



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, May 20, 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
  - B.** Oath of Office
- 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 April 15, 2025, Regular Meeting
- VII. TREASURER'S REPORT – Terry Weingart, Treasurer**
  - A.** Approval of Monthly Financial Statements, Interim Check Report, and Bill Reports for April/May 2025, Additional Bills, and Petty Cash and Credit Card Reports
- VIII. COMMUNICATIONS**
  - A.** Joseph J. Tirio, McHenry County Clerk- Abstract of Votes
  - B.** Donna M. Kurtz, McHenry County Treasurer-- 2025 Distribution Dates For 2024 Taxes
  - C.** Letters from Greg McCormick, Director of the Illinois State Library, regarding Board vacancy
  - D.** Letters of Appreciation to Local Businesses for donations
- IX. LIBRARIAN'S REPORT**
  - A.** Librarian's Report
  - B.** Project Updates
- X. OLD BUSINESS**
  - A.** Sanitary Sewer Lines Project
- XI. NEW BUSINESS**
  - A. Board of Trustees**
    - 1.** Nomination and election of officers
    - 2.** Oath of Offices

- B. Marketing Assistant Job Description
- C. Ordinance No. 2024/2025-08 Calendar of Regular Meetings For the Board of Library Trustees For Fiscal Year 2024/25
- D. Resolution No. 2024/2025-09 A Resolution To Transfer Money To The Special Reserve Fund
- E. FY 2025/26 Budget
  - 1. Operating Budget- Draft
  - 2. Employee Compensation

**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.

STATE OF ILLINOIS       )  
McHENRY COUNTY       )

### OFFICIAL OATH of OFFICE

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

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

Signed and Sworn to or Affirmed before  
me this \_\_\_\_ day of \_\_\_\_\_ 2025.

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

PLEASE PROVIDE THE FOLLOWING INFORMATION:

\_\_\_\_\_  
Elected Official's Name

MCHENRY PUBLIC LIBRARY DISTRICT  
Governmental Unit

TRUSTEE, term 2023-2029, remaining four years of an unexpired six-year term  
Office and Term



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

**Date:** Tuesday, April 15, 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

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

**Members Absent:** None

**Also Present:**

Lesley Jakacki, Executive Director  
Tom Coughlin, Governmental Accounting, Inc  
Sue Draffkorn  
Jennifer May, HR Generalist  
Kathy Milfajt, Technical Services Manager  
Stephanie Nowalk, Administrative Assistant  
Jim O'Hagan  
Medalit O'Hagan  
Michael Schnaebele, Building Services Manager

**III. PLEDGE OF ALLEGIANCE**

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

None.

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

No Public comment

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

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

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

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

Roll Call Vote:

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

Nays: None

Abstain: None

Absent: None

**Motion Passed**

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

**A.** 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

Tom Coughlin from Governmental Accounting Inc. provided a quarterly review of the Library's finances. Nine months into the fiscal year the library has reported about \$4.9 million in total revenue. If we exclude transfers between funds, we are just shy of \$4.1 million in revenue, which is 85% of the budgeted amount. The library is in good shape with three months remaining in the fiscal year. Operating expenses so far are around \$2.1 million, or 48% of the budgeted amount, with personnel costs being the main contributor at 54% of the budgeted expenses. Approximately \$67,000 has been spent on capital expenses so far this year. The surplus for the year thus far is around \$1.88 million. This year \$1,650,000 was budgeted for transfers from the general to the special reserve fund. With one quarter left in the fiscal year, the recommendation is to proceed with the second half of the transfer.

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

Roll Call Vote:

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

Nays: None

Abstain: None

Absent: None

**Motion Passed**

**VIII. COMMUNICATIONS**

**A.** Letter to the McHenry Garden Club in recognition of donation

Letter of recognition of the Garden Club's annual donation to the library to purchase youth and adult gardening and conservation books.

**B.** Email from Illinois Secretary of State Giannoulas regarding IMLS Funding

This letter from the Secretary of State concerns the possible impacts of reduced federal funding for the Institute of Museum and Library Services on Illinois libraries.

**C.** Letter from Illinois Department of Human Rights regarding Non-Discrimination in Public Spaces & Persons Experiencing Homelessness

Letter from the Illinois Department of Human Rights reminding local governments that when drafting and enforcing policies, individuals experiencing homelessness are protected from discrimination when using public spaces.

**IX. LIBRARIAN'S REPORT**

**A.** Librarian's Report

Director Jakacki shared that in the statistical infographic, March marked the end of Library Lovers, and we saw a slight increase in library attendance from last year. However, we continue to see a decrease in physical material use and an increase in digital material use. In March, we reduced the monthly checkout limit for Hoopla eMaterials from 15 to 10 to keep the budget in line with the increase use of the service.

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

- March was the last month of the Library Lovers' Expedition, and participation was very similar to last year. A total of 3105 patrons participated from all libraries, including 347 McHenry patrons, which marked a 4% increase from last year, and 69 MPLD patrons completed the expedition. Overall, it is a very well-received program.
- L. Jakacki was a volunteer reviewer for RAILS's "My Library Is. . ." grant.
- We welcomed the following new staff this month: J. Urgo, G. Pedroza and J. Velasco.
- A. Meads hosted staff from the Algonquin Library to share her acquisitions process, as they are looking to incorporate that into their organization.
- B. Salazar hosted sixteen classes of kindergarten and first-grade students for library tours.
- Youth Services Book Madness program had 570 kids participate and continues to be a popular program.

**X. OLD BUSINESS**

**A.** Sanitary Sewer Lines Project

Director Jakacki shared updates regarding the Sanitary Sewer Replacement Project. The project started on time, and the trenching and pipe replacement in the parking lot and in Youth Services have gone smoothly with few issues. When the floor in Youth Services was removed, there were some areas of concern regarding asbestos. The areas were tested and came back negative. The Board also review a document that outlined actual costs so far compared to budgeted costs, along with contingency spending such as upgrades to the venting in the sprinkler room, asbestos testing, removal of tile under carpet and additional floor patching.

Director Jakacki informed the Board that certain upcoming phases of the project will be particularly disruptive to staff and patrons, and recommends closing on those days.

Leccese moved, and Sutliff seconded the motion to approve given the Director the discretion to close the library when needed in order to complete the sanitary sewer project.

Roll Call Vote:

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

Nays: None

Abstain: None

Absent: None

**Motion Passed**

## **XI. NEW BUSINESS**

### **A. Fiesta Day Parade on July 20, 2025, Library Closure**

Director Jakacki requested that the library be closed on July 20, 2025, to allow all staff to participate in McHenry's Fiesta Day Parade.

Leccese moved, and Sutliff seconded the motion to approve the Fiesta Day Parade Library Closure for July 20, 2025.

Roll Call Vote:

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

Nays: None

Abstain: None

Absent: None

**Motion Passed**

### **B. Half-Price Fines Event**

Director Jakacki shared that the Library would like to hold its annual half-price fines event from November 1 to 15, 2025. During this event, fines for overdue and damaged MPLD materials are reduced by 50%, and any payments made are donated to FISH of McHenry.

Weingart moved, and Wallace seconded the motion to approve the half-price fines event for November 1-15, 2025.

Roll Call Vote:

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

Nays: None

Abstain: None

Absent: None

**Motion Passed**

### **C. Adult and Youth Department Staff Computer Replacements**

The Board had taken action on this item at their February 2025 meeting; however, the vendor selected could no longer honor the pricing in that quote. We asked for

revised quotes from our vendors for the same computers and peripherals for the Board to revisit and take action on.

Sutliff moved, and Leccese seconded the motion to approve the revised quote from CDW-G for the Adult and Youth Dept Staff Computer Replacement, not to exceed \$23,000.00

Roll Call Vote:

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

Nays: None

Abstain: None

Absent: None

**Motion Passed**

**D. Policies**

1. Non-Discrimination and Anti-Harassment – Patron-Revised

2. Non-Discrimination and Anti-Harassment – Staff- Revised

HR Generalist May reviewed the revisions made to the Non-Discrimination and Anti-Harassment policies, which were based on the documents provided by HR Source. Areas regarding protected status, reporting procedures, and information about annual training were expanded and clarified.

