



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

**McHenry Public Library District  
Board of Library Trustees Regular Meeting  
Tuesday, April 15, 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 Minutes of the March 18, 2025, Regular Meeting
- VII. TREASURER'S REPORT – Terry Weingart, Treasurer**
  - A.** Tom Coughlin, Governmental Accounting Inc., quarterly review of library finances
  - B.** Approval of Monthly Financial Statements, Interim Check Report, and Bill Reports for March/April 2025, Additional Bills, and Petty Cash and Credit Card Reports
- VIII. COMMUNICATIONS**
  - A.** Letter to McHenry Garden Club in recognition of donation
  - B.** Email from Illinois Secretary of State Giannoulas regarding IMLS Funding
  - C.** Letter from Illinois Department of Human Rights regarding Non-Discrimination in Public Spaces & Persons Experiencing Homelessness
- IX. LIBRARIAN'S REPORT**
  - A.** Librarian's Report
  - B.** Project Updates
- X. OLD BUSINESS**
  - A.** Sanitary Sewer Lines Project
- XI. NEW BUSINESS**
  - A.** Fiesta Day's Parade on July 20, 2025, Library Closure
  - B.** Half-Price Fines Event
  - C.** Adult and Youth Department Staff Computer Replacements

- D. Policies
  - 1. Non-Discrimination and Anti-Harassment – Patron-Revised
  - 2. Non-Discrimination and Anti-Harassment – Staff- Revised
- E. Board of Trustees
  - 1. Consolidated Election Results
  - 2. Resolution No. FY 2024/2025-07 to Declare Vacancies
  - 3. Trustee Appointments
  - 4. Nominating Committee for Officers

## **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 Appointments

## **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 Regular Meeting  
MINUTES**

**Date:** Tuesday, March 18, 2025  
**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, Nikki Wallace

**Members Absent:** Thomas Sutliff, Terry Weingart

**Also Present:**

Lesley Jakacki, Executive Director  
Jennifer May, HR Generalist  
Kathy Milfajt, Technical Services Manager  
Stephanie Nowalk, Administrative Assistant  
Jim O'Hagan  
Michael Schnaebele, Building Services Manager  
Vickie Schutze

**B.** Appoint Treasurer Pro Tem

Reilly moved, and Wallace seconded the motion to appoint Vice President Alexander Treasurer Pro Tem for the March 18, 2025, regular meeting.

Roll Call Vote:  
Ayes: Alexander, Leccese, Reilly, Wallace  
Nays: None  
Abstain: None  
Absent: Sutliff, Weingart

**Motion Passed**

**III. PLEDGE OF ALLEGIANCE**

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

None.

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

None.

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

**A.** Approval of Minutes of the February 18, 2025, Regular Meeting

Secretary Leccese stated that she reviewed the Minutes of the February 18, 2025, Regular Meeting and found no changes necessary.

Wallace moved, and Alexander seconded the motion to approve the Minutes of the February 18, 2025, Regular Meeting.

Roll Call Vote:

Ayes: Alexander, Leccese, Reilly, Wallace

Nays: None

Abstain: None

Absent: Sutliff, Weingart

**Motion Passed**

**VII. TREASURER'S REPORT – Treasurer Pro Tem**

Approval of Monthly Financial Statements, Interim Check Report, and Bill Reports for February/March 2025, Additional Bills, and Petty Cash and Credit Card Reports

Vice President Alexander delivered the Treasurer's Report and stated that he reviewed the financial reports and check report, finding the figures within the expected ranges and noting no discrepancies or anomalies. He pointed out that the transfer of \$825,000.00 from the general fund to the Special Reserve fund, approved at the last meeting, was reflected in the reports.

For the most recent eight months, revenue was 75% of the budgeted amount, expenses were 38% of what was budgeted, and the surplus was \$2,133,578.00.

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

Roll Call Vote:

Ayes: Alexander, Leccese, Reilly, Wallace

Nays: None

Abstain: None

Absent: Sutliff, Weingart

**Motion Passed**

**VIII. COMMUNICATIONS**

**A.** Letter to McHenry County College

Director Jakacki shared a letter of support from the McHenry Public Library for McHenry County College's Adult Literacy Volunteer Program.

**IX. LIBRARIAN'S REPORT**

**A.** Librarian's Report



Director Jakacki shared that in the statistical infographic, foot traffic compared to the same time last year was lower, and there was a slower start to the Library Lover's Expedition. However, eMaterial circulation and database usage outpaced the previous year's figures.

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

- President Reilly, Secretary Leccese, M. Spaargaren, A. Stansbury, and L. Jakacki attended the State of McHenry Address. We learned about potential TIF districts, new residential developments, and updates on the Route 31 expansion.
- Based on patron feedback regarding readability, we have increased the number of pages to twelve for our *Preface* Newsletter.
- T. Hillier has begun assisting patrons as a certified court library navigator as part of the Court Access Library Center and assisted someone filing for divorce.
- Deliveries to homebound patrons have increased to 26. Adult Services Librarian K. Kimbrel visits each patron monthly and selects materials based on their preferences.
- We have welcomed 846 patrons from across McHenry County as part of the Library Lovers Expedition so far.
- The Technical Services Department purchased a new book repair machine that will allow them to repair damaged book binding more efficiently and with better results, extending the life of materials in our collection.

President Reilly inquired about our 1-on-1 tech appointments, which he read in the *Preface* newsletter.

**B. Project Updates**

**X. 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)

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

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).

Alexander moved, and Leccese seconded the motion to enter into an Executive (closed) session at 7:15 p.m.

Roll Call Vote:

Ayes: Alexander, Leccese, Reilly, Wallace

Nays: None

Abstain: None

Absent: Sutliff, Weingart

**Motion Passed**

Alexander moved, and Leccese seconded the motion to leave Executive (closed) Session at 8:04 p.m

Roll Call Vote:

Ayes: Alexander, Leccese, Reilly, Wallace

Nays: None

Abstain: None

Absent: Sutliff, Weingart

**Motion Passed**

## **XI. ACTION TAKEN AS A RESULT OF EXECUTIVE SESSION**

### **A. Disposition of Executive Session Minutes and/or Recordings**

Leccese moved, and Wallace seconded the motion to approve and release the Executive (Closed) Meeting Minutes of September 17, 2024, and February 18, 2025.

Roll Call Vote:

Ayes: Alexander, Leccese, Reilly, Wallace

Nays: None

Abstain: None

Absent: Sutliff, Weingart

**Motion Passed**

Wallace moved, and Alexander seconded the motion to approve the destruction of the Executive (closed) Session verbatim recordings of April 18, 2023, May 16, 2023, June 20, 2023, July 18, 2023, and August 15, 2023.

Roll Call Vote:

Ayes: Alexander, Leccese, Reilly, Wallace

Nays: None

Abstain: None

Absent: Sutliff, Weingart

**Motion Passed**

### **B. Trustee Appointments**

Following the interviews of candidates J. O'Hagan and V. Schutze, the Board agreed to revisit this item at the April Board Meeting for further consideration and potential appointment.

## **XII. OLD BUSINESS**

### **A. Sanitary Sewer Lines Project**

Director Jakacki shared that since the last meeting, she and Building Services Manager M. Schnaebeler have worked with SMC and project vendors to finalize the sanitary sewer replacement plans and create the project timeline.

She shared the project timeline, indicating that work will begin on March 31 in the south side parking lot, affecting the Meadow Lane entrance and access to the drive-thru book return. While work begins outside, preparations for the impacted Youth Services areas will start by moving the stacks, building a tunnel to contain the worksite, and clearing out furniture. The work inside is scheduled to begin on April 3, with the sanitary sewer line replacement expected to be completed around April 16, after which carpet replacement will start and wrap up around April 28. If the Board moves forward with additional carpet replacement, that work will occur in May. The most disruptive work will be scheduled while the library is closed early mornings or overnight. The Library may need to close one to two days due to work, but the exact days are still to be determined. All permits have been applied for and approved.

Marketing Coordinator A. Mesino is working on his marketing plan to announce the project and impacted services through a press release, in-house posters, social media, and our website.

#### **1. Flooring**

At the February 2025 Board Meeting, the Board requested a supplementary quote for replacing additional carpet in the main area that will be affected by the sanitary sewer replacement project. L. Jakacki walked through the supplementary quote with the Board, which deliberated on the cost, along with the age, and condition of the current carpet, and also reviewed samples of carpet choices.

Alexander moved, and Leccese seconded the motion to approve to proceed with the additional main room carpet replacement costs from Johnson Flooring Co., Inc., as presented.

Roll Call Vote:

Ayes: Alexander, Leccese, Reilly, Wallace

Nays: None

Abstain: None

Absent: Sutliff, Weingart

**Motion Passed**

### **XIII. NEW BUSINESS**

**A.** National Library Week Proclamation/ Semana Nacional de las Bibliotecas Proclamación

Wallace moved, and Alexander seconded the motion to approve the National Library Week Proclamation/ Semana Nacional de las Bibliotecas Proclamación.

Roll Call Vote:

Ayes: Alexander, Leccese, Reilly, Wallace

Nays: None

Abstain: None

Absent: Sutliff, Weingart

**Motion Passed**

**B. Server Room HVAC replacement**

Building Services Manager M. Schnaebeler shared the continued issues with the hanging-style of server room HVAC unit and recommended plans to replace it with a longer-lasting style that will resemble more of a residential unit.

Leccese moved, and Alexander seconded the motion to approve the replacement of the server room HVAC unit at a cost not exceeding \$14,000.00.

Roll Call Vote:

Ayes: Alexander, Leccese, Reilly, Wallace

Nays: None

Abstain: None

Absent: Sutliff, Weingart

**Motion Passed**

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

Director Jakacki shared information about the LACONI Trustee Banquet, which will be held on May 10, 2025, for any interested Trustee.

She also reviewed the PTELL Worksheet she had just received from the McHenry County Clerk. The total extension for the Library's property tax revenue for FY 2025/2026 will be \$3,988,591.76. The Library had requested a 7.2% levy increase due to new property, while the CPI this year was 3.4%, and we received an adjusted 5.39% increase.

**XV. ADJOURNMENT**

Leccese moved, and Wallace seconded the motion to adjourn the meeting at 8:38 p.m.

Roll Call Vote:

Ayes: Alexander, Leccese, Reilly, Wallace

Nays: None

Abstain: None

Absent: Sutliff, Weingart

**Motion Passed**

# Financial Report

For the 9 Month(s) Ended March 31, 2025  
FISCAL YEAR 2025



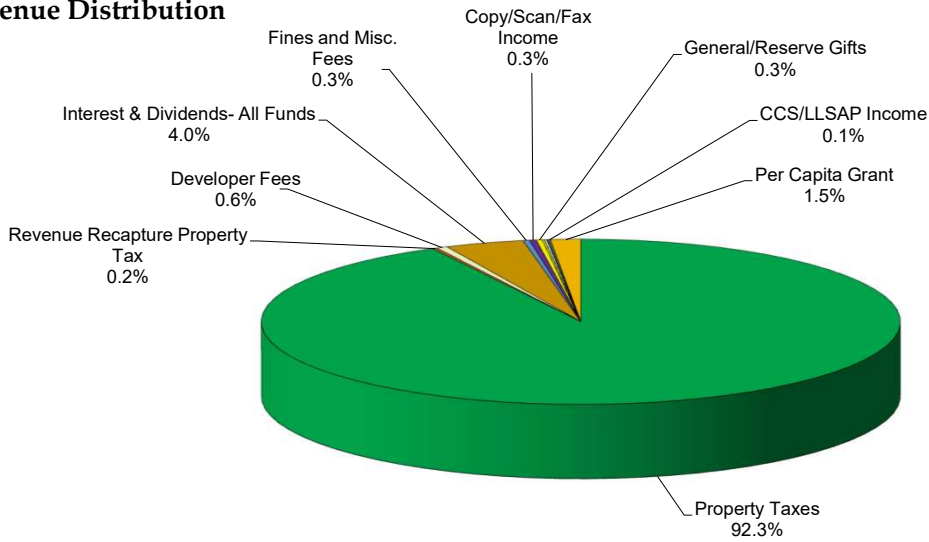
**McHenry Public Library District**  
Actual vs Budget Summary  
For the 9 Month(s) Ended March 31, 2025

**75% of Fiscal Year**

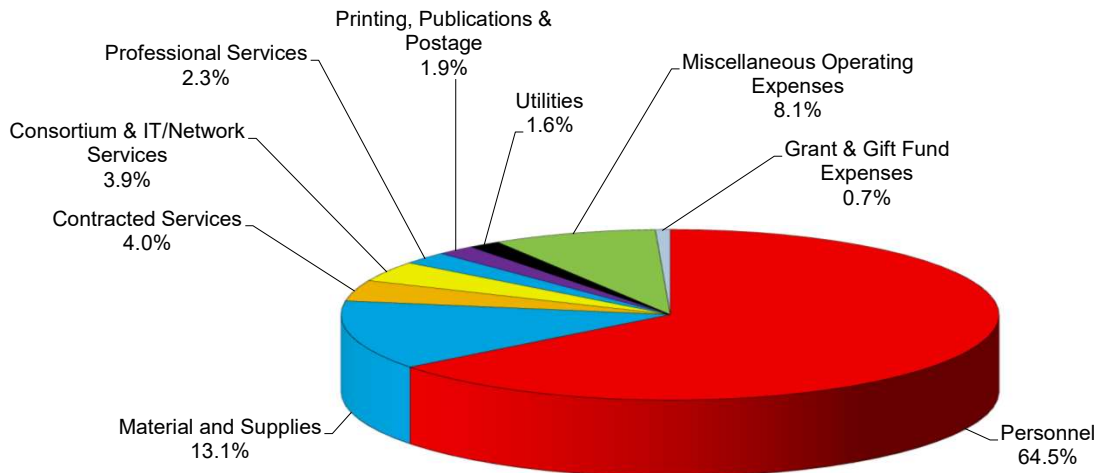
	Account Description	Total Actual	Total Budget	% of Budget	Last Year	Inc/(Dec) from Last Year
<b>REVENUE</b>						
	Property Taxes	3,762,642	3,776,371	99.6%	3,510,044	7%
	Revenue Recapture Property Tax	9,755	9,790	99.6%	11,781	-17%
	Developer Fees	22,428	175,000	12.8%	38,448	-42%
	Interest & Dividends- All Funds	162,876	237,500	68.6%	156,020	4%
	Fines and Misc. Fees	13,364	154,500	8.6%	11,692	14%
	Copy/Scan/Fax Income	13,850	18,500	74.9%	13,034	6%
	General/Reserve Gifts	12,279	180,000	6.8%	10,926	12%
	Annexation & Impact Fees	-	25,000	0.0%	-	0%
	Retiree/Cobra Insurance Payment	4,455	18,000	24.8%	5,963	-25%
	Misc. Sales & Income	5,006	75,500	6.6%	2,813	78%
	Lost & Damaged Materials	3,433	6,500	52.8%	2,710	27%
	CCS/LLSAP Income	3,939	10,500	37.5%	6,117	-36%
	Solar Credits	-	4,500	0.0%	720	-100%
	Per Capita Grant	62,150	65,000	95.6%	61,738	1%
	Over/Short	(5)	500	-1.0%	7	-172%
	Miscellaneous Grants	-	65,000	0.0%	-	0%
	Transfer from General Fund	825,000	1,650,000	50.0%	-	0%
	Actual Revenues	4,901,172	6,472,161	75.7%	3,832,013	28%
	Budgeted Revenues	6,471,661				
	% of Budget	76%				
<b>OPERATING EXPENDITURES</b>						
	Personnel	1,372,581	2,532,625	54.2%	1,217,121	13%
	Material and Supplies	278,873	736,825	37.8%	233,067	20%
	Contracted Services	84,306	313,000	26.9%	82,012	3%
	Consortium & IT/Network Services	82,089	151,750	54.1%	83,702	-2%
	Professional Services	49,670	172,100	28.9%	44,269	12%
	Printing, Publications & Postage	40,549	94,750	42.8%	29,382	38%
	Utilities	33,444	52,500	63.7%	26,134	28%
	Miscellaneous Operating Expenses	172,015	242,075	71.1%	164,237	5%
	Grant & Gift Fund Expenses	15,474	160,000	9.7%	20,223	-23%
	Actual Expenditures	2,129,001	4,455,625	47.8%	1,900,148	12%
	Budgeted Expenditures	4,455,625				
	% of Budget	48%				
	<b>SURPLUS / (DEFICIT) FROM OPERATIONS</b>	<b>2,772,171</b>	<b>2,016,536</b>	<b>137.5%</b>	<b>1,931,865</b>	<b>43%</b>
<b>CAPITAL EXPENDITURES &amp; DEBT SERVICE</b>						
	Capital Expenses	66,878	685,000	9.8%	46,197	-100%
	Debt Services	-	-	N/A	-	0%
	Transfer to Reserve Fund	825,000	1,650,000	50.0%	-	0%
	Actual Expenditures	891,878	2,335,000	38.2%	46,197	1686%
	Budgeted Expenditures	2,335,000				
	% of Budget	38%				
	<b>TOTAL SURPLUS / (DEFICIT)</b>	<b>1,880,293</b>	<b>(318,464)</b>		<b>1,885,668</b>	
	BEGINNING FUND BALANCE	4,338,310				
	ENDING FUND BALANCE	6,218,603				

