



McHenry Public Library District  
809 Front Street  
McHenry, Illinois 60050  
Phone: 815.385.0036  
www.mchenrylibrary.org

**McHenry Public Library District  
Board of Library Trustees Regular Meeting  
Tuesday, January 21, 2025, 7:00 p.m.  
Meeting Rooms #135 & #136**

**AGENDA**

- I. CALL TO ORDER – Charles Reilly, President**
- II. ROLL CALL – Monica Leccese, Secretary**
  - A.** Roll Call
- III. PLEDGE OF ALLEGIANCE**
- IV. CORRECTIONS OR ADDITIONS TO THE AGENDA**
- V. PUBLIC COMMENT AND RECOGNITION OF VISITORS**
- VI. SECRETARY'S REPORT – Monica Leccese, Secretary**
  - A.** Approval of Corrected Minutes of the November 19, 2024, Levy Hearing
  - B.** Approval of Minutes of the December 17, 2024, Regular Meeting
- VII. TREASURER'S REPORT – Terry Weingart, Treasurer**
  - A.** Quarterly Review of Finances with Tom Coughlin, Governmental Accounting, Inc.
  - B.** Approval of Monthly Financial Statements, Interim Check Report, and Bill Reports for December 2024/ January 2025, Additional Bills, and Petty Cash and Credit Card Reports
- VIII. COMMUNICATIONS**
  - A.** Correspondence to and from American Legion Auxiliary Unit 491 in recognition of donation
  - B.** Correspondence from FISH of McHenry in recognition of donation
  - C.** Correspondence to and from the Financial Education Foundation in recognition of donation
  - D.** Correspondence to Bear Family McDonald's in recognition of donation
- IX. NEW BUSINESS**
  - A.** Sanitary Sewer Lines
    - 1.** Review of issues and potential solutions by John Shales, SMC Construction Services
    - 2.** Resolution No. 2024/2025-05 Finding and Emergency Exists for the Repair and Replacement of Sanitary Sewer Lines
    - 3.** Construction Management Contract

B. Library Card Policies- Revised

**X. OLD BUSINESS**

A. Board of Trustees

1. Vacancies and Appointments

**XI. LIBRARIAN'S REPORT**

A. Librarian's Report

B. MPLD 2024 Wrapped Annual Report

C. Project Updates

**XII. EXECUTIVE SESSION**

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

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).

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

A. Trustee Appointment

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

**XV. ADJOURNMENT**

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

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

**McHenry Public Library District  
Board of Library Trustees  
Public Hearing on Notice of Proposed Tax Increase  
CORRECTED MINUTES**

**Date:** Tuesday, November 19, 2024

**Time:** 7:00 p.m.

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

**I. CALL TO ORDER – Bud Alexander, Vice President**

Vice President Alexander called the public hearing to order at 7:00 p.m.

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

Roll was called.

**Members Present:** Bud Alexander, Monica Leccese, Thomas Sutliff, Nikki Wallace, Terry Weingart

**Members Absent:** Charles Reilly

**Also Present:** Tom Coughlin, Governmental Accounting  
Lesley Jakacki, Executive Director  
Abdullah Khan, Illinois NFP Audit & Tax  
Jennifer May, HR Generalist  
Kathy Milfajt, Technical Services Manager  
Stephanie Nowalk, Administrative Assistant

**III. PUBLIC FORUM -** For purposes of discussing the Notice of Proposed Tax Increase for the Fiscal Year Beginning July 1, 2024, and Ending June 30, 2025

No members of the public spoke at the hearing.

Sutliff moved, and Wallace seconded the motion to recess at 7:01 p.m. and would reopen the hearing if a member of the public wished to speak

**Roll Call Vote:**

Ayes: Alexander, Leccese, Sutliff, Wallace, Weingart

Nays: None

Abstain: None

Absent: Reilly

**Motion Passed**

President Reilly joined at 7:05 p.m.

**IV. ADJOURNMENT**

Weingart moved, and Sutliff seconded the motion to adjourn the public hearing at 7:54 p.m.

**Roll Call Vote:**

Ayes: Alexander, Leccese, Sutliff, Wallace, Weingart

Nays: None

Abstain: Reilly

Absent: None

**Motion Passed**

**APPROVED** by the Board of Trustees this \_\_\_\_\_ day of \_\_\_\_\_, 2025

**AYES:**

**NAYS:**

**ABSTAIN:**

**ABSENT:**

**Respectfully Submitted,**

\_\_\_\_\_  
**Monica Leccese, Secretary**





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

**Date:** Tuesday, December 17, 2024  
**Time:** 7:00 p.m.  
**Location:** Meeting Rooms #135 & #136

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

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

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

**A.** Roll Call  
Roll was called.

**Members Present:** Bud Alexander, Monica Leccese, Charles Reilly, Thomas Sutliff, Nikki Wallace, Terry Weingart

**Members Absent:** None

**Also Present:** Lesley Jakacki, Executive Director  
Jennifer May, HR Generalist  
Kathy Milfajt, Technical Services Manager  
Stephanie Nowalk, Administrative Assistant  
Michael Schnaebele, Building Services Manager

**III. PLEDGE OF ALLEGIANCE**

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

None.

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

No public comment.

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

- A.** Approval of Minutes of the November 19, 2024, Regular Meeting  
**B.** Approval of Minutes of the November 19, 2024, Levy Hearing

Secretary Leccese stated that she reviewed the minutes of the November 19, 2024, Regular Meeting and the minutes of the November 19, 2024, Levy Hearing and found no changes needed.

Sutliff moved, and Weingart seconded the motion to approve the Secretary's Report.

**Roll Call Vote:**

Ayes: Alexander, Leccese, Reilly, Sutliff, Wallace, Weingart  
Nays: None  
Abstain: None

Absent: None  
**Motion Passed**

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

**A.** Approval of Monthly Financial Statements, Interim Check Report, and Bill Reports for November/December 2024, Additional Bills, and Petty Cash and Credit Card Reports

Treasurer Weingart stated that she has reviewed the financial reports and as of November 30, 2024, actual revenue was \$3,992,000, actual expenditures were \$1,183,000, and capital expenditures totaled \$31,000. The current total surplus amount is \$2,778,000. The top three sources of revenue are property taxes, interest, and the Per Capita Grant. The top three operational expenditure categories are personnel, materials/supplies, and miscellaneous expenses. There were no further comments or questions from the Board.

Director Jakacki added that as of the first week in December, the library has received the final property tax disbursement and, therefore, all expected tax revenue for the current fiscal year.

Sutliff moved, and Wallace seconded the motion to approve the Treasurer's Report.

**Roll Call Vote:**

Ayes: Alexander, Leccese, Reilly, Sutliff, Wallace, Weingart

Nays: None

Abstain: None

Absent: None

**Motion Passed**

**VIII. COMMUNICATIONS**

**A.** Letter to Ted Amelse in Recognition of Donation

Director Jakacki shared a letter to Ted Amelse in recognition of his donation of a solar telescope. The telescope will be available for circulation in the coming months.

**B.** Letter to FISH of McHenry

Director Jakacki shared a letter to FISH of McHenry regarding the library's donation of \$2,272.25 that was raised during the Half-Price Fines initiative November 1-16.

**IX. LIBRARIAN'S REPORT**

**A.** Librarian's Report

Director Jakacki shared the following updates from the Librarian's Report:

- Former MPLD Executive Director Arlene Kaspik passed away shortly after the Thanksgiving holiday. Director Jakacki attended the services on behalf of the library and a donation will be made in memoriam in lieu of flowers, as requested by the family.
- Long-serving Friends of the McHenry Public Library member Ethel Huberty also recently passed away. Flowers were sent to the family and Director Jakacki attended the wake on behalf of the library.
- This month's infographic illustrates a 13.9% increase in eMaterials circulation and a 30% increase in computer sessions over last year. She noted that a recent change

in database subscriptions has skewed the statistics in that category. The discrepancy is due to differences in usage calculations by the new vendors.

- The Half-Price Fines event was held from November 1-16.
- Vice President Alexander's nomination papers were submitted without objection for the upcoming election.
- The Friends of the Library held their post-Fall Booksale meeting on November 21. During the meeting, it was mentioned that the Fall Booksale was the most successful to date in terms of funds raised.
- The Vernon Area Public Library's CCS membership was approved in November. They will become the consortium's 32nd library and go live in September 2025.
- Z. Terrill (Digital Services Librarian) has been implementing 1-on-1 tech appointments as a service for patrons. The service has been popular and scheduling is now available on MPLD's website.
- K. Milfajt (Technical Services Manager) and other staff decorated a tree at the McHenry Parks & Rec. department for the Chamber of Commerce's Festival of Trees.
- Automated, bilingual announcements have been recorded and scheduled. This will alleviate the responsibility from staff and provide announcements in Spanish without the need for bilingual staff to be present.
- A. Maifield (Youth Services Librarian) began a partnership with McHenry Upper Campus and visited teens during their lunch periods to ascertain what services they would like to see at MPLD. Another visit to the Campus is planned for January.
- Director Jakacki also shared a *Northwest Herald* article that included a quote from T. Hillier (Adult Services Librarian) who is also the Landmark Commission Chairman.

**B. Project Updates**

Director Jakacki stated that project updates will be shared as New Business.

**X. OLD BUSINESS**

**A. Board of Trustees**

**1. Vacancies and Appointments**

Director Jakacki shared that there have been no applicants.

**B. Building Assessment Types**

There was no discussion on Building Assessment Types.

**C. Library Card Policies for Minors**

Director Jakacki stated that the Library Card Policy for Minors is not ready to be presented during this meeting but is expected to be finalized for the January meeting. The delay is due to prioritizing the library's emergency sanitation issue.

**XI. NEW BUSINESS**

**A. Sanitary and Sewer Line**

Director Jakacki described in detail the current state of the library's sanitary and sewer lines. She explained that despite consistent preventative maintenance and monitoring there are a variety of line issues throughout the building that are exacerbating the sewage backup problem. The library experienced an emergency close for two days while plumbers restored functionality to the lines. Upon further inspection by multiple professionals, it was clear additional work would be necessary to fully remedy the

persistent issues. Director Jakacki shared the preliminary recommendations from the professionals that inspected the lines and that she expects to have more options and details in the coming days.

The Board and Director Jakacki then discussed the Board's responsibilities, related costs already incurred, and next steps.

**B. Home Delivery Policy- New Public Policy**

M. Spaargaren (Adult Services Manager) presented the new Home Delivery Policy to the Board. She drafted this policy to formalize the existing service by specifying the terms and conditions. The Board asked some functional questions about the service.

Sutliff moved, and Leccese seconded the motion to approve the Home Delivery Policy.

**Roll Call Vote:**

Ayes: Alexander, Leccese, Reilly, Sutliff, Wallace, Weingart

Nays: None

Abstain: None

Absent: None

**Motion Passed**

**C. Program Agreement Form**

Director Jakacki presented the revised Program Agreement Form to the Board. She explained that the revisions were necessary to update terms, expand the agreement to cover items that were not previously included, standardize collection of presenter information, and better align with agreements used by other local libraries.

Leccese moved, and Weingart seconded the motion to approve the revised Program Agreement Form.

**Roll Call Vote:**

Ayes: Alexander, Leccese, Reilly, Sutliff, Wallace, Weingart

Nays: None

Abstain: None

Absent: None

**Motion Passed**

**D. Records Retention**

Director Jakacki explained an issue regarding library records. In 2014, the then Director contracted Toshiba to digitize library documents for permanent retention using the cloud-based software DocuWare. The hard copies of the digitized documents were then destroyed. No application for digitization or destruction was filed with the State at the time and no list of the digitized items was maintained. In July 2024, Director Jakacki could no longer access the account and had difficulty contacting the Toshiba account representative. Toshiba finally communicated that access was disrupted due to their failure to renew the service contract and the representative assured Director Jakacki that the issue had been resolved and the data was safe. Months went by, access to the data was not restored, and attempts to contact Toshiba went unanswered. The account representative eventually responded and informed Director Jakacki that he had been

on a long-term absence and the individual who was charged with servicing his accounts during the absence had failed to do so. When the renewal had been processed in July the account representative was unaware that the data had already been destroyed and was non-recoverable. DocuWare followed European data standards and destroyed the data, considered abandoned after 90 days, without proper notification when the account was not renewed.

Director Jakacki has discussed the events with the State Archive and will be submitting a letter of explanation to have on file for future FOIA requests. K. Krewer (IT Specialist) is reviewing new cloud data storage vendors. Director Jakacki will also request a refund from Toshiba for payments made to keep the account in good standing while attempting to reach a resolution.

**E. Trustee Training**

**1. Annual Sexual Harassment Training**

The Board received Sexual Harassment Training that included a presentation from J. May (HR Generalist). She provided pertinent information, legal updates, and related MPLD policies.

**XII. EXECUTIVE SESSION**

The Board did not enter Executive Session.

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

None.

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

**XV. ADJOURNMENT**

Sutliff moved, and Wallace seconded the motion to adjourn the meeting at 8:24 p.m.

**Roll Call Vote:**

Ayes: Alexander, Leccese, Reilly, Sutliff, Wallace, Weingart

Nays: None

Abstain: None

Absent: None

**Motion Passed**

**APPROVED by the Board of Trustees this \_\_\_\_\_ day of \_\_\_\_\_, 2025**

**AYES:**

**NAYS:**

**ABSTAIN:**

**ABSENT:**

**Respectfully Submitted,**

\_\_\_\_\_  
**Monica Leccese, Secretary**

# Financial Report

For the 6 Month(s) Ended December 31, 2024  
FISCAL YEAR 2025



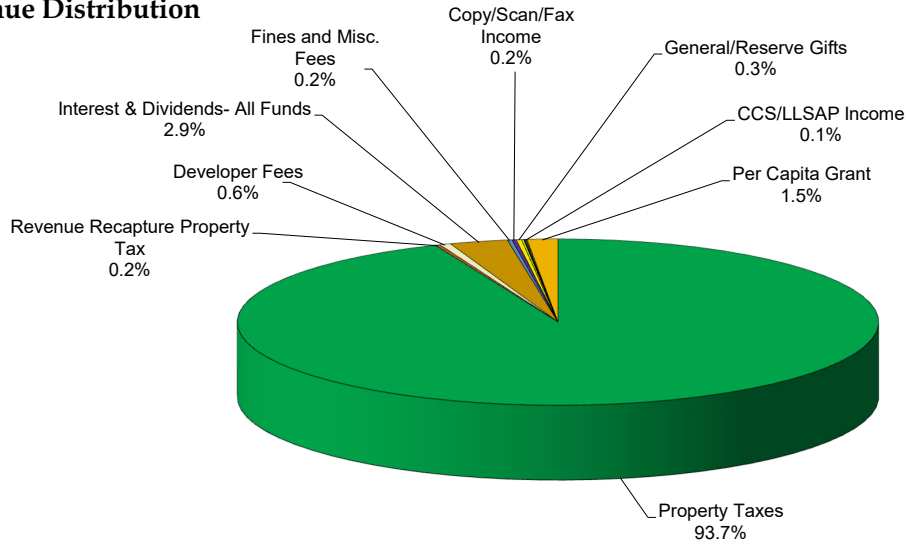
**McHenry Public Library District**  
Actual vs Budget Summary  
For the 6 Month(s) Ended December 31, 2024