Weingart moved, and Leccese seconded the motion to approve the revised Non-Discrimination and Anti-Harassment Staff and Patron policies.

Roll Call Vote:

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

Nays: None

Abstain: None

Absent: None

**Motion Passed**

**E. Board of Trustees**

1. Consolidated Election Results

Although the certified election results have not yet been received, Bud Alexander won his seat for a six-year term that expires in 2031.

2. Resolution No. FY 2024/2025-07 to Declare Vacancies

Wallace moved, and Alexander seconded the motion to approve Resolution No. FY 2024/2025-07 to declare vacancies on the Board of Trustees

Roll Call Vote:

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

Nays: None



Abstain: None  
Absent: None  
**Motion Passed**

## **XII. EXECUTIVE SESSION**

Reilly moved, and Weingart seconded the motion to enter into an Executive (closed) session at 7:58 p.m.

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

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

Reilly moved, and Weingart seconded the motion to leave Executive (closed) Session at 8:21 p.m.

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

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

### **A. Trustee Appointments**

Wallace moved, and Alexander seconded the motion to appoint James (Jim) O'Hagan and Vickie Schutze to the Board of Trustees for a term beginning May 20, 2025.

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

## **XIV. OLD BUSINESS CONTINUED**

### **A. Nominating Committee for Officers**

President Reilly called for nominations for officer positions. Nominations came from the floor for the following slate of officers to be voted on at the May 20, 2025, Regular Meeting.

- President: Charles T. Reilly
- Vice-President: Bud Alexander
- Treasurer: Terry Weingart
- Secretary: Monica Leccese

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

The Board and Executive Director expressed their appreciation to Trustees Sutliff and Wallace for their service on the Board and wished them well in their future endeavors.

**XVI. ADJOURNMENT**

Alexander moved, and Wallace seconded the motion to adjourn the meeting at 8:27 p.m.

Roll Call Vote:

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

Nays: None

Abstain: None

Absent: None

**Motion Passed**

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

**AYES:**

**NAYS:**

**ABSTAIN:**

**ABSENT:**

**Respectfully Submitted,**

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

# Financial Report

For the 10 Month(s) Ended April 30, 2025  
FISCAL YEAR 2025



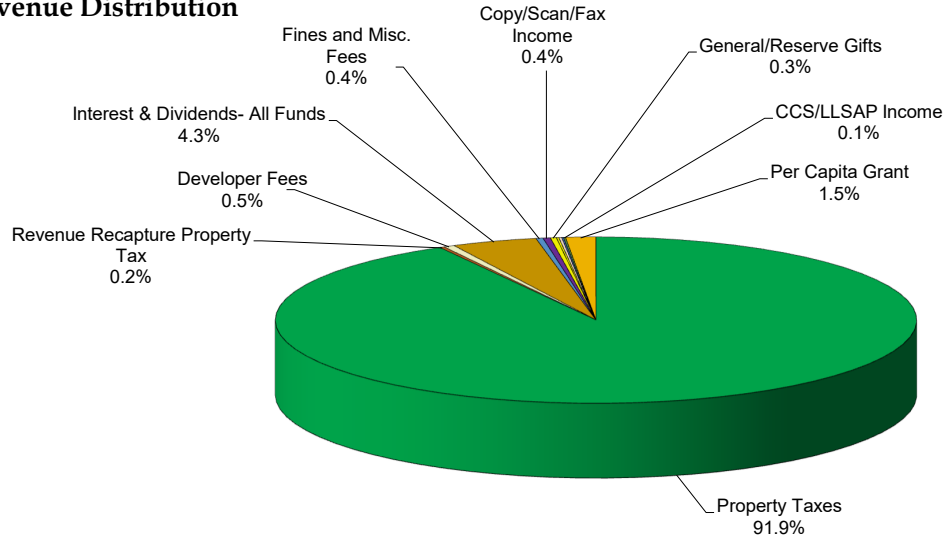
**McHenry Public Library District**  
Actual vs Budget Summary  
For the 10 Month(s) Ended April 30, 2025

**83% of Fiscal Year**

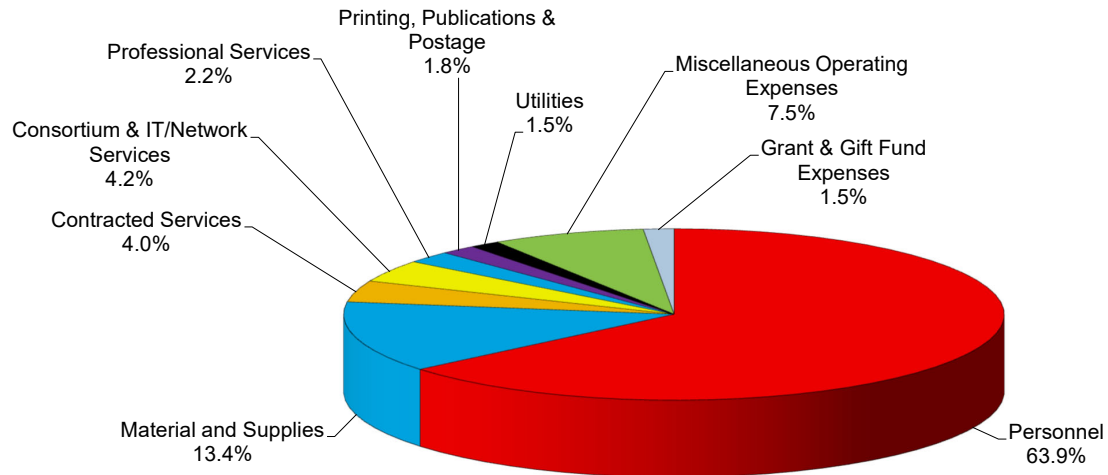
Account Description	Total Actual	Total Budget	% of Budget	Last Year	Inc/(Dec) from Last Year
<b>REVENUE</b>					
Property Taxes	3,762,642	3,776,371	99.6%	3,510,044	7%
Revenue Recapture Property Tax	9,755	9,790	99.6%	11,781	-17%
Developer Fees	22,428	175,000	12.8%	38,448	-42%
Interest & Dividends- All Funds	176,877	237,500	74.5%	171,569	3%
Fines and Misc. Fees	14,442	154,500	9.3%	12,852	12%
Copy/Scan/Fax Income	15,256	18,500	82.5%	14,485	5%
General/Reserve Gifts	12,388	180,000	6.9%	10,932	13%
Annexation & Impact Fees	-	25,000	0.0%	-	0%
Retiree/Cobra Insurance Payment	4,910	18,000	27.3%	5,963	-18%
Misc. Sales & Income	6,028	75,500	8.0%	2,903	108%
Lost & Damaged Materials	3,728	6,500	57.3%	3,032	23%
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	149	500	29.7%	7	1907%
Miscellaneous Grants	-	65,000	0.0%	-	0%
Transfer from General Fund	825,000	1,650,000	50.0%	-	0%
Actual Revenues	4,919,692	6,472,161	76.0%	3,850,590	28%
Budgeted Revenues	6,471,661				
% of Budget	76%				
<b>OPERATING EXPENDITURES</b>					
Personnel	1,511,133	2,532,625	59.7%	1,395,386	8%
Material and Supplies	316,577	736,825	43.0%	281,686	12%
Contracted Services	95,233	313,000	30.4%	88,289	8%
Consortium & IT/Network Services	98,705	151,750	65.0%	102,770	-4%
Professional Services	53,033	172,100	30.8%	47,047	13%
Printing, Publications & Postage	41,530	94,750	43.8%	33,692	23%
Utilities	34,816	52,500	66.3%	29,077	20%
Miscellaneous Operating Expenses	177,600	242,075	73.4%	175,368	1%
Grant & Gift Fund Expenses	35,470	160,000	22.2%	45,012	-21%
Actual Expenditures	2,364,097	4,455,625	53.1%	2,198,327	8%
Budgeted Expenditures	4,455,625				
% of Budget	53%				
<b>SURPLUS / (DEFICIT) FROM OPERATIONS</b>	<b>2,555,595</b>	<b>2,016,536</b>	<b>126.7%</b>	<b>1,652,264</b>	<b>55%</b>
<b>CAPITAL EXPENDITURES &amp; DEBT SERVICE</b>					
Capital Expenses	66,988	685,000	9.8%	46,362	-100%
Debt Services	-	-	N/A	-	0%
Transfer to Reserve Fund	825,000	1,650,000	50.0%	-	0%
Actual Expenditures	891,988	2,335,000	38.2%	46,362	1679%
Budgeted Expenditures	2,335,000				
% of Budget	38%				
<b>TOTAL SURPLUS / (DEFICIT)</b>	<b>1,663,607</b>	<b>(318,464)</b>		<b>1,605,901</b>	
BEGINNING FUND BALANCE	4,338,310				
ENDING FUND BALANCE	6,001,917				

