6010 or www.fcc-cl.org/upcoming-events/2017/11/13/blue-christmas.

• 7:30 to 9 p.m. – **American Legion Post 171 monthly meeting**, Park Place, 406 W. Woodstock St., Crystal Lake. Free. Information: 815-459-0481 or t70aellig@yahoo.com.

Dec. 15

• 1 to 2 p.m. – **Little Explorers: Climbing Ink**, McHenry Public Library, 809 Front St., McHenry. Ages 3-6, with adult. Learn about the different colors used to make up a colored marker. With special paper, separate the colors that make up one solid color marker. Free. Information: 815-385-0036 or www.mchenrylibrary.org.

• 1 p.m. – **Marengo Woman's Club meeting**, Marengo United Methodist Church, 119 E. Washington St., Marengo. Group meets third Fridays September through May. New members welcome. Annual dues: \$30. Information: 815-568-0704 or www.marengo.gmwcillinois.org.

• 6 to 9 p.m. – **Parents Night Out**, Cary Park District Community Center, 255 Briarcliff Road, Cary. Planned activities and a pizza dinner for children ages 5 through 12. Cost: \$18 park district residents, \$27 nonresidents. Information: 847-639-6100 or www.carypark.com.

• 7 p.m. – **Holiday Concert Fundraiser**, Woodstock High School, 501 W. South St., Woodstock. Woodstock High School and the school's theater department will present a "Home for the Holidays" benefit concert for the theater department. A 70-minute review for all ages consisting of five professional entertainers from the Chicago area. Tickets: \$15 adults in advance, \$20 adults day of concert; \$10 seniors day of concert, \$5 students day of concert. Tickets available at the high school. Tickets and information: 815-206-4309 or www.seatyourself.biz/woodstock.

• 8 p.m. – **Jazz Night**, Stage Left Café, 125 W. Van Buren St., Woodstock. Featuring live jazz performances first and third Fridays of the month presented by Jazz on the Square. Cost: \$5 suggested donation. Information: 815-338-5300 or www.woodstockoperahouse.com.

Crystal Lake



SCHOOL BLESSING – Bishop David J. Malloy of the Diocese of Rockford blesses St. Thomas School students Oct. 4 to kick off the 90th year anniversary of St. Thomas School. This year's eighth-graders will be the 90th graduating class of the school.

• Continued from page 14

- 2 to 3 p.m. – **"Sounds of the Holidays,"** Huntley High School Performing Arts Center, 13719 Harmony Road, Huntley. Featuring the Sun City Prairie Singers. Tickets: \$10 adults, \$3 children ages 2-12. Tickets and information: 847-659-1185 or www.sccah.com.
- 2 to 4 p.m. – **Make a Personalized Travel Mug,** McHenry Public Library, 809 Front St., McHenry. Grades 4-8. Personalize a travel mug by creating a custom vinyl monogram and decals. Free. Information: 815-385-0036 or www.mchenrylibrary.org.
- 2 to 5 p.m. – **Youth Bowling League registration and open bowl,** Metro Bowl, 77 Brink St., Crystal Lake. Learn more about the Youth Bowling League. Cost: \$5, includes one hour with shoes and lane rental. Information: 815-526-7950 or <https://jrbowling.org>.
- 2 to 5 p.m. – **Free yoga and holiday celebration for all,** YogaBee3 Studio, 5302 W. Elm St., McHenry. Complimentary yoga classes followed by holiday cheer with indoor baggo, chili, hot chocolate, pies, treats, free raffle ticket and a bonfire. Information: 815-546-3198 or www.yogabee3.com.
- 4 to 8 p.m. – **Live Nativity,** Zion Lutheran Church and School, 4206 W. Elm St., McHenry. Come see the animals and celebrate the reason for the season, the coming of the Lord. Free. Information: 815-385-0859 or outreach@zionmchenry.org.
- 6:30 p.m. – **Woodstock High School**

815-206-2283.

- 7 p.m. – **"Cool Yule" Holiday Concert,** Raue Center for the Arts, 26 N. Williams St., Crystal Lake. Featuring the McHenry County Youth Orchestra. Tickets start at \$25. Tickets and information: 815-356-9212 or www.rauecenter.org.
- 7:45 p.m. – **"Winter Elegance Charity Ball,"** St. John Lutheran Church Activity Center, 300 Jefferson St., Algonquin. Christmas dance to benefit Home of the Sparrow women and children's shelter. Free Waltz dance lesson taught by Frank and Jackie Penze. Music provided by DJ Dr. Rod. Dress code is dressy casual. No jeans or gym shoes. Cake, coffee and prizes. Admission: \$8 members, \$10 seniors, \$12 nonmembers. Doors open at 7:15 p.m. Information: 847-639-8699 or www.dancefoxvalley.org.

Dec. 10

- 8 to 9 a.m. and 9:30 to 10:30 a.m. – **Christmas Cantata,** Immanuel Lutheran Church, 300 S. Pathway Court, Crystal Lake. The "Winter's Grace Cantata" tells the Christmas story as a choral and orchestral performance featuring members of the Elgin Symphony Orchestra and the Immanuel Lutheran Choir. Free. Information: Robert Dorn, 815-459-1441 or rdorn@immanuelcl.org.
- 10 a.m. to 1 p.m. – **Fundraising brunch,** Polish Legion of Americans Veterans Post 188, 1304 Park St., McHenry. Hosted by the Ladies Auxiliary. All-you-care-to-eat buffet. Cost: \$10 adults, \$5 children. Information: 815-206-2283.