**50% of Fiscal Year**

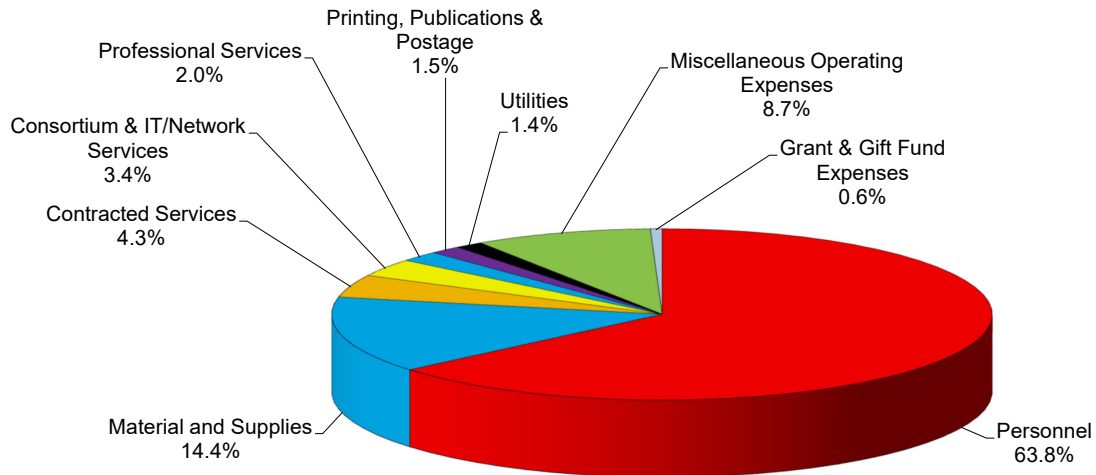
Account Description	Total Actual	Total Budget	% of Budget	Last Year	Inc/(Dec) from Last Year
<b>REVENUE</b>					
Property Taxes	3,762,642	3,776,371	99.6%	3,510,044	7%
Revenue Recapture Property Tax	9,755	9,790	99.6%	11,781	-17%
Developer Fees	22,428	175,000	12.8%	38,448	-42%
Interest & Dividends- All Funds	117,576	237,500	49.5%	105,401	12%
Fines and Misc. Fees	9,184	154,500	5.9%	7,779	18%
Copy/Scan/Fax Income	8,560	18,500	46.3%	8,336	3%
General/Reserve Gifts	10,634	180,000	5.9%	9,875	8%
Annexation & Impact Fees	-	25,000	0.0%	-	0%
Retiree/Cobra Insurance Payment	4,455	18,000	24.8%	4,297	4%
Misc. Sales & Income	1,522	75,500	2.0%	850	79%
Lost & Damaged Materials	2,320	6,500	35.7%	1,889	23%
CCS/LLSAP Income	2,626	10,500	25.0%	4,078	-36%
Solar Credits	-	4,500	0.0%	720	-100%
Per Capita Grant	62,150	65,000	95.6%	61,736	1%
Over/Short	(8)	500	-1.7%	10	-185%
Miscellaneous Grants	-	65,000	0.0%	-	0%
Transfer from General Fund	-	1,650,000	0.0%	-	0%
Actual Revenues	4,013,845	6,472,161	62.0%	3,765,244	7%
Budgeted Revenues	6,471,661				
% of Budget	62%				
<b>OPERATING EXPENDITURES</b>					
Personnel	895,430	2,532,625	35.4%	830,877	8%
Material and Supplies	202,339	736,825	27.5%	177,940	14%
Contracted Services	60,000	313,000	19.2%	55,363	8%
Consortium & IT/Network Services	47,125	151,750	31.1%	56,760	-17%
Professional Services	27,725	172,100	16.1%	33,775	-18%
Printing, Publications & Postage	21,487	94,750	22.7%	25,034	-14%
Utilities	19,113	52,500	36.4%	14,982	28%
Miscellaneous Operating Expenses	122,311	242,075	50.5%	126,359	-3%
Grant & Gift Fund Expenses	8,053	160,000	5.0%	16,486	-51%
Actual Expenditures	1,403,583	4,455,625	31.5%	1,337,576	5%
Budgeted Expenditures	4,455,625				
% of Budget	32%				
<b>SURPLUS / (DEFICIT) FROM OPERATIONS</b>	<b>2,610,262</b>	<b>2,016,536</b>	<b>129.4%</b>	<b>2,427,668</b>	<b>8%</b>
<b>CAPITAL EXPENDITURES &amp; DEBT SERVICE</b>					
Capital Expenses	64,464	685,000	9.4%	72,333	-100%
Debt Services	-	-	N/A	-	0%
Transfer to Reserve Fund	-	1,650,000	0.0%	-	0%
Actual Expenditures	64,464	2,335,000	2.8%	72,333	-100%
Budgeted Expenditures	2,335,000				
% of Budget	3%				
<b>TOTAL SURPLUS / (DEFICIT)</b>	<b>2,545,798</b>	<b>(318,464)</b>		<b>2,355,335</b>	
BEGINNING FUND BALANCE	4,338,310				
ENDING FUND BALANCE	6,884,108				

**McHenry Public Library District**  
Actual vs Budget Summary  
For the 6 Month(s) Ended December 31, 2024

**Revenue Distribution**

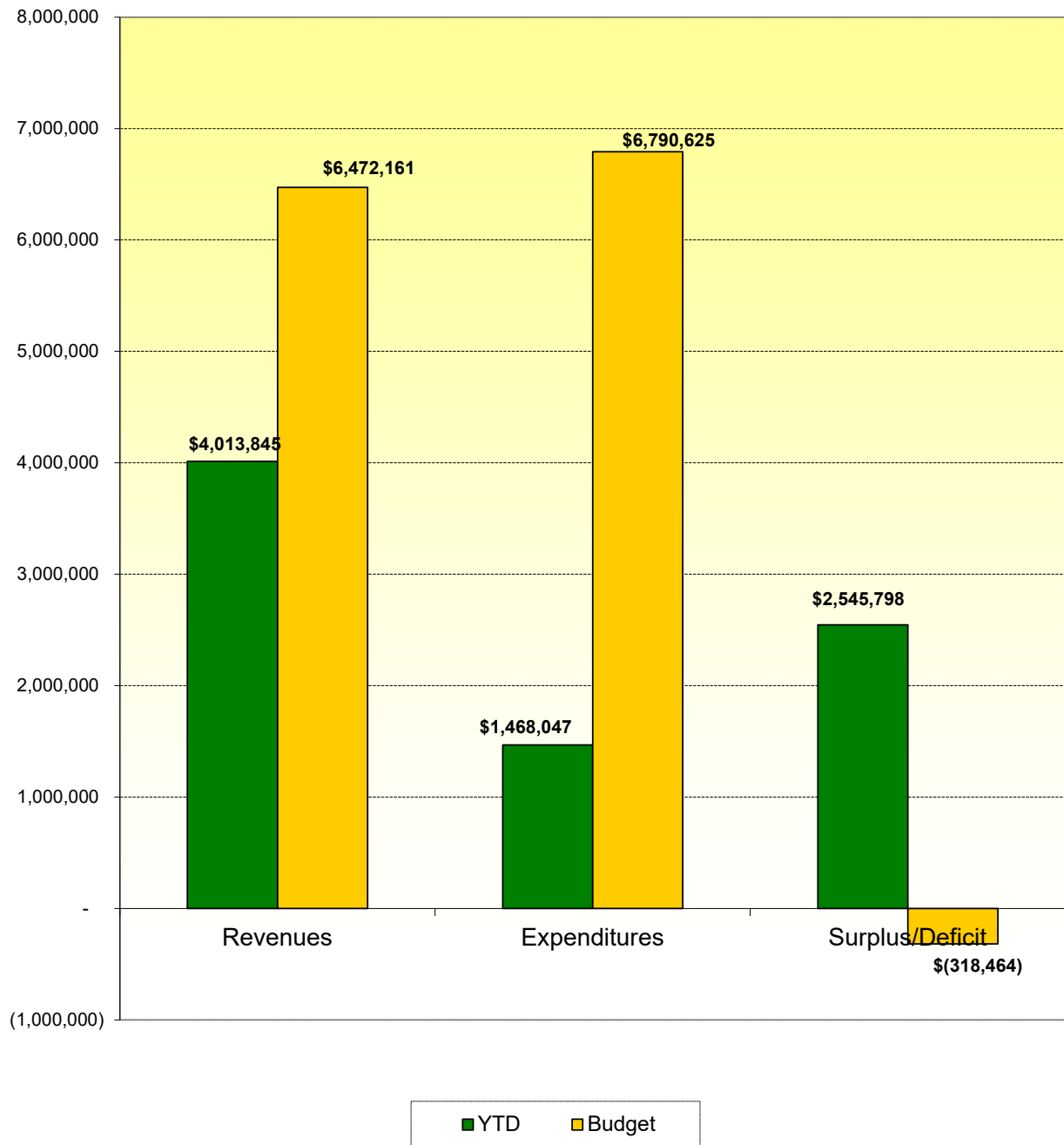


**Operational Expenditure Distribution**





**McHenry Public Library District**  
 Actual vs Budget Summary  
 For the 6 Month(s) Ended December 31, 2024



**McHenry Public Library District**  
Actual vs Budget Summary  
For the 6 Month(s) Ended December 31, 2024

**50% of Fiscal Year**

Account Description	General	Spec Reserve	Grant/Gift Fund	Total Actual	Total Budget	% of Budget
<b>REVENUE</b>						
Property Taxes	3,762,642	-	-	3,762,642	3,776,371	100%
Revenue Recapture Property Tax	9,755	-	-	9,755	9,790	100%
Developer Fees	-	22,428	-	22,428	175,000	13%
Interest and Dividends	83,485	22,271	11,820	117,576	237,500	50%
Fines and Misc Fees	9,184	-	-	9,184	154,500	6%
Copy/Scan/Fax Income	8,560	-	-	8,560	18,500	46%
General/Reserve Gifts	1	-	10,633	10,634	180,000	6%
Annexation & Impact Fees	-	-	-	-	25,000	0%
Retiree/Cobra Insurance Payment	4,455	-	-	4,455	18,000	25%
Misc. Sales & Income	1,522	-	-	1,522	75,500	2%
Lost & Damaged Materials	2,320	-	-	2,320	6,500	36%
CCS/LLSAP Income	2,626	-	-	2,626	10,500	25%
Solar Credits	-	-	-	-	4,500	0%
Per Capita Grant	-	-	62,150	62,150	65,000	96%
Over/Short	(8)	-	-	(8)	500	-2%
Miscellaneous Grants	-	-	-	-	65,000	0%
Transfer from General Fund	-	-	-	-	1,650,000	0%
Actual Revenues	3,884,542	44,699	84,604	4,013,845	6,472,161	62%
Budgeted Revenues	4,244,161	1,895,000	332,500	6,471,661		
% of Budget	92%	2%	25%	62%		
<b>OPERATING EXPENDITURES</b>						
Personnel	895,430	-	-	895,430	2,532,625	35%
Material and Supplies	191,553	-	10,785	202,339	736,825	27%
Contracted Services	60,000	-	-	60,000	313,000	19%
Consortium & IT/Network Services	47,125	-	-	47,125	151,750	31%
Professional Services	27,725	-	-	27,725	172,100	16%
Printing, Publications & Postage	21,487	-	-	21,487	94,750	23%
Utilities	19,113	-	-	19,113	52,500	36%
Miscellaneous Operating Expenses	122,311	-	-	122,311	242,075	51%
Grant & Gift Fund Expenses	-	-	8,053	8,053	160,000	5%
Actual Expenditures	1,384,745	-	18,838	1,403,583	4,455,625	32%
Budgeted Expenditures	4,070,625	-	385,000	4,455,625		
% of Budget	34%	0%	5%	32%		
<b>SURPLUS / (DEFICIT) FROM OPERATIONS</b>	2,499,797	44,699	65,766	2,610,262	2,016,536	129%
<b>CAPITAL EXPENDITURES &amp; DEBT SERVICE</b>						
Capital Expenses	15,129	49,335	-	64,464	685,000	9%
Transfer to Reserve Fund	-	-	-	-	1,650,000	0%
Actual Expenditures	15,129	49,335	-	64,464	2,335,000	3%
Budgeted Expenditures	1,785,000	550,000	-	2,335,000		
% of Budget	1%	9%	0%	3%		
Account Description	General	Spec Reserve	Grant/Gift Fund	Total Actual	Total Budget	
<b>TOTAL SURPLUS / (DEFICIT)</b>	<b>2,484,668</b>	<b>(4,636)</b>	<b>65,766</b>	<b>2,545,798</b>	<b>(318,464)</b>	
BEGINNING FUND BALANCE	2,513,048	1,305,236	520,026	4,338,310		
ENDING FUND BALANCE	4,997,716	1,300,600	585,792	6,884,108		
Fund Balance as % of Total Expenditures	357%	2636%	3110%	469%		

**McHenry Public Library District**  
**Financial Report Detail by Fund**  
**For the 6 Month(s) Ended December 31, 2024**