**McHenry Public Library District**  
 Actual vs Budget Summary  
 For the 10 Month(s) Ended April 30, 2025

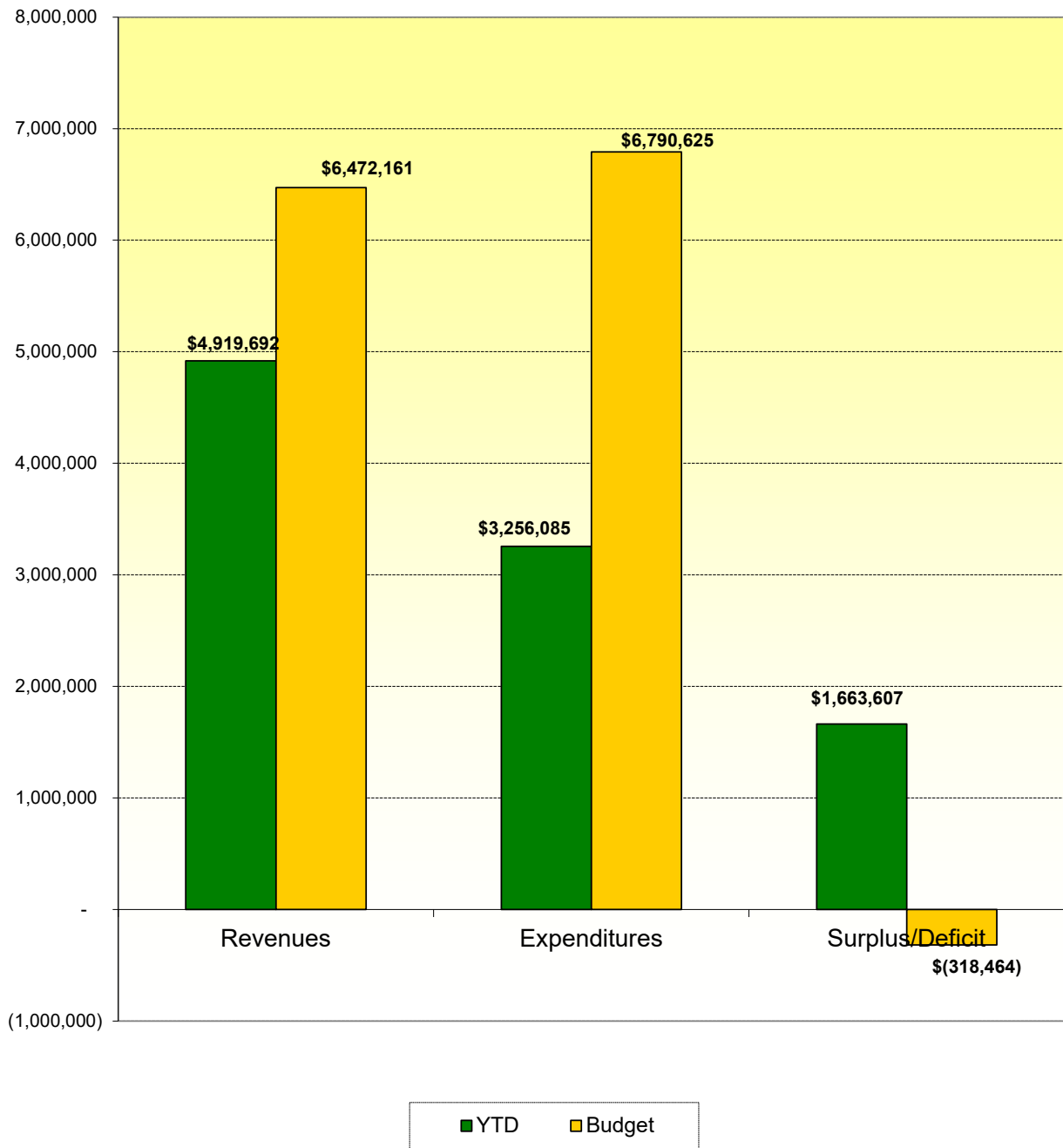
**Revenue Distribution**



**Operational Expenditure Distribution**



**McHenry Public Library District**  
 Actual vs Budget Summary  
 For the 10 Month(s) Ended April 30, 2025



**McHenry Public Library District**  
Actual vs Budget Summary  
For the 10 Month(s) Ended April 30, 2025

**83% 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	117,893	40,661	18,323	176,877	237,500	74%
Fines and Misc Fees	14,442	-	-	14,442	154,500	9%
Copy/Scan/Fax Income	15,256	-	-	15,256	18,500	82%
General/Reserve Gifts	1	-	12,388	12,388	180,000	7%
Annexation & Impact Fees	-	-	-	-	25,000	0%
Retiree/Cobra Insurance Payment	4,910	-	-	4,910	18,000	27%
Misc. Sales & Income	6,028	-	-	6,028	75,500	8%
Lost & Damaged Materials	3,728	-	-	3,728	6,500	57%
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	149	-	-	149	500	30%
Miscellaneous Grants	-	-	-	-	65,000	0%
Transfer from General Fund	-	825,000	-	825,000	1,650,000	50%
Actual Revenues	3,938,741	888,089	92,861	4,919,692	6,472,161	76%
Budgeted Revenues	4,244,161	1,895,000	332,500	6,471,661		
% of Budget	93%	47%	28%	76%		
<b>OPERATING EXPENDITURES</b>						
Personnel	1,511,133	-	-	1,511,133	2,532,625	60%
Material and Supplies	303,827	-	12,750	316,577	736,825	43%
Contracted Services	95,233	-	-	95,233	313,000	30%
Consortium & IT/Network Services	98,705	-	-	98,705	151,750	65%
Professional Services	53,033	-	-	53,033	172,100	31%
Printing, Publications & Postage	41,530	-	-	41,530	94,750	44%
Utilities	34,816	-	-	34,816	52,500	66%
Miscellaneous Operating Expenses	177,600	-	-	177,600	242,075	73%
Grant & Gift Fund Expenses	-	-	35,470	35,470	160,000	22%
Actual Expenditures	2,315,877	-	48,220	2,364,097	4,455,625	53%
Budgeted Expenditures	4,070,625	-	385,000	4,455,625		
% of Budget	57%	0%	13%	53%		
<b>SURPLUS / (DEFICIT) FROM OPERATIONS</b>	1,622,864	888,089	44,641	2,555,595	2,016,536	127%
<b>CAPITAL EXPENDITURES &amp; DEBT SERVICE</b>						
Capital Expenses	16,153	50,835	-	66,988	685,000	10%
Transfer to Reserve Fund	825,000	-	-	825,000	1,650,000	50%
Actual Expenditures	841,153	50,835	-	891,988	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>781,711</b>	<b>837,254</b>	<b>44,641</b>	<b>1,663,607</b>	<b>(318,464)</b>	
BEGINNING FUND BALANCE	2,513,048	1,305,236	520,026	4,338,310		
ENDING FUND BALANCE	3,294,759	2,142,490	564,667	6,001,917		
Fund Balance as % of Total Expenditures	104%	n/a	n/a	184%		