- Noon to 3 p.m. – **CPR classes,** Centegra Health Bridge Fitness Center, 10450 W. Algonquin Road, Huntley. Learn adult, child and infant cardiopulmonary resuscitation and how to use an automated external defibrillator. The class is recognized by the American Heart Association. Cost: \$50 for Health Bridge members, \$55 nonmembers. Information: 815-444-2900.

- 1 p.m. – **Bingo,** Harvard Moose Lodge, 22500 Route 173, Harvard. Information: 815-943-5925 or www.harvardmoose.org.
- 1:30 to 3:30 p.m. – **"Let There Be Light: A Celebration of Cultures,"** McHenry Public Library, 809 Front St., McHenry. Explore holidays celebrating one common theme: light. Hanukkah, Kwanzaa and more will be represented through stories, songs and activities. Each participant will make their own light to take home. Free. Information: 815-385-0036 or www.mchenrylibrary.org.
- 4 to 6 p.m. – **"Sing-along Messiah"**

with Voices In Harmony, Raue Center for the Arts, 26 N. Williams St., Crystal Lake. Handel's "Messiah" performed by Voices in Harmony presented with a 25-piece orchestra and calligraphy by Timothy Botts. The McHenry County College Chorus will supplement the on-stage choir. Tickets: \$15-\$18. Tickets and information: 815-356-9212 or www.rauecenter.org.

- 4:30 to 7:30 p.m. – **Spaghetti with Santa Dinner,** Smith's Central Garage, 3315 Pearl St., McHenry. Featuring basket raffles,

McHenry County Sklar join Volunteer

Senior Center Network welcomed Sklar as a member organization of directors.

Sklar is the manager of education and outreach for the Illinois Chapter Association. In this position, Sklar provides information at a large non-profit organization that assists older adults and services.

She serves as a family member but as a family member struggling with dementia is on the board of the organization for Kids, McHenry County committee for the Illinois Area Association of the Board of the McHenry County Task Force and Rockford Chapter. She lives in Crystal Lake.

SCVN is a volunteer organization that provides assistance to families who may remain in the community for as long as possible. For information visit www.scvn.org.

Crystal Lake D-47's Bowl outstanding

Clare Bourne has been named the recipient of the annual Holly J. Outstanding Service Award by the International Association of Teachers of Boards. Bourne serves as District executive administrator to the superintendent of education services.

Bourne was awarded the award Nov. 15 during a session of the State Board of Education at the 2017 Joint Conference in Chicago. The conference recognizes the efforts of educators and service providers who serve and support the boards of education.

Bourne has spent the last year working in public

LITERARY EVENTS

To have an event listed in this calendar, fill out the form at PlanitNorthwest.com. For information, email calendars@nwherald.com.

INTRODUCTION TO POWER POINT, 1 to 3 p.m. Nov. 19, McHenry Public Library, 809 Front St., McHenry. Do you need to do a presentation at work? Learn how to make a PowerPoint presentation to give a professional edge in your delivery. Must have a valid McHenry Public Library card to attend. Register in person or call 815-385-0036. Free. Information: mpref@mchenrylibrary.org or www.mchenrylibrary.org.

DROP-IN CRAFTS, Crystal Lake Public Library, 3:30 to 5 p.m. Nov. 20, 126 W. Paddock St., Crystal Lake. Grades K-3. Free. Information: 815-459-1687 or www.clpl.org.

GIVE THE GIFT OF TECH THIS HOLIDAY SEASON, 7 to 8:30 p.m. Nov. 20 McHenry Public Library, 809 Front St., McHenry. Mike Gershbein from VerySmartPeople will talk about "techy" gifts, ranging from inexpensive to pricey to practical and off the wall. Free. Information: 815-385-0036 or www.mchenrylibrary.org.

WSREP LAB SERIES PRESENTS "SUFFER A WITCH," 7 to 10 p.m. Nov. 20 Raue Center for the Arts, 26 N. Williams St., Crystal Lake. Independent, tart-tongued and unorthodox, herbalist-healer Grace sticks in a God-fearing community. When the court orders a trial by water, Grace is dunked into the waters of Lynnhaven River. Will she sink or float? Free. Information: 815-356-9212 or <http://wsrep.org>.

PRESCHOOL STORYTIME, Harvard Diggins Library, 10 to 11 a.m. Nov. 21, 900 E. McKinley St., Harvard. Ages 3 to 5 and their caregivers. Stories, crafts and songs. Registration required. Free. Information: 815-943-4671 or www.harvard-diggins.org.

COMPUTER BASICS, Harvard Diggins Library, 6 to 7 p.m. Nov. 21, 900 E. McKinley St., Harvard. Call ahead to confirm availability. Free. Information: 815-943-4671 or www.harvard-diggins.org.

FULL STEAM AHEAD WITH "THE POLAR EXPRESS," 3 to 4 p.m. Nov. 24, McHenry Public Library, 809 Front St., McHenry. All aboard Chris Van Allsburg's classic "The Polar Express!" Make snow, challenge your skills as you create dancing jingle bells using magnets, polar bridges and other hands-on STEAM-focused (Science, Technology, Engineering, Art & Math) activities. For children in kindergarten through third grade. Free. Information: 815-385-0036 or www.mchenrylibrary.org.