	Monthly Total	Monthly Budget	General	Spec Reserve	Grant/Gift Fund	YTD Total	Annual Budget	\$ Over Budget	% of Budget
<b>Revenues</b>									
6010100 · Property Taxes	0.00	314,697.60	3,762,641.64	0.00	0.00	3,762,641.64	3,776,371.19	-13,729.55	99.6%
6015100 · Revenue Recapture Property Tax	0.00	815.86	9,755.41	0.00	0.00	9,755.41	9,790.28	-34.87	99.6%
6020200 · Developer Fees	0.00	14,583.33	0.00	22,428.00	0.00	22,428.00	175,000.00	-152,572.00	12.8%
6030100 · Interest Income - General	12,219.91	12,083.33	83,484.84	0.00	0.00	83,484.84	145,000.00	-61,515.16	57.6%
6030200 · Special Reserve Fund Interest	3,222.91	5,416.67	0.00	22,271.15	0.00	22,271.15	65,000.00	-42,728.85	34.3%
6030300 · Grant/Gifts Fund Interest	1,710.76	2,291.67	0.00	0.00	11,820.29	11,820.29	27,500.00	-15,679.71	43.0%
6035100 · Dividends	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
6040100 · Nonresident/Enhanced Fee Cards	45.00	104.17	135.00	0.00	0.00	135.00	1,250.00	-1,115.00	10.8%
6050100 · Fines and Fees	1,019.50	1,458.33	8,749.43	0.00	0.00	8,749.43	17,500.00	-8,750.57	50.0%
6055100 · Collection Agency Fees	10.00	41.67	80.00	0.00	0.00	80.00	500.00	-420.00	16.0%
6060100 · Copy/Scan/Fax Income	1,253.90	1,541.67	8,560.05	0.00	0.00	8,560.05	18,500.00	-9,939.95	46.3%
6070200 · Reserve Fund Gifts	0.00	416.67	0.00	0.00	0.00	0.00	5,000.00	-5,000.00	0.0%
6070300 · General Fund Gifts	0.51	14,583.33	0.51	0.00	10,633.37	10,633.88	175,000.00	-164,366.12	6.1%
6090100 · Annexation & Impact Fees	0.00	2,083.33	0.00	0.00	0.00	0.00	25,000.00	-25,000.00	0.0%
6105100 · Retiree/Cobra Insurance Payment	0.00	1,500.00	4,455.44	0.00	0.00	4,455.44	18,000.00	-13,544.56	24.8%
6110100 · Program Fees/Misc. Fees	0.00	166.67	0.00	0.00	0.00	0.00	2,000.00	-2,000.00	0.0%
6120100 · Meeting Room Fees	10.00	187.50	220.00	0.00	0.00	220.00	2,250.00	-2,030.00	9.8%
6125100 · License Plate Renewal Fees	0.00	10,916.67	0.00	0.00	0.00	0.00	131,000.00	-131,000.00	0.0%
6130100 · Misc.	41.00	6,250.00	1,522.00	0.00	0.00	1,522.00	75,000.00	-73,478.00	2.0%
6130200 · Misc. Income SR	0.00	41.67	0.00	0.00	0.00	0.00	500.00	-500.00	0.0%
6150100 · Lost & Damaged Materials	369.71	541.67	2,320.13	0.00	0.00	2,320.13	6,500.00	-4,179.87	35.7%
6157100 · CCS/LLSAP Income	1,312.90	875.00	2,625.80	0.00	0.00	2,625.80	10,500.00	-7,874.20	25.0%
6160100 · Solar Credits	0.00	375.00	0.00	0.00	0.00	0.00	4,500.00	-4,500.00	0.0%
6170300 · Per Capita Grant	0.00	5,416.67	0.00	0.00	62,150.22	62,150.22	65,000.00	-2,849.78	95.6%
6200100 · Over/Short	-2.19	41.67	-8.47	0.00	0.00	-8.47	500.00	-508.47	-1.7%
6210300 · Miscellaneous Grants	0.00	5,416.67	0.00	0.00	0.00	0.00	65,000.00	-65,000.00	0.0%
9100200 · Transfer from General Fund	0.00	137,500.00	0.00	0.00	0.00	0.00	1,650,000.00	-1,650,000.00	0.0%
<b>Total Revenues</b>	<b>21,213.91</b>	<b>539,346.79</b>	<b>3,884,541.78</b>	<b>44,699.15</b>	<b>84,603.88</b>	<b>4,013,844.81</b>	<b>6,472,161.47</b>	<b>-2,458,316.66</b>	<b>6.67</b>
<b>Total Revenues</b>	<b>21,213.91</b>	<b>539,346.79</b>	<b>3,884,541.78</b>	<b>44,699.15</b>	<b>84,603.88</b>	<b>4,013,844.81</b>	<b>6,472,161.47</b>	<b>-2,458,316.66</b>	<b>62.0%</b>
<b>Expenditures</b>									
<b>Personnel Expenses</b>									
8910100 · Salaries	107,460.83	150,416.67	691,272.69	0.00	0.00	691,272.69	1,805,000.00	-1,113,727.31	38.3%
8920100 · FICA/Medicare	7,928.81	11,666.67	51,098.91	0.00	0.00	51,098.91	140,000.00	-88,901.09	36.5%
8930100 · IMRF	10,354.10	17,916.67	68,978.65	0.00	0.00	68,978.65	215,000.00	-146,021.35	32.1%
8940100 · Health & Life Insurance	13,457.32	26,666.67	75,909.36	0.00	0.00	75,909.36	320,000.00	-244,090.64	23.7%
8945100 · Recruiting/Preemployment Screen	0.00	333.33	488.50	0.00	0.00	488.50	4,000.00	-3,511.50	12.2%
8950100 · Tuition Reimbursement	0.00	833.33	2,492.50	0.00	0.00	2,492.50	10,000.00	-7,507.50	24.9%
8955100 · Telecommute Reimbursements	0.00	208.33	0.00	0.00	0.00	0.00	2,500.00	-2,500.00	0.0%
8960100 · Memberships & Dues	619.50	560.42	1,607.27	0.00	0.00	1,607.27	6,725.00	-5,117.73	23.9%
8970100 · Travel	195.50	1,120.83	1,161.49	0.00	0.00	1,161.49	13,450.00	-12,288.51	8.6%
8980100 · Continuing Education (Mtg/Conf)	230.40	1,329.17	2,420.75	0.00	0.00	2,420.75	15,950.00	-13,529.25	15.2%
<b>Total Personnel</b>	<b>140,246.46</b>	<b>211,052.08</b>	<b>895,430.12</b>	<b>0.00</b>	<b>0.00</b>	<b>895,430.12</b>	<b>2,532,625.00</b>	<b>-1,637,194.88</b>	<b>35.4%</b>

**McHenry Public Library District**  
**Financial Report Detail by Fund**  
**For the 6 Month(s) Ended December 31, 2024**

	Monthly Total	Monthly Budget	General	Spec Reserve	Grant/Gift Fund	YTD Total	Annual Budget	\$ Over Budget	% of Budget
<b>Materials and Supplies</b>									
8010100 · Adult Books	4,798.99	5,625.00	21,365.24	0.00	0.00	21,365.24	67,500.00	-46,134.76	31.7%
8020100 · Youth Books	4,567.78	4,583.33	18,801.81	0.00	0.00	18,801.81	55,000.00	-36,198.19	34.2%
8025100 · Professional Resources	0.00	208.33	21.18	0.00	0.00	21.18	2,500.00	-2,478.82	0.8%
8028100 · Administrative Resources	83.20	291.67	130.16	0.00	0.00	130.16	3,500.00	-3,369.84	3.7%
8030100 · Magazines & Newspapers	2,981.74	1,250.00	4,797.34	0.00	0.00	4,797.34	15,000.00	-10,202.66	32.0%
8040300 · Operating Fund Gifts(Donations)	6,865.62	18,750.00	11.54	0.00	10,785.21	10,796.75	225,000.00	-214,203.25	4.8%
8050100 · Adult AV Materials	1,581.54	2,583.33	8,097.71	0.00	0.00	8,097.71	31,000.00	-22,902.29	26.1%
8060100 · Youth AV Materials	459.64	1,083.33	4,189.65	0.00	0.00	4,189.65	13,000.00	-8,810.35	32.2%
8070100 · Library of Things	1,202.96	1,291.67	1,778.40	0.00	0.00	1,778.40	15,500.00	-13,721.60	11.5%
8080100 · Video Games	0.00	1,250.00	6,365.00	0.00	0.00	6,365.00	15,000.00	-8,635.00	42.4%
8090100 · Digital Media Services	11,128.96	9,591.67	66,672.50	0.00	0.00	66,672.50	115,100.00	-48,427.50	57.9%
8095100 · Electronic Resources	2,372.76	7,083.33	34,431.42	0.00	0.00	34,431.42	85,000.00	-50,568.58	40.5%
8120100 · Library Supplies	151.42	583.33	629.31	0.00	0.00	629.31	7,000.00	-6,370.69	9.0%
8130100 · Tech Services Supplies	772.26	2,727.08	3,541.45	0.00	0.00	3,541.45	32,725.00	-29,183.55	10.8%
8135100 · Bindery	0.00	41.67	0.00	0.00	0.00	0.00	500.00	-500.00	0.0%
8140100 · Adult Programs & Supplies	759.57	1,333.33	6,044.38	0.00	0.00	6,044.38	16,000.00	-9,955.62	37.8%
8142100 · Comicon	0.00	541.67	4,649.12	0.00	0.00	4,649.12	6,500.00	-1,850.88	71.5%
8145100 · Circulation Supplies	274.30	625.00	1,242.57	0.00	0.00	1,242.57	7,500.00	-6,257.43	16.6%
8147100 · Summer Reading Club	1.00	583.33	729.54	0.00	0.00	729.54	7,000.00	-6,270.46	10.4%
8150100 · Youth Programs & Supplies	860.42	1,375.00	8,055.01	0.00	0.00	8,055.01	16,500.00	-8,444.99	48.8%
<b>Total Material and Supplies</b>	<b>38,862.16</b>	<b>61,402.08</b>	<b>191,553.33</b>	<b>0.00</b>	<b>10,785.21</b>	<b>202,338.54</b>	<b>736,825.00</b>	<b>-534,486.46</b>	<b>27.5%</b>
<b>Contracted Services</b>									
8215100 · Collection Agency Fees	51.50	104.17	339.90	0.00	0.00	339.90	1,250.00	-910.10	27.2%
8245100 · IT/Comp/Copier/Equip-Outsourced	10,991.00	10,833.33	47,562.07	0.00	0.00	47,562.07	130,000.00	-82,437.93	36.6%
8247100 · Automation--Staff	794.56	2,916.67	10,868.35	0.00	0.00	10,868.35	35,000.00	-24,131.65	31.1%
8250-100 - Vehicle Expenses	0.00	625.00	0.00	0.00	0.00	0.00	7,500.00	-7,500.00	0.0%
8260100 · Misc. Contracted Services	0.00	1,541.67	0.00	0.00	0.00	0.00	18,500.00	-18,500.00	0.0%
8270100 · Library Bank/Finance/Late Fee	0.00	62.50	268.87	0.00	0.00	268.87	750.00	-481.13	35.8%
8275100 · Public Pmt Processing Fees	145.29	416.67	960.73	0.00	0.00	960.73	5,000.00	-4,039.27	19.2%
8285100 · License Plate Fees Settlement	0.00	9,583.33	0.00	0.00	0.00	0.00	115,000.00	-115,000.00	0.0%
<b>Total Contracted Services</b>	<b>11,982.35</b>	<b>26,083.33</b>	<b>59,999.92</b>	<b>0.00</b>	<b>0.00</b>	<b>59,999.92</b>	<b>313,000.00</b>	<b>-253,000.08</b>	<b>19.2%</b>
<b>Consortium &amp; IT/Network Services</b>									
8310100 · Automation--Circulation/Catalog	0.00	9,479.17	31,283.60	0.00	0.00	31,283.60	113,750.00	-82,466.40	27.5%
8320100 · VOIP Phone Service	1,662.62	2,041.67	9,928.87	0.00	0.00	9,928.87	24,500.00	-14,571.13	40.5%
8325100 · Internet Services	1,550.66	1,125.00	5,912.96	0.00	0.00	5,912.96	13,500.00	-7,587.04	43.8%
<b>Total Consortium &amp; IT/Network Services</b>	<b>3,213.28</b>	<b>12,645.83</b>	<b>47,125.43</b>	<b>0.00</b>	<b>0.00</b>	<b>47,125.43</b>	<b>151,750.00</b>	<b>-104,624.57</b>	<b>31.1%</b>
<b>Professional Services</b>									
8410100 · Accounting/Payroll/Audit Service	3,342.49	5,104.17	21,020.41	0.00	0.00	21,020.41	61,250.00	-40,229.59	34.3%
8420100 · Legal Services	0.00	2,083.33	0.00	0.00	0.00	0.00	25,000.00	-25,000.00	0.0%
8430100 · Other Consulting Fees	0.00	6,500.00	2,272.25	0.00	0.00	2,272.25	78,000.00	-75,727.75	2.9%
8440100 · In Service/Staff Training/LMS	0.00	654.17	4,432.35	0.00	0.00	4,432.35	7,850.00	-3,417.65	56.5%
<b>Total Professional Services</b>	<b>3,342.49</b>	<b>14,341.67</b>	<b>27,725.01</b>	<b>0.00</b>	<b>0.00</b>	<b>27,725.01</b>	<b>172,100.00</b>	<b>-144,374.99</b>	<b>16.1%</b>
<b>Printing, Publications &amp; Postage</b>									
8510100 · Printing Services Outsourced	0.00	4,583.33	11,205.46	0.00	0.00	11,205.46	55,000.00	-43,794.54	20.4%
8530100 · Public Notices & ADS (Legal & Job)	968.50	187.50	1,677.00	0.00	0.00	1,677.00	2,250.00	-573.00	74.5%
8540100 · Postage/Shipping	142.79	1,895.83	6,074.38	0.00	0.00	6,074.38	22,750.00	-16,675.62	26.7%
8545100 · Printing/Copier Supplies	350.00	375.00	598.58	0.00	0.00	598.58	4,500.00	-3,901.42	13.3%
8550100 · Public Relations/Promotions	9.37	854.17	1,931.49	0.00	0.00	1,931.49	10,250.00	-8,318.51	18.8%
<b>Total Printing, Publications &amp; Postage</b>	<b>1,470.66</b>	<b>7,895.83</b>	<b>21,486.91</b>	<b>0.00</b>	<b>0.00</b>	<b>21,486.91</b>	<b>94,750.00</b>	<b>-73,263.09</b>	<b>22.7%</b>

**McHenry Public Library District**  
**Financial Report Detail by Fund**  
**For the 6 Month(s) Ended December 31, 2024**

	Monthly Total	Monthly Budget	General	Spec Reserve	Grant/Gift Fund	YTD Total	Annual Budget	\$ Over Budget	% of Budget
<b>Utilities</b>									
8610100 · Electricity	1,942.61	2,500.00	14,040.58	0.00	0.00	14,040.58	30,000.00	-15,959.42	46.8%
8620100 · Gas	1,388.19	1,458.33	2,636.85	0.00	0.00	2,636.85	17,500.00	-14,863.15	15.1%
8640100 · Water & Sewer	306.55	416.67	2,435.25	0.00	0.00	2,435.25	5,000.00	-2,564.75	48.7%
<b>Total Utilities</b>	<b>3,637.35</b>	<b>4,375.00</b>	<b>19,112.68</b>	<b>0.00</b>	<b>0.00</b>	<b>19,112.68</b>	<b>52,500.00</b>	<b>-33,387.32</b>	<b>36.4%</b>
<b>Miscellaneous Operating Expenses</b>									
8720100 · Building & Auto Insurance	0.00	4,516.67	39,608.00	0.00	0.00	39,608.00	54,200.00	-14,592.00	73.1%
8730100 · Bonding & Officers Liability	0.00	208.33	1,043.00	0.00	0.00	1,043.00	2,500.00	-1,457.00	41.7%
8740100 · Janitorial Services & Supplies	7,034.72	5,125.00	39,955.74	0.00	0.00	39,955.74	61,500.00	-21,544.26	65.0%
8745100 · Grounds Maintenance	0.00	3,766.67	16,178.50	0.00	0.00	16,178.50	45,200.00	-29,021.50	35.8%
8750100 · Building Operations/Maintenance	3,307.23	5,833.33	23,749.74	0.00	0.00	23,749.74	70,000.00	-46,250.26	33.9%
8760100 · Hospitality	200.96	556.25	1,706.89	0.00	0.00	1,706.89	6,675.00	-4,968.11	25.6%
8770100 · Library Lost & Damaged Materials	3.34	83.33	69.28	0.00	0.00	69.28	1,000.00	-930.72	6.9%
8795100 · Miscellaneous	0.00	83.33	0.00	0.00	0.00	0.00	1,000.00	-1,000.00	0.0%
<b>Total Miscellaneous Operating Expenses</b>	<b>10,546.25</b>	<b>20,172.92</b>	<b>122,311.15</b>	<b>0.00</b>	<b>0.00</b>	<b>122,311.15</b>	<b>242,075.00</b>	<b>-119,763.85</b>	<b>50.5%</b>
<b>Grant &amp; Gift Fund Expenses</b>									
8800300 · 2020/21 Per Capita Grant	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.0%
8800311 · Adult Materials - Per Capita	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.0%
8800321 · Youth Materials - Per Capita	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.0%
8800331 · Staff Software - Per Capita	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.0%
8040350 · Per Capita Grant; Current FY	6,967.23	5,416.67	0.00	0.00	8,053.03	8,053.03	65,000.00	-56,946.97	12.4%
8040355 · Per Capita Grant; Previous FY	0.00	2,083.33	0.00	0.00	0.00	0.00	25,000.00	-25,000.00	0.0%
8800332 · Public Software	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.0%
8800333 · Computer Equipment	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.0%
8800341 · Other Equipment	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.0%
8800342 · Additional Expenses (Personnel)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
9030300 · Misc. Grants	0.00	5,416.67	0.00	0.00	0.00	0.00	65,000.00	-65,000.00	0.0%
9200300 · Additional Expenses	0.00	416.67	0.00	0.00	0.00	0.00	5,000.00	-5,000.00	0.0%
<b>Total Grant &amp; Gift Fund Expenses</b>	<b>6,967.23</b>	<b>13,333.33</b>	<b>0.00</b>	<b>0.00</b>	<b>8,053.03</b>	<b>8,053.03</b>	<b>160,000.00</b>	<b>-151,946.97</b>	<b>5.0%</b>
<b>Capital Expenses</b>									
9060100 · Library Furnishings	0.00	2,083.33	70.28	0.00	0.00	70.28	25,000.00	-24,929.72	0.3%
9070100 · Library Equipment	0.00	2,083.33	0.00	0.00	0.00	0.00	25,000.00	-25,000.00	0.0%
9080100 · Small Equipment under \$250	0.00	416.67	0.00	0.00	0.00	0.00	5,000.00	-5,000.00	0.0%
9090100 · Adtl. Capital Projects & Equipment	14,144.00	6,666.67	15,058.60	0.00	0.00	15,058.60	80,000.00	-64,941.40	18.8%
9050200 · Library District Act	19,247.51	12,500.00	0.00	37,340.34	0.00	37,340.34	150,000.00	-112,659.66	24.9%
9060200 · Special Reserve Expenditures	0.00	33,333.33	0.00	11,995.00	0.00	11,995.00	400,000.00	-388,005.00	3.0%
<b>Total Capital Expenses</b>	<b>33,391.51</b>	<b>57,083.33</b>	<b>15,128.88</b>	<b>49,335.34</b>	<b>0.00</b>	<b>64,464.22</b>	<b>685,000.00</b>	<b>-620,535.78</b>	<b>9.4%</b>
<b>Transfer to Reserve Fund</b>									
9100100 · Transfer to Reserve Fund	0.00	137,500.00	0.00	0.00	0.00	0.00	1,650,000.00	-1,650,000.00	0.0%
<b>Total Transfer to Reserve Fund</b>	<b>0.00</b>	<b>137,500.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1,650,000.00</b>	<b>-1,650,000.00</b>	<b>0.0%</b>
	<b>253,659.74</b>	<b>565,885.42</b>	<b>1,399,873.43</b>	<b>49,335.34</b>	<b>18,838.24</b>	<b>1,468,047.01</b>	<b>6,790,625.00</b>	<b>-5,322,577.99</b>	<b>21.6%</b>
<b>Total Expenditures</b>	<b>253,659.74</b>	<b>565,885.42</b>	<b>1,399,873.43</b>	<b>49,335.34</b>	<b>18,838.24</b>	<b>1,468,047.01</b>	<b>6,790,625.00</b>	<b>-5,322,577.99</b>	<b>21.6%</b>
<b>Net Total</b>	<b>-232,445.83</b>	<b>-26,538.63</b>	<b>2,484,668.35</b>	<b>-4,636.19</b>	<b>65,765.64</b>	<b>2,545,797.80</b>	<b>-318,463.53</b>	<b>2,864,261.33</b>	