**McHenry Public Library District**  
**Financial Report Detail by Fund**  
**For the 10 Month(s) Ended April 30, 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	7,266.52	12,083.33	117,892.80	0.00	0.00	117,892.80	145,000.00	-27,107.20	81.3%
6030200 · Special Reserve Fund Interest	5,119.45	5,416.67	0.00	40,661.41	0.00	40,661.41	65,000.00	-24,338.59	62.6%
6030300 · Grant/Gifts Fund Interest	1,614.63	2,291.67	0.00	0.00	18,322.79	18,322.79	27,500.00	-9,177.21	66.6%
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	1,047.82	1,458.33	13,510.56	0.00	0.00	13,510.56	17,500.00	-3,989.44	77.2%
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	1,405.52	1,541.67	15,255.99	0.00	0.00	15,255.99	18,500.00	-3,244.01	82.5%
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	109.81	14,583.33	0.51	0.00	12,387.98	12,388.49	175,000.00	-162,611.51	7.1%
6090100 · Annexation & Impact Fees	0.00	2,083.33	0.00	0.00	0.00	0.00	25,000.00	-25,000.00	0.0%
6105100 · Retiree/Cobra Insurance Payment	454.88	1,500.00	4,910.32	0.00	0.00	4,910.32	18,000.00	-13,089.68	27.3%
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	30.00	187.50	640.00	0.00	0.00	640.00	2,250.00	-1,610.00	28.4%
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.	1,022.00	6,250.00	6,028.02	0.00	0.00	6,028.02	75,000.00	-68,971.98	8.0%
6130200 · Misc. Income SR	0.00	41.67	0.00	0.00	0.00	0.00	500.00	-500.00	0.0%
6150100 · Lost & Damaged Materials	295.05	541.67	3,727.71	0.00	0.00	3,727.71	6,500.00	-2,772.29	57.3%
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	153.60	41.67	148.55	0.00	0.00	148.55	500.00	-351.45	29.7%
6210300 · Miscellaneous Grants	0.00	5,416.67	0.00	0.00	0.00	0.00	65,000.00	-65,000.00	0.0%
9100200 · Transfer from General Fund	0.00	137,500.00	0.00	825,000.00	0.00	825,000.00	1,650,000.00	-825,000.00	50.0%
<b>Total Revenues</b>	<b>18,519.28</b>	<b>539,346.79</b>	<b>3,938,741.19</b>	<b>888,089.41</b>	<b>92,860.99</b>	<b>4,919,691.59</b>	<b>6,472,161.47</b>	<b>-1,552,469.88</b>	<b>9.65</b>
<b>Total Revenues</b>	<b>18,519.28</b>	<b>539,346.79</b>	<b>3,938,741.19</b>	<b>888,089.41</b>	<b>92,860.99</b>	<b>4,919,691.59</b>	<b>6,472,161.47</b>	<b>-1,552,469.88</b>	<b>76.0%</b>
<b>Expenditures</b>									
<b>Personnel Expenses</b>									
8910100 · Salaries	106,003.73	150,416.67	1,176,368.08	0.00	0.00	1,176,368.08	1,805,000.00	-628,631.92	65.2%
8920100 · FICA/Medicare	7,927.47	11,666.67	87,005.09	0.00	0.00	87,005.09	140,000.00	-52,994.91	62.1%
8930100 · IMRF	11,473.57	17,916.67	110,744.46	0.00	0.00	110,744.46	215,000.00	-104,255.54	51.5%
8940100 · Health & Life Insurance	12,019.15	26,666.67	123,547.32	0.00	0.00	123,547.32	320,000.00	-196,452.68	38.6%
8945100 · Recruiting/Preemployment Screen	322.75	333.33	1,011.00	0.00	0.00	1,011.00	4,000.00	-2,989.00	25.3%
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	0.00	560.42	2,088.75	0.00	0.00	2,088.75	6,725.00	-4,636.25	31.1%
8970100 · Travel	171.75	1,120.83	2,386.07	0.00	0.00	2,386.07	13,450.00	-11,063.93	17.7%
8980100 · Continuing Education (Mtg/Conf)	633.63	1,329.17	5,489.58	0.00	0.00	5,489.58	15,950.00	-10,460.42	34.4%
<b>Total Personnel</b>	<b>138,552.05</b>	<b>211,052.08</b>	<b>1,511,132.85</b>	<b>0.00</b>	<b>0.00</b>	<b>1,511,132.85</b>	<b>2,532,625.00</b>	<b>-1,021,492.15</b>	<b>59.7%</b>



**McHenry Public Library District**  
**Financial Report Detail by Fund**  
**For the 10 Month(s) Ended April 30, 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	3,663.75	5,625.00	40,765.66	0.00	0.00	40,765.66	67,500.00	-26,734.34	60.4%
8020100 · Youth Books	2,485.44	4,583.33	32,019.45	0.00	0.00	32,019.45	55,000.00	-22,980.55	58.2%
8025100 · Professional Resources	0.00	208.33	21.18	0.00	0.00	21.18	2,500.00	-2,478.82	0.8%
8028100 · Administrative Resources	0.00	291.67	284.33	0.00	0.00	284.33	3,500.00	-3,215.67	8.1%
8030100 · Magazines & Newspapers	6,331.11	1,250.00	12,673.13	0.00	0.00	12,673.13	15,000.00	-2,326.87	84.5%
8040300 · Operating Fund Gifts(Donations)	-20.64	18,750.00	161.53	0.00	12,749.61	12,911.14	225,000.00	-212,088.86	5.7%
8050100 · Adult AV Materials	3,020.07	2,583.33	18,714.70	0.00	0.00	18,714.70	31,000.00	-12,285.30	60.4%
8060100 · Youth AV Materials	848.78	1,083.33	8,848.27	0.00	0.00	8,848.27	13,000.00	-4,151.73	68.1%
8070100 · Library of Things	1,136.98	1,291.67	3,899.95	0.00	0.00	3,899.95	15,500.00	-11,600.05	25.2%
8080100 · Video Games	3,347.36	1,250.00	11,887.33	0.00	0.00	11,887.33	15,000.00	-3,112.67	79.2%
8090100 · Digital Media Services	11,357.31	9,591.67	90,973.33	0.00	0.00	90,973.33	115,100.00	-24,126.67	79.0%
8095100 · Electronic Resources	857.45	7,083.33	38,193.66	0.00	0.00	38,193.66	85,000.00	-46,806.34	44.9%
8120100 · Library Supplies	296.58	583.33	1,370.84	0.00	0.00	1,370.84	7,000.00	-5,629.16	19.6%
8130100 · Tech Services Supplies	508.34	2,727.08	6,133.53	0.00	0.00	6,133.53	32,725.00	-26,591.47	18.7%
8135100 · Bindery	0.00	41.67	0.00	0.00	0.00	0.00	500.00	-500.00	0.0%
8140100 · Adult Programs & Supplies	727.96	1,333.33	13,143.08	0.00	0.00	13,143.08	16,000.00	-2,856.92	82.1%
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	0.00	625.00	2,803.96	0.00	0.00	2,803.96	7,500.00	-4,696.04	37.4%
8147100 · Summer Reading Club	1,175.22	583.33	3,811.83	0.00	0.00	3,811.83	7,000.00	-3,188.17	54.5%
8150100 · Youth Programs & Supplies	1,968.29	1,375.00	13,472.51	0.00	0.00	13,472.51	16,500.00	-3,027.49	81.7%
<b>Total Material and Supplies</b>	<b>37,704.00</b>	<b>61,402.08</b>	<b>303,827.39</b>	<b>0.00</b>	<b>12,749.61</b>	<b>316,577.00</b>	<b>736,825.00</b>	<b>-420,248.00</b>	<b>43.0%</b>
<b>Contracted Services</b>									
8215100 · Collection Agency Fees	30.90	104.17	545.90	0.00	0.00	545.90	1,250.00	-704.10	43.7%
8245100 · IT/Comp/Copier/Equip-Outsourced	7,519.66	10,833.33	72,999.88	0.00	0.00	72,999.88	130,000.00	-57,000.12	56.2%
8247100 · Automation--Staff	3,043.34	2,916.67	19,437.38	0.00	0.00	19,437.38	35,000.00	-15,562.62	55.5%
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	132.89	62.50	491.76	0.00	0.00	491.76	750.00	-258.24	65.6%
8275100 · Public Pmt Processing Fees	200.10	416.67	1,758.11	0.00	0.00	1,758.11	5,000.00	-3,241.89	35.2%
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>10,926.89</b>	<b>26,083.33</b>	<b>95,233.03</b>	<b>0.00</b>	<b>0.00</b>	<b>95,233.03</b>	<b>313,000.00</b>	<b>-217,766.97</b>	<b>30.4%</b>
<b>Consortium &amp; IT/Network Services</b>									
8310100 · Automation--Circulation/Catalog	15,641.80	9,479.17	75,732.04	0.00	0.00	75,732.04	113,750.00	-38,017.96	66.6%
8320100 · VOIP Phone Service	293.31	2,041.67	14,176.16	0.00	0.00	14,176.16	24,500.00	-10,323.84	57.9%
8325100 · Internet Services	680.73	1,125.00	8,797.12	0.00	0.00	8,797.12	13,500.00	-4,702.88	65.2%
<b>Total Consortium &amp; IT/Network Services</b>	<b>16,615.84</b>	<b>12,645.83</b>	<b>98,705.32</b>	<b>0.00</b>	<b>0.00</b>	<b>98,705.32</b>	<b>151,750.00</b>	<b>-53,044.68</b>	<b>65.0%</b>
<b>Professional Services</b>									
8410100 · Accounting/Payroll/Audit Service	3,362.71	5,104.17	44,280.81	0.00	0.00	44,280.81	61,250.00	-16,969.19	72.3%
8420100 · Legal Services	0.00	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>3,362.71</b>	<b>14,341.67</b>	<b>53,033.16</b>	<b>0.00</b>	<b>0.00</b>	<b>53,033.16</b>	<b>172,100.00</b>	<b>-119,066.84</b>	<b>30.8%</b>
<b>Printing, Publications &amp; Postage</b>									
8510100 · Printing Services Outsourced	65.00	4,583.33	24,282.56	0.00	0.00	24,282.56	55,000.00	-30,717.44	44.2%
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	175.26	1,895.83	9,849.18	0.00	0.00	9,849.18	22,750.00	-12,900.82	43.3%
8545100 · Printing/Copier Supplies	0.00	375.00	1,940.58	0.00	0.00	1,940.58	4,500.00	-2,559.42	43.1%
8550100 · Public Relations/Promotions	740.62	854.17	3,780.22	0.00	0.00	3,780.22	10,250.00	-6,469.78	36.9%
<b>Total Printing, Publications &amp; Postage</b>	<b>980.88</b>	<b>7,895.83</b>	<b>41,529.54</b>	<b>0.00</b>	<b>0.00</b>	<b>41,529.54</b>	<b>94,750.00</b>	<b>-53,220.46</b>	<b>43.8%</b>