SUPER COUPONING WITH JILL CATALDO, 1 to 2 p.m. Nov. 25, Harvard Diggins Library, 900 E. McKinley St., Harvard. Cataldo, founder of Super-Couponing workshops and author, has shared her expertise with "Inside Edition," Fox News, ABC World News and more. Learn her couponing tricks. Free. Register by calling 815-943-4671. Free. Information: leticia@harvard-diggins.org.

COMMUNITY SERVICE PROJECT: "HOLIDAY FOR OUR HEROES!", 1:30 to 3:30 p.m. Nov. 26, McHenry Public Library, 809 Front St., McHenry. Create an ornament in honor of a McHenry-area resident who is serving or has served in the military. The ornaments will

after Dec. 31. Free. Information: 815-385-0036 or www.mchenrylibrary.org.

SMART METER PROGRAM INFORMATION SESSIONS, 7 to 8 p.m. Nov. 28, Algonquin Area Public Library, 2600 Harnish Drive, Algonquin. Area residents can learn about the new smart meters ComEd is installing in homes and businesses throughout the state. Offered by McHenry County College's Sustainability Center staff. No registration required. Free. Information: 815-479-7765 or sustainability@mchenry.edu.

CRAFT LAB: GLITTER ORNAMENTS, 3:30 to 4:30 p.m. Nov. 29, Harvard Diggins Library, 900 E. McKinley St., Harvard. Open to teens in grades 6 through 12 to create fun ornaments from the pages of recycled books. Registration required. Free. Registration and information: 815-943-4671 or www.harvard-diggins.org.

THE INCREDIBLE JOURNEY OF A HOLIDAY CARD, 4:30 to 5:30 p.m. Nov. 29, McHenry Public Library, 809 Front St., McHenry. Children in kindergarten through third grade are invited to listen to a postal worker from the McHenry Post Office explain the process of delivering holiday cards. Children will then create their own cards to be delivered to area nursing homes. Free. Information: 815-385-0036 or www.mchenrylibrary.org.

CONCEPTOS BASICOS DE LA COMPUTADORA, 6 to 7 p.m. Nov. 30, Harvard Diggins Library, 900 E. McKinley St., Harvard. Aprendera los principios basicos de la computadora, como el raton de computadora, el teclado, para usar la Internet, el correo electronico y la navegacion web. El registro es necesario para estas clases gratis. Para registrarse: 815-943-4671. Free.

STEVE KING & JOHNNIE PUTNAM AUTHOR VISIT/BOOK SIGNING, 7 to 8:30 p.m. Nov. 30, McHenry Public Library, 809 Front St., McHenry. Chicago radio legends King and Putnam talk about their relationship with Les Paul, the inventor of the electric guitar and numerous sound recording innovations. Their book "A Little More Les," will be available for sale and signing. Free. Information: 815-385-0036, mpref@mchenrylibrary.org or www.mchenrylibrary.org.

FRIENDS FIRST SATURDAY BOOK SALE, 10 a.m. Dec. 2, Wauconda Area Library, 801 N. Main St., Wauconda. Along with books in the foyer, books DVDs, CDs, and audio books for sale in the Book Nook, located near the coffee and vending machines. The Friends restock the nook every week. Free. Information: 847-526-6225 or patrons@wauclib.org.

WINDOWS 10 FOR BEGINNERS, 1 to 3 p.m. Dec. 3, McHenry Public Library, 809 Front St., McHenry. Explore the newest Microsoft operating system, including learning how to customize the Start menu, add shortcut icons and more. Participants must know how to use a mouse and keyboard. Must have a valid McHenry Public Library card to register. Come in or call 815-385-0036. Free. Informa-



"THE CHRISTMAS TREE SHIP: A STORY OF HOPE AND LOVE"

WHEN: 1 to 2:30 p.m. Nov. 19

WHERE: Park Place Banquets, 406 W. Woodstock St., Crystal Lake
COST & INFO: Join the Crystal Lake Historical Society for a hearing one of the most well-known shipwrecks of the Great Lakes. presented by Rochelle Pennington (above), an award-winning detailing one of the most well-known shipwrecks of the Great Tree Ship delivered trees to Chicago until it sunk in Lake Michigan Storm of 1912. Cost: \$5 CLHS members, \$8 nonmembers. Info or www.cl-hs.org.

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LITERARY EVENTS

To have an event listed in this calendar, fill out the form at PlanitNorthwest.com. For information, email calendars@nwherald.com.

WINDOWS 10 FOR BEGINNERS, 1 to 3 p.m. Dec. 3, McHenry Public Library, 809 Front St., McHenry. Participants must know how to use a mouse and keyboard. McHenry Public Library cardholders only. Registration required. Free. Information: 815-385-0036 or www.mchenrylibrary.org.

HOLIDAY PARTY WITH MRS. CLAUDIA, 2 to 3 p.m. Dec. 3, Crystal Lake Public Library, 126 W. Paddock St., Crystal Lake. A special holiday partytime and visit with Mrs. Claus. Bring a camera. CLPL cardholders only. Register in person at the library. Free. Information: 815-459-1687 or www.crystallakelibrary.org.