**McHenry Public Library District**  
**Financial Report Detail by Month**  
**For the 6 Month(s) Ended December 31, 2024**

	July	August	September	October	November	December	January	February	March	April	May	June	YTD Total
<b>Revenues</b>													
6010100 · Property Taxes	1,984,080.59	195,660.31	1,469,421.07	62,278.40	51,201.27	0.00							3,762,641.64
6015100 · Revenue Recapture Property Tax	5,144.14	507.28	3,809.78	161.48	132.73	0.00							9,755.41
6020200 · Developer Fees	0.00	0.00	0.00	22,428.00	0.00	0.00							22,428.00
6030100 · Interest Income - General	14,169.99	13,777.92	14,728.06	15,264.43	13,324.53	12,219.91							83,484.84
6030200 · Special Reserve Fund Interest	4,263.73	4,206.55	3,393.91	3,753.38	3,430.67	3,222.91							22,271.15
6030300 · Grant/Gifts Fund Interest	2,250.94	2,213.49	1,809.58	2,005.52	1,830.00	1,710.76							11,820.29
6035100 · Dividends	0.00	0.00	0.00	0.00	0.00	0.00							0.00
6040100 · Nonresident/Enhanced Fee Cards	0.00	0.00	45.00	0.00	45.00	45.00							135.00
6050100 · Fines and Fees	1,407.70	1,751.40	1,382.21	920.95	2,267.67	1,019.50							8,749.43
6055100 · Collection Agency Fees	10.00	20.00	0.00	0.00	40.00	10.00							80.00
6060100 · Copy/Scan/Fax Income	1,104.65	1,879.05	1,284.30	1,595.55	1,442.60	1,253.90							8,560.05
6070200 · Reserve Fund Gifts	0.00	0.00	0.00	0.00	0.00	0.00							0.00
6070300 · General Fund Gifts	2.83	6.36	12.00	10,608.88	3.30	0.51							10,633.88
6080200 · Bond & Debt Certificate Sale	0.00	0.00	0.00	0.00	0.00	0.00							0.00
6090100 · Annexation & Impact Fees	0.00	0.00	0.00	0.00	0.00	0.00							0.00
6090200 · Transfers From Other Funds (9100-100)	0.00	0.00	0.00	0.00	0.00	0.00							0.00
6105100 · Retiree/Cobra Insurance Payment	0.00	0.00	0.00	0.00	4,455.44	0.00							4,455.44
6110100 · Program Fees/Misc. Fees	0.00	0.00	0.00	0.00	0.00	0.00							0.00
6120100 · Meeting Room Fees	40.00	50.00	65.00	30.00	25.00	10.00							220.00
6125100 · License Plate Renewal Fees	0.00	0.00	0.00	0.00	0.00	0.00							0.00
6130100 · Misc.	20.00	937.00	463.00	36.00	25.00	41.00							1,522.00
6130200 · Misc. Income SR	0.00	0.00	0.00	0.00	0.00	0.00							0.00
6150100 · Lost & Damaged Materials	397.16	521.31	411.35	191.90	428.70	369.71							2,320.13
6157100 · CCS/LLSAP Income	0.00	0.00	0.00	1,312.90	0.00	1,312.90							2,625.80
6160100 · Solar Credits	0.00	0.00	0.00	0.00	0.00	0.00							0.00
6170300 · Per Capita Grant	62,150.22	0.00	0.00	0.00	0.00	0.00							62,150.22
6200100 · Over/Short	-1.95	-1.24	-0.05	-5.35	2.31	-2.19							-8.47
6210300 · Miscellaneous Grants	0.00	0.00	0.00	0.00	0.00	0.00							0.00
9100200 · Transfer from General Fund	0.00	0.00	0.00	0.00	0.00	0.00							0.00
<b>Total Revenues</b>	<b>2,075,040.00</b>	<b>221,529.43</b>	<b>1,496,825.21</b>	<b>120,582.04</b>	<b>78,654.22</b>	<b>21,213.91</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>4,013,844.81</b>
<b>Expenditures</b>													
<b>Personnel Expenses</b>													
8910100 · Salaries	100,239.09	103,772.36	105,698.10	164,229.66	109,872.65	107,460.83							691,272.69
8920100 · FICA/Medicare	7,376.87	7,648.17	7,795.50	12,234.70	8,114.86	7,928.81							51,098.91
8930100 · IMRF	10,387.96	9,678.08	10,659.00	15,878.86	12,020.65	10,354.10							68,978.65
8940100 · Health & Life Insurance	11,568.80	12,372.80	12,372.80	12,364.44	13,773.20	13,457.32							75,909.36
8945100 · Recruiting/Preemployment Screen	0.00	27.95	111.80	27.95	320.80	0.00							488.50
8950100 · Tuition Reimbursement	832.50	832.50	0.00	827.50	0.00	0.00							2,492.50
8955100 · Telecommute Reimbursements	0.00	0.00	0.00	0.00	0.00	0.00							0.00
8960100 · Memberships & Dues	50.00	0.00	0.00	777.77	160.00	619.50							1,607.27
8970100 · Travel	42.13	167.10	198.16	417.53	141.07	195.50							1,161.49
8980100 · Continuing Education (Mtg/Conf)	0.00	730.00	685.75	668.50	106.10	230.40							2,420.75
<b>Total Personnel</b>	<b>130,497.35</b>	<b>135,228.96</b>	<b>137,521.11</b>	<b>207,426.91</b>	<b>144,509.33</b>	<b>140,246.46</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>895,430.12</b>

**McHenry Public Library District**  
**Financial Report Detail by Month**  
**For the 6 Month(s) Ended December 31, 2024**

	July	August	September	October	November	December	January	February	March	April	May	June	YTD Total
<b>Materials and Supplies</b>													
8010100 · Adult Books	2,066.67	3,347.95	4,541.33	3,491.00	3,119.30	4,798.99							21,365.24
8020100 · Youth Books	2,304.46	3,097.22	4,360.33	2,900.92	1,571.10	4,567.78							18,801.81
8025100 · Professional Resources	0.00	21.18	0.00	0.00	0.00	0.00							21.18
8028100 · Administrative Resources	0.00	46.96	0.00	0.00	0.00	83.20							130.16
8030100 · Magazines & Newspapers	0.00	674.22	111.20	546.00	484.18	2,981.74							4,797.34
8040300 · Operating Fund Gifts(Donations)	1,375.00	65.82	678.64	712.06	1,099.61	6,865.62							10,796.75
8050100 · Adult AV Materials	733.75	1,067.44	810.26	2,164.17	1,740.55	1,581.54							8,097.71
8060100 · Youth AV Materials	0.00	1,016.43	1,277.13	777.10	659.35	459.64							4,189.65
8070100 · Library of Things	0.00	81.98	386.80	106.66	0.00	1,202.96							1,778.40
8080100 · Video Games	1,395.00	0.00	1,785.00	2,130.00	1,055.00	0.00							6,365.00
8090100 · Digital Media Services	5,302.22	5,547.83	165.91	44,355.67	171.91	11,128.96							66,672.50
8095100 · Electronic Resources	16,541.96	3,347.34	2,283.96	5,817.77	4,067.63	2,372.76							34,431.42
8120100 · Library Supplies	31.99	97.24	0.00	278.89	69.77	151.42							629.31
8130100 · Tech Services Supplies	-356.96	79.26	1,309.80	662.26	1,074.83	772.26							3,541.45
8135100 · Bindery	0.00	0.00	0.00	0.00	0.00	0.00							0.00
8140100 · Adult Programs & Supplies	1,149.21	1,656.93	858.97	1,497.80	121.90	759.57							6,044.38
8142100 · Comicon	0.00	67.82	467.37	3,074.06	1,039.87	0.00							4,649.12
8145100 · Circulation Supplies	42.99	88.59	548.40	0.00	288.29	274.30							1,242.57
8147100 · Summer Reading Club	0.00	592.63	0.00	0.00	135.91	1.00							729.54
8150100 · Youth Programs & Supplies	1,354.81	1,956.36	2,066.26	1,632.76	184.40	860.42							8,055.01
<b>Total Material and Supplies</b>	<b>31,941.10</b>	<b>22,853.20</b>	<b>21,651.36</b>	<b>70,147.12</b>	<b>16,883.60</b>	<b>38,862.16</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>202,338.54</b>
<b>Contracted Services</b>													
8215100 · Collection Agency Fees	0.00	82.40	61.80	51.50	92.70	51.50							339.90
8245100 · IT/Comp/Copier/Equip-Outsourced	9,893.15	12,727.14	6,761.06	600.00	6,589.72	10,991.00							47,562.07
8247100 · Automation--Staff	300.00	1,963.30	1,174.70	1,117.85	5,517.94	794.56							10,868.35
8250-100 · Vehicle Expenses	0.00	0.00	0.00	0.00	0.00	0.00							0.00
8260100 · Misc. Contracted Services	0.00	0.00	0.00	0.00	0.00	0.00							0.00
8270100 · Library Bank/Finance/Late Fee	30.00	31.47	147.40	30.00	30.00	0.00							268.87
8275100 · Public Pmt Processing Fees	133.73	161.81	143.97	122.65	253.28	145.29							960.73
8285100 · License Plate Fees Settlement	0.00	0.00	0.00	0.00	0.00	0.00							0.00
<b>Total Contracted Services</b>	<b>10,356.88</b>	<b>14,966.12</b>	<b>8,288.93</b>	<b>1,922.00</b>	<b>12,483.64</b>	<b>11,982.35</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>59,999.92</b>
<b>Consortium &amp; IT/Network Services</b>													
8310100 · Automation--Circulation/Catalog	15,641.80	0.00	0.00	15,641.80	0.00	0.00							31,283.60
8320100 · VOIP Phone Service	3,268.49	0.00	3,292.72	50.00	1,655.04	1,662.62							9,928.87
8325100 · Internet Services	1,553.80	487.80	1,081.00	776.90	462.80	1,550.66							5,912.96
<b>Total Consortium &amp; IT/Network Services</b>	<b>20,464.09</b>	<b>487.80</b>	<b>4,373.72</b>	<b>16,468.70</b>	<b>2,117.84</b>	<b>3,213.28</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>47,125.43</b>
<b>Professional Services</b>													
8410100 · Accounting/Payroll/Audit Service	3,337.74	4,262.16	3,352.60	3,362.71	3,362.71	3,342.49							21,020.41
8420100 · Legal Services	0.00	0.00	0.00	0.00	0.00	0.00							0.00
8430100 · Other Consulting Fees	0.00	0.00	0.00	0.00	2,272.25	0.00							2,272.25
8440100 · In Service/Staff Training/LMS	600.00	0.00	0.00	1.00	3,831.35	0.00							4,432.35
<b>Total Professional Services</b>	<b>3,937.74</b>	<b>4,262.16</b>	<b>3,352.60</b>	<b>3,363.71</b>	<b>9,466.31</b>	<b>3,342.49</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>27,725.01</b>
<b>Printing, Publications &amp; Postage</b>													
8510100 · Printing Services Outsourced	5,105.10	29.98	587.75	5,156.23	326.40	0.00							11,205.46
8530100 · Public Notices & ADS (Legal & Job)	73.50	0.00	635.00	0.00	0.00	968.50							1,677.00
8540100 · Postage/Shipping	114.54	251.44	2,824.43	147.85	2,593.33	142.79							6,074.38
8545100 · Printing/Copier Supplies	0.00	248.58	0.00	0.00	0.00	350.00							598.58
8550100 · Public Relations/Promotions	37.99	1,298.09	0.00	0.00	586.04	9.37							1,931.49
<b>Total Printing, Publications &amp; Postage</b>	<b>5,331.13</b>	<b>1,828.09</b>	<b>4,047.18</b>	<b>5,304.08</b>	<b>3,505.77</b>	<b>1,470.66</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>21,486.91</b>

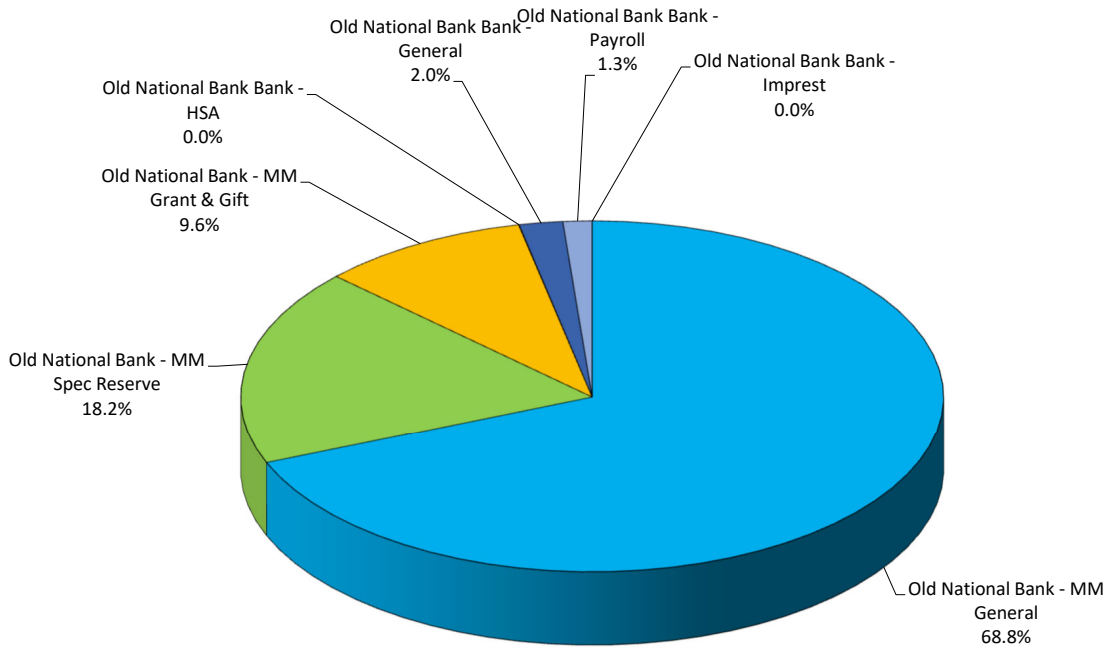
**McHenry Public Library District**  
**Financial Report Detail by Month**  
**For the 6 Month(s) Ended December 31, 2024**