**McHenry Public Library District**  
Actual vs Budget Summary  
For the 9 Month(s) Ended March 31, 2025

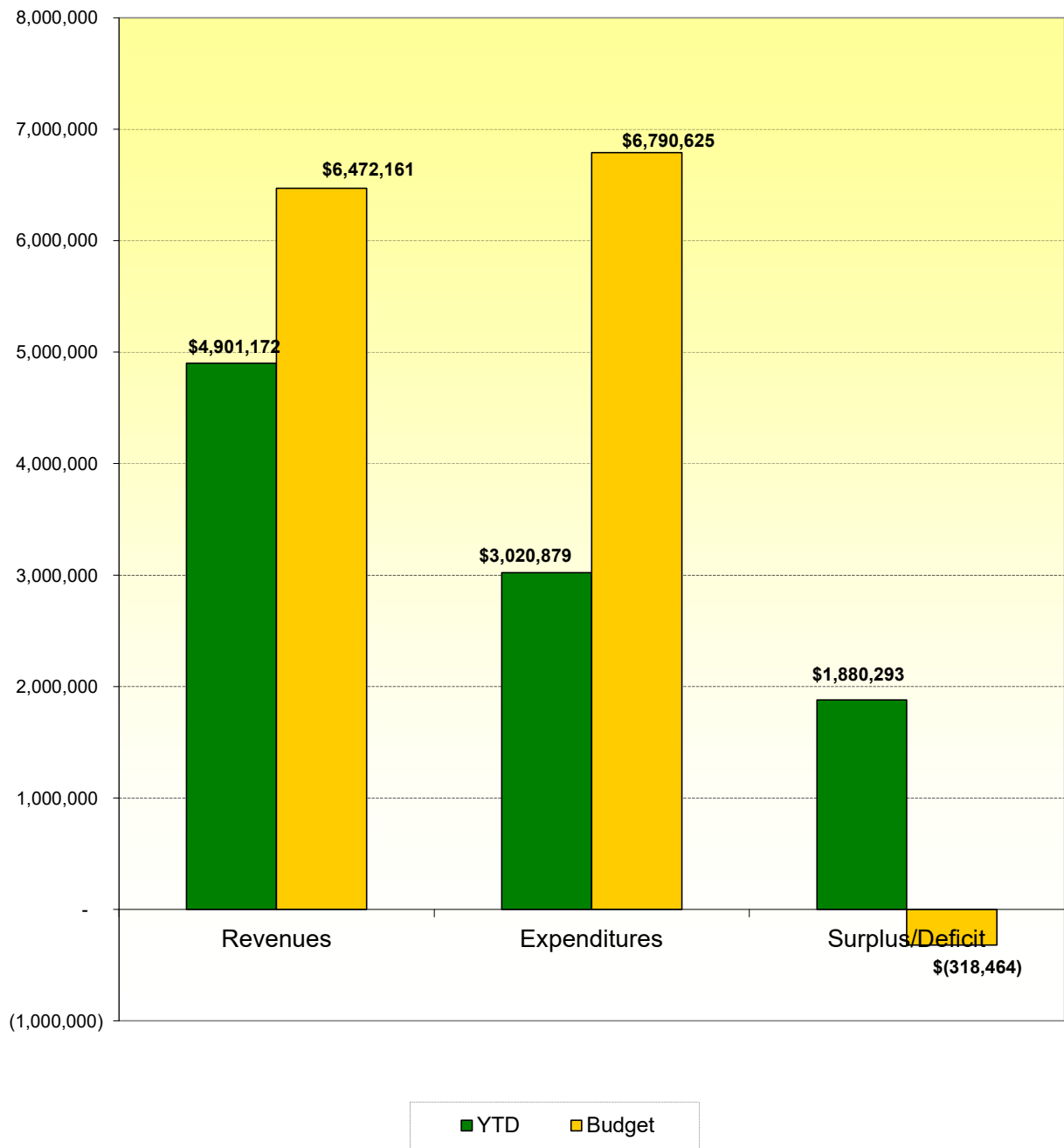
**Revenue Distribution**



**Operational Expenditure Distribution**



**McHenry Public Library District**  
 Actual vs Budget Summary  
 For the 9 Month(s) Ended March 31, 2025





**McHenry Public Library District**  
Actual vs Budget Summary  
For the 9 Month(s) Ended March 31, 2025

75% 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	110,626	35,542	16,708	162,876	237,500	69%
Fines and Misc Fees	13,364	-	-	13,364	154,500	9%
Copy/Scan/Fax Income	13,850	-	-	13,850	18,500	75%
General/Reserve Gifts	1	-	12,278	12,279	180,000	7%
Annexation & Impact Fees	-	-	-	-	25,000	0%
Retiree/Cobra Insurance Payment	4,455	-	-	4,455	18,000	25%
Misc. Sales & Income	5,006	-	-	5,006	75,500	7%
Lost & Damaged Materials	3,433	-	-	3,433	6,500	53%
CCS/LLSAP Income	3,939	-	-	3,939	10,500	38%
Solar Credits	-	-	-	-	4,500	0%
Per Capita Grant	-	-	62,150	62,150	65,000	96%
Over/Short	(5)	-	-	(5)	500	-1%
Miscellaneous Grants	-	-	-	-	65,000	0%
Transfer from General Fund	-	825,000	-	825,000	1,650,000	50%
Actual Revenues	3,927,066	882,970	91,137	4,901,172	6,472,161	76%
Budgeted Revenues	4,244,161	1,895,000	332,500	6,471,661		
% of Budget	93%	47%	27%	76%		
<b>OPERATING EXPENDITURES</b>						
Personnel	1,372,581	-	-	1,372,581	2,532,625	54%
Material and Supplies	266,103	-	12,770	278,873	736,825	38%
Contracted Services	84,306	-	-	84,306	313,000	27%
Consortium & IT/Network Services	82,089	-	-	82,089	151,750	54%
Professional Services	49,670	-	-	49,670	172,100	29%
Printing, Publications & Postage	40,549	-	-	40,549	94,750	43%
Utilities	33,444	-	-	33,444	52,500	64%
Miscellaneous Operating Expenses	172,015	-	-	172,015	242,075	71%
Grant & Gift Fund Expenses	-	-	15,474	15,474	160,000	10%
Actual Expenditures	2,100,757	-	28,244	2,129,001	4,455,625	48%
Budgeted Expenditures	4,070,625	-	385,000	4,455,625		
% of Budget	52%	0%	7%	48%		
<b>SURPLUS / (DEFICIT) FROM OPERATIONS</b>	1,826,309	882,970	62,893	2,772,171	2,016,536	137%
<b>CAPITAL EXPENDITURES &amp; DEBT SERVICE</b>						
Capital Expenses	16,043	50,835	-	66,878	685,000	10%
Transfer to Reserve Fund	825,000	-	-	825,000	1,650,000	50%
Actual Expenditures	841,043	50,835	-	891,878	2,335,000	38%
Budgeted Expenditures	1,785,000	550,000	-	2,335,000		
% of Budget	47%	9%	0%	38%		
Account Description	General	Spec Reserve	Grant/Gift Fund	Total Actual	Total Budget	
<b>TOTAL SURPLUS / (DEFICIT)</b>	<b>985,266</b>	<b>832,135</b>	<b>62,893</b>	<b>1,880,293</b>	<b>(318,464)</b>	
BEGINNING FUND BALANCE	2,513,048	1,305,236	520,026	4,338,310		
ENDING FUND BALANCE	3,498,314	2,137,371	582,919	6,218,603		
Fund Balance as % of Total Expenditures	119%	4204%	2064%	206%		

**McHenry Public Library District**  
**Financial Report Detail by Fund**  
**For the 9 Month(s) Ended March 31, 2025**

	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	8,023.36	12,083.33	110,626.28	0.00	0.00	110,626.28	145,000.00	-34,373.72	76.3%
6030200 · Special Reserve Fund Interest	5,296.99	5,416.67	0.00	35,541.96	0.00	35,541.96	65,000.00	-29,458.04	54.7%
6030300 · Grant/Gifts Fund Interest	1,674.01	2,291.67	0.00	0.00	16,708.16	16,708.16	27,500.00	-10,791.84	60.8%
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	0.00	104.17	135.00	0.00	0.00	135.00	1,250.00	-1,115.00	10.8%
6050100 · Fines and Fees	1,155.25	1,458.33	12,462.74	0.00	0.00	12,462.74	17,500.00	-5,037.26	71.2%
6055100 · Collection Agency Fees	0.00	41.67	155.98	0.00	0.00	155.98	500.00	-344.02	31.2%
6060100 · Copy/Scan/Fax Income	1,596.66	1,541.67	13,850.47	0.00	0.00	13,850.47	18,500.00	-4,649.53	74.9%
6070200 · Reserve Fund Gifts	0.00	416.67	0.00	0.00	0.00	0.00	5,000.00	-5,000.00	0.0%
6070300 · General Fund Gifts	26.53	14,583.33	0.51	0.00	12,278.17	12,278.68	175,000.00	-162,721.32	7.0%
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	45.00	187.50	610.00	0.00	0.00	610.00	2,250.00	-1,640.00	27.1%
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.	75.00	6,250.00	5,006.02	0.00	0.00	5,006.02	75,000.00	-69,993.98	6.7%
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	438.43	541.67	3,432.66	0.00	0.00	3,432.66	6,500.00	-3,067.34	52.8%
6157100 · CCS/LLSAP Income	0.00	875.00	3,938.70	0.00	0.00	3,938.70	10,500.00	-6,561.30	37.5%
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	5.75	41.67	-5.05	0.00	0.00	-5.05	500.00	-505.05	-1.0%
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	825,000.00	0.00	825,000.00	1,650,000.00	-825,000.00	50.0%
<b>Total Revenues</b>	<b>18,336.98</b>	<b>539,346.79</b>	<b>3,927,065.80</b>	<b>882,969.96</b>	<b>91,136.55</b>	<b>4,901,172.31</b>	<b>6,472,161.47</b>	<b>-1,570,989.16</b>	<b>8.92</b>
<b>Total Revenues</b>	<b>18,336.98</b>	<b>539,346.79</b>	<b>3,927,065.80</b>	<b>882,969.96</b>	<b>91,136.55</b>	<b>4,901,172.31</b>	<b>6,472,161.47</b>	<b>-1,570,989.16</b>	<b>75.7%</b>
<b>Expenditures</b>									
<b>Personnel Expenses</b>									
8910100 · Salaries	162,605.19	150,416.67	1,070,364.35	0.00	0.00	1,070,364.35	1,805,000.00	-734,635.65	59.3%
8920100 · FICA/Medicare	12,001.38	11,666.67	79,077.62	0.00	0.00	79,077.62	140,000.00	-60,922.38	56.5%
8930100 · IMRF	8,040.00	17,916.67	99,270.89	0.00	0.00	99,270.89	215,000.00	-115,729.11	46.2%
8940100 · Health & Life Insurance	11,059.69	26,666.67	111,528.17	0.00	0.00	111,528.17	320,000.00	-208,471.83	34.9%
8945100 · Recruiting/Preemployment Screen	87.95	333.33	688.25	0.00	0.00	688.25	4,000.00	-3,311.75	17.2%
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	210.00	560.42	2,088.75	0.00	0.00	2,088.75	6,725.00	-4,636.25	31.1%
8970100 · Travel	845.75	1,120.83	2,214.32	0.00	0.00	2,214.32	13,450.00	-11,235.68	16.5%
8980100 · Continuing Education (Mtg/Conf)	836.94	1,329.17	4,855.95	0.00	0.00	4,855.95	15,950.00	-11,094.05	30.4%
<b>Total Personnel</b>	<b>195,686.90</b>	<b>211,052.08</b>	<b>1,372,580.80</b>	<b>0.00</b>	<b>0.00</b>	<b>1,372,580.80</b>	<b>2,532,625.00</b>	<b>-1,160,044.20</b>	<b>54.2%</b>