WINTER HALLWAY BOOK SALE, 11 a.m. to 4 p.m. Dec. 4, Woodstock Square Mall, 110 S. Johnson St., Woodstock. Featuring a bag sale from Dec. 7 through 9. Proceeds from the sale benefit the Environmental Defenders of McHenry County, a nonprofit dedicated to the preservation and improvement of the environment. Donations are encouraged and are tax-deductible as charitable contributions. Free. Information: www.mcdcf.org.

HARVARD HIGH SCHOOL MADRIGALS, 6 to 7 p.m. Dec. 4, Harvard Diggins Library, 900 E. McKinley St., Harvard. All ages welcome. Free. Information: 815-943-4671 or www.harvard-diggins.org.

PRESCHOOL STORYTIME, 10 to 11 a.m. Dec. 5, Harvard Diggins Library, 900 E. McKinley St., Harvard. Ages 3-5 and their caregivers. Stories, crafts, and songs with Mrs. Karen and Ms. Anna. Registration required. Free. Information: 815-943-4671 or www.harvard-diggins.org.

TEEN MOVIE TUESDAY, Harvard Diggins Library, 5:30 to 7:30 p.m. Dec. 5, 900 E. McKinley St., Harvard. Free screening of "Elf" for teens in grades 6 through 12. Bring your own dinner, dessert provided. Walk-ins welcome. Information: 815-943-4671 or www.harvard-diggins.org.

LEARN ABOUT MEDICAL CANNABIS, 7 to 8 p.m. Dec. 5, McHenry Public Library, 809 Front St., McHenry. Kirsten Velasco, patient advocate for Illinois Women in Cannabis, will answer questions. Free. Information: 815-385-0036 or www.mchenrylibrary.org.

ART ATTACK: MONET, 3:30 to 4:30 p.m. Dec. 6, Harvard Diggins Library, 900 E. McKinley St., Harvard. Grades 6-12. Create new art like the old masters. December: Monet. Registration required. Free. Information: 815-943-4671 or www.harvard-diggins.org.

COMPUTER BASICS, Harvard Diggins Library, 6 to 7 p.m. Dec. 6, 900 E. McKinley St., Harvard. Registration is required. Free. Information: 815-943-4671 or www.harvard-diggins.org.

TEEN ADVISORY BOARD, 7 to 8 p.m. Dec. 6, Crystal Lake Public Library, 126 W.



PEARL HARBOR: A DAY THAT WILL LIVE IN INFAMY

WHEN: 1 to 2:30 p.m. Dec. 7

WHERE: Harvard Diggins Library, 900 E. McKinley St., Harvard

COST & INFO: On this Pearl Harbor Remembrance Day, historian Jim Gibbons will give a presentation on Pearl Harbor and how the people of the United States, as President Franklin Delano Roosevelt stated, "In their righteous might [did] succeed to absolute victory!" Registration required. Free. Information: 815-943-4671 or www.harvard-diggins.org.

Paddock St., Crystal Lake. Grades 6-12. Snacks provided. Registration required. Free. Information: 815-459-1687 or www.clpl.org.

SMART METERS, 1:30 and 7 p.m. Dec. 7, Crystal Lake Public Library, 126 W. Paddock St., Crystal Lake. Learn about the new smart meters ComEd is installing in homes and businesses throughout the state. Led by Kim Hankins with the McHenry County College Sustainability Center. Question-and-answer to follow. No registration required. Free. Information: 815-459-1687 or www.clpl.org.

GRAPHIC NOVEL BOOK CLUB, 4:15 to 5 p.m. Dec. 7, Crystal Lake Public Library, 126 W. Paddock St., Crystal Lake. Grades 6-8. December: "Monster on the Hill" by Rob Harrell. Registration required. CLPL cardholders only. Free. Information: 815-459-1687 or www.clpl.org.

OF BOGS & BOOKS, 10 to 11:30 a.m. Dec. 9, Volo Bog State Natural Area Library, 28478 W. Brandenburg Road, Ingleside. Book discussion for adults and interested teens. This month's selection is "Coyote America: A Natural and Supernatural History" by Dan Flores. Free. Call to register. Information: 815-344-1294, dnr.volobog@illinois.gov or www.friendsvolobog.org.

COMPUTER BASICS, 6 to 7 p.m. Dec. 12, Harvard Diggins Library, 900 E. McKinley St., Harvard. Learn basic computer skills

such as mouse and keyboarding, as well as Internet, email and web browsing. Registration is required. Free. Information: 815-943-4671 or leticiag@harvard-diggins.org.

DIGG'IN BOOKS, 6:30 to 7:30 p.m. Dec. 13, Harvard Diggins Library, 900 E. McKinley St., Harvard. A monthly meeting of those who love to read. Organized by community members, hosted by the library. This month's book selection is "A Man Called Ove" by Fredrick Backman. Free. Information: 815-943-4671.

PANERA STORYTIME, 2:30 to 3 p.m. Dec. 13, Panera, 6000 Route 14, Crystal Lake, Crystal Lake. For birth to 5 years. Enjoy a cozy cookies-and-milk storytime hosted by the Crystal Lake Public Library. Free. Register at www.clpl.org or call 815-459-1687.