	July	August	September	October	November	December	January	February	March	April	May	June	YTD Total
<b>Utilities</b>													
8610100 · Electricity	2,708.30	2,551.70	2,995.26	2,063.85	1,778.86	1,942.61							14,040.58
8620100 · Gas	158.03	148.16	152.45	160.05	629.97	1,388.19							2,636.85
8640100 · Water & Sewer	0.00	912.79	0.00	1,215.91	0.00	306.55							2,435.25
<b>Total Utilities</b>	<b>2,866.33</b>	<b>3,612.65</b>	<b>3,147.71</b>	<b>3,439.81</b>	<b>2,408.83</b>	<b>3,637.35</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>19,112.68</b>
<b>Miscellaneous Operating Expenses</b>													
8720100 · Building & Auto Insurance	0.00	0.00	39,608.00	0.00	0.00	0.00							39,608.00
8730100 · Bonding & Officers Liability	0.00	0.00	0.00	1,043.00	0.00	0.00							1,043.00
8740100 · Janitorial Services & Supplies	5,714.07	6,815.52	6,951.04	6,188.97	7,251.42	7,034.72							39,955.74
8745100 · Grounds Maintenance	1,625.00	1,688.92	3,225.18	3,419.22	6,220.18	0.00							16,178.50
8750100 · Building Operations/Maintenance	1,179.16	2,798.75	2,975.23	9,870.10	3,619.27	3,307.23							23,749.74
8760100 · Hospitality	173.61	206.23	403.62	196.99	525.48	200.96							1,706.89
8770100 · Library Lost & Damaged Materials	14.20	0.50	13.01	22.91	15.32	3.34							69.28
8795100 · Miscellaneous	0.00	0.00	0.00	0.00	0.00	0.00							0.00
<b>Total Miscellaneous Operating Expenses</b>	<b>8,706.04</b>	<b>11,509.92</b>	<b>53,176.08</b>	<b>20,741.19</b>	<b>17,631.67</b>	<b>10,546.25</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>122,311.15</b>
<b>Grant &amp; Gift Fund Expenses</b>													
8800300 · 2020/21 Per Capita Grant	0.00	0.00	0.00	0.00	0.00	0.00							0.00
8800311 · Adult Materials - Per Capita	0.00	0.00	0.00	0.00	0.00	0.00							0.00
8800321 · Youth Materials - Per Capita	0.00	0.00	0.00	0.00	0.00	0.00							0.00
8800331 · Staff Software - Per Capita	0.00	0.00	0.00	0.00	0.00	0.00							0.00
8040350 · Per Capita Grant; Current FY	0.00	0.00	0.00	0.00	1,085.80	6,967.23							8,053.03
8040355 · Per Capita Grant; Previous FY	0.00	0.00	0.00	0.00	0.00	0.00							0.00
8800332 · Public Software	0.00	0.00	0.00	0.00	0.00	0.00							0.00
8800333 · Computer Equipment	0.00	0.00	0.00	0.00	0.00	0.00							0.00
8800341 · Other Equipment	0.00	0.00	0.00	0.00	0.00	0.00							0.00
8800342 · Additional Expenses (Personnel)	0.00	0.00	0.00	0.00	0.00	0.00							0.00
9030300 · Misc. Grants	0.00	0.00	0.00	0.00	0.00	0.00							0.00
9200300 · Additional Expenses	0.00	0.00	0.00	0.00	0.00	0.00							0.00
<b>Total Grant &amp; Gift Fund Expenses</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1,085.80</b>	<b>6,967.23</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>8,053.03</b>
<b>Capital Expenses</b>													
9060100 · Library Furnishings	0.00	0.00	70.28	0.00	0.00	0.00							70.28
9070100 · Library Equipment	0.00	0.00	0.00	0.00	0.00	0.00							0.00
9080100 · Small Equipment under \$250	0.00	0.00	0.00	0.00	0.00	0.00							0.00
9090100 · Adtl. Capital Projects & Equipment	0.00	914.60	0.00	0.00	0.00	14,144.00							15,058.60
9050200 · Library District Act	0.00	5,502.00	5,064.94	7,525.89	0.00	19,247.51							37,340.34
9060200 · Special Reserve Expenditures	0.00	0.00	11,995.00	0.00	0.00	0.00							11,995.00
<b>Total Capital Expenses</b>	<b>0.00</b>	<b>6,416.60</b>	<b>17,130.22</b>	<b>7,525.89</b>	<b>0.00</b>	<b>33,391.51</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>64,464.22</b>
<b>Transfer to Reserve Fund</b>													
9100100 · Transfer to Reserve Fund	0.00	0.00	0.00	0.00	0.00	0.00							0.00
<b>Total Transfer to Reserve Fund</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Total Expenditures</b>	<b>214,100.66</b>	<b>201,165.50</b>	<b>252,688.91</b>	<b>336,339.41</b>	<b>210,092.79</b>	<b>253,659.74</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1,468,047.01</b>
<b>Net Total</b>	<b>1,860,939.34</b>	<b>20,363.93</b>	<b>1,244,136.30</b>	<b>-215,757.37</b>	<b>-131,438.57</b>	<b>-232,445.83</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>2,545,797.80</b>



**McHenry Public Library District  
Investments  
For the 6 Month(s) Ended December 31, 2024**

<b>Bank</b>	<b>Current Rate</b>	<b>Book Balance</b>
Old National Bank - MM General	3.94%	4,691,502
Old National Bank - MM Spec Reserve	3.94%	1,237,350
Old National Bank - MM Grant & Gift	3.94%	656,801
Old National Bank Bank - HSA	n/a	1,510
Old National Bank Bank - General	n/a	136,406
Old National Bank Bank - Payroll	n/a	90,951
Old National Bank Bank - Imprest	n/a	164
<b>Total</b>	<b>\$</b>	<b>6,814,685</b>



**McHenry Public Library District**  
**INTERIM CHECKS ISSUED - December 2024**  
**(NOT INCLUDED ON BILL REPORT)**

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

<b>Account - General Fund</b>					
<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>	<u>ACCT#</u>	<u>DATE</u>	<u>CHECK</u>
MDC Environmental Services	Waste	\$ 597.27	8745-100	12/01/24	EFT
AT&T	Internet	\$ 314.10	8325-100	12/01/24	EFT
First Communications	Phone	\$ 1,662.62	8320-100	12/04/24	EFT
Sam's Club	Supplies	\$ 15.98	Various	12/18/24	EFT
Bankcard Processing	Credit Card	\$ 5,807.94	Various	12/18/24	EFT
Comcast	Internet	\$ 462.80	8325-100	12/27/24	EFT
AT&T	Internet	\$ 314.10	8325-100	12/30/24	EFT
<b>subtotal for account</b>		<b>\$ 9,174.81</b>			

<b>Account - HSA/Building</b>					
Old National Bank	Employee contributions HSA	\$ 312.50	8940-100	12/10/24	EFT
Old National Bank	Employer contributions HSA	\$ 525.79	8940-100	12/10/24	EFT
Old National Bank	Employee contributions HSA	\$ 525.79	8940-100	12/24/24	EFT
<b>subtotal for account</b>		<b>\$ 1,364.08</b>			

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

<b>Account - Imprest</b>					
<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>	<u>ACCT#</u>	<u>DATE</u>	<u>CHECK</u>
State Chemical Solutions	Supplies	\$ 522.09	8740-100	12/18/24	1288
<b>subtotal for account</b>		<b>\$ 522.09</b>			

**GRAND TOTAL CHECKS ISSUED \$ 11,060.98**

## Reimbursement Report

McHenry Public Library District

Check Dates: 12/10/2024 to 12/24/2024

Pay Periods: 11/18/2024 to 12/20/2024

# Reimbursement Report

December 2024

Employee	Amount
Nowalk, Stephanie M.	\$25.95
<b>Totals for REIPC -- Petty Cash Reimbursement</b>	<b>\$25.95</b>

1 Employees

Employee	Amount
Baseley, Steffanie L.	\$1.13
Culp, Steffanie M.	\$9.02
Jakacki, Lesley E.	\$26.73
Kimbrel, Kevin M.	\$29.48
Milfajt, Kathy A.	\$33.63
Moreno Lomeli, Araceli M.	\$30.89
Salazar, Bertha A.	\$37.46
Stansbury, Alie A.	\$1.21

**Totals for REITR -- Travel Reimbursement**

8 Employees

**\$169.55**

### Report Totals

Code	Description	Employees	Amount
REIPC	Petty Cash Reimbursement	1	\$25.95
REITR	Travel Reimbursement	8	\$169.55
<b>Totals</b>		<b>9</b>	<b>\$195.50</b>



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Paylocity Corporation  
(888) 873-8205

User: JMay

Run on 1/15/2025 at 3:06 PM

JANUARY 2025 (FY 2024-2025)			Bankcard Transactions - Sorted By Budget Account			
NAME	TRANSACTION DATE	MERCHANT NAME	AMOUNT	NOTES	ACCOUNT	ACCOUNT TOTALS
JAKACKI	12/27/2024	GRAMMARLY CO*V8RMYVE	\$ 139.95	Prepaid: 12/27/24-12/26/25	8028-100	
MAY	12/26/2024	GOVDOCS INC.	\$ 49.19		8028-100	\$ 189.14
MILFAJT	12/30/2024	SHAW SUBURBAN MEDIA-SU	\$ 65.00		8030-100	
MILFAJT	12/19/2024	CHICAGO TRIB SUBSCRIPT	\$ 676.00		8030-100	\$ 741.00
MICHALSKI	12/13/2024	REESES BARKERY & PAWTI	\$ 10.00		8040-300	\$ 10.00
SPAARGAREN	12/30/2024	TARGET 00011668	\$ 16.99		8070-100	\$ 16.99
MAY	01/01/2025	HELP.MAX.COM	\$ 16.99		8090-100	
MAY	12/28/2024	Disney Plus	\$ 12.00		8090-100	
MAY	12/28/2024	HLU*HULUPLUS	\$ 18.99		8090-100	
MAY	12/22/2024	HLU*HULUPLUS	\$ 18.99		8090-100	
MAY	12/21/2024	Disney Plus	\$ 12.00		8090-100	
MAY	12/21/2024	HLU*HULUPLUS	\$ 18.99		8090-100	
MAY	12/13/2024	Disney Plus	\$ 12.00		8090-100	
MAY	12/09/2024	APPLE.COM/BILL	\$ 9.99		8090-100	
MAY	12/08/2024	discovery+	\$ 8.99		8090-100	
MICHALSKI	12/29/2024	HULU 877-8244858 CA	\$ 18.99		8090-100	
MICHALSKI	12/16/2024	PARAMOUNT+	\$ 5.99		8090-100	
MICHALSKI	12/09/2024	Disney Plus	\$ 12.00		8090-100	
STANSBURY	01/02/2025	Amazon Kids+*ZD1H37NH2	\$ 7.99		8090-100	\$ 173.91
STANSBURY	12/19/2024	COLLABORATIVE SUMMER L	\$ 39.95		8147-100	
STANSBURY	12/19/2024	DUNKIN #355228	\$ 25.00		8147-100	\$ 64.95
STANSBURY	12/19/2024	MEIJER STORE #218	\$ 4.24		8150-100	
STANSBURY	12/19/2024	THE UPS STORE 4064	\$ 639.00		8150-100	
STANSBURY	12/19/2024	THE UPS STORE 4064	\$ 300.00		8150-100	\$ 943.24
JAKACKI	01/02/2025	USPS PO 1646800050	\$ 5.58		8540-100	
MICHALSKI	12/21/2024	USPS PO 1646800050	\$ 5.11		8540-100	\$ 10.69
JAKACKI	12/31/2024	VISTAPRINT	\$ 102.71		8550-100	
JAKACKI	12/31/2024	FACEBK *LVYZ2HQ5S2	\$ 43.40		8550-100	\$ 146.11
SCHNAEBELE	12/30/2024	THE HOME DEPOT #1969	\$ 205.19		8745-100	\$ 205.19
SCHNAEBELE	12/11/2024	THE HOME DEPOT #1969	\$ 187.12		8750-100	
SCHNAEBELE	12/10/2024	THE HOME DEPOT #1969	\$ 35.52		8750-100	\$ 222.64
JAKACKI	12/16/2024	JEWEL OSCO 1518	\$ 134.53		8760-100	
JAKACKI	12/09/2024	TARGET.COM	\$ 16.90		8760-100	
JAKACKI	12/09/2024	TARGET.COM	\$ 5.00		8760-100	
JAKACKI	12/09/2024	TARGET.COM	\$ 5.00		8760-100	
JAKACKI	12/09/2024	TARGET.COM	\$ 5.00		8760-100	
JAKACKI	12/08/2024	TARGET.COM	\$ 56.92		8760-100	\$ 223.35
SPAARGAREN	12/19/2024	AMERLIBASSOC ECOMMERCE	\$ 88.00	Prepaid: 12/1/24-11/30/25	8960-100	\$ 88.00
STANSBURY	01/07/2025	AMERICAN LIBRARY ASSOC	\$ 79.00		8980-100	
STANSBURY	01/06/2025	UW CE REGISTRATION CEN	\$ 225.00		8980-100	
STANSBURY	12/19/2024	EVENTCOMBOUS*ANDERSONS	\$ 76.71		8980-100	
STANSBURY	12/12/2024	AMERICAN LIBRARY ASSOC	\$ 39.50		8980-100	
STANSBURY	12/09/2024	LIBRARYWORKS/MODLIBAWD	\$ 100.00		8980-100	\$ 520.21
TOTAL BANKCARD TRANSACTIONS:			\$ 3,555.42			





UNIT 491  
McHENRY, IL

December 10, 2024

Assistant Director  
McHenry Public Library  
809 N. Front Street  
McHenry, IL 60050

Dear Assistant Director:

On behalf of the McHenry American Legion Auxiliary Unit 491, enclosed is a donation check in the amount of \$75.00 to help your continuing effort to buy books for the library, especially those military related.

We lost one of our Past Presidents this year, Cecilia Violet, and would like a book to be dedicated to her, in honor of her many years of service to the American Legion Auxiliary.

Sincerely,

A handwritten signature in blue ink that reads "Cary Weigert".

Cary Weigert  
President  
American Legion Auxiliary  
Unit 491



Cary Weigert, President  
McHenry American Legion Auxiliary Unit 491  
1331 N. Riverside Drive  
McHenry, IL 60051

December 30, 2024

Dear President Weigert,

Thank you to the McHenry American Legion Auxiliary Post 491 for your \$75.00 donation to McHenry Public Library District to purchase military related books for the library. Staff are selecting appropriate titles. We will let you know how it was used, and which title was dedicated to Past President Cecilia Violet.