**McHenry Public Library District**  
**Financial Report Detail by Fund**  
**For the 10 Month(s) Ended April 30, 2025**

	Monthly Total	Monthly Budget	General	Spec Reserve	Grant/Gift Fund	YTD Total	Annual Budget	\$ Over Budget	% of Budget
<b>Utilities</b>									
8610100 · Electricity	0.00	2,500.00	21,119.08	0.00	0.00	21,119.08	30,000.00	-8,880.92	70.4%
8620100 · Gas	1,157.94	1,458.33	10,850.15	0.00	0.00	10,850.15	17,500.00	-6,649.85	62.0%
8640100 · Water & Sewer	213.93	416.67	2,846.27	0.00	0.00	2,846.27	5,000.00	-2,153.73	56.9%
<b>Total Utilities</b>	<b>1,371.87</b>	<b>4,375.00</b>	<b>34,815.50</b>	<b>0.00</b>	<b>0.00</b>	<b>34,815.50</b>	<b>52,500.00</b>	<b>-17,684.50</b>	<b>66.3%</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	0.00	5,125.00	58,317.43	0.00	0.00	58,317.43	61,500.00	-3,182.57	94.8%
8745100 · Grounds Maintenance	1,625.00	3,766.67	28,963.24	0.00	0.00	28,963.24	45,200.00	-16,236.76	64.1%
8750100 · Building Operations/Maintenance	3,714.08	5,833.33	46,853.49	0.00	0.00	46,853.49	70,000.00	-23,146.51	66.9%
8760100 · Hospitality	246.09	556.25	2,745.90	0.00	0.00	2,745.90	6,675.00	-3,929.10	41.1%
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>5,585.17</b>	<b>20,172.92</b>	<b>177,600.34</b>	<b>0.00</b>	<b>0.00</b>	<b>177,600.34</b>	<b>242,075.00</b>	<b>-64,474.66</b>	<b>73.4%</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	19,996.39	5,416.67	0.00	0.00	35,470.15	35,470.15	65,000.00	-29,529.85	54.6%
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>19,996.39</b>	<b>13,333.33</b>	<b>0.00</b>	<b>0.00</b>	<b>35,470.15</b>	<b>35,470.15</b>	<b>160,000.00</b>	<b>-124,529.85</b>	<b>22.2%</b>
<b>Capital Expenses</b>									
9060100 · Library Furnishings	0.00	2,083.33	539.36	0.00	0.00	539.36	25,000.00	-24,460.64	2.2%
9070100 · Library Equipment	0.00	2,083.33	444.95	0.00	0.00	444.95	25,000.00	-24,555.05	1.8%
9080100 · Small Equipment under \$250	109.94	416.67	109.94	0.00	0.00	109.94	5,000.00	-4,890.06	2.2%
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>109.94</b>	<b>57,083.33</b>	<b>16,152.85</b>	<b>50,835.34</b>	<b>0.00</b>	<b>66,988.19</b>	<b>685,000.00</b>	<b>-618,011.81</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>235,205.74</b>	<b>565,885.42</b>	<b>3,157,029.98</b>	<b>50,835.34</b>	<b>48,219.76</b>	<b>3,256,085.08</b>	<b>6,790,625.00</b>	<b>-3,534,539.92</b>	<b>48.0%</b>
<b>Total Expenditures</b>	<b>235,205.74</b>	<b>565,885.42</b>	<b>3,157,029.98</b>	<b>50,835.34</b>	<b>48,219.76</b>	<b>3,256,085.08</b>	<b>6,790,625.00</b>	<b>-3,534,539.92</b>	<b>48.0%</b>
<b>Net Total</b>	<b>-216,686.46</b>	<b>-26,538.63</b>	<b>781,711.21</b>	<b>837,254.07</b>	<b>44,641.23</b>	<b>1,663,606.51</b>	<b>-318,463.53</b>	<b>1,982,070.04</b>	