CONCEPTOS BASICOS DE LA COMPUTADORA, 6 to 7 p.m. Dec. 14, Harvard Diggins Library, 900 E. McKinley St., Harvard. Free Spanish computer classes. Information: 815-943-4671 or leticiag@harvard-diggins.org.

JINGLE BELL ROCK 'N READ, AGES 2-5, WITH AN ADULT, 10 to 10:45 a.m. Dec. 14, Crystal Lake Public Library, 126 W. Paddock St., Crystal Lake. Preschoolers will move and groove to the jingle bell beat, sing songs, listen to stories and enjoy treats. All attendees must register, including adults.

CLPL cardholders only. Free. Registration and information: 815-459-1687 or www.crystallakelibrary.org.

"LAURA INGALLS' CHRISTMAS MEMORIES" WITH LAURA F. KEYES AS LAURA INGALLS, 7 to 8 p.m. Dec. 14, McHenry Public Library, 809 Front St., McHenry. Join Laura Ingalls as she reminisces with her family and fiancé, Almonzo Wilder, on Christmas Day. Hear stories from her childhood and see some of her Christmas gifts. Sponsored by the Friends of the Library. For ages 8 and older. Free. Information: 815-385-0036, mplyps@mchenrylibrary.org or www.mchenrylibrary.org.

CLASSIC LITERATURE BOOK DISCUSSION GROUP, 7 to 8 p.m. Dec. 18, McHenry Public Library, 809 Front St., McHenry. Read and discuss "Charlotte's Web" by E.B. White. Copies are available at the checkout desk. For ages 18 and older. Free. Information: 815-385-0036, mplyps@mchenrylibrary.org or www.mchenrylibrary.org.

SMART METER PROGRAM INFORMATION SESSIONS, 10 to 11 a.m. Dec. 18, Huntley Area Public Library, 11000 Ruth Road, Huntley. Area residents can learn about the new smart meters ComEd is installing in homes and businesses throughout the state at upcoming Smart Meter consumer education programs offered by McHenry County College's Sustainability Center staff. No registration required. Free. Information: 815-479-7765 or sustainability@mchenry.edu.

CONCEPTOS BASICOS DE LA COMPUTADORA, 6 to 7 p.m. Dec. 21, Harvard Diggins Library, 900 E. McKinley St., Harvard. Free Spanish computer class. Information: 815-943-4671 or leticiag@harvard-diggins.org.

PIZZA & PAGES TEEN BOOK GROUP, 3:30 to 4:30 p.m. Dec. 21, Jimano's Pizza, 366 Bank Dr., McHenry. Discuss books, eat pizza, and hang out. This month's book is "Rocks Fall, Everyone Dies" by Lindsay Ribar. The first 15 people to sign up will receive a free copy of the book to keep. For grades 6-12. Free. Information: 815-385-0036, mplyps@mchenrylibrary.org or www.mchenrylibrary.org.

STEM ME A STORY, 4:30 to 5:30 p.m. Dec. 29, McHenry Public Library, 809 Front St., McHenry. Experience the story and then enjoy a hands-on STEM/STEAM activity that relates to the story. This month's story is "Best in Snow" by April Sayne. Then work on creating three-dimensional snowflakes. For grades K-1. Free. Information: 815-385-0036, mplyps@mchenrylibrary.org or www.mchenrylibrary.org.

MONOPOLY TOURNAMENT, 10 a.m. to 2 p.m. - McHenry Public Library, 809 Front St., McHenry. Grab a team and be part of a 10th annual tournament. A qualifying round will take place in the morning. Break for snacks, and then play the final game in the afternoon to crown a Monopoly champ. For grades 5-12. Free. Information: 815-385-0036, mplyps@mchenrylibrary.org or www.mchenrylibrary.org.

The following are area showtimes for Dec. 1-3 unless otherwise noted.

"A BAD MOMS CHRISTMAS"

AMC Lake in the Hills 12 - 4:50, 7:40, 10:10 p.m.
Regal Cinemas - 1:05, 3:50, 6:50, 9:40 p.m.

"A CHRISTMAS STORY"

Regal Cinemas - Dec. 2 only: 12:00 p.m.

"COCO"

AMC Lake in the Hills 12 - Dec. 1: 2D: 12:45, 3:45, 6:45, 9:45 p.m.; 3D: 1:15, 4:15, 7:15, 10:15 p.m.; Dec. 2-3: 2D: 11:00 a.m., 12:45, 3:45, 6:45, 9:45 p.m.; 3D: 11:30 a.m., 1:15, 4:15, 7:15, 10:15 p.m.
Classic Cinemas Carpentersville - 10:00, 11:00, 11:50 a.m., 12:40, 1:40, 2:30, 3:20, 4:20, 5:10, 6:00, 7:00, 7:50, 8:40, 9:40 p.m.
Classic Cinemas Woodstock - 11:00, 11:40 a.m., 1:40, 2:20, 4:20, 7:00, 9:40 p.m.
Regal Cinemas - 2D: 12:00, 1:00, 3:00, 4:00, 6:00, 7:00, 9:00, 10:00 p.m.; 3D: 12:30, 3:30, 6:25, 9:30 p.m.