Thank you again for your donation to the McHenry Public Library District. Supporters like you help us expand our collections and services to the McHenry Community.

With appreciation,

Kathy Milfajt  
Technical Services Manager



## FISH of McHenryFood Pantry

December 18, 2024

McHenry Public Library  
809 North Front Street  
McHenry, Illinois 60051

To Whom It May Concern,

In the midst of this season of gratitude and giving, we are taking this opportunity to let you know how fortunate we feel to be working in such a generous and giving community and to thank you for your \$2272.25 donation to FISH Food Pantry. In the true spirit of the season, you will help make the holidays just a little bit brighter for some of our neighbors who are struggling to care and provide for their families this year. Your gift will provide a holiday meal box, their choice of a turkey or ham and a bag of russet and/or sweet potatoes for 98 local families. Your support is immeasurable and so appreciated!

On behalf of all of us at FISH, I wish you all, the happiest of holidays and the best year ever in 2025!

*FISH of McHenry, Inc. is a 501(c)(3) charitable organization. No goods or services were exchanged with the donor in consideration of this charitable contribution.*

Warmest regards,

Sue Kapraun  
Director

*"A generous heart, kind speech and a life of service and compassion are the things that renew humanity." -Gandhi -*

FISH of McHenry Food Pantry PO Box 282 McHenry, IL 815/344-4717



# Financial Education Foundation

To: McHenry Library  
From: Financial Education Foundation

December 28, 2024

Please accept our donation of \$1500 to be used to purchase books or other media material related to financial education for children or young adults.

My Best,

A handwritten signature in dark ink, appearing to read "Imena Ardagna".

Financial Education Foundation  
2215 Delore Dr.  
McHenry, IL. 60051



January 2, 2025

Tambra Ardagna  
Financial Education Foundation  
2215 Delore Dr.  
McHenry, IL 60051

Dear Ms. Ardagna,

We thank you for your generous donation of \$1500.00 on December 27, 2024, to purchase materials and databases and provide programs related to financial education for children or young adults. Staff are looking into the best possible use of your donation and we will let you know how it was used.

Thank you again for your generous donation to the McHenry Public Library District. Supporters like you help us expand our collections and services to the McHenry Community.

With appreciation,

Kathy Milfajt  
Technical Services Manager



McHenry Public Library District  
809 Front St. McHenry IL 60050  
815.385.0036  
[www.mchenrylibrary.org](http://www.mchenrylibrary.org)

January 13, 2025

Melissa Thorsen, Community Relations Manager  
Bear Family McDonald's  
888 N. La Fox St. South Elgin IL 60177

Dear Melissa,

We would like to extend our sincere gratitude to the Bear Family McDonald's group for supporting McHenry Public Library's Winter Reading Program with 150 free hot cocoa coupons for our finishers. This was the library's first Winter Reading Program since January 2020, so we were glad to be able to offer this once more to our patrons. Participants who received the coupons were excited to receive them, and the promise of hot cocoa was a perfect tie-in to our program theme, *Bundle Up With a Book!*

Thank you again for Bear Family McDonald's generosity. We are so grateful for the partnership we have fostered with your organization.

Best,

Alie Stansbury  
Youth Services Department Manager

# LIBRARY CARD POLICY- Revised\*\*

(approved 03/19/2013, revised XX/XX/2025)

Library cards issued by the McHenry Public Library District (MPLD) represent a binding contract between the Library and the cardholder, including the parent/guardian of a minor cardholder. The cardholder is responsible for all materials borrowed or accessed using the card, regardless of who uses it, and for any associated fines or fees and agrees to the library's policies relating to library card use. MPLD reserves the right to deny borrowing privileges to any cardholder.

## **Library Card Application and Renewal Requirements**

To apply for, renew, or replace a library card, applicants must provide identification verifying their identity and residency. A photo ID with the current address is preferred. If the address on the photo ID is not up to date, a second form of identification showing the current address is required. Additional requirements may vary based on the type of card for which the applicant qualifies. When renewing a card, the account must be in good standing.

To maintain up-to-date account information, cards have expiration dates, which vary by card type and start from the issue date. Expired patron records are purged regularly following consortial procedures.

## **Examples of Acceptable Forms of ID:**

- Current utility bill, credit card, or bank statement
- Imprinted checks
- Mail postmarked within the last 30 days
- Passport
- Property tax bill or lease paperwork
- School identification card for high school students
- Valid driver's license or state identification card
- Voter registration card

\*\* Updates made to allow young adults to self register for card. Revised the rest of the policy for consistency and clarity of language and format. Added a library card type that was added during the COVID-19 emergency, but not added to official policy and expanded on ways to limit liability of lost or stolen cards. Also, recommending we no longer offer the Enhanced Card.

**For Young Adults (Ages 14-17):**

Young adults can register and sign for a library card by presenting their own acceptable forms of ID and a copy of their parent or legal guardian's current photo ID.

**For Children Under 14:**

Children must be accompanied by a parent or legal guardian, who will sign the library card and application for their child, indicating responsibility for any lost, damaged, or overdue items.

When completing a library card application, MPLD will collect the following information from the applicant:

- Name
- Address
- Birthdate
- E-mail address and/or phone number
- Signature of the applicant, parent, or legal guardian

## **Card Types**

**Resident Card**

- All residents who permanently reside within MPLD boundaries are eligible for a library card. Children aged 17 and under who reside outside the MPLD boundaries may obtain a Resident Card when one parent resides within the boundaries. Children of shared legal guardianship may have up to two MPLD cards based on the permanent addresses of their respective parents or guardians.
- Valid for two (2) years, provided the cardholder continues to reside within MPLD boundaries.
- Access to all available services and materials at MPLD.

**Non-Resident Taxpayer Card**

- Patrons living outside MPLD boundaries but who, as an individual or as a partner, principal stockholder, or other joint owner, owns or leases property within the district are eligible for a library card. Photo identification and proof of taxable property or a copy of the commercial lease of that taxable property

are required. Per Illinois law, only one card per taxable property within MPLD boundaries can be issued to the person named on the tax bill or commercial lease.

- Valid for one (1) year.
- Access to all available services and materials at MPLD

### **Business Card**

- Businesses, non-profits, and churches within MPLD boundaries are eligible for a Business Library Card. The owner, president, or other designated person from the business may apply for the card and must provide a letter, either on company letterhead or accompanied by a business card, signed by the owner or president, taking responsibility for materials borrowed by its employees and any associated fines and fees.
- Valid for one (1) year.
- Access to selected services and materials available at MPLD. See Circulation Checkout Periods or individual service policies for specifics. This card type is not eligible for reciprocal borrowing or interlibrary loans.

### **Non-Resident Card**

- Residents of Illinois living outside the MPLD boundaries and not paying taxes to any Illinois public library may be eligible for a nonresident library card from MPLD. This applies if MPLD is the nearest public library or if MPLD is located within the school district where they reside. This card is subject to an annual fee set by the Library Board, calculated according to the formula established by the Illinois State Library and is comparable to the cost paid by residents of MPLD. The Library Board will review both the fee and the reciprocal borrowing privileges for nonresident cards each year in accordance with Illinois Public Acts 92-0166, 75 ILCS 5/4-7(12) and 16/30-55. 60. After paying the annual fee and presenting current identification that proves residency, nonresident cards can be issued to all permanent residents of that address.
- Valid for one (1) year.
- Access to all available services and materials at MPLD
- Programs like Cards for Kids or Veterans Cards assist in reducing or eliminating the annual fee.

## Educational Cards

- Educational cards are available to teachers, school librarians, and other staff members employed at schools within MPLD's service area. The Youth Services Department administers them as part of the Classroom Checkout Program, which allows school staff to borrow MPLD materials for use in their classrooms and school libraries. Patrons who live within MPLD's boundaries but work at a school outside this area and those seeking to borrow materials for personal use must use their personal library cards.

The Classroom Checkout Program allows educators to borrow materials for extended periods without overdue fines. Individuals should contact the Youth Services Department to request materials using an Educational Card.

Individuals requesting materials under the educational card are responsible for lost or damaged items.

- MPLD Staff may verify a person's employment at a school that resides within the MPLD's service boundaries when materials are requested.
- Access to selected services and materials available at MPLD. See Circulation Checkout Periods or individual service policies for specifics. This card type is not eligible for reciprocal borrowing, interlibrary loans, or access to databases and digital materials.

## Residents with Temporary Addresses ~~Temporary Card~~

- Individuals temporarily residing within MPLD boundaries may obtain a library card. Temporary residents must provide a photo ID and current residency documentation, such as household identification or a letter of residency.
- Valid for six (6) months.
- Access to selected services and materials available at MPLD, with a maximum of five (5) physical items checked out at a time. See Circulation Checkout Periods or individual service policies for specifics. This card type is not eligible for reciprocal borrowing or interlibrary loans.

## Temporary Digital Card

- District residents may apply for a temporary digital card online.
- Valid for two (2) months and may only be applied for once.

- Allows access to select digital materials and databases. See Circulation Checkout Periods or individual service policies for specifics. This card type is not eligible for physical items, reciprocal borrowing, or interlibrary loans.

## **Reciprocal Library Card**

- Patrons with a library card from another Illinois public library may register as Reciprocal Borrowing Patrons by providing both their home library card and a photo ID. The cards must be verified to be in good standing at their home library.
- Expires according to the expiration date on the home library card or in two (2) years if no expiration date is provided.
- Access to selected services and materials available at MPLD. See Circulation Checkout Periods or individual service policies for specifics. This card type is not eligible for reciprocal borrowing, interlibrary loans, or access to databases and digital materials.

## **~~ENHANCED RECIPROCAL LIBRARY CARD~~**

~~All Reciprocal Borrowing Patron card holders that are in good standing at their home library are eligible for an Enhanced card for an annual fee of \$45.00. This card provides the same services as a McHenry Library Resident Card with the exceptions of homebound delivery service. Patrons who are interested in an Enhanced Card must complete an application and provide a photo ID. The Enhanced card is only valid at MPLD.~~

## **Use of Library Cards**

### **Account Standing:**

A library card and account is in good standing when:

- The card is not expired.
- Cardholder's information is current.
- Fines and fees are below the allowable threshold of \$10.00, or if they exceed that amount, a current payment plan is on file.
- No materials on account are overdue, lost, or damaged.

When one or more of the criteria mentioned above are unmet, the library card and account will be considered delinquent. Delinquent cards will be blocked until the account is returned to good standing.

**Reciprocal Borrowing:**

Residents with a Resident, Non-Resident, or Non-Resident Taxpayer card in good standing may borrow materials from participating public libraries in Illinois through reciprocal borrowing. When registering and using their MPLD card at another library, patrons must adhere to that library's policies and requirements for card registration and reciprocal borrowing.

**Checkout Methods:**

When patrons check out materials, they are required to present their library card. If they do not have their physical card on hand during checkout, they may use a digital barcode, a driver's license, a state ID, a school ID, or any other photo identification that includes their printed name. Additionally, patrons can manually enter their card number at self-checkout stations.

**Lost or Stolen Cards**

Cardholders who lose their card will be charged a \$2.00 fee for replacement.

Cardholders must promptly notify MPLD if their card is lost or stolen to prevent unauthorized use. Upon receiving such notification, MPLD will block the account and issue a new library card number. Until a card is reported lost or stolen, the library will assume that anyone presenting the card has the cardholder's permission to access the account. If a patron provides a police report documenting the lost or stolen card, their liability for any unauthorized items checked out after the date reported will be limited to \$50.00.

When unauthorized use occurs by family members or individuals living in the same household, the cardholder is completely responsible for any costs associated with replacing materials and any charges related to collection agency fees. There is no limit to this liability.

**Suspension or Termination of Library Card Privileges:**

Library cards and privileges may be suspended or terminated if the cardholder does not comply with MPLD policies or fails to pay fines and fees promptly. MPLD can enforce its policies through collection agencies, civil actions, and/or criminal prosecution.



# Library Cards Types and Use of Library Cards-

## CURRENT POLICY

### Resident Card

All residents who live within the MPLD boundaries (see boundary map for details) are eligible for a library card. Adults (18 and over) must complete an application and provide a government issued photo ID. If address is not current on photo ID, a second form of identification showing proof of residency is required. Examples of proof include: Driver's License (DL), state issued IDs, passports, utility bills, check, credit card statements, property tax bill, current lease, bank statement, etc. Children (newborn to age 17) must have a parent or legal guardian apply for the card. The above identification requirements must be met for the parent/guardian. Resident cards expire every 2 years.

### Non-resident Taxpayer Library Card

All patrons who live outside of the MPLD boundaries but who also own property within the library district boundaries are eligible for a library card – they must submit a copy of their tax bill as proof. A non-resident taxpayer must complete an application; provide both a photo ID showing current home address and a copy of the most recent tax bill or a copy of the commercial lease pertaining to the taxable property. Only one card is issued per parcel of taxable property located within the MPLD boundaries. The Non-resident Taxpayer Library Card is issued for one year and must be renewed annually by presenting a copy of the most recent tax bill or a copy of the commercial lease.

### Non-resident Library Card

All patrons outside the MPLD boundaries who are not served by an Illinois public library are eligible for a non-resident library card, subject to state laws, at a cost determined annually by the Library Board. Adults (18 and over) must complete an application and provide a photo ID. If the address is not current on Photo ID, a second form of identification showing proof of residency is required. Examples of proof include: DL, state issued IDs, passports, utility bills, check, credit card statements, property tax bill, current lease, bank statement, etc. Children (newborn to age 17) must have a parent or legal guardian apply for the card. The above identification requirements must be

met for the parent/guardian. The card is issued for one year and must be renewed annually. The fee is comparable to the average tax bill paid by District residents and is determined according to the formula established by The Illinois State Library (75 ILCS 16/30-50.60). Section 3050.60 of ILCS (75 ILCS5/4-7 \*12) and 75 ILCS 16/30-55.60 covers the Non-Resident Fee Formula. Each year the Library Board will review the annual fee for a non-resident card as well as reviewing reciprocal borrowing privileges on non-resident cards, an option permitted by Illinois Statute. The Non-Resident Library Card is only valid at MPLD.

#### Business Card

All businesses located within the MPLD boundaries are eligible for a Business Library Card. The owner, president, or other designated person from the business may apply for the card. The business must provide a letter requesting a Business Library Card on printed letterhead signed by the business owner or president and must provide a business card for library records. One library card is issued per business. The card is issued for one year and must be renewed annually by submitting a new letter of request. The business assumes responsibility for all materials and bills associated with the card.

The Business Library Card is only valid at MPLD and is not eligible for reciprocal borrowing.

#### Educational Card

School cards are handled by the Youth Services Department as part of the Classroom Checkout Program which allows school staff to check out and use MPLD materials in their classrooms and school libraries. This program is specifically for teachers, school librarians, and other school staff who work at a public, private or parochial school that resides within the MPLD's service boundaries. For patrons who live in MPLD's boundaries but teach/work at a school outside our service boundaries or for a teacher/school staff member who wants to check out materials for personal use must use their personal library card. Checking out materials via this program allows teachers/school staff to have materials for extended times and avoid overdue fines.

Those interested in obtaining an Educational Card should contact Youth Services with the topic, grade, number of students, as well as your contact information, and YS staff will gather appropriate resources and have them available for pick-up at the library within two business days. Teachers are responsible for lost or damaged items.