**McHenry Public Library District**  
**Financial Report Detail by Fund**  
**For the 9 Month(s) Ended March 31, 2025**

	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	5,422.91	5,625.00	37,101.91	0.00	0.00	37,101.91	67,500.00	-30,398.09	55.0%
8020100 · Youth Books	3,027.32	4,583.33	29,534.01	0.00	0.00	29,534.01	55,000.00	-25,465.99	53.7%
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	0.00	291.67	284.33	0.00	0.00	284.33	3,500.00	-3,215.67	8.1%
8030100 · Magazines & Newspapers	303.70	1,250.00	6,342.02	0.00	0.00	6,342.02	15,000.00	-8,657.98	42.3%
8040300 · Operating Fund Gifts(Donations)	56.45	18,750.00	161.53	0.00	12,770.25	12,931.78	225,000.00	-212,068.22	5.7%
8050100 · Adult AV Materials	3,940.16	2,583.33	15,694.63	0.00	0.00	15,694.63	31,000.00	-15,305.37	50.6%
8060100 · Youth AV Materials	2,970.59	1,083.33	7,999.49	0.00	0.00	7,999.49	13,000.00	-5,000.51	61.5%
8070100 · Library of Things	372.40	1,291.67	2,762.97	0.00	0.00	2,762.97	15,500.00	-12,737.03	17.8%
8080100 · Video Games	2,095.00	1,250.00	8,539.97	0.00	0.00	8,539.97	15,000.00	-6,460.03	56.9%
8090100 · Digital Media Services	6,282.33	9,591.67	79,616.02	0.00	0.00	79,616.02	115,100.00	-35,483.98	69.2%
8095100 · Electronic Resources	0.00	7,083.33	37,336.21	0.00	0.00	37,336.21	85,000.00	-47,663.79	43.9%
8120100 · Library Supplies	17.98	583.33	1,074.26	0.00	0.00	1,074.26	7,000.00	-5,925.74	15.3%
8130100 · Tech Services Supplies	781.73	2,727.08	5,625.19	0.00	0.00	5,625.19	32,725.00	-27,099.81	17.2%
8135100 · Bindery	0.00	41.67	0.00	0.00	0.00	0.00	500.00	-500.00	0.0%
8140100 · Adult Programs & Supplies	256.76	1,333.33	12,415.12	0.00	0.00	12,415.12	16,000.00	-3,584.88	77.6%
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	16.99	625.00	2,803.96	0.00	0.00	2,803.96	7,500.00	-4,696.04	37.4%
8147100 · Summer Reading Club	814.89	583.33	2,636.61	0.00	0.00	2,636.61	7,000.00	-4,363.39	37.7%
8150100 · Youth Programs & Supplies	1,147.89	1,375.00	11,504.22	0.00	0.00	11,504.22	16,500.00	-4,995.78	69.7%
<b>Total Material and Supplies</b>	<b>27,507.10</b>	<b>61,402.08</b>	<b>266,102.75</b>	<b>0.00</b>	<b>12,770.25</b>	<b>278,873.00</b>	<b>736,825.00</b>	<b>-457,952.00</b>	<b>37.8%</b>
<b>Contracted Services</b>									
8215100 · Collection Agency Fees	61.80	104.17	515.00	0.00	0.00	515.00	1,250.00	-735.00	41.2%
8245100 · IT/Comp/Copier/Equip-Outsourced	7,997.01	10,833.33	65,480.22	0.00	0.00	65,480.22	130,000.00	-64,519.78	50.4%
8247100 · Automation--Staff	2,725.78	2,916.67	16,394.04	0.00	0.00	16,394.04	35,000.00	-18,605.96	46.8%
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	30.00	62.50	358.87	0.00	0.00	358.87	750.00	-391.13	47.8%
8275100 · Public Pmt Processing Fees	225.86	416.67	1,558.01	0.00	0.00	1,558.01	5,000.00	-3,441.99	31.2%
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>11,040.45</b>	<b>26,083.33</b>	<b>84,306.14</b>	<b>0.00</b>	<b>0.00</b>	<b>84,306.14</b>	<b>313,000.00</b>	<b>-228,693.86</b>	<b>26.9%</b>
<b>Consortium &amp; IT/Network Services</b>									
8310100 · Automation--Circulation/Catalog	216.68	9,479.17	60,090.24	0.00	0.00	60,090.24	113,750.00	-53,659.76	52.8%
8320100 · VOIP Phone Service	1,304.86	2,041.67	13,882.85	0.00	0.00	13,882.85	24,500.00	-10,617.15	56.7%
8325100 · Internet Services	925.73	1,125.00	8,116.39	0.00	0.00	8,116.39	13,500.00	-5,383.61	60.1%
<b>Total Consortium &amp; IT/Network Services</b>	<b>2,447.27</b>	<b>12,645.83</b>	<b>82,089.48</b>	<b>0.00</b>	<b>0.00</b>	<b>82,089.48</b>	<b>151,750.00</b>	<b>-69,660.52</b>	<b>54.1%</b>
<b>Professional Services</b>									
8410100 · Accounting/Payroll/Audit Service	3,362.49	5,104.17	40,918.10	0.00	0.00	40,918.10	61,250.00	-20,331.90	66.8%
8420100 · Legal Services	1,311.25	2,083.33	1,748.75	0.00	0.00	1,748.75	25,000.00	-23,251.25	7.0%
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	4,731.35	0.00	0.00	4,731.35	7,850.00	-3,118.65	60.3%
<b>Total Professional Services</b>	<b>4,673.74</b>	<b>14,341.67</b>	<b>49,670.45</b>	<b>0.00</b>	<b>0.00</b>	<b>49,670.45</b>	<b>172,100.00</b>	<b>-122,429.55</b>	<b>28.9%</b>
<b>Printing, Publications &amp; Postage</b>									
8510100 · Printing Services Outsourced	30.60	4,583.33	24,217.56	0.00	0.00	24,217.56	55,000.00	-30,782.44	44.0%
8530100 · Public Notices & ADS (Legal & Job)	0.00	187.50	1,677.00	0.00	0.00	1,677.00	2,250.00	-573.00	74.5%
8540100 · Postage/Shipping	289.83	1,895.83	9,673.92	0.00	0.00	9,673.92	22,750.00	-13,076.08	42.5%
8545100 · Printing/Copier Supplies	1,342.00	375.00	1,940.58	0.00	0.00	1,940.58	4,500.00	-2,559.42	43.1%
8550100 · Public Relations/Promotions	-125.00	854.17	3,039.60	0.00	0.00	3,039.60	10,250.00	-7,210.40	29.7%
<b>Total Printing, Publications &amp; Postage</b>	<b>1,537.43</b>	<b>7,895.83</b>	<b>40,548.66</b>	<b>0.00</b>	<b>0.00</b>	<b>40,548.66</b>	<b>94,750.00</b>	<b>-54,201.34</b>	<b>42.8%</b>

**McHenry Public Library District**  
**Financial Report Detail by Fund**  
**For the 9 Month(s) Ended March 31, 2025**

	Monthly Total	Monthly Budget	General	Spec Reserve	Grant/Gift Fund	YTD Total	Annual Budget	\$ Over Budget	% of Budget
<b>Utilities</b>									
8610100 · Electricity	2,184.92	2,500.00	21,119.08	0.00	0.00	21,119.08	30,000.00	-8,880.92	70.4%
8620100 · Gas	2,204.95	1,458.33	9,692.21	0.00	0.00	9,692.21	17,500.00	-7,807.79	55.4%
8640100 · Water & Sewer	0.00	416.67	2,632.34	0.00	0.00	2,632.34	5,000.00	-2,367.66	52.6%
<b>Total Utilities</b>	<b>4,389.87</b>	<b>4,375.00</b>	<b>33,443.63</b>	<b>0.00</b>	<b>0.00</b>	<b>33,443.63</b>	<b>52,500.00</b>	<b>-19,056.37</b>	<b>63.7%</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	6,363.04	5,125.00	58,317.43	0.00	0.00	58,317.43	61,500.00	-3,182.57	94.8%
8745100 · Grounds Maintenance	4,080.05	3,766.67	27,338.24	0.00	0.00	27,338.24	45,200.00	-17,861.76	60.5%
8750100 · Building Operations/Maintenance	11,423.21	5,833.33	43,139.41	0.00	0.00	43,139.41	70,000.00	-26,860.59	61.6%
8760100 · Hospitality	263.83	556.25	2,499.81	0.00	0.00	2,499.81	6,675.00	-4,175.19	37.5%
8770100 · Library Lost & Damaged Materials	0.00	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>22,130.13</b>	<b>20,172.92</b>	<b>172,015.17</b>	<b>0.00</b>	<b>0.00</b>	<b>172,015.17</b>	<b>242,075.00</b>	<b>-70,059.83</b>	<b>71.1%</b>
<b>Grant &amp; Gift Fund Expenses</b>									
8800300 · 2020/21 Per Capita Grant	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
8800311 · Adult Materials - Per Capita	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
8800321 · Youth Materials - Per Capita	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
8800331 · Staff Software - Per Capita	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
8040350 · Per Capita Grant; Current FY	1,329.85	5,416.67	0.00	0.00	15,473.76	15,473.76	65,000.00	-49,526.24	23.8%
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	0.00	0.0%
8800333 · Computer Equipment	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
8800341 · Other Equipment	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
8800342 · Additional Expenses (Personnel)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
9030300 · Misc. Grants	0.00	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>1,329.85</b>	<b>13,333.33</b>	<b>0.00</b>	<b>0.00</b>	<b>15,473.76</b>	<b>15,473.76</b>	<b>160,000.00</b>	<b>-144,526.24</b>	<b>9.7%</b>
<b>Capital Expenses</b>									
9060100 · Library Furnishings	433.94	2,083.33	539.36	0.00	0.00	539.36	25,000.00	-24,460.64	2.2%
9070100 · Library Equipment	444.95	2,083.33	444.95	0.00	0.00	444.95	25,000.00	-24,555.05	1.8%
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	0.00	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	0.00	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	13,495.00	0.00	13,495.00	400,000.00	-386,505.00	3.4%
<b>Total Capital Expenses</b>	<b>878.89</b>	<b>57,083.33</b>	<b>16,042.91</b>	<b>50,835.34</b>	<b>0.00</b>	<b>66,878.25</b>	<b>685,000.00</b>	<b>-618,121.75</b>	<b>9.8%</b>
<b>Transfer to Reserve Fund</b>									
9100100 · Transfer to Reserve Fund	0.00	137,500.00	825,000.00	0.00	0.00	825,000.00	1,650,000.00	-825,000.00	50.0%
<b>Total Transfer to Reserve Fund</b>	<b>0.00</b>	<b>137,500.00</b>	<b>825,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>825,000.00</b>	<b>1,650,000.00</b>	<b>-825,000.00</b>	<b>50.0%</b>
	<b>271,621.63</b>	<b>565,885.42</b>	<b>2,941,799.99</b>	<b>50,835.34</b>	<b>28,244.01</b>	<b>3,020,879.34</b>	<b>6,790,625.00</b>	<b>-3,769,745.66</b>	<b>44.5%</b>
<b>Total Expenditures</b>	<b>271,621.63</b>	<b>565,885.42</b>	<b>2,941,799.99</b>	<b>50,835.34</b>	<b>28,244.01</b>	<b>3,020,879.34</b>	<b>6,790,625.00</b>	<b>-3,769,745.66</b>	<b>44.5%</b>
<b>Net Total</b>	<b>-253,284.65</b>	<b>-26,538.63</b>	<b>985,265.81</b>	<b>832,134.62</b>	<b>62,892.54</b>	<b>1,880,292.97</b>	<b>-318,463.53</b>	<b>2,198,756.50</b>	

**McHenry Public Library District**  
**Financial Report Detail by Month**  
**For the 9 Month(s) Ended March 31, 2025**

	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	0.00	0.00	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	0.00	0.00	0.00				9,755.41
6020200 · Developer Fees	0.00	0.00	0.00	22,428.00	0.00	0.00	0.00	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	11,316.68	7,801.40	8,023.36				110,626.28
6030200 · Special Reserve Fund Interest	4,263.73	4,206.55	3,393.91	3,753.38	3,430.67	3,222.91	3,185.11	4,788.71	5,296.99				35,541.96
6030300 · Grant/Gifts Fund Interest	2,250.94	2,213.49	1,809.58	2,005.52	1,830.00	1,710.76	1,697.34	1,516.52	1,674.01				16,708.16
6035100 · Dividends	0.00	0.00	0.00	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	0.00	0.00	0.00				135.00
6050100 · Fines and Fees	1,407.70	1,751.40	1,382.21	920.95	2,267.67	1,019.50	1,276.83	1,281.23	1,155.25				12,462.74
6055100 · Collection Agency Fees	10.00	20.00	0.00	0.00	40.00	10.00	35.98	40.00	0.00				155.98
6060100 · Copy/Scan/Fax Income	1,104.65	1,879.05	1,284.30	1,595.55	1,442.60	1,253.90	1,659.95	2,033.81	1,596.66				13,850.47
6070200 · Reserve Fund Gifts	0.00	0.00	0.00	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	1,576.87	41.40	26.53				12,278.68
6080200 · Bond & Debt Certificate Sale	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00				0.00
6090100 · Annexation & Impact Fees	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00				0.00
6090200 · Transfers From Other Funds (9100-100)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00				0.00
6105100 · Retiree/Cobra Insurance Payment	0.00	0.00	0.00	0.00	4,455.44	0.00	0.00	0.00	0.00				4,455.44
6110100 · Program Fees/Misc. Fees	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00				0.00
6120100 · Meeting Room Fees	40.00	50.00	65.00	30.00	25.00	10.00	310.00	35.00	45.00				610.00
6125100 · License Plate Renewal Fees	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00				0.00
6130100 · Misc.	20.00	937.00	463.00	36.00	25.00	41.00	144.00	3,265.02	75.00				5,006.02
6130200 · Misc. Income SR	0.00	0.00	0.00	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	282.89	391.21	438.43				3,432.66
6157100 · CCS/LLSAP Income	0.00	0.00	0.00	1,312.90	0.00	1,312.90	0.00	1,312.90	0.00				3,938.70
6160100 · Solar Credits	0.00	0.00	0.00	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	0.00	0.00	0.00				62,150.22
6200100 · Over/Short	-1.95	-1.24	-0.05	-5.35	2.31	-2.19	-0.03	-2.30	5.75				-5.05
6210300 · Miscellaneous Grants	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00				0.00
9100200 · Transfer from General Fund	0.00	0.00	0.00	0.00	0.00	0.00	0.00	825,000.00	0.00				825,000.00
<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>21,485.62</b>	<b>847,504.90</b>	<b>18,336.98</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>4,901,172.31</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	107,254.39	109,232.08	162,605.19				1,070,364.35
8920100 · FICA/Medicare	7,376.87	7,648.17	7,795.50	12,234.70	8,114.86	7,928.81	7,913.02	8,064.31	12,001.38				79,077.62
8930100 · IMRF	10,387.96	9,678.08	10,659.00	15,878.86	12,020.65	10,354.10	10,226.69	12,025.55	8,040.00				99,270.89
8940100 · Health & Life Insurance	11,568.80	12,372.80	12,372.80	12,364.44	13,773.20	13,457.32	12,279.56	12,279.56	11,059.69				111,528.17
8945100 · Recruiting/Preemployment Screen	0.00	27.95	111.80	27.95	320.80	0.00	0.00	111.80	87.95				688.25
8950100 · Tuition Reimbursement	832.50	832.50	0.00	827.50	0.00	0.00	832.50	-832.50	0.00				2,492.50
8955100 · Telecommute Reimbursements	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00				0.00
8960100 · Memberships & Dues	50.00	0.00	0.00	777.77	160.00	619.50	126.33	145.15	210.00				2,088.75
8970100 · Travel	42.13	167.10	198.16	417.53	141.07	195.50	88.87	118.21	845.75				2,214.32
8980100 · Continuing Education (Mtg/Conf)	0.00	730.00	685.75	668.50	106.10	230.40	520.21	1,078.05	836.94				4,855.95
<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>139,241.57</b>	<b>142,222.21</b>	<b>195,686.90</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1,372,580.80</b>