"DADDY'S HOME 2"

AMC Lake in the Hills 12 - Dec. 1: 2:20, 4:50, 7:20, 10:00 p.m.; Dec. 2-3: 11:50 a.m., 2:30, 5:00, 7:30, 10:00 p.m.
Classic Cinemas Carpentersville - 10:00 a.m.,

12:15, 2:30, 4:45, 7:00, 9:15 p.m.

Classic Cinemas Woodstock - 12:00, 2:15, 4:30, 6:45, 9:10 p.m.

Regal Cinemas - 11:55 a.m., 2:25, 5:00, 7:50, 10:35 p.m.

"DAISY WINTERS"

Regal Cinemas - 1:30, 3:55, 6:20, 8:40 p.m.

"JUSTICE LEAGUE"

AMC Lake in the Hills 12 - Dec. 1: 2D: 1:00, 4:00, 4:45, 7:00, 7:45, 9:50 p.m.; 3D: 2:00, 10:30 p.m.; Dec. 2-3: 2D: 11:15 a.m., 1:00, 4:00, 4:45, 7:00, 7:45, 9:50 p.m.; 3D: 2:00, 10:30 p.m.
Classic Cinemas Carpentersville - 11:30 a.m., 2:05, 4:40, 7:15, 9:50 p.m.
Classic Cinemas Woodstock - 11:35 a.m., 2:10, 4:45, 7:20, 9:55 p.m.
Regal Cinemas - 1:20, 4:20, 7:30, 9:20, 10:20 p.m.

"LADY BIRD"

AMC Lake in the Hills 12 - 2:40, 5:10, 7:50, 10:10 p.m.
Regal Cinemas - 11:50 a.m., 2:20, 4:50, 7:10, 9:35 p.m.

"THE MAN WHO INVENTED CHRISTMAS"

Classic Cinemas Carpentersville - 11:50 a.m., 2:10,

4:30, 6:50, 9:10 p.m.

Regal Cinemas - 1:15, 4:05, 6:40, 9:15 p.m.

"MARSHALL"

AMC Lake in the Hills 12 - 2:00 p.m.

"MURDER ON THE ORIENT EXPRESS"

AMC Lake in the Hills 12 - Dec. 1: 1:40, 4:40, 7:50, 10:30 p.m.; Dec. 2-3: an extra 10:50 a.m. showing
Classic Cinemas Carpentersville - 11:00 a.m., 1:30, 4:00, 6:30, 9:00 p.m.
Classic Cinemas Woodstock - 11:35 a.m., 2:05, 4:35, 7:05, 9:35 p.m.
Regal Cinemas - 12:20, 3:10, 6:10, 9:10 p.m.

"ROMAN J. ISRAEL, ESQ."

AMC Lake in the Hills 12 - 1:10, 4:20, 7:10, 10:20 p.m.
Classic Cinemas Carpentersville - 10:05 a.m., 12:45, 3:25, 6:05, 8:45 p.m.
Regal Cinemas - 12:45, 3:45, 6:45, 9:50 p.m.

"THE STAR"

AMC Lake in the Hills 12 - Dec. 1: 1:50, 4:10, 6:30, 9:00 p.m.; Dec. 2-3: an extra 11:10 a.m. showing
Classic Cinemas Carpentersville - 10:00 a.m., 12:00, 2:00, 4:00, 6:00, 8:00, 10:00 p.m.
Classic Cinemas Woodstock - 12:30, 2:30, 4:30,

6:30, 8:30 p.m.

Regal Cinemas -

"THOR: RAGNAROK"

AMC Lake in the Hills 12 - 7:20, 10:20 p.m. showing
Classic Cinemas - 4:05, 6:50, 9:35 p.m.
Classic Cinemas - 9:30 p.m.
Regal Cinemas -

"THREE BILL BOYS IN MISSISSIPPI"

Classic Cinemas - 4:30, 7:00, 9:30 p.m.
Regal Cinemas -

"WONDER"

AMC Lake in the Hills 12 - 10:15 p.m.; Dec. 2-3: 11:15 p.m.
Classic Cinemas - 4:15, 6:45, 9:15 p.m.
Classic Cinemas - 4:00, 6:30, 9:00 p.m.
Regal Cinemas - 3:40, 5:20, 6:30 p.m. showing

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WOODSTOCK HIGH SCHOOL HOLIDAY CHORAL CONCERT, 7:30 to 9 p.m. Dec. 12, Woodstock High School, 501 W. South St., Woodstock. Featuring the Woodstock High School Madrigal Singers. Information: Brian Jozwiak, 815-206-2283 or bjozwiak@wcusd200.org.

CHRISTMAS BEDTIME STORIES, Dec. 12-22, Rotary Building, 431 N. Walkup Road, Crystal Lake. Children ages 3 through 10 are invited to come dressed in their pajamas and join Mrs. Claus for activities, stories and treats. Hosted by the Crystal Lake Park District. Schedule: 6 p.m. Dec. 12; 6 and 7:15 p.m. Dec. 15; 6 p.m. Dec. 19; 6 and 7:15 p.m. Dec. 22. Admission: \$15 residents, \$20 nonresidents. Registration and information: 815-459-0680 or www.crystallakeparks.org.