**McHenry Public Library District**  
**Financial Report Detail by Month**  
**For the 10 Month(s) Ended April 30, 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	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	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	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	7,266.52			117,892.80
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	5,119.45			40,661.41
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	1,614.63			18,322.79
6035100 · Dividends	0.00	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	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	1,047.82			13,510.56
6055100 · Collection Agency Fees	10.00	20.00	0.00	0.00	40.00	10.00	35.98	40.00	0.00	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	1,405.52			15,255.99
6070200 · Reserve Fund Gifts	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00			0.00
6070300 · General Fund Gifts	2.83	6.36	12.00	10,608.88	3.30	0.51	1,576.87	41.40	26.53	109.81			12,388.49
6080200 · Bond & Debt Certificate Sale	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00			0.00
6090100 · Annexation & Impact Fees	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00			0.00
6090200 · Transfers From Other Funds (9100-100)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00			0.00
6105100 · Retiree/Cobra Insurance Payment	0.00	0.00	0.00	0.00	4,455.44	0.00	0.00	0.00	0.00	454.88			4,910.32
6110100 · Program Fees/Misc. Fees	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00			0.00
6120100 · Meeting Room Fees	40.00	50.00	65.00	30.00	25.00	10.00	310.00	35.00	45.00	30.00			640.00
6125100 · License Plate Renewal Fees	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00			0.00
6130100 · Misc.	20.00	937.00	463.00	36.00	25.00	41.00	144.00	3,265.02	75.00	1,022.00			6,028.02
6130200 · Misc. Income SR	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00			0.00
6150100 · Lost & Damaged Materials	397.16	521.31	411.35	191.90	428.70	369.71	282.89	391.21	438.43	295.05			3,727.71
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	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			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	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	153.60			148.55
6210300 · Miscellaneous Grants	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00			0.00
9100200 · Transfer from General Fund	0.00	0.00	0.00	0.00	0.00	0.00	0.00	825,000.00	0.00	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>18,519.28</b>	<b>0.00</b>	<b>0.00</b>	<b>4,919,691.59</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	106,003.73			1,176,368.08
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	7,927.47			87,005.09
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	11,473.57			110,744.46
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	12,019.15			123,547.32
8945100 · Recruiting/Preemployment Screen	0.00	27.95	111.80	27.95	320.80	0.00	0.00	111.80	87.95	322.75			1,011.00
8950100 · Tuition Reimbursement	832.50	832.50	0.00	827.50	0.00	0.00	832.50	-832.50	0.00	0.00			2,492.50
8955100 · Telecommute Reimbursements	0.00	0.00	0.00	0.00	0.00	0.00	0.00	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	0.00			2,088.75
8970100 · Travel	42.13	167.10	198.16	417.53	141.07	195.50	88.87	118.21	845.75	171.75			2,386.07
8980100 · Continuing Education (Mtg/Conf)	0.00	730.00	685.75	668.50	106.10	230.40	520.21	1,078.05	836.94	633.63			5,489.58
<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>138,552.05</b>	<b>0.00</b>	<b>0.00</b>	<b>1,511,132.85</b>

**McHenry Public Library District**  
**Financial Report Detail by Month**  
**For the 10 Month(s) Ended April 30, 2025**

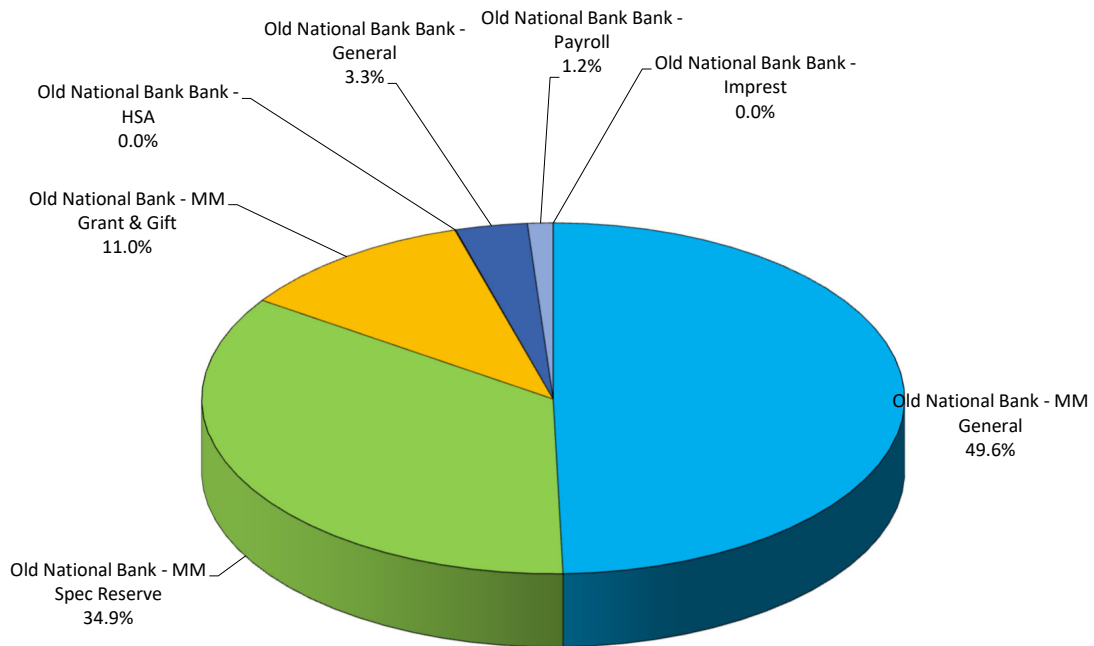
	July	August	September	October	November	December	January	February	March	April	May	June	YTD Total
<b>Materials and Supplies</b>													
8010100 · Adult Books	2,066.67	3,347.95	4,541.33	3,491.00	3,119.30	4,798.99	3,284.39	7,029.37	5,422.91	3,663.75			40,765.66
8020100 · Youth Books	2,304.46	3,097.22	4,360.33	2,900.92	1,571.10	4,567.78	3,504.54	4,200.34	3,027.32	2,485.44			32,019.45
8025100 · Professional Resources	0.00	21.18	0.00	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	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	6,331.11			12,673.13
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	-20.64			12,911.14
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	3,020.07			18,714.70
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	848.78			8,848.27
8070100 · Library of Things	0.00	81.98	386.80	106.66	0.00	1,202.96	16.99	595.18	372.40	1,136.98			3,899.95
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	3,347.36			11,887.33
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	11,357.31			90,973.33
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	857.45			38,193.66
8120100 · Library Supplies	31.99	97.24	0.00	278.89	69.77	151.42	221.48	205.49	17.98	296.58			1,370.84
8130100 · Tech Services Supplies	-356.96	79.26	1,309.80	662.26	1,074.83	772.26	504.85	797.16	781.73	508.34			6,133.53
8135100 · Bindery	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00			0.00
8140100 · Adult Programs & Supplies	1,149.21	1,656.93	858.97	1,497.80	121.90	759.57	1,149.33	4,964.65	256.76	727.96			13,143.08
8142100 · Comicon	0.00	67.82	467.37	3,074.06	1,039.87	0.00	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	0.00			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	1,175.22			3,811.83
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	1,968.29			13,472.51
<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>37,704.00</b>	<b>0.00</b>	<b>0.00</b>	<b>316,577.00</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	30.90			545.90
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	7,519.66			72,999.88
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	3,043.34			19,437.38
8250-100 · Vehicle Expenses	0.00	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			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	132.89			491.76
8275100 · Public Pmt Processing Fees	133.73	161.81	143.97	122.65	253.28	145.29	242.54	128.88	225.86	200.10			1,758.11
8285100 · License Plate Fees Settlement	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00			0.00
<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>10,926.89</b>	<b>0.00</b>	<b>0.00</b>	<b>95,233.03</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	15,641.80			75,732.04
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	293.31			14,176.16
8325100 · Internet Services	1,553.80	487.80	1,081.00	776.90	462.80	1,550.66	481.80	795.90	925.73	680.73			8,797.12
<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>16,615.84</b>	<b>0.00</b>	<b>0.00</b>	<b>98,705.32</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	3,362.71			44,280.81
8420100 · Legal Services	0.00	0.00	0.00	0.00	0.00	0.00	0.00	437.50	1,311.25	0.00			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	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	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>3,362.71</b>	<b>0.00</b>	<b>0.00</b>	<b>53,033.16</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	65.00			24,282.56
8530100 · Public Notices & ADS (Legal & Job)	73.50	0.00	635.00	0.00	0.00	968.50	0.00	0.00	0.00	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	175.26			9,849.18
8545100 · Printing/Copier Supplies	0.00	248.58	0.00	0.00	0.00	350.00	0.00	0.00	1,342.00	0.00			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	740.62			3,780.22
<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>980.88</b>	<b>0.00</b>	<b>0.00</b>	<b>41,529.54</b>