**McHenry Public Library District**  
**Financial Report Detail by Month**  
**For the 9 Month(s) Ended March 31, 2025**

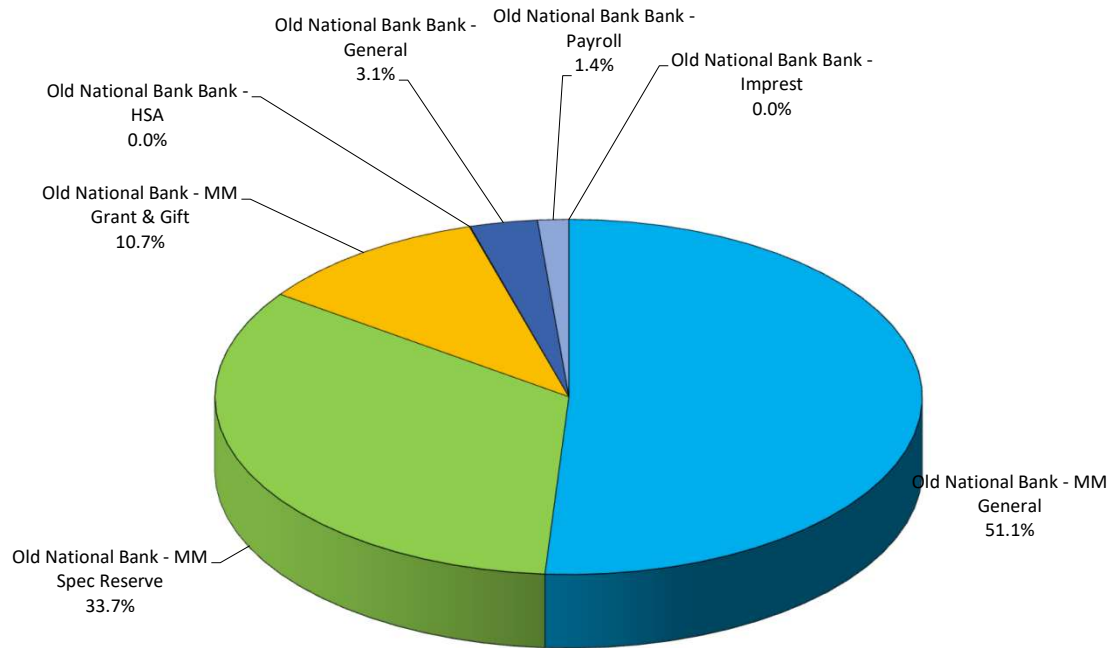
	July	August	September	October	November	December	January	February	March	April	May	June	YTD Total
<b>Materials and Supplies</b>													
8010100 · Adult Books	2,066.67	3,347.95	4,541.33	3,491.00	3,119.30	4,798.99	3,284.39	7,029.37	5,422.91				37,101.91
8020100 · Youth Books	2,304.46	3,097.22	4,360.33	2,900.92	1,571.10	4,567.78	3,504.54	4,200.34	3,027.32				29,534.01
8025100 · Professional Resources	0.00	21.18	0.00	0.00	0.00	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	119.17	35.00	0.00				284.33
8030100 · Magazines & Newspapers	0.00	674.22	111.20	546.00	484.18	2,981.74	741.00	499.98	303.70				6,342.02
8040300 · Operating Fund Gifts(Donations)	1,375.00	65.82	678.64	712.06	1,099.61	6,865.62	1,457.68	620.90	56.45				12,931.78
8050100 · Adult AV Materials	733.75	1,067.44	810.26	2,164.17	1,740.55	1,581.54	2,004.04	1,652.72	3,940.16				15,694.63
8060100 · Youth AV Materials	0.00	1,016.43	1,277.13	777.10	659.35	459.64	521.40	317.85	2,970.59				7,999.49
8070100 · Library of Things	0.00	81.98	386.80	106.66	0.00	1,202.96	16.99	595.18	372.40				2,762.97
8080100 · Video Games	1,395.00	0.00	1,785.00	2,130.00	1,055.00	0.00	29.97	50.00	2,095.00				8,539.97
8090100 · Digital Media Services	5,302.22	5,547.83	165.91	44,355.67	171.91	11,128.96	43.91	6,617.28	6,282.33				79,616.02
8095100 · Electronic Resources	16,541.96	3,347.34	2,283.96	5,817.77	4,067.63	2,372.76	2,018.38	886.41	0.00				37,336.21
8120100 · Library Supplies	31.99	97.24	0.00	278.89	69.77	151.42	221.48	205.49	17.98				1,074.26
8130100 · Tech Services Supplies	-356.96	79.26	1,309.80	662.26	1,074.83	772.26	504.85	797.16	781.73				5,625.19
8135100 · Bindery	0.00	0.00	0.00	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	1,149.33	4,964.65	256.76				12,415.12
8142100 · Comiccon	0.00	67.82	467.37	3,074.06	1,039.87	0.00	0.00	0.00	0.00				4,649.12
8145100 · Circulation Supplies	42.99	88.59	548.40	0.00	288.29	274.30	0.00	1,544.40	16.99				2,803.96
8147100 · Summer Reading Club	0.00	592.63	0.00	0.00	135.91	1.00	64.95	1,027.23	814.89				2,636.61
8150100 · Youth Programs & Supplies	1,354.81	1,956.36	2,066.26	1,632.76	184.40	860.42	1,869.76	431.56	1,147.89				11,504.22
<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>17,551.84</b>	<b>31,475.52</b>	<b>27,507.10</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>278,873.00</b>
<b>Contracted Services</b>													
8215100 · Collection Agency Fees	0.00	82.40	61.80	51.50	92.70	51.50	41.20	72.10	61.80				515.00
8245100 · IT/Comp/Copier/Equip-Outsourced	9,893.15	12,727.14	6,761.06	600.00	6,589.72	10,991.00	0.00	9,921.14	7,997.01				65,480.22
8247100 · Automation--Staff	300.00	1,963.30	1,174.70	1,117.85	5,517.94	794.56	1,886.21	913.70	2,725.78				16,394.04
8250-100 · Vehicle Expenses	0.00	0.00	0.00	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	0.00	0.00				0.00
8270100 · Library Bank/Finance/Late Fee	30.00	31.47	147.40	30.00	30.00	0.00	30.00	30.00	30.00				358.87
8275100 · Public Pmt Processing Fees	133.73	161.81	143.97	122.65	253.28	145.29	242.54	128.88	225.86				1,558.01
8285100 · License Plate Fees Settlement	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00				0.00
<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>2,199.95</b>	<b>11,065.82</b>	<b>11,040.45</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>84,306.14</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	28,589.96	0.00	216.68				60,090.24
8320100 · VOIP Phone Service	3,268.49	0.00	3,292.72	50.00	1,655.04	1,662.62	1,662.62	986.50	1,304.86				13,882.85
8325100 · Internet Services	1,553.80	487.80	1,081.00	776.90	462.80	1,550.66	481.80	795.90	925.73				8,116.39
<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>30,734.38</b>	<b>1,782.40</b>	<b>2,447.27</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>82,089.48</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	12,842.49	3,692.71	3,362.49				40,918.10
8420100 · Legal Services	0.00	0.00	0.00	0.00	0.00	0.00	0.00	437.50	1,311.25				1,748.75
8430100 · Other Consulting Fees	0.00	0.00	0.00	0.00	2,272.25	0.00	0.00	0.00	0.00				2,272.25
8440100 · In Service/Staff Training/LMS	600.00	0.00	0.00	1.00	3,831.35	0.00	150.00	149.00	0.00				4,731.35
<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>12,992.49</b>	<b>4,279.21</b>	<b>4,673.74</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>49,670.45</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	0.00	12,981.50	30.60				24,217.56
8530100 · Public Notices & ADS (Legal & Job)	73.50	0.00	635.00	0.00	0.00	968.50	0.00	0.00	0.00				1,677.00
8540100 · Postage/Shipping	114.54	251.44	2,824.43	147.85	2,593.33	142.79	2,893.91	415.80	289.83				9,673.92
8545100 · Printing/Copier Supplies	0.00	248.58	0.00	0.00	0.00	350.00	0.00	0.00	1,342.00				1,940.58
8550100 · Public Relations/Promotions	37.99	1,298.09	0.00	0.00	586.04	9.37	396.11	837.00	-125.00				3,039.60
<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>3,290.02</b>	<b>14,234.30</b>	<b>1,537.43</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>40,548.66</b>

McHenry Public Library District  
Financial Report Detail by Month  
For the 9 Month(s) Ended March 31, 2025

	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	2,532.85	2,360.73	2,184.92				21,119.08
8620100 · Gas	158.03	148.16	152.45	160.05	629.97	1,388.19	2,254.77	2,595.64	2,204.95				9,692.21
8640100 · Water & Sewer	0.00	912.79	0.00	1,215.91	0.00	306.55	0.00	197.09	0.00				2,632.34
<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>4,787.62</b>	<b>5,153.46</b>	<b>4,389.87</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>33,443.63</b>
<b>Miscellaneous Operating Expenses</b>													
8720100 · Building & Auto Insurance	0.00	0.00	39,608.00	0.00	0.00	0.00	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	0.00	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	5,582.32	6,416.33	6,363.04				58,317.43
8745100 · Grounds Maintenance	1,625.00	1,688.92	3,225.18	3,419.22	6,220.18	0.00	3,580.19	3,499.50	4,080.05				27,338.24
8750100 · Building Operations/Maintenance	1,179.16	2,798.75	2,975.23	9,870.10	3,619.27	3,307.23	2,381.35	5,585.11	11,423.21				43,139.41
8760100 · Hospitality	173.61	206.23	403.62	196.99	525.48	200.96	390.56	138.53	263.83				2,499.81
8770100 · Library Lost & Damaged Materials	14.20	0.50	13.01	22.91	15.32	3.34	0.00	0.00	0.00				69.28
8795100 · Miscellaneous	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00				0.00
<b>Total Miscellaneous Operating Expenses</b>	<b>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>11,934.42</b>	<b>15,639.47</b>	<b>22,130.13</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>172,015.17</b>
<b>Grant &amp; Gift Fund Expenses</b>													
8800300 · 2020/21 Per Capita Grant	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00				0.00
8800311 · Adult Materials - Per Capita	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00				0.00
8800321 · Youth Materials - Per Capita	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00				0.00
8800331 · Staff Software - Per Capita	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00				0.00
8040350 · Per Capita Grant; Current FY	0.00	0.00	0.00	0.00	1,085.80	6,967.23	-1,028.08	7,118.96	1,329.85				15,473.76
8040355 · Per Capita Grant; Previous FY	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00				0.00
8800332 · Public Software	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00				0.00
8800333 · Computer Equipment	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00				0.00
8800341 · Other Equipment	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00				0.00
8800342 · Additional Expenses (Personnel)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00				0.00
9030300 · Misc. Grants	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00				0.00
9200300 · Additional Expenses	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00				0.00
<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>-1,028.08</b>	<b>7,118.96</b>	<b>1,329.85</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>15,473.76</b>
<b>Capital Expenses</b>													
9060100 · Library Furnishings	0.00	0.00	70.28	0.00	0.00	0.00	0.00	35.14	433.94				539.36
9070100 · Library Equipment	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	444.95				444.95
9080100 · Small Equipment under \$250	0.00	0.00	0.00	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	0.00	0.00	0.00				15,058.60
9050200 · Library District Act	0.00	5,502.00	5,064.94	7,525.89	0.00	19,247.51	0.00	0.00	0.00				37,340.34
9060200 · Special Reserve Expenditures	0.00	0.00	11,995.00	0.00	0.00	0.00	1,500.00	0.00	0.00				13,495.00
<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>1,500.00</b>	<b>35.14</b>	<b>878.89</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>66,878.25</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	825,000.00	0.00				825,000.00
<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>825,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>825,000.00</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>223,204.21</b>	<b>1,058,006.49</b>	<b>271,621.63</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>3,020,879.34</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>-201,718.59</b>	<b>-210,501.59</b>	<b>-253,284.65</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1,880,292.97</b>

**McHenry Public Library District  
Investments  
For the 9 Month(s) Ended March 31, 2025**

<b>Bank</b>	<b>Current Rate</b>	<b>Book Balance</b>
Old National Bank - MM General	3.94%	3,145,651
Old National Bank - MM Spec Reserve	3.94%	2,076,744
Old National Bank - MM Grant & Gift	3.94%	656,315
Old National Bank Bank - HSA	n/a	1,791
Old National Bank Bank - General	n/a	190,252
Old National Bank Bank - Payroll	n/a	87,527
Old National Bank Bank - Imprest	n/a	49
<b>Total</b>	<b>\$</b>	<b>6,158,329</b>





**McHenry Public Library District**  
**INTERIM CHECKS ISSUED - March 2025**  
**(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	\$ 600.72	8745-100	03/04/25	EFT
AT&T	Internet	\$ 314.10	8325-100	03/01/25	EFT
First Communications	Phone	\$ 1,304.86	8320-100	03/02/25	EFT
Comcast	Internet	\$ 481.80	8325-100	03/01/25	EFT
Comcast	Internet	\$ 481.80	8325-100	03/31/25	EFT
<b>subtotal for account</b>		<b>\$ 3,183.28</b>			

<b>Account - HSA/Building</b>					
Old National Bank	Employee contributions HSA	\$ 312.50	8940-100	03/04/25	EFT
Old National Bank	Employer contributions HSA	\$ 525.79	8940-100	03/04/25	EFT
Old National Bank	Employee contributions HSA	\$ 525.79	8940-100	03/18/25	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>
Spring Book Center	Spring Book Center	\$ 190.50	8040-350	03/31/25	1293
<b>subtotal for account</b>		<b>\$ 190.50</b>			

**GRAND TOTAL CHECKS ISSUED \$ 4,737.86**

## Reimbursement Report

McHenry Public Library District

Check Dates: 03/04/2025 to 03/18/2025

Pay Periods: 02/10/2025 to 03/09/2025

## Reimbursement Report March 2025

Employee	Amount
Einoris, Jen E. 139	\$369.63
<b>Totals for REIPC -- Petty Cash Reimbursement</b>	
<b>1 Employees</b>	<b>\$369.63</b>

Employee	Amount
Baseley, Steffanie L.	\$62.18
Einoris, Jen E.	\$169.68
Kimbrel, Kevin M.	\$55.13
Kordistos, Skye	\$67.90
Moreno Lomeli, Araceli M.	\$14.00
Salazar, Bertha A.	\$10.78
Stansbury, Alie A.	\$24.38
<b>Totals for REITR -- Travel Reimbursement</b>	
<b>7 Employees</b>	<b>\$404.05</b>

### Report Totals

Code	Description	Employees	Amount
REIPC	Petty Cash Reimbursement	1	\$369.63
REITR	Travel Reimbursement	7	\$404.05
<b>Totals</b>		<b>7</b>	<b>\$773.68</b>



Paylocity Corporation  
(888) 873-8205

User: JMay

Run on 4/7/2025 at 1:22 PM

APRIL 2025 (FY 2024-2025)				Bankcard Transactions - Sorted By Account		
NAME	TRANSACTION DATE	MERCHANT NAME	AMOUNT	NOTES	ACCOUNT	ACCOUNT TOTALS
MILFAJT	3/13/2025	CHICAGO TRIB SUBSCRIPT	\$ 676.00		8030-100	\$ 741.00
MILFAJT	3/31/2025	SHAW SUBURBAN MEDIA-SU	\$ 65.00		8030-100	
JAKACKI	3/25/2025	THE UPS STORE 4064	\$ 96.00	\$113.00 Split	8040-300	\$ 96.00
STANSBURY	3/16/2025	SP YOTO USA	\$ 400.37		8060-100	\$ 400.37
SPAARGAREN	3/25/2025	MOBILE BEACON	\$ 1,595.00	\$600 PREPAID 3/24/25-3/23/26	8070-100	\$ 1,595.00
MICHALSKI	3/9/2025	Disney Plus	\$ 12.00		8090-100	\$ 154.93
MAY	3/13/2025	Disney Plus	\$ 12.00		8090-100	
MICHALSKI	3/16/2025	PARAMOUNT+	\$ 5.99		8090-100	
MAY	3/21/2025	HLU*HULUPLUS	\$ 18.99		8090-100	
MAY	3/21/2025	Disney Plus	\$ 12.00		8090-100	
MAY	3/22/2025	HLU*HULUPLUS	\$ 18.99		8090-100	
MAY	3/28/2025	HLU*HULUPLUS	\$ 18.99		8090-100	
MICHALSKI	3/28/2025	HULU 877-8244858 CA	\$ 18.99		8090-100	
MAY	3/29/2025	Disney Plus	\$ 12.00		8090-100	
MAY	4/1/2025	HELP.MAX.COM	\$ 16.99		8090-100	
STANSBURY	4/2/2025	Amazon Kids+*LH5VN43S3	\$ 7.99		8090-100	
JAKACKI	3/17/2025	OURDIGITALWORLD	\$ 3,429.81	PREPAID 3/24/25-3/23/26	8095-100	\$ 3,429.81
MSCHNAEBELE	3/29/2025	MENARDS CRYSTAL LAKE I	\$ 12.33		8130-100	\$ 12.33
SPAARGAREN	3/22/2025	SAVERS - 1176	\$ 7.98		8140-100	\$ 27.96
SPAARGAREN	3/24/2025	MICHAELS #9490	\$ 19.98		8140-100	
STANSBURY	4/6/2025	COLLABORATIVE SUMMER L	\$ 654.73		8147-100	\$ 654.73
STANSBURY	3/17/2025	TEACHERSPAYTEACHERS.CO	\$ 3.00		8150-100	\$ 1,100.97
STANSBURY	3/20/2025	THE UPS STORE 4064	\$ 648.00		8150-100	
STANSBURY	3/24/2025	Amazon.com*OI05A3BC3	\$ 60.00		8150-100	
STANSBURY	3/24/2025	Amazon.com*QL23G8D23	\$ 129.99		8150-100	
STANSBURY	3/24/2025	Amazon.com*LK5O20BF3	\$ 129.99		8150-100	
STANSBURY	3/24/2025	Amazon.com*HT6SH8PQ3	\$ 129.99		8150-100	
JAKACKI	3/24/2025	BITLY.COM	\$ 348.00	PREPAID 3/24/25-3/23/26	8247-100	\$ 348.00
JAKACKI	3/17/2025	INTERNATIONAL TRANS FEE	\$ 102.89		8270-100	\$ 102.89
JAKACKI	3/25/2025	THE UPS STORE 4064	\$ 17.00	\$113.00 Split	8510-100	\$ 65.00
JAKACKI	3/31/2025	THE UPS STORE 4064	\$ 48.00		8510-100	
MICHALSKI	3/21/2025	USPS PO 1646800050	\$ 33.64		8540-100	\$ 33.64
JAKACKI	3/11/2025	McHenry Area Chamber	\$ 600.00	\$800.00 Split	8550-100	\$ 740.62
JAKACKI	3/31/2025	FACEBK *CJNZ9M86S2	\$ 15.62		8550-100	
JAKACKI	4/1/2025	SQ *MCHENRY COUNTY LIV	\$ 125.00		8550-100	
MSCHNAEBELE	3/10/2025	MENARDS CRYSTAL LAKE I	\$ 200.17		8750-100	\$ 612.22
MSCHNAEBELE	3/29/2025	MENARDS CRYSTAL LAKE I	\$ 159.98		8750-100	
MSCHNAEBELE	3/29/2025	MENARDS CRYSTAL LAKE I	\$ 217.18		8750-100	
MSCHNAEBELE	3/29/2025	MENARDS CRYSTAL LAKE I	\$ 34.89		8750-100	
MICHALSKI	3/20/2025	WAL-MART #1377	\$ 66.58		8760-100	\$ 180.08
JAKACKI	4/3/2025	TARGET 00011668	\$ 12.34		8760-100	
JAKACKI	4/6/2025	WALMART.COM	\$ 101.16		8760-100	
MAY	4/3/2025	NATIONAL CRIME SEARCH	\$ 262.75		8945-100	\$ 322.75
MAY	4/4/2025	WISCONSIN LIBRARY ASSO	\$ 60.00		8945-100	
MAY	3/10/2025	PAYROLL LEGAL ALER	\$ (99.00)	Refund	8980-100	\$ 581.00
JAKACKI	3/11/2025	McHenry Area Chamber	\$ 200.00	\$800.00 Split	8980-100	
SPAARGAREN	3/21/2025	ILLINOIS LIBRARY ASSOC	\$ 160.00		8980-100	
MILFAJT	3/29/2025	ILLINOIS LIBRARY ASSOC	\$ 320.00		8980-100	
		TOTAL BANKCARD TRANSACTIONS:	\$ 11,199.30			



McHenry Public Library District  
809 Front St. McHenry IL 60050  
815.385.0036  
www.mchenrylibrary.org

Linda Wood, Treasurer  
McHenry Garden Club



April 8, 2025

Dear Treasurer Wood,

Thank you to the McHenry Garden Club for your generous \$107.74 donation to the McHenry Public Library District to purchase the following gardening-related books for the library.