### Temporary Card

Individuals who reside within the MPLD boundaries on a temporary basis may obtain a Library card. Temporary residents must complete an application and provide a photo ID and current household identification or a letter of residency. Temporary cards are valid for 6 months and are limited to 5 checkouts.

### Reciprocal Library Card

Individuals who have a library card from another public library in Illinois may register as a Reciprocal Borrowing Patron. Reciprocal Borrowing Patrons must complete an application and provide both their home library card and a photo ID. Cards must be verified that they are in good standing at their home library. The expiration date on the library card serves as the expiration date for our purposes. If no expiration date is available, the card will expire in 2 years. We reserve the right to limit our services to Reciprocal Borrowing Patrons.

### Enhanced Card

All Reciprocal Borrowing Patron card holders that are in good standing at their home library are eligible for an Enhanced card for an annual fee of \$45.00. This card provides the same services as a McHenry Library Resident Card with the exceptions of homebound delivery service. Patrons who are interested in an Enhanced Card must complete an application and provide a photo ID. The Enhanced card is only valid at MPLD.

### Use of Library Cards

All library card holders should use their library card or their card number to check out or access digital materials. In the event that the card holder does not have their library card, the cardholder may show a photo ID to use their library card or obtain their library card number. If a parent does not have their child's card, the parent may show a photo ID with current address to use their child's card or obtain/replace a child's card. The library will also honor library card numbers shown on a hand-held device.

All library cards are a binding contract between MPLD and the card holder. The card holder is responsible for all materials charged or accessed on that card, no matter who uses the card, and any fines associated with the card.

It is the responsibility of the cardholder to notify the library of any change in address or loss of card. Cards being replaced due to loss, damage or theft must be obtained in person. To obtain a replacement library card, photo ID must be provided and a \$2 fee applied. For children under 18, a photo ID must be provided by a parent or guardian and a \$2 fee applied.

The MPLD reserves the right to deny borrowing privileges to any card holder. Cards are in good standing with fines or bills under \$10 unless a current payment plan is on file. Cards must be in good standing for renewal.

No library cards will be registered 15 minutes prior to closing.

Library cards that have not been used for three years will be purged from the system.



McHENRY PUBLIC  
LIBRARY DISTRICT

# DECEMBER 2024

## BY THE NUMBERS

**94**

New Library  
Card  
Registrations

**2.5**

Volunteer  
Hours

**8,490**

Library Attendance

**8,153**

Program  
Attendance

**232**

Hours  
Open



PEOPLE



### 17,082 PHYSICAL ITEMS

10,446 Books

4,245 Videos

670 Video Games

852 Music (CDs)

497 Audiobooks/Playaways

315 Magazines

57 Library Of Things

### 6,683 eMATERIALS

2,402 eBooks

3,011 eAudiobooks

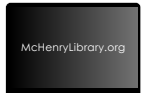
701 eMagazines

505 Video Streaming

64 Music Streaming



CIRCULATION



Computer  
Sessions

**1,208**



Database  
Searches

**6,993**



Database  
Sessions

**331**



Simple Scan &  
Fax Uses

**196**



WiFi Uses  
(In Library)

**1,310**



RESOURCES

**4,222**



EMAIL SUBSCRIBERS

3.2K



122



433



1.1K



537



55



Teen

Esp.

SOCIAL MEDIA FOLLOWING

**314,584**



WEBSITE VIEWS



ONLINE

Library Attendance: **9,966**  
Program Attendance: **2,893**  
Hours Open: **264**

Registrations: **144**  
Volunteer Hours: **5**

DECEMBER 2023 COMPARISON  
Items In Circulation (Physical): **19,405**  
Items In Circulation (eMaterials): **6,058**  
Website Views: **375,898**

Computer Sessions: **1,131**  
Database Searches: **15,540**

Database Sessions: **2,171**  
Simple Scan Uses: **239**  
WiFi Uses: **1,793**

## **McHenry Public Library District**

### **LIBRARIAN'S REPORT**

**DECEMBER 2024**

#### **Administration**

- A. Mesino designed a 2024 Wrapped or Annual Report infographic and shared it on our website and social media.
- The Library Staff's holiday luncheon was held during the December In-Service Meeting. The Friends of the Library assisted in funding the lunch.
- L. Jakacki participated in a focus group for McHenry Community College's Catalyst program. Catalyst is their workplace development program, and they were looking to expand their courses to meet the needs of employees in local governments.
- The library closed on December 3 and 4 due to a plumbing emergency while part of our sanitary sewer line in the south parking lot was replaced. While we were able to reopen, we continue to have issues with the flow of sewage in our lines that will need to be addressed. L. Jakacki and M. Schnaebele met with John Shales of SMC Construction Services to discuss the issues and help us determine our next steps to best understand the scope of the work that needs to be done.
- L. Jakacki attended the "The Next Chapter: Transforming Libraries Through Strategic Planning" webinar on 12/10.
- A. Mesino has been assisting the interview process for our bilingual positions by reviewing candidate's fluency in the Spanish language.
- 

#### **Adult Services**

- A. Moreno-Lomeli helped a Spanish-speaking patron create an MCC account and register for classes.
- A. Moreno-Lomeli has also been working on a large deselection of our music CDs. We hope that by removing unsightly, damaged, and unwanted items, we can shift the collection and create more open space near the front of the Main Room.
- K. Kimbrel completed 26 home deliveries during December. 7 deliveries were to individual patrons, and 19 were from 5 different assisted living centers.
- K. Kimbrel also helped a patron looking for traditional Polish Christmas books. Although his request was niche, he found several books and cookbooks we owned about Christmas in Poland.
- A patron came in looking for reading materials for her husband, who lives in a care facility due to advanced dementia. She wasn't sure her husband could still read but wanted to try. After inquiring about the man's interests, M. Spaargaren found interesting early reader books on fishing, military, and local sports teams. The patron emailed back: "Marla, thank you so much for pulling the books for my husband to read. He is enjoying them and reads out loud to me. He's read a few of them a second and third time [...] Thank you for all of your help!!"

- T. Hillier had an excellent genealogy interaction this month. A patron was looking for documented proof of the address for his childhood home due to address changes over the years. The house was located on Riverside Drive, and the patron lived there from the late 1950s to the late 1960s. Using the county's website, the *McHenry Plaindealer*, and old phonebooks, he was able to find it. The phonebooks had the exact address, and the *Plaindealer* listed neighbors in the tax section.
- Z. Terrill continues to advance our technology offerings by creating a new technology class and additional "Tech Drop-ins" for our next Preface. Additionally, he has been cross-training Questions staff on our technology offerings and recently updated our database budget spreadsheets to include a "cost-per-use" amount to consider when renewing.
- A. Colgan ran the first "Craft & Chat" drop-in craft social hour in December. She has been planning and practicing for two upcoming craft programs: Macramé Fairy Lanterns and Wool Felting in March and May, respectively.

### Circulation

- C. Krater and B. Michalski worked on preparing for the 2025 Library Lovers Expedition (LLE).
- Staff from the Crystal Lake Public Library visited us to tour our circulation workroom and the Library. They were impressed with the Library of Things Collection and the organization of the storage area.

### Human Resources

- During our December In-Service day, we had an excellent lineup of presenters throughout the day. Becky Spratford taught us that everyone can participate in Reader's Advisory and that it doesn't need to be limited to our question desk staff. JJ's List provided Disability Awareness Training, emphasizing the use of first-person language and sharing 10 tips for providing great customer service to people with disabilities. Following them, T. Hillier and B. Salazar discussed all the accessibility options available at MPLD. Additionally, M. Schnaebeler conducted our annual bloodborne pathogen training for the staff. Then, we ended the day with department meetings. Here are two pictures from our presentation from JJ's List – Disability Awareness Training.



- B. Michalski and J. May interviewed applicants for Bilingual and English Circulation Positions. Two offers were extended in January and accepted. We look forward to onboarding them.
- Phone screens were completed in December for the Maintenance & Custodian position and our Youth Service Library Associate – Bilingual position.
- Our current headcount for December was 33: 18 FT (37.50 hours weekly), with 15 PT staff members.
- Average merit increase for FY 24/25 (year-to-date) is 2.73%

### **Technical Services**

- S. Roitberg facilitated a conversation and the work on proposing "Dia de los Muertos" as a subject heading to the Library of Congress for CCS member libraries. Her working group from the Gender & Sexuality SACO funnel discussed progress on the new "Self-managed abortions" subject heading.
- A. Meads learned how to create Purchase Orders and submit them using EDI protocol with Polaris LEAP, the web-based interface, while the Library was closed for the sewage line work. She continues relabeling materials with faded labels until the Early Reader leveling work begins.
- M. Ortmeyer learned how to use WebDewey, the online Dewey Decimal classification tool, and the preliminary steps in receiving Library orders to ensure materials were received and could have their invoices processed.
- K. Milfajr reports that department statistics have decreased significantly due to staff time off and the holidays.

### **Technology**

- New Yealink phones arrived from FirstComm and were installed the week of 12/16.
- IT completed testing of new automated closing announcements. These are set to start in early January.

### **Youth Services**

- S. Kordistos reported another hugely successful Storytime For Little Ones (virtual) this month, receiving almost 7,000 views for her storytime on toys.
- S. Baseley helped a visitor from Follett learn how to shelve nonfiction books. She was in the library doing research for a work project and had asked if she could shadow them as they shelved nonfiction titles. They found three titles from various nonfiction areas and walked through the call numbers and shelving process together. She was very appreciative of Steff's time and knowledge.
- A young patron was interested in Disney books, specifically Stitch. A. Maifield was able to find some in the Junior Manga section. Ashlyn was able to introduce her to a new genre (manga) and show her how to read them "backward"! She also showed her how to locate more Disney books by call number. The patron was very grateful and satisfied!
- A patron came in looking for the new Kristin Hannah book. Both S. Kordistos and K. Kimbrel could assist her with that title and suggest other similar authors.




The patron was very grateful to both of them for their team effort with readers' advisory.

- B. Salazar received a thoughtful teacher response to a school visit. "Thank you so much for visiting us last week and sharing stories with the kids. All of the first-grade teachers said that you did a great job, and the kids loved the storytimes. Our group especially loved *William's Winter Nap*. Today I read *Gotcha* to my kids, and the bear's name is Bertha, which made us think of you!" -from S. Groves (Hilltop Elementary School)
- J. Einoris reports that her group made sleds for STEM Me a Story this month and that the kids were extra creative with their sled construction. They even tested them by going down a hill made of cardboard sheets to see if their passenger (a plastic elephant) could stay in. All the kids seemed to really enjoy making their sleds.
- An adult patron and her mother came through looking for audiobooks since the mother can no longer read print due to a degenerative vision condition. A. Stansbury showed them the Playaway collection and explained how to utilize Libby and hoopla for audio items. They also asked about the library's book groups and grabbed the 2025 calendar for the Mystery and Classic Book Groups. The patron's mother told her that she hadn't been able to read for the past three to four years, so she was very happy that she remembered we could be a resource for her and that we had so many options.
- A visitor asked for help printing something at the desk. A. Podborny happened to be just finishing up some prep for the Take Home Craft, and he noticed and told her to take her time before saying, "Librarians are my heroes." She quickly finished up the task and helped him with his printing. He was very appreciative, and his kind words helped her throughout the day.

### **Patron Comments**

- The Library received some patron comments in December regarding their disagreement with the inclusion of the Spanish language in our eNewsletters and Preface Newsletters. We responded by explaining that offering bilingual newsletters allows us to reach a larger audience in our community, foster a welcoming environment, and create opportunities for individuals who may not be fluent in English. By having both English and Spanish on the same page, we provide a valuable resource for those learning English. This format enables them to refer directly to the text in both languages, facilitating comprehension and vocabulary building through comparison. The Library has had Spanish language text in our newsletters for over five years now.


**McHENRY PUBLIC LIBRARY DISTRICT**  
WISDOM • KNOWLEDGE • DREAMS


Date 12/27/25 Saturday

My comment/compliment/complaint:

Want to let Ms. NT  
know that Stephanie  
helped me E-Mail  
my medical insurance  
cards to my doctor. She  
took the time to walk me  
through it. She was extremely  
patient & understanding.

Name (optional): \_\_\_\_\_

Phone (optional): \_\_\_\_\_


**McHENRY PUBLIC LIBRARY DISTRICT**  
WISDOM • KNOWLEDGE • DREAMS


Date 12/16/24

My comment/compliment/complaint:

Thank you for helping  
us print the Adobe  
Papers. !!

Name (optional): \_\_\_\_\_

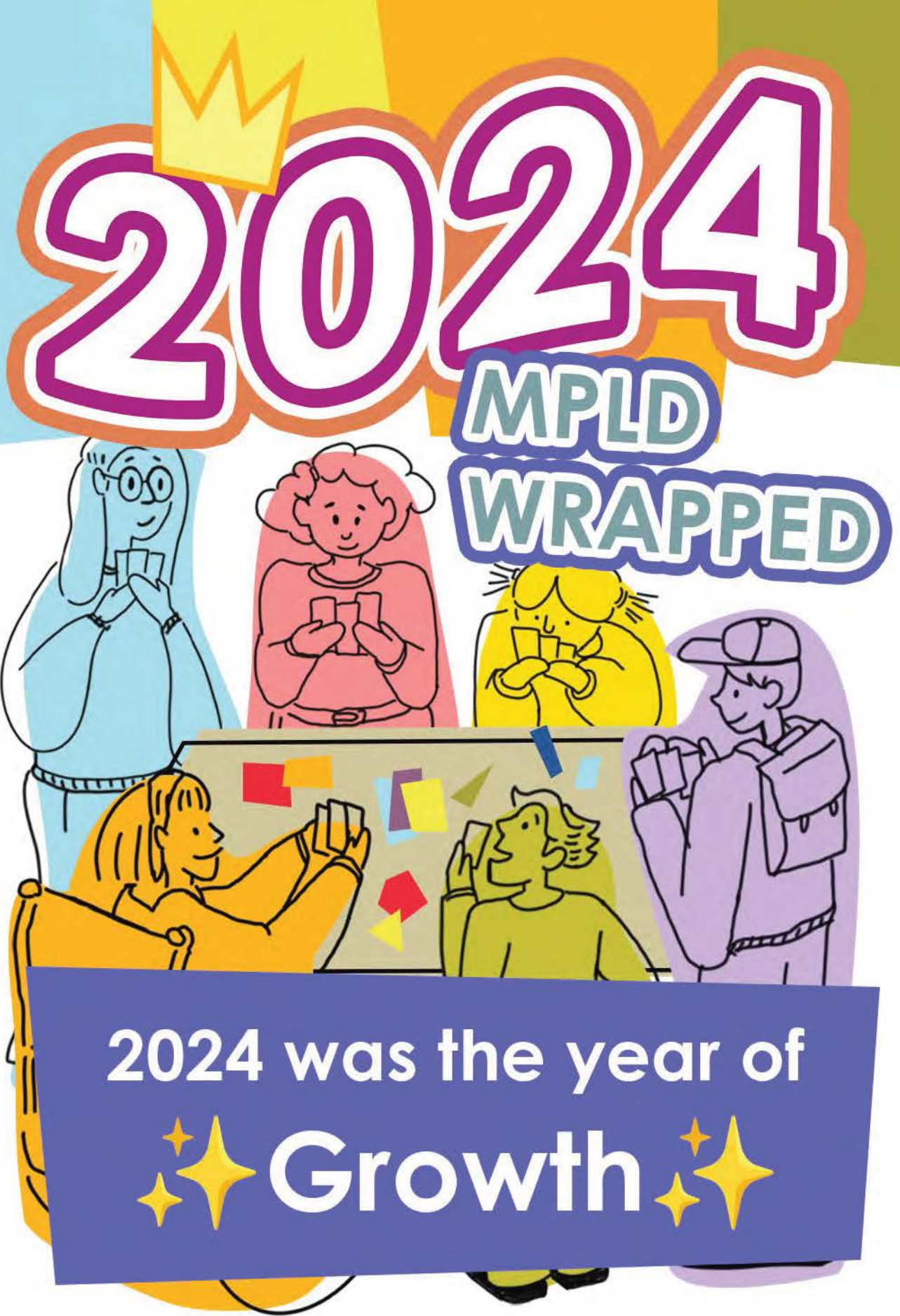
Phone (optional): \_\_\_\_\_


**McHENRY PUBLIC LIBRARY DISTRICT**  
WISDOM • KNOWLEDGE • DREAMS

Date 12/11/24

My comment/compliment/complaint:

~~outdoors~~  
Foliage displays  
are outstanding!  
Super helpful staff!