**McHenry Public Library District**  
**Financial Report Detail by Month**  
**For the 10 Month(s) Ended April 30, 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	0.00			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	1,157.94			10,850.15
8640100 · Water & Sewer	0.00	912.79	0.00	1,215.91	0.00	306.55	0.00	197.09	0.00	213.93			2,846.27
<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>1,371.87</b>	<b>0.00</b>	<b>0.00</b>	<b>34,815.50</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	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	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	0.00			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	1,625.00			28,963.24
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	3,714.08			46,853.49
8760100 · Hospitality	173.61	206.23	403.62	196.99	525.48	200.96	390.56	138.53	263.83	246.09			2,745.90
8770100 · Library Lost & Damaged Materials	14.20	0.50	13.01	22.91	15.32	3.34	0.00	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			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>5,585.17</b>	<b>0.00</b>	<b>0.00</b>	<b>177,600.34</b>
<b>Grant &amp; Gift Fund Expenses</b>													
8800300 · 2020/21 Per Capita Grant	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00			0.00
8800311 · Adult Materials - Per Capita	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00			0.00
8800321 · Youth Materials - Per Capita	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00			0.00
8800331 · Staff Software - Per Capita	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00			0.00
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	19,996.39			35,470.15
8040355 · Per Capita Grant; Previous FY	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00			0.00
8800332 · Public Software	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00			0.00
8800333 · Computer Equipment	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00			0.00
8800341 · Other Equipment	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00			0.00
8800342 · Additional Expenses (Personnel)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00			0.00
9030300 · Misc. Grants	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00			0.00
9200300 · Additional Expenses	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00			0.00
<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>19,996.39</b>	<b>0.00</b>	<b>0.00</b>	<b>35,470.15</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	0.00			539.36
9070100 · Library Equipment	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	444.95	0.00			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	109.94			109.94
9090100 · Adtl. Capital Projects & Equipment	0.00	914.60	0.00	0.00	0.00	14,144.00	0.00	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	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	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>109.94</b>	<b>0.00</b>	<b>0.00</b>	<b>66,988.19</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	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>235,205.74</b>	<b>0.00</b>	<b>0.00</b>	<b>3,256,085.08</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>-216,686.46</b>	<b>0.00</b>	<b>0.00</b>	<b>1,663,606.51</b>

**McHenry Public Library District  
Investments  
For the 10 Month(s) Ended April 30, 2025**

<b>Bank</b>	<b>Current Rate</b>	<b>Book Balance</b>
Old National Bank - MM General	3.94%	2,954,795
Old National Bank - MM Spec Reserve	3.94%	2,081,864
Old National Bank - MM Grant & Gift	3.94%	656,599
Old National Bank Bank - HSA	n/a	2,181
Old National Bank Bank - General	n/a	197,397
Old National Bank Bank - Payroll	n/a	69,764
Old National Bank Bank - Imprest	n/a	239
<b>Total</b>	<b>\$</b>	<b>5,962,840</b>



**McHenry Public Library District**  
**INTERIM CHECKS ISSUED - April 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	\$ 597.01	8745-100	04/02/25	EFT
AT&T	Internet	\$ 129.83	8325-100	04/01/25	EFT
Hoopla - Midwest Tape	Supplies	\$ 5,590.11	Various	04/01/25	EFT
Midwest Tape	Supplies	\$ 1,481.61	Various	04/01/25	EFT
First Communications	Phone	\$ 293.31	8320-100	04/08/25	EFT
Comcast	Internet	\$ 481.80	8325-100	04/29/25	EFT
AT&T	Internet	\$ 198.93	8325-100	04/30/25	EFT
<b>subtotal for account</b>		<b>\$ 8,772.60</b>			

<b>Account - HSA/Building</b>					
Old National Bank	Employee contributions HSA	\$ 312.50	8940-100	04/03/25	EFT
Old National Bank	Employer contributions HSA	\$ 525.79	8940-100	04/03/25	EFT
Old National Bank	Employee contributions HSA	\$ 525.79	8940-100	04/17/25	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>
<b>subtotal for account</b>		<b>\$ -</b>			

**GRAND TOTAL CHECKS ISSUED \$ 10,136.68**

## 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

April 2025

Employee	Amount
Einoris, Jen E.	\$369.63
<b>Totals for REIPC -- Petty Cash Reimbursement</b>	<b>\$369.63</b>
<b>1 Employees</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>\$404.05</b>
<b>7 Employees</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>



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Paylocity Corporation  
(888) 873-8205

User: JMay

Run on 5/2/2025 at 8:38 PM



APRIL 2025 (FY 2024-2025)				Bankcard Transactions - Sorted By Account		
NAME	TRANSACTION DATE	MERCHANT NAME	AMOUNT	NOTES	ACCOUNT	NAME TOTALS
ALIE STANSBURY	5/1/2025	BLACK CAT BOOKS	\$31.50		8030-100	\$96.50
KATHRYN MILFAJT	4/29/2025	SHAW SUBURBAN MEDIA-SU	\$65.00		8030-100	
MARLA SPAARGAREN	4/30/2025	BOOKDEPOT	\$499.69	Split total - \$563.49	8040-300	\$499.69
MARLA SPAARGAREN	4/18/2025	BESTBUYCOM807053013350	\$299.99		8070-100	\$299.99
ALIE STANSBURY	5/3/2025	Amazon Kids+*NB1128OC0	\$7.99		8090-100	\$174.91
BRENT MICHALSKI	4/16/2025	PARAMOUNT+	\$5.99		8090-100	
BRENT MICHALSKI	4/9/2025	Disney Plus	\$12.00		8090-100	
JENNIFER MAY	5/1/2025	HELP.MAX.COM	\$16.99		8090-100	
JENNIFER MAY	4/29/2025	Disney Plus	\$12.00		8090-100	
JENNIFER MAY	4/28/2025	HLU*HULUPLUS	\$18.99		8090-100	
JENNIFER MAY	4/22/2025	HLU*HULUPLUS	\$18.99		8090-100	
JENNIFER MAY	4/21/2025	HLU*HULUPLUS	\$18.99		8090-100	
JENNIFER MAY	4/21/2025	Disney Plus	\$12.00		8090-100	
JENNIFER MAY	4/13/2025	Disney Plus	\$12.00		8090-100	
JENNIFER MAY	4/8/2025	discovery+	\$9.99		8090-100	
JENNIFER MAY	4/8/2025	APPLE.COM/BILL	\$9.99		8090-100	
MARLA SPAARGAREN	4/28/2025	Hulu	\$18.99		8090-100	
MARLA SPAARGAREN	5/2/2025	MICHAELS.COM	\$46.48		8140-100	\$158.14
MARLA SPAARGAREN	5/1/2025	MICHAELS #9490	\$51.74		8140-100	
MARLA SPAARGAREN	4/25/2025	SAMS CLUB #6339	\$59.92		8140-100	
ALIE STANSBURY	5/1/2025	BLACK CAT BOOKS	\$136.60		8142-100	\$136.60
ALIE STANSBURY	4/25/2025	THE UPS STORE 4064	\$195.00		8147-100	\$207.00
ALIE STANSBURY	4/18/2025	THE UPS STORE 4064	\$32.00		8147-100	
ALIE STANSBURY	4/10/2025	COLLABORATIVE SUMMER L	(\$20.00)	Credit for membership fee	8147-100	
ALIE STANSBURY	5/6/2025	MEIJER STORE #218	\$87.99		8150-100	\$87.99
LESLEY E JAKACKI	5/4/2025	ADOBE *ADOBE	\$446.12	Prepaid 5/4/25-5/3/26	8247-100	\$446.12
KATHRYN MILFAJT	4/24/2025	MCHENRY PUBLIC LIBRARY	\$1.00		8275-100	\$5.00
LESLEY E JAKACKI	4/15/2025	MCHENRY PUBLIC LIBRARY	\$1.00		8275-100	
LESLEY E JAKACKI	4/8/2025	MCHENRY PUBLIC LIBRARY	\$1.00		8275-100	
LESLEY E JAKACKI	4/8/2025	MCHENRY PUBLIC LIBRARY	\$1.00		8275-100	
LESLEY E JAKACKI	4/8/2025	MCHENRY PUBLIC LIBRARY	\$1.00		8275-100	
LESLEY E JAKACKI	5/3/2025	TWILIO INC	\$6.47		8320-100	\$6.47
ALIE STANSBURY	4/25/2025	THE UPS STORE 4064	\$16.00		8510-100	\$16.00
KATHRYN MILFAJT	4/17/2025	USPS PO 1646800050	\$16.75		8540-100	\$2,580.55
LESLEY E JAKACKI	5/6/2025	USPS PO 1646800050	\$2,500.00		8540-100	
MARLA SPAARGAREN	4/30/2025	BOOKDEPOT	\$63.80	Split total - \$563.49	8540-100	
LESLEY E JAKACKI	4/30/2025	McHenry Area Chamber	\$50.00		8550-100	\$8,811.48
LESLEY E JAKACKI	4/30/2025	FACEBK *H4YHSPQ5S2	\$34.28	8550-100		
LESLEY E JAKACKI	4/30/2025	SQ *MCHENRY COUNTY LIV	\$125.00	8550-100		
MICHAEL SCHNAEBELE	4/21/2025	MEIJER STORE #218	\$30.00		8740-100	\$30.00
MICHAEL SCHNAEBELE	5/1/2025	THE HOME DEPOT #1969	\$203.28		8750-100	\$861.52
MICHAEL SCHNAEBELE	5/2/2025	MENARDS CRYSTAL LAKE I	\$31.84		8750-100	
MICHAEL SCHNAEBELE	4/22/2025	THE HOME DEPOT #1969	\$123.62		8750-100	
MICHAEL SCHNAEBELE	4/18/2025	MENARDS CRYSTAL LAKE I	\$176.23		8750-100	
JENNIFER MAY	4/28/2025	JEWEL OSCO 1518	\$49.99		8760-100	\$326.55
LESLEY E JAKACKI	4/28/2025	DOLLAR TREE	\$7.02		8760-100	
LESLEY E JAKACKI	4/13/2025	CHIPOTLE ONLINE	(\$7.70)		8760-100	
LESLEY E JAKACKI	4/13/2025	CHIPOTLE ONLINE	(\$4.10)		8760-100	
LESLEY E JAKACKI	4/9/2025	CHIPOTLE ONLINE	\$4.16		8760-100	
LESLEY E JAKACKI	4/9/2025	CHIPOTLE ONLINE	\$103.07		8760-100	
LESLEY E JAKACKI	4/8/2025	CHIPOTLE ONLINE	\$60.48		8760-100	
LESLEY E JAKACKI	4/8/2025	CHIPOTLE ONLINE	\$113.63		8760-100	
JENNIFER MAY	5/3/2025	NATIONAL CRIME SEARCH	\$27.95		8945-100	\$87.95
JENNIFER MAY	4/14/2025	WISCONSIN LIBRARY ASSO	\$60.00		8945-100	
ALIE STANSBURY	4/22/2025	ILLINOIS LIBRARY ASSOC	\$150.00	Prepaid 4/30/25-4/30/26	8960-100	\$1,158.52
ALIE STANSBURY	4/21/2025	EB *LINCOLN STORY LEAG	\$28.52		8960-100	
ALIE STANSBURY	4/18/2025	AMERLIBASSOC ECOMMERCE	\$242.00	Prepaid 4/30/25-4/30/26	8960-100	
ALIE STANSBURY	4/25/2025	AMERICAN LIBRARY ASSOC	\$209.00		8980-100	\$738.00
KATHRYN MILFAJT	4/18/2025	ILLINOIS LIBRARY ASSOC	\$160.00		8980-100	
KATHRYN MILFAJT	4/18/2025	ILLINOIS LIBRARY ASSOC	\$160.00		8980-100	
MARLA SPAARGAREN	4/7/2025	AMERICAN LIBRARY ASSOC	\$209.00		8980-100	
TOTAL BANKCARD TRANSACTIONS:			\$ 7,062.23			