- *Ada Magnífica, científica, investiga / Ada Twist, Scientist: Team Green!* by Andrea Beaty, et al.
- *A Tree Is a Community* by David L. Harrison, et al.
- *The Junior Plant Lover's Handbook: A Green-thumb Guide for Kids* by Molly Williams, et al.
- *A Life in the Garden: Tales and Tips for Growing Food in Every Season* by Barbara Damrosch
- *Mindful Garden: Serene Spaces for Outdoor Living* by Stephanie Donaldson, et al.
- *The Food Forward Garden: A Complete Guide to Designing and Growing Edible Landscapes* by Christian Douglas, et al. \$19.78
- *Project Mushroom: A Modern Guide to Growing Fungi* by Lorraine Caley, et al.

Each book will have a bookplate designating it as a donation from the McHenry Garden Club so the many users who use them will have an opportunity to appreciate your gift as much as we do.

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

With appreciation,

Kathy Milfajt  
Technical Services Manager

# THE POTENTIAL IMPACT OF FUNDING CUTS FOR ILLINOIS LIBRARIES



On March 14, 2025, President Trump signed an executive order eliminating the Institute of Museum and Library Services (IMLS) “to the maximum extent consistent with applicable law.”

**What does this mean for libraries in Illinois?**

## TO HAVE THRIVING COMMUNITIES, WE NEED THRIVING LIBRARIES.

Libraries are critical institutions for their communities. Funding cuts at any level have the potential to disrupt programs and services, including the interlibrary loan delivery service that transports over **11 million items** statewide per year.

### Libraries and the Federal Budget

In 2024, the total amount awarded by IMLS to museums, libraries, and archives was \$266.7 million—or just **0.0046% of the federal budget**, and 75 cents per capita.

### More Than Just Books

Libraries provide services for the most vulnerable populations, including:



Seniors



Young Children



People with disabilities



Jobseekers



People experiencing homelessness



Rural residents



Individuals with a language barrier



Individuals in low-income households



## Library Funding in Illinois

The most common way that libraries are funded in Illinois is through local property taxes. Most public libraries also receive grants from the Illinois State Library (such as the Per Capita and Equalization Grants) but those are typically a relatively small portion of their budget.

### ALLOCATION OF IMLS FUNDING IN ILLINOIS



## Advocating for Illinois Libraries

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There are many options for making your voice heard about the impact of these cuts. The following organizations are helping mobilize library advocacy efforts:

**American Library Association**  
**Illinois Library Association**  
**EveryLibrary**

### OTHER TIPS

As a trustee, you are an important voice for your local public library in the community. Talking about your experience at the library helps make the public more aware of the impact that the library has. Here are some more ideas to help amplify the value of the library:



Talk to your elected representatives – federal, state, and local



Talk to your community about the benefits of a well-funded library



Share your story about why you serve as a public library trustee



Write your local newspaper about why your library is worth funding



Encourage friends and neighbors to get their library card



The **Illinois Heartland Library System (IHLS)** and **Reaching Across Illinois Library System (RAILS)**

are the two multitype library systems in Illinois.

They provide:

- interlibrary loan delivery
- continuing education and consulting services
- shared catalog and cataloging support
- e-content services
- museum and attractions pass program
- group purchases and vendor discounts
- networking opportunities
- targeted grant funding

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*Funding for IHLS, RAILS, and Chicago Public Library System is provided through the Illinois State Library and the Secretary of State, with funds appropriated by the Illinois General Assembly.*

Brought to you by Illinois Heartland Library System & Reaching Across Illinois Library System.

**For more information:** IHLS - 618.656.3216; [ihlseillinoisheartland.org](http://ihlseillinoisheartland.org) | RAILS - 630.734.5000; [communications@railslibraries.org](mailto:communications@railslibraries.org)

# IMLS Funding Cuts: A Message from Alexi Giannoulas

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**R** [railslibraries.org/news/120259](https://railslibraries.org/news/120259)

April 1, 2025

Dear Library Colleagues:

On March 14, President Trump issued an executive order mandating the elimination of seven agencies, including one that funds libraries around the country – the Institute of Museum and Library Services (IMLS).

The executive order, which we believe violates the law, will have detrimental consequences for libraries and the services they offer to Illinoisans across the state. IMLS provides vital grants, resources and initiatives that help our libraries better serve young people, families and communities.

Scores of organizations, including the American Library Association (ALA), the Illinois Library Association (ILA) and other state and local libraries nationwide have spoken out against the executive order, which jeopardizes free educational, reading and literacy programs, internet for those without home access, homework and tutoring assistance and other resources for children, students and adults.

In 2024, the total amount awarded by IMLS to museums, libraries, and archives was \$266.7 million — or just 0.003 percent of the federal budget, and 75 cents per capita.

This executive order runs counter to our values as a society and democracy and will come at a high cost to Illinois families living in underserved and rural areas who don't have access to books and rely on interlibrary sharing agreements as a lifeline for learning.

## **Impact on Illinois:**

Of the \$180 million that the IMLS's Grants to States Program provides to state libraries, the Illinois State Library received \$5.7 million in the fiscal year 2025 – the sixth highest amount of any state. These funds help sustain the operations of all public, school, academic and special libraries and provide essential program funding in targeted areas, particularly underserved areas of the state.

## **Allocation of Funding:**

### **Statewide Services:**

**\$2.5 million** is allocated to the Illinois Heartland and Reaching Across Illinois Library Systems (RAILS) under the System Area & Per Capita Grant Program. This funding is specifically targeted to facilitate the delivery of books and library materials to support



interlibrary loan services. Last fiscal year, 11 million items were transferred among more than 1,700 public, school, academic, and special libraries in Illinois, which has one of the largest interlibrary sharing programs in the nation. This program is critical to supporting libraries that are dependent on borrowing materials from districts with larger collections and more financial resources.

**\$1.8 million** for a subscription to OCLC's WorldCat Discovery/FirstSearch services. More than 1,000 libraries in Illinois use OCLC services to support their cataloging, inter-library loan program, and information needs. During fiscal year 2024, Illinois libraries conducted nearly 1 million citation searches to serve their library patrons and support their library operations.

**\$166,000** is used by the Illinois Heartland Library System to support the iLEAD online training and leadership portal for all public library trustees in the State.

**\$100,000** for the "Illinois Libraries Present" initiative, which allows over 200 public libraries to afford high-quality online programming for their patrons that would be cost-prohibitive for single libraries to provide on their own.

#### **Individual Library Grants:**

**\$526,000** for Project Next Generation, which educates at-risk students and bridges the digital divide, providing access to computers, software, and technologies.

**\$420,000** awarded to the Illinois Department of Corrections (IDOC) for the purchase of library materials and services at 28 state corrections facilities in the state aimed at reducing recidivism.

#### **Library Workforce Development:**

**\$111,000** to support continuing education and professional development through grants to the Illinois Library Association that provides library leadership training for public library directors.

#### **State Library Operations & Programs:**

**\$80,000** for the State Library's print subscriptions to support reference services and facilitate interlibrary loan/article requests received from other libraries throughout the state.

#### **Additional Impacts:**

The IMLS budget also supports funding for the National Leadership Grants for Libraries and the Laura Bush 21st Century Librarian Program, named after the former First Lady. In its most recent allocations for these purposes, IMLS granted **\$2.4 million** to individual libraries, academic institutions, and library consortia in Illinois. These include:

- The American Library Association's collaboration with the Chicago Public Library, the Delaware Association, and the Charleston County Public Library to develop resources that will support literacy services in libraries.
- The University of Illinois Urbana-Champaign and the Public Library Association's effort to train libraries to better illustrate their impact and value through data-driven tools.

### **Call to Action:**

**Raise Awareness:** Librarians and library administrators must make their governing bodies aware of this situation. Public library trustees, school board members, academic trustees, and even corporate officers of our special libraries must fully understand the potential impact on IMLS services to libraries, their patrons and their communities. Library leadership must work to ensure these essential services are sustained for the communities they serve.

**Make Your Voices Heard:** Congressional members must hear the many voices of the library community, including the influential voices in our libraries' governing bodies. Joining with the efforts of the American Library Association and the Illinois Library Association, we urge everyone to reach out and urge lawmakers to restore this critical funding.

Congressional contact information can be found here – [Find Your Members in the U.S. Congress](#) | [Congress.gov](#) | [Library of Congress](#)

### **Closing:**

Make no mistake, stripping these vital resources threatens the sustainability of libraries and amounts to a disinvestment in an educated and informed society.

As State Librarian, my administration is committed in doing everything possible to protect these essential agencies and prevent any efforts to dismantle and defund them.

The importance of our libraries, librarians and library workers extends far beyond the bookshelf. You play an indispensable role in the communities you serve, fostering lifelong learning and offering invaluable resources, despite these challenging times. You will always have my support.

If you have any questions, please email our State Library Director Greg McCormick at [ISLServices@ilsos.gov](mailto:ISLServices@ilsos.gov).

Sincerely,

Alexi Giannoulas  
Secretary of State & State Librarian

March 13, 2025

**Re: Non-Discrimination in Public Spaces & Persons Experiencing Homelessness**

Dear Illinois local public officials:

As a valued government partner, this letter is being transmitted to provide you with guidance, analysis, and resources following the recent U.S. Supreme Court opinion addressing laws that regulate camping and other sleeping activities on public property.<sup>1</sup> The majority of localities have not changed their approach of providing care and compassion to people experiencing homelessness. Unfortunately, several units of local government have enacted or are considering enacting ordinances that may unduly restrict access to public spaces by creating penalties, fines and, in some instances, providing for the incarceration of persons experiencing homelessness. The information below serves to remind local public officials that Illinois law requires the administration of access to public spaces in a non-discriminatory manner, including to persons who may be seeking shelter. It is our collective responsibility to avoid any discriminatory infringement of these rights in violation of the Illinois Human Rights Act, the Illinois Civil Rights Act of 2003, and the Bill of Rights for the Homeless Act.<sup>2</sup>

We understand that local public officials face difficult challenges in responding to the needs of persons experiencing homelessness within their jurisdictions. While you have a responsibility to ensure public health and safety, you must do so in a way that protects the right to access public spaces in a nondiscriminatory manner. This can be accomplished by working collaboratively with local, state and federal agencies (especially social service agencies), non-governmental organizations, and public safety agencies. Persons experiencing homelessness are often targeted for discrimination, harassment, and violence and local public officials should exercise caution before penalizing or excluding persons from public spaces, including those who rely on access to those spaces for their survival.

As local public officials responsible for ensuring nondiscriminatory access to Illinois public spaces, we share the following obligations that govern the execution of your responsibilities and duties:

- **Bill of Rights for the Homeless Act (BRHA) protections.** Under the BRHA, persons experiencing homelessness have the right to equal treatment by all State and municipal agencies, without discrimination on the basis of housing status. Persons experiencing homelessness have the right to use and move freely in public spaces, including but not limited to public sidewalks, public parks, public transportation, and public buildings, in the same manner as any other person and without discrimination on the basis of their housing status. Persons experiencing homelessness also have the right to a reasonable expectation of privacy in their personal property.<sup>3</sup>
- **Illinois civil rights statutory protections.** Under the Illinois Human Rights Act (IHRA), no person may deprive another of the full and equal enjoyment of a place of public accommodation based

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<sup>1</sup> See *City of Grants Pass, Oregon v. Gloria Johnson, et al.*, 603 U.S. \_\_\_\_ (June 28, 2024) (hereinafter, “*Grants Pass*”).

<sup>2</sup> 775 ILCS 5/5-101 *et seq.*, 740 ILCS 23/1 *et seq.*, 775 ILCS 45/1 *et seq.*, respectively.

<sup>3</sup> 775 ILCS 45/10.

on actual or perceived protected characteristics. A Public Official is specifically prohibited from denying or refusing the full and equal enjoyment of facilities and services under their care. Protected characteristics under the IHRA include military status, disability (physical or mental), order of protection status, sexual orientation (including gender identity), race, and color, just to name a few.<sup>4</sup> The Illinois Civil Rights Act of 2003 (ICRA) also prohibits local and county governments from discriminating against any person based on race, color, national origin, or gender, and from adopting policies whose criteria or methods of administration have the effect of subjecting individuals to discrimination based on those characteristics.<sup>5</sup>

Ordinances that target persons experiencing homelessness for unequal treatment may have the effect of imposing unjustified harms based on protected characteristics under the ICRA or IHRA. For example, Black Illinois residents are almost eight times more likely to be homeless than white Illinois residents, a racial disproportionality that is double the national rate.<sup>6</sup> People experiencing homelessness may also be disproportionately likely to be veterans,<sup>7</sup> have a disability,<sup>8</sup> or be survivors of domestic violence protected by an order of protection<sup>9</sup> – all protected characteristics under the IHRA. Units of local government should take care to ensure that their ordinances are not enforced in a manner that imposes unjustified disproportionate harm on vulnerable populations.

- **Constitutional protections.** Public officials may not infringe on the constitutional rights of those who seek to use public spaces by, for example, denying equal protection, due process, or First Amendment rights to indigent persons or persons experiencing homelessness. As the Supreme Court observed in *Grants Pass*, regulations on homelessness may not infringe on these fundamental constitutional rights.<sup>10</sup> For instance, the Supreme Court observed that a city that selectively enforces a public-camping ordinance only against homeless persons may be vulnerable to legal challenges under “due process and our precedents regarding selective prosecution.”<sup>11</sup>
- **Reporting discrimination in public spaces.** Anyone who encounters discrimination, harassment, retaliation, or other civil rights violations in connection with their use of public accommodations (public spaces), may report the incident(s) to the Illinois Department of Human Rights (IDHR) or the Civil Rights Bureau of the Office of the Illinois Attorney General (OAG).
  - IDHR can be reached by calling (877) 236-7703, by \*TTY to 7-1-1, by email to [IDHR.Intake@illinois.gov](mailto:IDHR.Intake@illinois.gov), or by visiting IDHR online at [dhr.illinois.gov](http://dhr.illinois.gov).
  - OAG can be reached at (877) 581-3692, by email to [CivilRights@ilag.gov](mailto:CivilRights@ilag.gov), or by visiting OAG online at [IllinoisAttorneyGeneral.gov](http://IllinoisAttorneyGeneral.gov).

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<sup>4</sup> See 775 ILCS 5/5-101 for the full definition of public accommodations and public officials covered by the IHRA.

<sup>5</sup> 740 ILCS 23/5.

<sup>6</sup> See Iván Arenas, William Scarborough, Aisha Lehmann, Karlia Brown, and Amanda E. Lewis, Institute for Research on Race and Public Policy (IRPP), University of Illinois Chicago, *Black Homelessness in Illinois: Structural Drivers of Inequality at 1* (March 2024), available at <https://uofi.app.box.com/s/owosqr7f4pp3y5csxx4cszymwtk0n1gs>.

<sup>7</sup> See U.S. Department of Housing and Urban Development (HUD), *The 2023 Annual Homelessness Assessment Report (AHAR) to Congress at 66* (Dec. 2023), available at <https://www.huduser.gov/portal/sites/default/files/pdf/2023-AHAR-Part-1.pdf>.