DEC. 13

KID'S CRAFTERNON, 1:30 to 5 p.m. Dec. 13, Harvard Diggins Library, 900 E. McKinley St., Harvard. Make a fun holiday decoration. Open to children in preschool through fifth grade. Adult assistance may be needed for younger children. Registration required. Free. Registration and information: 815-943-4671 or www.harvarddiggins.org.

KIDS' ANNUAL CHRISTMAS PROGRAM, 6:30 to 7:30 p.m. Dec. 13, McHenry Public Library, 809 Front St., McHenry. Program for children ages 3 and older with an adult featuring Dave Herzog's Marionettes as they present "Frosty's Winter Wonderland." Santa will drop by, so bring a camera for pictures. Registration required. Free. Registration and information: 815-385-0036 or www.mchenrylibrary.org.

DEC. 14

8TH ANNUAL HOLIDAY HOUSE WALK FOR CHARITY, 2 to 6 p.m. Dec. 14, Sun City, Huntley. Tour six decorated homes. Includes a dessert reception and raffle at

Fountain View Center hosted by the Sunflower Garden Club. All walk proceeds to be donated to homeowners' choice of charity. Tickets: \$10 a person available day of walk at Fountain View Center in Prairie Lodge, 12940 Del Webb Blvd. Tickets and information: 224-858-4843, 847-669-8261 or www.sccah.com/blogsnews.

LAURA INGALLS' CHRISTMAS MEMORIES, 7 to 8 p.m.

Dec. 14, McHenry Public Library, 809 Front St., McHenry. Laura F. Keyes performs as Laura Ingalls. Ages 8 and older invited to join Ingalls as she reminisces with her family and fiancé, Almonzo Wilder, on Christmas Day. Hear her stories from childhood and see some of her Christmas gifts. Free. Information: 815-385-0036 or www.mchenrylibrary.org.

DEC. 15

HOLIDAY CONCERT FUNDRAISER, 7 p.m. Dec. 15, Woodstock High School, 501 W. South St., Woodstock. Woodstock High School and the school's theater department will present "Home for the Holidays" benefit concert for the theater department. A 70-minute review for all ages consisting of five professional entertainers from the Chicago area. Tickets: \$15 adults in advance, \$20 adults day of concert; \$10 seniors day of concert, \$5 students day of concert. Tickets available at the high school. Tickets and information: 815-206-4309 or www.seatyourself.biz/woodstock.

DEC. 16

HONEYCRAFT HOLIDAY MARKET, 10 a.m. Dec. 16, Mixin Mingle, 124 Cass St., Woodstock. A shopping experience filled with handmade objects from the county and beyond. The show is a new mix of crafters, makers and artists. Free admission. Information: www.facebook.com/events/134354903958117 or showyourwork@honeycraftmarket.com.

HISTORICAL HOLIDAYS OPEN HOUSE, noon to 4 p.m. Dec. 16, Glacial Park, Route 31 and Harts Road,

Ringwood. Step back in time to experience holiday preparations from days of old at the 1854 restored Greek Revival, Powers-Walker house. Hosted by the McHenry County Conservation District. No registration necessary. Information: 815-479-5779 or www.mccdistrict.org.

SATURDAY MATINEE: "A CHRISTMAS CAROL," 1

to 2:30 p.m. Dec. 16, Harvard Diggins Library, 900 E. McKinley St., Harvard. Screening of the 1938 film shown on the big screen. Cookies and hot chocolate will be served. Bring your own snacks and drinks with a lid. Free. Information: 815-943-4671 or www.harvarddiggins.org.

FLURRY FEST, 4 to 6 p.m. Dec. 16, Village Hall, 600 Harvest Gate, Lake in the Hills. Fest will include family crafts, food drive, candy cane hunt, holiday music, deck-the-deer display and visit from Santa. Hosted by the Lake in the Hills Parks and Recreation Department. Free. Information: 847-960-7460 or www.ljth.org/parksrec/page/flurry-fest.

"COOL YULE" CONCERT, 8 p.m. Dec. 16, Stage Left Café, 125 W. Van Buren St., Woodstock. Presented by North Street, a contemporary-retro band covering country, rock, pop and jazz genres. Admission: \$5 suggested donation at the door. Information: 815-337-1395 or www.woodstockoperahouse.com/operahouse/page/stage-left-cafe-events.

"THE NUTCRACKER," 1 and 5 p.m. Dec. 16 and 1 p.m. Dec. 17, Raue Center for the Arts, 26 N. Williams St., Crystal Lake. Performed by the Berkshire Ballet Theatre. Hear Tchaikovsky's unforgettable music, witness emotional dancing and view lavish costumes when the incredible "Nutcracker" returns to Raue Center's stage. Tickets start at \$25. Tickets and information: 815-356-9212 or http://rauecenter.org/upcoming-events/nutcracker/.

DEC. 20

"LIGHT UP" CRYSTAL LAKE HOLIDAY DECORATING

CONTEST, 5 to 8 p.m. Dec. 20, Lake Park District, 1000 E. Lake St., Crystal Lake. Invited to decorate your home. The winner will be valued at \$100. \$5. Registration required. Information: 815-459-0680 or www.crystallakeparks.org.