**We played our cards right, and our patrons took advantage of our growing district! Let's see how our patrons stacked up and saw major value in the McHenry Public Library District.**



**McHENRY PUBLIC  
LIBRARY DISTRICT**



# Big Book Borrows!



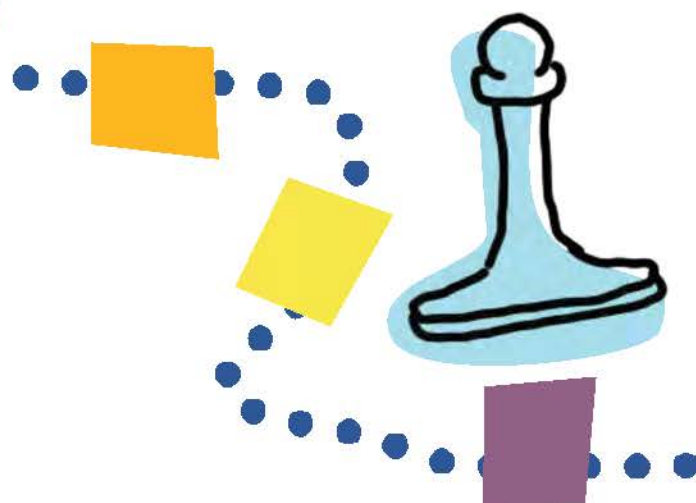
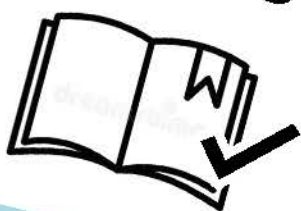
**9,591**

Items Added to  
the Collection!



**162,950**

Books  
Borrowed

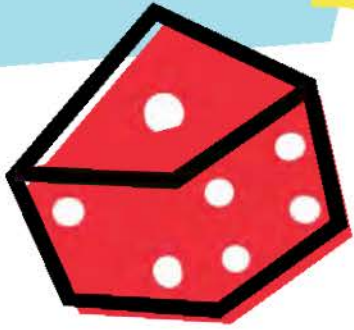


**Physical-vs-Digital?**

**Physical books were still the most popular  
format for MPLD Patrons!**



# Getting Work Done!



**352**

Genealogy  
room uses.



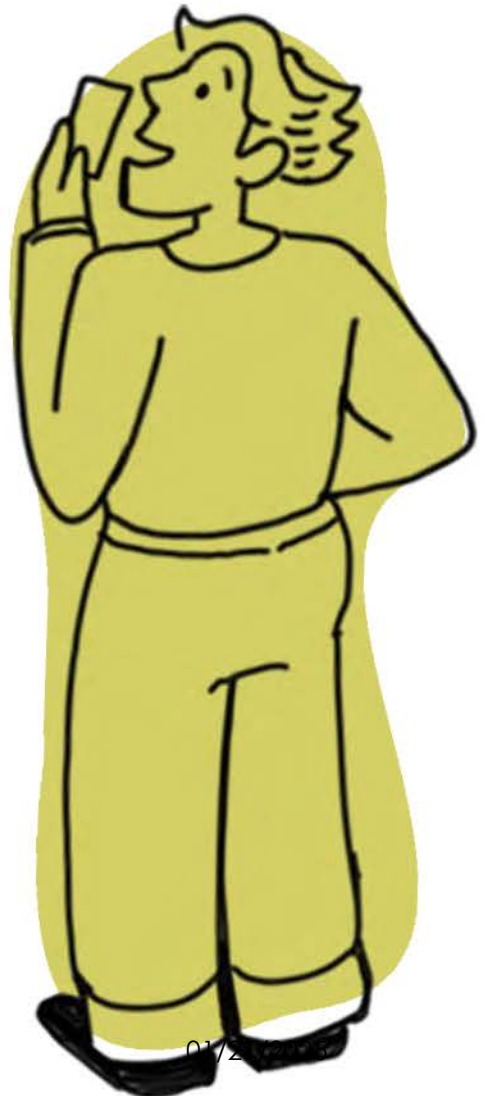
**4006**

Study room  
uses.



**22,650**

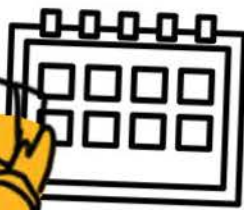
Wifi sessions  
started!



# Programs for All!

654

Programs  
attended.





# See You Again Soon!

150,083

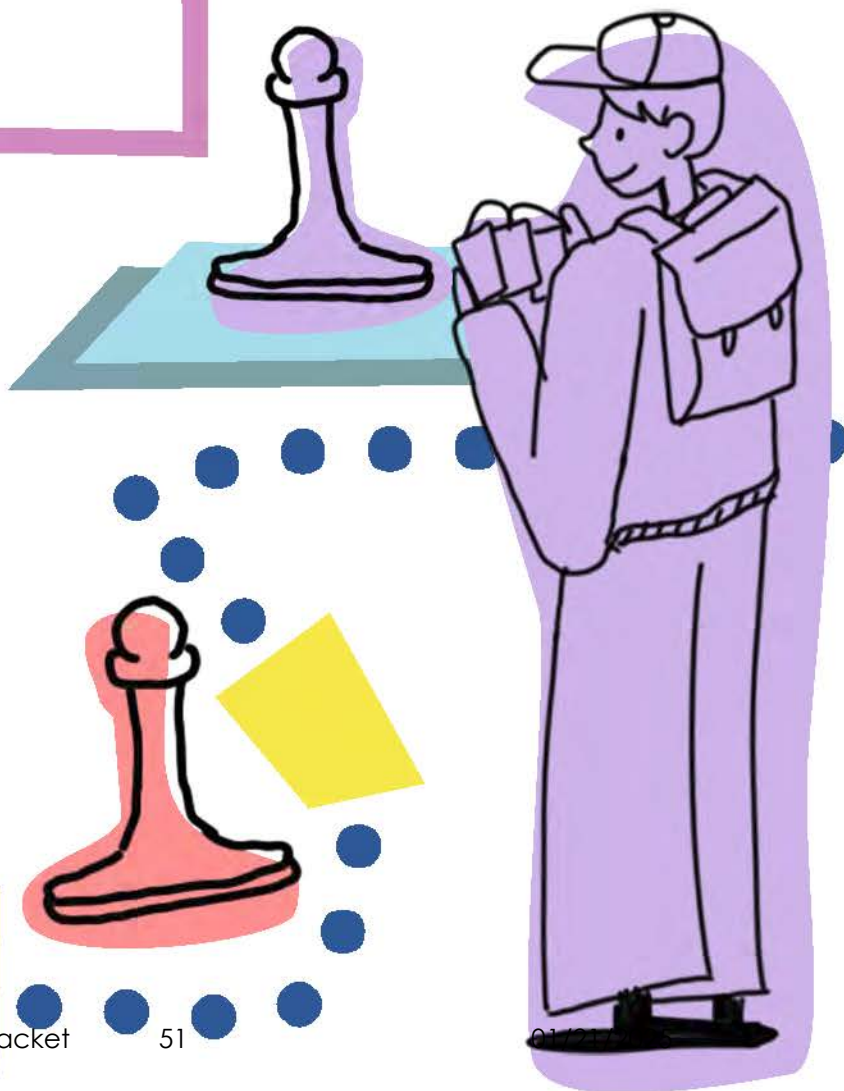
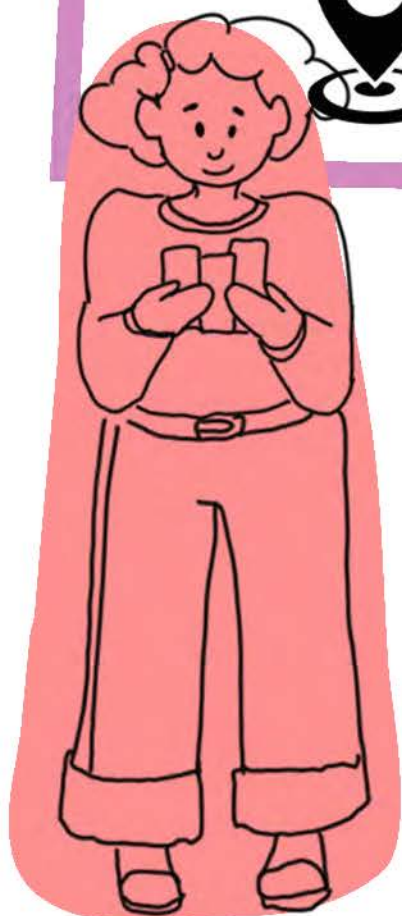
**Library visits.**

Visited the most in  
November 2024!

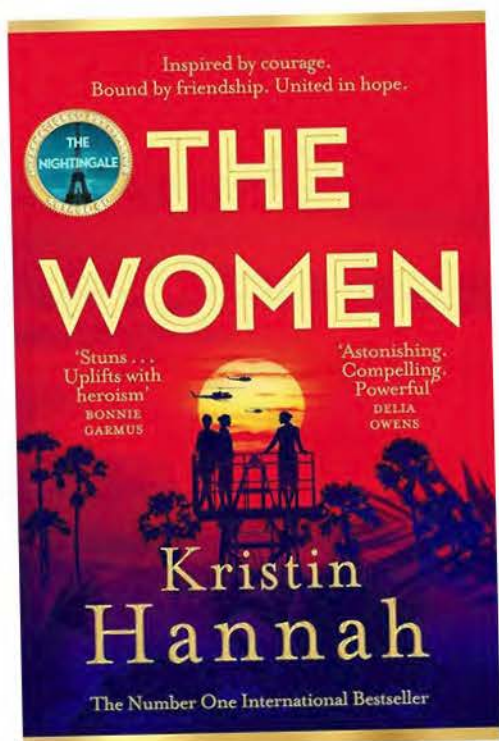


2350

**New MPLD  
cardholders.  
Welcome!**



# This Year's Most Popular Titles!



**Favorite Book:**  
*The Women* by  
Kristin Hannah

**116 checkouts**



**Favorite Movie:**  
*Indiana Jones  
and the Dial of  
Destiny* (2023)

**125 checkouts**



# MPLDs Top 5 Authors:



**Kristin Hannah**



**Nora Roberts**



**David Baldacci**



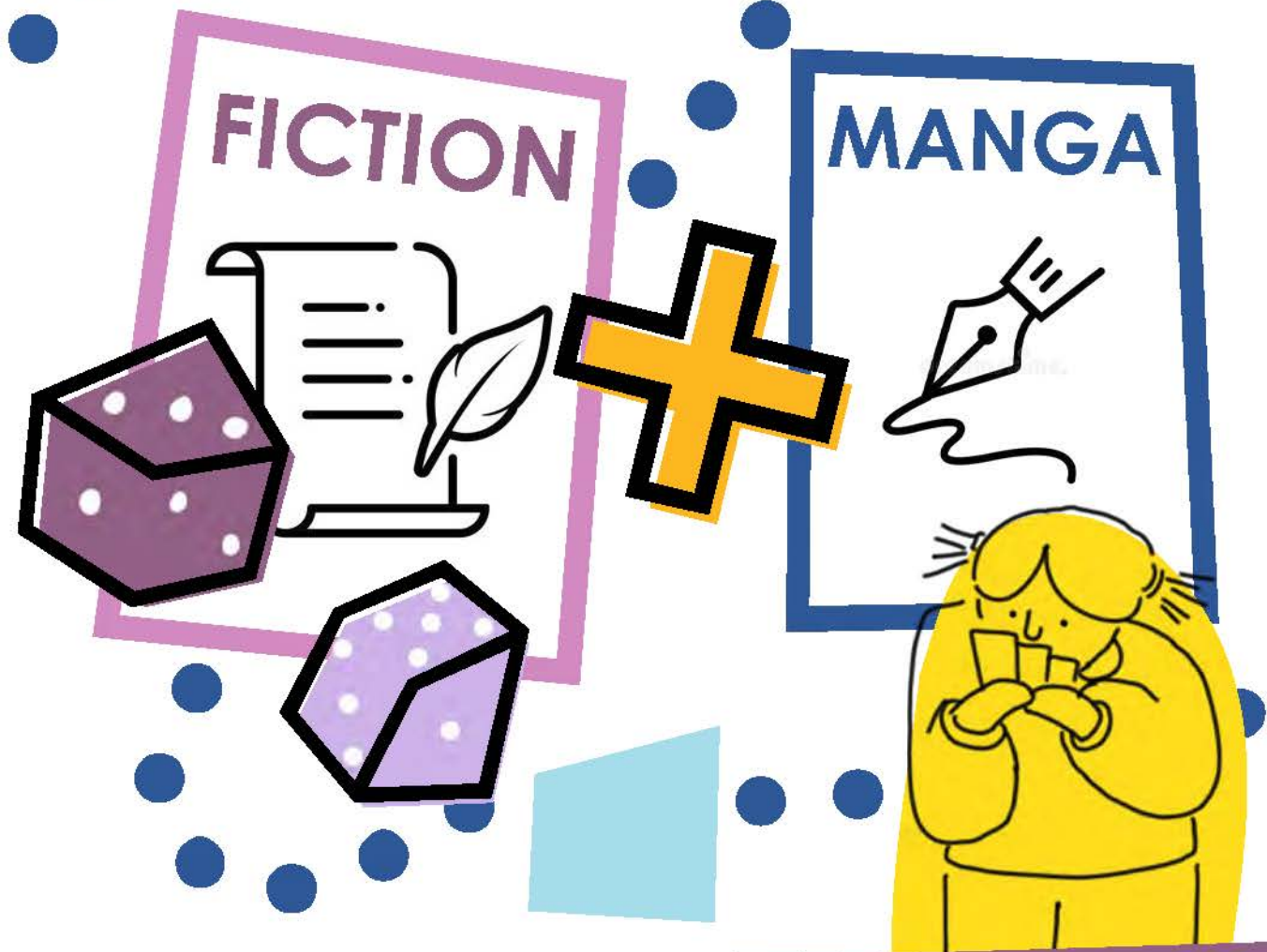
**John Grisham**



**Michael Connelly**

**Did your favorite author make the list?  
Who is on your Top 5 of 2024?**

# MPLDs Top Genres:



MPLD Patrons embarked  
on epic adventures into  
a fantastic world!

What was your favorite  
Manga or Fiction Title?



# That's a wrap, how did we do?

When you use your public library  
everybody wins!

Help us beat our high scores by becoming a patron and take advantage of our growing collection, services, and resources:

1.

Sign-up for or renew your library card!

2.

Check out more materials, like Books, Audiobooks, Music and Movies and Digital Content.

3.

Stay connected through our social media and email newsletters.



McHENRY PUBLIC  
LIBRARY DISTRICT  
WISDOM • KNOWLEDGE • DREAMS

2024

MPLD  
WRAPPED