<sup>8</sup> See *Grants Pass* at 2.

<sup>9</sup> *Id.*

<sup>10</sup> *Grants Pass* at 15.

<sup>11</sup> *Id.* at 21, fn. 5.

- **Technical assistance for local public officials.** Local Public Officials in need of technical assistance in connection with the lawful administration of places of public accommodations (public spaces) may contact IDHR or the OAG for assistance.
  - **IDHR.** The IDHR Attorney of the Day can be reached by calling (312) 814-6262, by email to [IDHR.Legal@illinois.gov](mailto:IDHR.Legal@illinois.gov), or by visiting IDHR online at [dhr.illinois.gov](http://dhr.illinois.gov).
  - **OAG.** The Civil Rights Bureau of the Office of the Attorney General (OAG) can be reached by calling (877) 581-3692, by email to [civilrights@ilag.gov](mailto:civilrights@ilag.gov), or by visiting OAG online at [illinoisattorneygeneral.gov](http://illinoisattorneygeneral.gov).
  - **OPEH.** The Office to Prevent & End Homelessness (OPEH) is available to provide technical assistance and other guidance to partners across the State. Please contact OPEH by email to [homeless.office@illinois.gov](mailto:homeless.office@illinois.gov), or by calling (312) 793-2922 for general questions and technical assistance.

Local public officials should be mindful of the broad protections under the BRHA, Illinois civil rights statutes, and the Constitution when considering ordinances that unduly restrict, create penalties/fines, or provide for incarceration of persons experiencing homelessness for seeking shelter in public spaces. Enacting and enforcing ordinances that interfere with the rights of persons experiencing homelessness to access public spaces may give rise to legal action.<sup>12</sup> Public officials are reminded that the IHRA prohibits retaliation against a person for complaining about discrimination or harassment, and prohibits the aiding, abetting, compelling, or coercing of a person to commit a violation of the IHRA – such conduct may also give rise to legal action.<sup>13</sup>

In Illinois, the commitment to safeguarding the civil rights of persons experiencing homelessness and the law governing access to public spaces is settled: health and safety in, and nondiscriminatory access to, Illinois public spaces is a right for all, and in certain circumstances a necessity.

Together, State and local governmental leaders work to ensure our communities are served and supported. We appreciate your commitment to upholding the laws of our State, including the Illinois Human Rights Act, Illinois Civil Rights Act of 2003, and Bill of Rights for the Homeless Act. Our respective offices remain available to you as vital resources in our shared effort to ensure public health and safety and protect the civil rights of persons experiencing homelessness.

Respectfully,

*Jim Bennett*  
**JAMES L. BENNETT**  
DIRECTOR

ILLINOIS DEPARTMENT OF HUMAN RIGHTS

*Christine Haley*  
**CHRISTINE HALEY**  
CHIEF HOMELESSNESS OFFICER

ILLINOIS OFFICE TO PREVENT & END  
HOMELESSNESS

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<sup>12</sup> 775 ILCS 5/5-101 *et seq.*

<sup>13</sup> 775 ILCS 5/6-101.



McHENRY PUBLIC  
LIBRARY DISTRICT

# MARCH 2025

## BY THE NUMBERS

### PEOPLE

**478**  
New Card  
Registrations

**296**  
Hours Open  
To Public

**13,494**  
Library Attendance



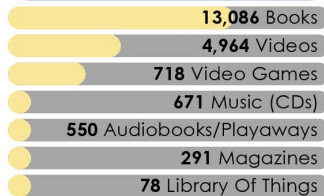
**6,995**  
Program  
Attendance

**9.5**  
Volunteer  
Hours

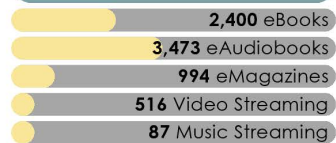
### CIRCULATION



#### 20,358 PHYSICAL ITEMS



#### 7,470 eMATERIALS



### RESOURCES



Computer  
Sessions  
**1,535**



Database  
Searches  
**9,674**



Database  
Sessions  
**931**



Simple Scan &  
Fax Uses  
**246**



WiFi Uses  
(in Library)  
**1,722**

### ONLINE

**4,216**



EMAIL SUBSCRIBERS

3.2K



91



452



1.3K



536



56



Teen Esp.

SOCIAL MEDIA FOLLOWERS

**419,186**



WEBSITE VIEWS

#### MARCH 2024 COMPARISON

Library Attendance: **13,028**  
Program Attendance: **8,011**  
Hours Open: **288**

Registrations: **416**  
Volunteer Hours: **7**

Items In Circulation (Physical): **23,672**  
Items In Circulation (eMaterials): **6,582**  
Website Views: **328,750**

Computer Sessions: **1,508**  
Database Searches: **12,750**

Database Sessions: **1256**  
Simple Scan Uses: **294**  
WiFi Uses: **1,839**

## McHenry Public Library District

### LIBRARIAN'S REPORT

MARCH 2025

#### Administration

- L. Jakacki and M. Schnaebele meet with SMC and various vendors throughout the month regarding the sanitary sewer line replacement project and timeline.
- M. Schnaebele and J. Sullivan were busy the weeks leading up to the construction, relocating and storing almost all the furniture in the YS department.
- A. Mesino promoted the library's upcoming construction project through a press release, boosted Facebook ads, webpage, and other print and digital media.
- On March 31, the construction project to replace the Library's sanitary sewer lines through the south parking lot and inside along the south wall from the conference room to the Discovery Hub began. The first few days involved preparation work to shift the Youth Services shelving and create a tunnel inside the library to contain construction activities and work outside. All staff have been managing these changes with a good attitude and continue to provide excellent customer service to our patrons, who are also navigating these adjustments.
- L. Jakacki was a volunteer reviewer for RAILS's "My Library Is. . ." grant applications. This grant is available to all types of libraries throughout northern Illinois and is designed to help them share their stories with their communities. It was inspiring to have read about all the innovation occurring at libraries.
- L. Jakacki completed the library's Annual Library Certification and submitted it to the Illinois State Library.
- The Management Team held their annual Person-In-Charge training and building walk-through of safety and security features.
- L. Jakacki participated in CCS's strategic planning event, which helped to provide direction for the consortium's next 3-5 years.

#### Adult Services



- A. Colgan ran her first library program, "Macramé Fairy Lanterns," on March 24. Patrons enjoyed learning (or re-learning) this vintage technique, and are looking forward to more upcoming craft programs! She also demonstrated our new Hobbies and Craft Source database to find crafts and craft patterns.
- A. Moreno-Lomeli helped a patron access flashcards and practice tests for the College Level Examination Program (CLEP) exam through our Learning Express database and books for the Chemistry and Biology exams. The patron said, "I didn't know there were so many resources available at the library." They had also placed a book on hold from within CCS and were surprised at how fast the item arrived.



- T. Hillier helped a patron learn how to use the text-to-chat feature on her phone and then showed her how to utilize her Google photo storage.
- Adult Services welcomed J. Urgo (3/31) and G. Pedroza (4/2) to the team! Stop by and say "Hello!"
- K. Kimbrel finished an impressive "weeding" of part of the Fiction collection. As the Adult Services weeding project continues, materials on the shelves should appear more attractive and browsable for patrons.

### **Circulation**

- Circulation Staff were busy in March, welcoming and checking in all the LLE expedition participants.
- Circulation staff conducted a shelf check of over a thousand items currently marked as lost or missing in the catalog, aiming to remove item records for materials we no longer own.

### **Human Resources**

- Phone screens were completed in March for the Adult Service Library Associate – Bilingual position, the Bilingual-speaking Circulation position, and the Business Office Administrative Assistant position.
- B. Michalski and J. May conducted interviews for the Bilingual-speaking Circulation position.
- M. Schnaebeler and J. May interviewed for our Maintenance & Custodian position.
- M. Spaargaren and T. Hillier conducted interviews for the Adult Services Library Associate - Bilingual position, extended an offer, and the person accepted. The new hire will start in April.
- S. Baseley and S. Nowalk resigned.
- Our current headcount for March was 33: 17 FT (37.50 hours weekly), with 16 PT staff members.
- Average merit increase for FY 24/25 (year-to-date) is 2.42%

### **Technical Services**

- A. Meads presented MPLD's EDI acquisitions workflow to Algonquin staff who visited to learn about our workflow with K. Milfajr. A. Meads worked with S. Roitberg to learn how to create custom reports with Simply Reports and is utilizing Mango Languages to learn basic ASL for library phrases.
- K. Meadows trained M. Ortmeyer on processing video games. She completed the library's processing procedure manual.
- M. Ortmeyer continued learning to barcode and process AV materials such as video games and CDs while completing an ABLE training on Introduction to Dewey Decimal.
- S. Roitberg started the AI Ambassadors program.
- K. Walas shadowed K. Meadows to learn about the EcoMaster disc cleaning equipment and cataloged a number of the Boy Scout Merit Badge guides before ending her time in Technical Services and starting in Circulation.,



- K. Milfajt worked with cataloging staff from the Glencoe Public Library to correct a data error in which Glencoe staff cataloged their item on our on-order record.

## Technology

- 3/14 K Krewer and B Michalski attended training on MK Lib Manager and the new Staff Station software provided by MK Solutions.
- 3/21 IT worked with MK Solutions to install new Staff Station software on the circulation PCs. It is currently still being tested on the first station.
- 3/26 IT began taking down and moving computers to prepare for the upcoming construction

## Youth Services

- B. Salazar planned and hosted library visits for sixteen classes of kindergarten, first grade, and second grade students from Riverwood Elementary.
- A. Stansbury visited Valley View Elementary for Read Across America Day, a holiday celebrating the birthday of Theodore Geisel, aka Dr. Seuss. She was the guest reader for three different classrooms.
- A patron stopped by the Questions Desk to ask if we subscribe to the *Federal Times*. J. Einoris set the patron up on one of the library computers, showed them the Newbank database, and located articles on Medicare published in that newspaper.
- A patron asked A. Podborny about her service animal and took an info card. They had an extended conversation about the process of getting her, and she helped direct her to some resources to learn more. The patron was very friendly and interested in the whole process and was grateful for the websites and information she received.
- At Storytime for Little Ones this month, a very young visitor was so entranced with S. Kordistos' picture book that she successfully identified all the animals in the book they were reading.
- S. Kordistos had another viral Storytime For Little Ones recording with 2,781 views of her video. The theme was books by Leslie Patricelli.
- B. Salazar wrapped up another successful Book Madness program with 570 brackets returned and over 3,600 votes across four weeks of voting. The winner was *The One and Only Ivan*, by Katherine Applegate!

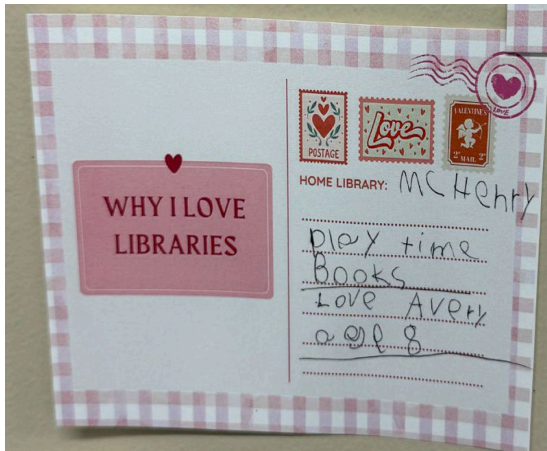
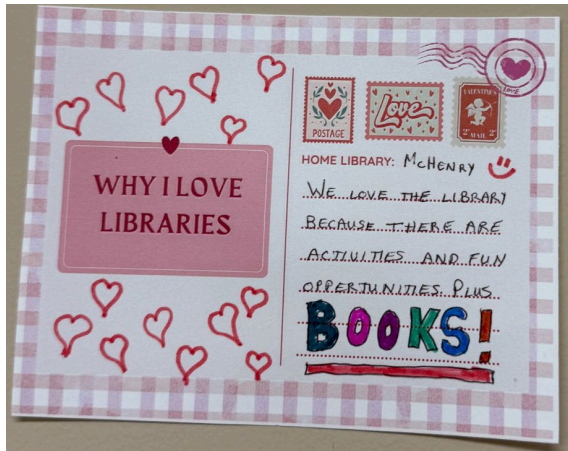
## Patron Comments



B. Salazar and K. Castillo representing the Library at the District 15 BPAC School Registration Event



Gracias a todas las familias y al personal que vinieron a nuestro evento de inscripción.  
[#McHenryBPAC](#) [McHenry D15 BPAC](#) [McHenry Bpac](#) Gracias por participar con nosotros [McHenry Public Library District](#)



"Why I Love Libraries" postcards seen at the Nippersink Library during Library Lovers Expedition 2025

McHENRY PUBLIC LIBRARY DISTRICT  
Date \_\_\_\_\_

My comment/compliment/complaint:

GOOD  
BOOKS

Name (optional): Berta Stewart

McHENRY PUBLIC LIBRARY DISTRICT  
Date March 12, 2025

My comment/compliment/complaint:

Bertha helped me out at the remote printing station and the desktop computer. I printed 190 pages from a social work book. Bertha is always nice when I visit the library and she appears to be a model employee. Derek Marshall

Name (optional): Derek Marshall

McHENRY PUBLIC LIBRARY DISTRICT  
Date 3/2/25

My comment/compliment/complaint:

The new "guy"  
Kern is  
Awesome at  
the Circulation  
Desk (14)

Name (optional): Christina Pogue

McHENRY PUBLIC LIBRARY DISTRICT  
Date 3.22.2025

My comment/compliment/complaint:

Love your shelf  
of "Staff Picks" &  
especially the  
short comments!!!  
Very inviting!!

Name (optional): Betty Koch

Phone (optional): her from  
Crystal Lake to  
pick up another book!

McHENRY PUBLIC LIBRARY DISTRICT  
Date 3-21-2025

My comment/compliment/complaint:

Zach is a wonderful  
worker on STAFF at the  
McHenry County Library  
Hope him the best  
with his promising  
career with the library

Name (optional): C. HUNCKER



This year  
we had:

3,105  
participants

&

632  
participants  
visited all 15  
libraries!



♥ Thank You ♥

For participating  
in Library Lover's  
Expedition 2025!









## MEMO

**To: MPLD Board of Trustees**

**From: Lesley Jakacki**

**Re: Half Price Fines Event**

**Date: April 15, 2025**

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Greetings,

The Library would like to hold a half-price fines event from November 1-15, 2025.

During this event, patrons can pay only half of their fines and fees. The funds collected will support FISH of McHenry, a local food pantry that serves the McHenry area.

This program will cover fines for overdue items that are returned and any existing fines on patrons' accounts. Additionally, fines and fees for lost or damaged items will also be reduced. However, fines and fees from other libraries would not be eligible.

The Library typically holds a half-price fine or fine amnesty event at least once a year, and over the last few events, we have raised:

- April 2019, we collected \$765.10 for FISH of McHenry Food Pantry
- In November 2019, we collected \$420.00 for TLS Veterans (now Veterans Path to Hope).
- February 2023, we collected \$2,035.20 for FISH of McHenry Food Pantry
- November 2024, we collected \$2,272.75 for FISH of McHenry Food Pantry

Thank you for your consideration.



**To: Board of Trustees**

**From: Lesley Jakacki, Executive Director**

**Re: Adult and Youth Department Staff Computer Replacements**

**Date: February 18, 2025, Updates April 18, 2025**

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April 15, 2025 Updates: At the February 18, 2025, Board Meeting, the Board approved the purchase of new Lenovo computers as outlined in the quote from Lenvov with Tech Soup pricing. Since then, we have encountered issues with Lenovo regarding the quote and placing the order, such as backordered monitors and an unresponsive sales representative. Eventually, we discovered that the previous representative was no longer with the company. We have now been assigned a new sales representative; however, by the time that occurred, the quote had expired, and they revised it with new pricing that exceeds the initially approved quote. We are submitting new quotes from the vendors to obtain Board approval for the revised quote.

The Library's staff computers are six years old, and our monitors range from 8 to 14 years old. The computers run on Windows 10, which will no longer be supported after October 2025. Since the aging operating system impacts almost all computers in the organization, we are taking proactive steps to replace the equipment and distribute the expenses across multiple fiscal years.