KATIE CHIVARI V

Dec. 20, Harvard Diggins Library, 900 E. McKinley St., Harvard. The ta-lin Studio, base concert. All age. 815-942-4671 o

DEC. 22

"HOME FOR THE HOLIDAYS", 7 to 9 p.m. Dec. 22, Harvard Diggins Library, 900 E. McKinley St., Harvard. The holidays with family-friendly! Ensemble mem other local favo. Schedule: 8 p.m. Dec. 29; 8 p.m. and information: 815-942-4671 o

DEC. 23

ED HALL'S WOODSTOCK, 8 p.m. Dec. 23, Harvard Diggins Library, 900 E. McKinley St., Harvard. Musicians will p as well as popu Hall. Performing Larkin of Bostor players from Elk Hillsdale, Michi and songwriter



Conte, Jeremy Benton and Kelly Sheehan are rock-solid as the leads, with funny and touching performances by supporting actors Karen Ziemba, Conrad John Schuck, Cliff Bemis, Gil Brady and Makayla Joy Connolly. Schuck gives a particularly poignant performance as a former military general coming to grips with the fact his storied past is behind him, and the chemistry between Benton and Sheehan is hot enough to warm even the coldest, grinchiest hearts.

The ensemble is one of the hardest-working in recent productions I've seen. There are lavish dance numbers throughout the show, and the actors take on the challenge with energy and enthusiasm. The Act Two opener, "I Love a Piano," is a stunning tap number that left audiences cheering for several minutes. The final 15 minutes of the show provide a rousing and anthemic

conclusion that creates a sense of heart-warming wonder that will stick with audiences for much longer than the plot of the show.

If there is one cloud over the production it is the noticeable lack of diversity in the cast. This is a "White Christmas" in more ways than one.

"Irving Berlin's White Christmas, The Musical" is appropriate for audiences of all ages. If you're looking to enhance your holiday spirit or want to rest your feet after a long day of shopping, the Cadillac Palace Theatre is the place to be.

• Jeff Cook has performed in and directed numerous stage productions in the area and spent more than 12 years in corporate communications. He is a long-time resident of McHenry County and resides in Crystal Lake.

Jackie Penze. Music provided by DJ Dr. Rod. Dress code is dressy casual. No jeans or gym shoes. Cake, coffee and prizes. Admission: \$8 members, \$10 seniors, \$12 nonmembers. Doors open 7:15 p.m. Information: 847-639-8699, www.dancefoxvalley.org or www.dancewithfrankandjackie.com.

HEBRON HOLLY DAYS, 10 a.m. Dec. 9-10, Hebron Village Hall, 12007 Prairie Ave., Hebron. Featuring a tree lighting, carriage rides, crafts, booths, ice skating (weather permitting), food and more. Free. Information: 815-648-2353 or www.villageofhebron.org.

DEC. 10

CHRISTMAS CANTATA, 8 to 9 a.m. and 9:30 to 10:30 a.m. Dec. 10, Immanuel Lutheran Church, 300 S. Pathway Court, Crystal Lake. The "Winter's Grace Cantata" tells the Christmas story in a performance featuring members of the Elgin Symphony Orchestra and the Immanuel Lutheran Choir. Free. Information: Robert Dorn, 815-459-1441 or rdorn@immanuelcl.org.

"LET THERE BE LIGHT!" A CELEBRATION OF CULTURES, 1:30 to 3:30 p.m. Dec. 10, McHenry Public Library, 809 Front St., McHenry. Join the library's "Festival of Lights!" Hanukkah, Kwanzaa and more will be represented through stories, songs and activities. Each participant will make their own light to take home. Free. Information: 815-385-0036 or www.mchenrylibrary.org.

"SING-ALONG MESSIAH" WITH VOICES IN HARMONY, 4 to 6 p.m. Dec. 10, Raue Center for the Arts, 26 N. Williams St., Crystal Lake. Handel's "Messiah" performed by Voices in Harmony presented with a 25-piece orchestra and calligraphy by Timothy Botts.

The McHenry County College Chorus will supplement the on-stage choir. Tickets: \$15-\$18. Tickets and information: 815-356-9212 or www.rauecenter.org.

DEC. 11

McHENRY SENIOR CITIZENS CLUB ANNUAL

CHRISTMAS PARTY, 11:30 a.m. Dec. 11, McHenry Country Club, 820 John St., McHenry. Luncheon served with holiday entertainment by Chris Colletti. Valet parking available. Information: Sue Janzen, 815-344-3223.

SANTA IS COMING TO NICK'S PIZZA

4 to 8 p.m. Dec. 11 and 13, Nick's Pizza and Pub, 856 Pyott Road, Crystal Lake. Meet both Santa and Mrs. Claus. Free. Information: 815-356-5550 or www.nickspizzapub.com.

SNACKS WITH THE FIRE CHIEF

4:30 to 5:30 p.m. Dec. 11, McHenry Public Library, 809 Front St., McHenry. McHenry Fire Chief Huemann as he teaches them the importance of holiday safety to children in kindergarten through third grade. Free. Information: 815-385-0036 or www.mchenrylibrary.org.

DEC. 12

BREAKFAST WITH THE CAPTAIN, 8 a.m. Dec. 12, The Salvation Army of McHenry County, 290 W. Crystal Lake Ave., Crystal Lake. For those interested in learning about the work of The Salvation Army. Free. Register by Dec. 8. Registration and information: 815-455-2769 or www.salarmycl.org.

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