We are replacing the next group of staff workstations for our Adult and Youth Staff. Currently, staff in these departments use desktop computers and move between their desks in the workroom and one of the four stations at the Questions Desk. This floating between workstations causes issues with roaming profiles, which are meant to maintain user settings and preferences across devices, resulting in slow login times, profile corruption, and an inconsistent user experience. We recommend transitioning these staff to laptops with docking stations for a better experience, ensuring profiles are always tied to the laptop. This also provides greater flexibility for daily work, meetings, conferences, and remote work during emergencies.

Two staff members have tested this new configuration over the past 2.5 months, and both recommend it. They appreciated the flexibility and space-saving laptop, which allowed them to use a second monitor, and felt they didn't lose any features compared to the desktop setup.

Although laptops and docking stations cost more initially than desktops, the long-term savings outweigh the cost. Addressing roaming profile issues will reduce IT support time. It will also reduce the number of devices needed. We have had to purchase some laptops for these departments to provide flexibility for managers and programs, but by switching to all laptops, we will not need to replace these extra devices.

We have received quotes from three vendors for the laptops, docking stations, and new monitors.

## Non-Discrimination And Anti-Harassment - Patron - Proposed

(Created 02/19/2002; Revised 12/19/2017, Revised XX-XX-XXXX)

McHenry Public Library District (MPLD) is committed to maintaining a work environment that is free of all forms of discrimination and harassment, including sexual harassment, which are all illegal under the Illinois Human Rights Act (IHRA) and Title VII of the U.S. Civil Rights Act of 1964 (Title VII). In keeping with this commitment, MPLD will not tolerate discrimination or harassment by anyone, including any supervisor, employee, vendor, customer, consultant, contractor, board member, or patron of the Library. Conduct prohibited by this policy is unacceptable on MPLD property and in any MPLD-related setting outside the Library's property, such as during Library-sponsored offsite events.

This policy's purpose is to establish a positive atmosphere. Violating the prohibited conduct outlined in this policy shall apply to personnel employed by the Library and to patrons using library services. Should a library patron engage in discrimination or harassment of any kind when visiting the library or using library services, the library will follow our Patron Behavior Policy.

### Discrimination

Discrimination consists of employment actions taken against an individual based on an actual or perceived characteristic protected by law, such as sex, race (and traits associated with race including but not limited to hair texture and protective hairstyles), color, ancestry, national origin, citizenship status, work authorization status, religion, age, disability, marital status, sexual orientation, gender identity, pregnancy, military or veteran status, genetic information, order of protection status, reproductive health decisions, family responsibilities or any other category protected by applicable law. In other words, discrimination occurs when an individual is treated differently or unequally because the individual is a member or perceived member of a protected group.

### Harassment

Harassment consists of unwelcome conduct, whether verbal, physical, or visual, that is based upon a person's actual or perceived protected status, such as race (and traits associated with race including but not limited to hair texture and protective hairstyles), color, ancestry, national origin, citizenship status, work authorization status, religion, sex, pregnancy, sexual orientation, gender identity, age, disability, marital status, military or veteran status, genetic information, order of protection status, reproductive health decisions, family responsibilities, or any other category protected by applicable law. MPLD will not tolerate harassing conduct that affects tangible job benefits, interferes unreasonably with an employee's work performance, or creates an intimidating, hostile, or offensive working environment.

\*Updated verbiage to include legal protections to all categories of protected classes under the EEOC. Included protection and possible action against perceived statuses, third parties, or non-employees, expanded on clearer reporting procedures and added in annual training verbiage.\*



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

### Sexual Harassment

Sexual harassment, as defined by the IHRA, consists of unwelcome sexual advances, requests for sexual favors, or other verbal or physical conduct of a sexual nature where:

- Submission to such conduct is made either explicitly or implicitly a term or condition of a person's employment;
- Submission to or refusal to engage in such conduct is used as the basis for any employment decisions affecting such individual or
- Such conduct has the purpose or effect of substantially interfering with an employee's work performance or creating an intimidating, hostile, or offensive working environment.

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

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

For the purposes of this Policy, the phrase "working environment" is not limited to the physical location where an employee is assigned to perform their duties, and the prohibition of harassment does not require an employment relationship.

\*Updated verbiage to include legal protections to all categories of protected classes under the EEOC. Included protection and possible action against perceived statuses, third parties, or non-employees, expanded on clearer reporting procedures and added in annual training verbiage.\*

Even if two or more individuals are engaging in consensual conduct, such conduct could constitute harassment of or discrimination against another individual who witnesses or overhears the conduct and is adversely affected by it.

Sexual harassment prohibited by this policy includes verbal, electronic, written, or physical conduct. As used above, the terms intimidating, hostile, or offensive include conduct that has the effect of humiliation, embarrassment, or discomfort.

#### Reporting Procedure

Everyone is responsible to help ensure that harassment and discrimination do not occur and are not tolerated. An individual who believes that they have been subjected to sexual or other types of harassment or discrimination, or who has witnessed harassment or discrimination, should immediately submit a complaint as follows:

**Trustees:** Complaints by an elected/appointed Library Trustee against another elected/appointed Library Trustee shall be submitted to the Director. The Director shall, in consultation with legal counsel for the MPLD, ensure that an independent review is conducted regarding such allegations.

**Contractors:** Any non-employee who observes or believes that they are being subjected to or are the object of harassment or discrimination is urged to report such conduct to the Library Director for investigation immediately. If the offending person is the Library Director, the report should be made to the HR Generalist.

**Library Patrons & Guests:** MPLD patrons and guests who experience harassment from another patron or guest on library property may either inform a Library Staff member or contact the police. Library employees who receive a patron's complaint will complete an incident report to notify the Library Administration of the complaint. If the library patron experiences harassment from a library staff member, the patron will ask to speak with the person in charge (PIC) or notify the Library Director.

**Library Employees:** Any employee who observes or believes that they are being subjected to or are the object of harassment or discrimination by a trustee, contractor, library patron, or guest will then complete an incident form to notify the Library Administration of the complaint.

#### Investigation Procedure

The HR Generalist or the Executive Director shall promptly investigate all complaints and make all reasonable efforts to resolve the matter informally. These efforts may include but are not limited

\*Updated verbiage to include legal protections to all categories of protected classes under the EEOC. Included protection and possible action against perceived statuses, third parties, or non-employees, expanded on clearer reporting procedures and added in annual training verbiage.\*

to, convening conferences with the complainant and/or the accused harasser/discriminator to discuss the complaint and the results of the investigation.

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

A substantiated complaint against an employee will subject the individual to disciplinary action, up to and including termination. MPLD will also take appropriate action to address a substantiated complaint of discrimination or harassment by a third party or non-employee. If an investigation results in a finding that the complainant falsely accused another of harassment or discrimination knowingly or in a malicious manner, the complainant will be subject to appropriate discipline, up to and including the possibility of termination.

#### Retaliation Prohibited

Reporting harassment or discrimination or participating in an investigation will not reflect adversely upon an individual's status or affect future employment. Any form of retaliation against an individual who reports harassment or discrimination or participates in an investigation is strictly prohibited by the Illinois Human Rights Act, the Illinois State Officials and Employees Act, the Illinois Whistleblower Act, Title VII of the Civil Rights Act of 1964, and Employer policy. Any individual who retaliates against another for exercising their rights under this policy shall be subject to discipline, up to and including termination. MPLD will also take appropriate action to address a third party or non-employee who engages in retaliation.

#### Annual Training

The Library will provide annual sexual harassment prevention training for all employees in accordance with Illinois law. All employees shall annually take the Sexual Harassment Prevention Training course developed by the Illinois Department of Human Rights or other competent vendor meeting the training requirements as set by law. The HR Generalist shall maintain evidence of annual completion of the required training.

#### Resolution Outside MPLD

The purpose of this policy is to establish prompt, thorough, and effective procedures for responding to every complaint and incident so that problems can be identified and remedied internally. However, an individual has the right to contact the Illinois Department of Human Rights (IDHR) and/or the Equal Employment Opportunity Commission (EEOC) about filing a formal complaint. Contact information is as follows:

\*Updated verbiage to include legal protections to all categories of protected classes under the EEOC. Included protection and possible action against perceived statuses, third parties, or non-employees, expanded on clearer reporting procedures and added in annual training verbiage.\*

Illinois Department of Human Rights (IDHR)

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

Illinois Human Rights Commission (IHRC)

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

United States Equal Employment Opportunity Commission (EEOC)

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

\*Updated verbiage to include legal protections to all categories of protected classes under the EEOC. Included protection and possible action against perceived statuses, third parties, or non-employees, expanded on clearer reporting procedures and added in annual training verbiage.\*

## Non-Discrimination and Anti-Harassment (Public) Policy

(created 02/19/2002; revised 12/19/2017)

In compliance with federal and state laws, the MPLD prohibits bullying and harassment of any type, including sexual harassment of patrons and staff in the Library by any person and in any form. This includes staff being harassed by patrons as well as patrons being harassed by staff and patron-to-patron harassment. No supervisor or staff member or patron may threaten or insinuate, either explicitly or implicitly, that a staff member's refusal to submit to sexual advances will adversely affect opportunities for employment, advancement, salary increases, quality of evaluation, assignments, work schedule or any other condition of employment or other career opportunity. Sexually harassing conduct that creates or contributes to a hostile work environment, whether committed by supervisors, co-workers, patrons or vendors is prohibited. Such conduct includes but is not limited to the following behaviors:

- Unwelcome sexual flirtation, advances or propositions
- Verbal abuse of a sexual nature
- Verbal comments about an individual's body
- Sexually degrading terms used to describe an individual
- Jokes and stories of a sexual nature

Patrons and staff should consult the full **Non-Discrimination and Anti-Harassment Policy in the Staff Manual** for a full description, resolution flowchart and documentation. A staff member who believes that he or she has been sexually harassed should immediately report the alleged misconduct to his or her direct supervisor and/or the HR Generalist or the Executive Director. If a patron reports an incident to a staff member, the staff member should provide options to the patron for reporting/recording the incident including the following actions:

- 1) provide an Accident/Incident Form for the patron to complete;
- 2) provide contact information to the patron for the HR Generalist and/or the Executive Director so that they may assist the patron in completing the form.

In light of the "See Something, Say Something" portion of the policy, staff members and other patrons can file a report on behalf of another staff member or patron and the

\*Updated verbiage to include legal protections to all categories of protected classes under the EEOC. Included protection and possible action against perceived statuses, third parties, or non-employees, expanded on clearer reporting procedures and added in annual training verbiage.\*

information/investigation will be treated with the same diligence, respect and confidence as a report filed by the individual involved in the incident. In some incidents, a police report may also be filed. All inquiries and findings will be held in the strict confidence. A supervisor or staff member who has committed an act of sexual harassment will be subject to appropriate disciplinary actions, including termination when warranted.

In the event that the victim is a minor, the Executive Director/Staff Member will contact the minor's parent or legal guardian (if the police allow this contact) so that the parent or guardian can provide immediate counsel and be present for a meeting with police. If the parent cannot be reached, the Executive Director/Staff Member should mention to the police that the victim is a minor and that library staff have not been able to reach the victim's parents. Based on the severity of the incident, if the parent or guardian does not wish to file a police report, the Executive Director/Library Staff may choose to file a report with the police. We will make every effort to ensure that all complaints are resolved promptly, courteously and efficiently within the scope of this policy and the law.

\*Updated verbiage to include legal protections to all categories of protected classes under the EEOC. Included protection and possible action against perceived statuses, third parties, or non-employees, expanded on clearer reporting procedures and added in annual training verbiage.\*

## Non-Discrimination And Anti-Harassment - Staff - Proposed

(Approved 9/2014, Revised XX-XX-XXXX)

McHenry Public Library District (MPLD) is committed to maintaining a work environment that is free of all forms of discrimination and harassment, including sexual harassment, which are all illegal under the Illinois Human Rights Act (IHRA) and Title VII of the U.S. Civil Rights Act of 1964 (Title VII). In keeping with this commitment, MPLD will not tolerate discrimination or harassment by anyone, including any supervisor, employee, vendor, customer, consultant, contractor, board member, or other regular visitor of the Library. Conduct prohibited by this policy is unacceptable on MPLD property and in any MPLD-related setting outside the Library's property, such as during Library-sponsored trips, meetings, and related social events. Violation of this policy shall be considered grounds for disciplinary action up to and including termination.

### Discrimination

Discrimination consists of employment actions taken against an individual based on an actual or perceived characteristic protected by law, such as sex, race (and traits associated with race including but not limited to hair texture and protective hairstyles), color, ancestry, national origin, citizenship status, work authorization status, religion, age, disability, marital status, sexual orientation, gender identity, pregnancy, military or veteran status, genetic information, order of protection status, reproductive health decisions, family responsibilities or any other category protected by applicable law. In other words, discrimination occurs when an individual is treated differently or unequally because the individual is a member or perceived member of a protected group.

### Harassment

Harassment consists of unwelcome conduct, whether verbal, physical, or visual, that is based upon a person's actual or perceived protected status, such as race (and traits associated with race including but not limited to hair texture and protective hairstyles), color, ancestry, national origin, citizenship status, work authorization status, religion, sex, pregnancy, sexual orientation, gender identity, age, disability, marital status, military or veteran status, genetic information, order of protection status, reproductive health decisions, family responsibilities, or any other category protected by applicable law. MPLD will not tolerate harassing conduct that affects tangible job benefits, interferes unreasonably with an employee's work performance, or creates an intimidating, hostile, or offensive working environment.

The conduct forbidden by this policy specifically includes but is not limited to (a) epithets, slurs, negative stereotypes, or intimidating acts that are based on a person's protected status and (b)

\*Updated verbiage to include legal protections to all categories of protected classes under the EEOC. Included protection and possible action against perceived statuses, third parties, or non-employees, expanded on clearer reporting procedures and added in annual training verbiage.\*

written or graphic material circulated within or posted within the workplace that shows hostility toward a person because of **their actual or perceived** protected status.

### Sexual Harassment

Sexual harassment, as defined by the IHRA, consists of unwelcome sexual advances, requests for sexual favors, or other verbal or physical conduct of a sexual nature where:

- Submission to such conduct is made either explicitly or implicitly a term or condition of a person's employment;
- Submission to or refusal to engage in such conduct is used as the basis for any employment decisions affecting such individual or
- Such conduct has the purpose or effect of substantially interfering with an **employee's** work performance or creating an intimidating, hostile, or offensive working environment.

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

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

**For the purposes of this Policy, the phrase "working environment" is not limited to the physical location where an employee is assigned to perform their duties, and the prohibition of harassment does not require an employment relationship.**

Even if two or more **individuals** are engaging in consensual conduct, such conduct could constitute harassment of or discrimination against another **individual** who witnesses or overhears the conduct **and is adversely affected by it.**

\*Updated verbiage to include legal protections to all categories of protected classes under the EEOC. Included protection and possible action against perceived statuses, third parties, or non-employees, expanded on clearer reporting procedures and added in annual training verbiage.\*



Sexual harassment prohibited by this policy includes verbal, electronic, written, or physical conduct. As used above, the terms intimidating, hostile, or offensive include conduct that has the effect of humiliation, embarrassment, or discomfort.

### Reporting Procedure

Everyone is responsible to help ensure that harassment and discrimination do not occur and are not tolerated. An individual who believes that they have been subjected to sexual or other types of harassment or discrimination, or who has witnessed harassment or discrimination, should immediately submit a complaint as follows:

**Employee:** Employees are encouraged to submit complaints to their supervisor, any other manager or supervisor, the Human Resources (HR) Generalist, or the Executive Director. If a manager or supervisor receives a complaint of harassment or discrimination or becomes aware of such conduct, the complaint or conduct shall be immediately reported to the HR Generalist. The HR Generalist can be contacted via phone, email, or in person.

In most instances, the employee making the complaint is recommended to use the MPLD's standardized [grievance form](#). If the complainant or the accused is not satisfied with the disposition of the investigation, they may submit in writing an appeal to the HR Generalist or the Executive Director, who will review the investigation report and make a final decision. If necessary, at the option of the HR Generalist or the Executive Director, additional steps may be taken to conduct further investigation.

**Trustee:** Complaints by an elected/appointed Library Trustee against another elected/appointed Library Trustee shall be submitted to the Director. The Director shall, in consultation with legal counsel for the MPLD, ensure that an independent review is conducted regarding such allegations.

**Contractor:** Any employee or non-employee who observes or believes that they are being subjected to or are the object of harassment or discrimination is urged to report such conduct to the Library Director for investigation immediately. If the offending person is the Library Director, the report should be made to the HR Generalist.

**Library Patrons & Guests:** MPLD patrons and guests who experience harassment from another patron or guest on library property may either inform a Library Staff member or contact the police. Library employees who receive a patron's complaint will handle the situation per our Patron Behavior Policy and complete an incident report to notify the Library Administration of the complaint. If the library patron experiences harassment from a library staff member, the patron will ask to speak with the person in charge (PiC) or notify the Library Director.

\*Updated verbiage to include legal protections to all categories of protected classes under the EEOC. Included protection and possible action against perceived statuses, third parties, or non-employees, expanded on clearer reporting procedures and added in annual training verbiage.\*

### Investigation Procedure

The HR Generalist or the Executive Director shall promptly investigate all complaints and make all reasonable efforts to resolve the matter informally. These efforts may include, but are not limited to, convening conferences with the complainant and/or the accused harasser/discriminator to discuss the complaint and the results of the investigation.

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

A substantiated complaint against an employee will subject the individual to disciplinary action, up to and including termination. MPLD will also take appropriate action to address a substantiated complaint of discrimination or harassment by a third party or non-employee. If an investigation results in a finding that the complainant falsely accused another of harassment or discrimination knowingly or in a malicious manner, the complainant will be subject to appropriate discipline, up to and including the possibility of termination.

### Retaliation Prohibited

Reporting harassment or discrimination or participating in an investigation will not reflect adversely upon an individual's status or affect future employment. Any form of retaliation against an individual who reports harassment or discrimination or participates in an investigation is strictly prohibited by the Illinois Human Rights Act, the Illinois State Officials and Employees Act, the Illinois Whistleblower Act, Title VII of the Civil Rights Act of 1964, and Employer policy. Any individual who retaliates against another for exercising their rights under this policy shall be subject to discipline, up to and including termination. MPLD will also take appropriate action to address a third party or non-employee who engages in retaliation.

### Annual Training

The Library will provide annual sexual harassment prevention training for all employees in accordance with Illinois law. All employees shall annually take the Sexual Harassment Prevention Training course developed by the Illinois Department of Human Rights or other competent vendor meeting the training requirements as set by law. The HR Generalist shall maintain evidence of annual completion of the required training.

### Resolution Outside MPLD

The purpose of this policy is to establish prompt, thorough, and effective procedures for responding to every complaint and incident so that problems can be identified and remedied

\*Updated verbiage to include legal protections to all categories of protected classes under the EEOC. Included protection and possible action against perceived statuses, third parties, or non-employees, expanded on clearer reporting procedures and added in annual training verbiage.\*

internally. However, an individual has the right to contact the Illinois Department of Human Rights (IDHR) and/or the Equal Employment Opportunity Commission (EEOC) about filing a formal complaint. Contact information is as follows:

Illinois Department of Human Rights (IDHR)

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

Illinois Human Rights Commission (IHRC)

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

United States Equal Employment Opportunity Commission (EEOC)

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

\*Updated verbiage to include legal protections to all categories of protected classes under the EEOC. Included protection and possible action against perceived statuses, third parties, or non-employees, expanded on clearer reporting procedures and added in annual training verbiage.\*

# Non-discrimination And Anti-harassment Policy - Current

(Approved 9/2014)

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

## **Discrimination**

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

## **Harassment**

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

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

## **Sexual Harassment**

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

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

\*Updated verbiage to include legal protections to all categories of protected classes under the EEOC. Included protection and possible action against perceived statuses, third parties, or non-employees, expanded on clearer reporting procedures and added in annual training verbiage.\*

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

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

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

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

### **Investigation Procedure**

All MPLD employees are responsible to help ensure that harassment and discrimination do not occur and are not tolerated. An employee who believes that they have been subjected to sexual or other types of harassment or discrimination, or who has witnessed harassment or discrimination, should immediately submit a complaint to their supervisor, any other manager or supervisor, the Executive Director, or the HR Generalist. If a manager or supervisor receives a complaint of harassment or discrimination directly from an employee, or becomes aware of such conduct, the complaint or conduct shall be immediately reported to the HR Generalist.

The HR Generalist shall promptly investigate all complaints and make all reasonable efforts to resolve the matter informally. These efforts may include, but are not limited to, convening conferences with the complainant and/or the accused harasser/discriminator to discuss the complaint and the results of the investigation. In most instances, it is recommended that the employee making the complaint use the MPLD's standardized grievance form. If the complainant or the accused is not satisfied with the disposition of the investigation, they may submit in writing an appeal to HR or the Executive Director, who will review the investigation report and make a final decision. If necessary, at the option of HR or the Executive Director, additional steps may be taken to conduct further investigation.

\*Updated verbiage to include legal protections to all categories of protected classes under the EEOC. Included protection and possible action against perceived statuses, third parties, or non-employees, expanded on clearer reporting procedures and added in annual training verbiage.\*

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

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

### **Retaliation Prohibited**

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

### **Resolution Outside Company**

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

#### **Contact Information:**

##### **Illinois Department of Human Rights (IDHR)**

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

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##### **United States Equal Employment Opportunity Commission (EEOC)**

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

(adopted by Ordinance 2017/2018-11, 12/19/2017)

\*Updated verbiage to include legal protections to all categories of protected classes under the EEOC. Included protection and possible action against perceived statuses, third parties, or non-employees, expanded on clearer reporting procedures and added in annual training verbiage.\*

THE McHENRY PUBLIC LIBRARY DISTRICT  
BOARD OF LIBRARY TRUSTEES  
McHENRY, ILLINOIS  
**RESOLUTION No. 2024/2025-7**

**DECLARING VACANCIES**

WHEREAS, the Library Board of Trustees had two vacancies for expired 6-year terms and two vacancies for a 6-year unexpired term at the April 1, 2025, Election; and

WHEREAS, there was only one candidate on the ballot for the Consolidation election for an expired 6-year term; and

WHEREAS, a vacancies in the office of Library Trustee shall be declared by the Library Board; and

WHEREAS, vacancies shall be filled by appointment of the Library Trustees until the next regular library election.

NOW, THEREFORE BE IT RESOLVED by the Board of Library Trustees of the McHenry Public Library District, McHenry, Illinois, hereby:

1. Declare the following vacancies in the office of Library Trustee;
  - a. One vacancy of an expired 6-year term
  - b. Two vacancies of an unexpired 6-year term
2. Intend to fill the vacancy by appointment until the next regular election in April 2027.

Passed by the Board of Library Trustees of the McHenry Public Library District, McHenry, Illinois on the \_\_\_\_\_ day of \_\_\_\_\_, 2025 by a vote of:

AYES:

NAYS:

ABSENT:

ABSTAINING:

---

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

Attest:

---

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



## McHenry County Library Lovers Expedition runs through March 31

By KEVIN NEWBERRY  
knewberry@shawmedia.com

Join McHenry County Library Lovers Expedition through March 31

Join the McHenry County Library Lovers Expedition 2025 for an adventure with 15 participating county libraries to visit.

Pick up a McHenry library "brag tag" when you check in, share your joy with a "Joy Jar," and search for Waldo on the Art Gallery Wall. Join Avery Axolotl, the expedition mascot, for some fun underwater adventures, including an obstacle course and a cute Axolotl craft. Follow Avery's journey throughout the expedition, and track its progress on the library's social media.

Participants can begin by registering at any of 14 participating libraries. Then, participants will receive a guidebook and a collectable "brag tag" that is unique to that library. They can receive

a different tag at each library.

Participants who visit 12 of the 14 participating libraries will be entered into a drawing to win one of 14 baskets containing \$50 in gift cards from local McHenry County businesses. Participants who visit all 14 participating libraries will be entered into a drawing to win the grand prize basket containing \$140 in gift certificates from McHenry County businesses.

The program ends March 30. Gift basket winners will be notified after that date. Libraries can be visited in any order, and a library card is not required.

Participating public libraries include Algonquin, Barrington, Cary, Crystal Lake, Fox Lake, Fox River Grove, Harvard Diggins, Huntley, Johnsburg, Marengo-Union, McHenry, River East in McHenry, Wauconda and Woodstock.

For information, call any of the participating libraries or check their websites or Facebook pages.

## OFFICIAL FEBRUARY 2025 PRIMARY ELECTION RESULTS

Tuesday marked the last day McHenry County primary voters could have their mail-in arrive and provisional ballots addressed in order to have them counted.

Races that are uncontested are not included here. The results include early voting, and all mail-in, provisional and election day ballots. Mail-in ballots had two weeks to arrive as long as they were postmarked by election day. Provisional ballots could have been addressed and counted during then.

(i) indicates incumbent

\* indicates who won

### Algonquin Township

#### Supervisor

\*Richard Tado: 1,392 (61%)

Randolph "Randy" Funk (i): 897 (39%)

#### Clerk

\*Millie Medendorp: 1,271 (57%)

Richard J. Yelle Jr.: 957 (43%)

#### Highway commissioner

Tim Carone: 1,073 (46%)

\*Danijela Sandberg (i): 1,248 (54%)

#### Trustee, vote for 4

\*Teresa Sharpe Decker (i): 1,215 (15%)

\*Theresa Fronczak (i): 1,161 (14%)

\*Eduardo Aviles: 956 (11%)

Robert Reining: 499 (6%)

Debbie Rinn Alcock: 832 (10%)

\*Robert Becker: 1,114 (13%)

Kevin Byrnes: 848 (10%)

Tony Colatorti: 815 (10%)

Maureen Huff: 919 (11%)

The Algonquin Township race for assessor is uncontested on the Republican ballot.

### Grafton Township

#### Trustee, vote for 4

\*Sean Cratty (i): 211 (16%)

\*Tamara L. Lueth (i): 258 (19%)

\*Dan Ziller Jr. (i): 245 (18%)

\*Matthew Cooper (i): 224 (17%)

Scott Allegretti: 188 (14%)

Michael Danielson: 207 (16%)

Winners will face three Democrats in the April election.

The races for supervisor, clerk, assessor and highway supervisor are uncontested in the Republican primary.

### Nunda Township

#### Supervisor

Leda Bobera-Drain (i): 471 (39%)

\*Mike "Shorty" Shorten: 727 (61%)

The races for clerk, assessor, highway commissioner and trustee are uncontested in the Republican primary.

— Emily K. Coleman

## Cruise Escapes: Stunning Destinations, Unbeatable Deals

### SPONSORED BY



Thinking about a cruise for your next getaway? Now's your chance to plan for it without breaking the bank. January through March, known as WAVE season, is prime time for savings as cruise lines offer big discounts and promotions on cruises that will set sail in the next 6-12 months. The season of savings can even extend into April and beyond.

Cruise lines offer WAVE season deals to fill berths for the coming year and to entice people to book early. It's also a way to boost sales during a historically slow time for the industry. The least expensive months for the actual travel are May (before the school year ends), and September and October, after school starts up again.

After deciding to set sail, you're probably wondering where to go. Here are some places to consider for your next cruise:

**1. The Caribbean.** You'll enjoy beautiful white sandy beaches, crystal-clear waters, and a vibrant culture. You can explore diverse islands, indulge in world-class snorkeling and diving, and soak up the laid-back atmosphere.

Best of all, with islands clustered so closely together, island-hopping becomes effortless, allowing you to experience culture, food and attractions of multiple tropical locales all in one trip.

**2. Alaska.** Stunning glaciers, breathtaking scenery, and abundant wildlife — an Alaskan cruise is a great way to take it all in. Shore excursions include helicopter tours, whale-watching expeditions, and special glacier-viewing stops, allowing you to tailor your adventure. Summer is the best time to visit Alaska.

**3. Galapagos Islands.** Galapagos cruises offer a unique opportunity to witness incredible nature and wildlife, such as giant tortoises, blue-footed boobies, penguins, and sea lions. You can also enjoy viewing colorful sea wildlife while snorkeling and enjoying the volcanic landscapes.

Let the experts at Crystal Lake Travel transform your travel aspirations into reality. Visit <https://www.crystallaketravel.com/> to begin planning your dream cruise today!

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# Free financial fitness program offered through libraries

By KEVIN NEWBERRY  
knewberry@shawmedia.com

Several public libraries in the McHenry County area are joining others from across Illinois to help residents improve their financial literacy with the launch of Financial Fitness 2025, a free, virtual program series designed to empower individuals with practical financial knowledge and skills.

The Financial Fitness series features presentations from financial advisers who will share actionable advice on budgeting, saving for the future, managing debt and more. These programs are tailored to give participants the tools they need to achieve their financial goals.

Area public libraries that participating in the programming, which begins this week, include Crystal Lake, Cary, Huntley, McHenry and Barrington.

John Daly, CFP, will kick off the

series at 7 p.m. April 3, by guiding participants through the essential steps of retirement planning, including when to retire, how to manage investments post-retirement and how to maximize Social Security benefits.

Barbara Ginty, CFP CEPA, will lead a session on managing student loans while balancing longterm financial goals like retirement savings at 7 p.m. April 7. She will help attendees navigate the complexities of student debt, offering strategies for repayment and securing stability for the future.

Personal finance expert Terry Savage will close out the series with a discussion about the state of the economy, financial markets and personal finance at 7 p.m. April 23. Her advice will offer actionable insights and be followed by a Q&A session.

Registration details and a program calendar will be available on participating libraries' websites.

## Motorcyclist injured in crash Saturday

By CLAIRE O'BRIEN  
cobrien@shawmedia.com

A motorcyclist was injured in a crash Saturday in Oakwood Hills.

The Cary Fire Protection District was called at 1:37 p.m. Saturday to the area near the Rawson Bridge Road and Valley Drive intersection in Oakwood Hills for a reported motorcycle crash, Cary Fire Protection District public information officer Alex Vucha said.

Crews arrived and found an injured man on the south shoulder of the road. Paramedics quickly began treatment. The motorcyclist was conscious and alert when emergency responders arrived, Vucha said.

Two other motorcyclists were riding with the injured man, but "he was the only one involved in the crash and sustained injuries," Vucha said.



Photo provided by Cary Fire Protection District

A man was taken to the hospital after an Oakwood Hills motorcycle crash Saturday in Oakwood Hills.

The man was taken to Advocate Good Shepherd Hospital in Barrington with moderate to serious injuries.

The crash is under investigation by the Oakwood Hills Police Department, Vucha said.

## LOCAL NEWS BRIEF

### Work at McHenry library limits some services; building open

Work has begun at the McHenry Public Library to replace plumbing and flooring, a process that is expected to be completed by late May.

During this time, there will be increased noise and dust, but the library at 809 Front St. will operate as usual throughout most of the project but with some limits to some services.

Changes to services and upcoming or unexpected closures will be updated at [mchenrylibrary.org](http://mchenrylibrary.org). These services and spaces will be limited or closed during the project:

Seating and table space will be limited.  
Study room availability will be limited.

Access to some materials and computers will be limited.

The Discovery Hub and conference room will be closed through mid-May.

The parking lot entrance at Route 31 and Meadow Lane will be closed until mid-April.

The outdoor drive-up book drop will be closed until mid-April, but a walk-up book drop will be available.

Tech help 1-on-1 appointments are paused during this time.

Any questions or concerns can be brought to the staff in person, by email to [director@mchenrylibrary.org](mailto:director@mchenrylibrary.org) or by calling 815-385-0036 ext. 300.

Kevin Newberry



Rick West

Carpentersville Fire Chief Bill Anaszewicz speaks to the media during a news conference Monday to provide an update on Sunday's fatal house fire on Kingston Circle. Three children died in the fire.

### • FIRE

Continued from page 5

People are also raising money to help the family, including via a GoFundMe.com fund-raising page.

Duke Seward, owner of Duke's Blues and BBQ, is also collecting donations through his Taste of Love nonprofit. Seward said 100% of proceeds will go to the family.

"Everybody is just trying to figure

out what do to," he said. He is using the hashtag #threelittlebirds.

Normally, Taste the Love donates to happier causes, such as scholarships, he said.

"This is a bittersweet one," Seward said.

The four-bedroom house was built in 1969, according to Dundee Township assessor's records. It is owned by a real-estate corporation based in Inverness.



Morning Update



Sports

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