# ABSTRACT OF VOTES

## McHenry County, Illinois

I do hereby certify that on **April 22, 2025**, I canvassed the returns of the **Consolidated Election** held on **April 01, 2025**. I proclaim that a total of **35,177** ballots were cast in McHenry County and I further certify that the following list of candidates each received the number of votes recorded for him or her for the office listed below.

### LIBRARY

#### MCHENRY PUBLIC LIBRARY DISTRICT

##### McHenry Library District For Trustee

Vote for 2


		<u>Votes Received</u>	<u>Mark if Elected</u>
Bud Alexander	Nonpartisan	4,582	Elected

##### McHenry Public Library District Trustee 4-Year Unexpired Term

Vote for 2

		<u>Votes Received</u>	<u>Mark if Elected</u>
No Candidate		0	

I further certify that the above is a true and complete **Abstract of Votes** as recorded by the **McHenry County Clerk's Office** on **April 22, 2025**.

  
\_\_\_\_\_  
Joseph J. Tirio  
McHenry County Clerk

PRINTED 04/22/25, 09:19 AM

PAGE 182.183.01

38 PRECINCTS				TRUSTEE MCHENRY PUBLIC LIBRARY DISTRICT 2 TO BE ELECTED			TRUSTEE MCHENRY PUBLIC LIBRARY DISTRICT 2 TO BE ELECTED		
	R V E O G T I E S R T S E R E D	B C A A L S L T O T S	T P U E R R N C O E U N T T A G E	B A u l d e x a n d e r (NON)	O V V O E T R E S	U V N O D T E E R S	N C o a n d i d a t e (NON)	O V V O E T R E S	U V N O D T E E R S
0136 Greenwood GRE 06	1051	180	17.13	2	0	8	0	0	10
0150 McHenry MCH 01	1006	133	13.22	33	0	65	0	0	98
0151 McHenry MCH 02	973	119	12.23	90	0	148	0	0	238
0152 McHenry MCH 03	1018	136	13.36	100	0	172	0	0	272
0153 McHenry MCH 04	1360	177	13.01	134	0	220	0	0	354
0154 McHenry MCH 05	899	199	22.14	160	0	238	0	0	398
0155 McHenry MCH 06	991	218	22.00	175	0	261	0	0	436
0156 McHenry MCH 07	985	102	10.36	79	0	125	0	0	204
0157 McHenry MCH 08	1029	203	19.73	1	0	1	0	0	2
0158 McHenry MCH 09	868	200	23.04	146	0	254	0	0	400
0159 McHenry MCH 10	949	214	22.55	172	0	256	0	0	428
0160 McHenry MCH 11	996	161	16.16	125	0	197	0	0	322
0161 McHenry MCH 12	924	202	21.86	154	0	250	0	0	404
0169 McHenry MCH 20	1261	173	13.72	105	0	151	0	0	256
0170 McHenry MCH 21	960	193	20.10	31	0	57	0	0	88
0171 McHenry MCH 22	1000	233	23.30	20	0	40	0	0	60
0172 McHenry MCH 23	1108	274	24.73	208	0	340	0	0	548
0173 McHenry MCH 24	1010	157	15.54	125	0	189	0	0	314
0174 McHenry MCH 25	1044	258	24.71	195	0	321	0	0	516
0175 McHenry MCH 26	1016	217	21.36	184	0	250	0	0	434
0177 McHenry MCH 28	1060	224	21.13	150	0	250	0	0	400
0178 McHenry MCH 29	871	81	9.30	21	0	31	0	0	52
0179 McHenry MCH 30	729	206	28.26	162	0	250	0	0	412
0180 McHenry MCH 31	702	177	25.21	130	0	224	0	0	354
0181 McHenry MCH 32	717	180	25.10	128	0	232	0	0	360
0182 McHenry MCH 33	895	252	28.16	193	0	311	0	0	504
0183 McHenry MCH 34	806	76	9.43	30	0	48	0	0	78
0184 Nunda NUN 01	1091	262	24.01	184	0	340	0	0	524
0185 Nunda NUN 02	1027	255	24.83	199	0	311	0	0	510
0186 Nunda NUN 03	1161	233	20.07	182	0	284	0	0	466
0187 Nunda NUN 04	1019	244	23.95	195	0	293	0	0	488
0188 Nunda NUN 05	1110	226	20.36	184	0	268	0	0	452
0189 Nunda NUN 06	945	198	20.95	106	0	158	0	0	264
0190 Nunda NUN 07	1050	166	15.81	25	0	33	0	0	58
0208 Nunda NUN 25	720	151	20.97	110	0	192	0	0	302
0209 Nunda NUN 26	1219	119	9.76	27	0	35	0	0	62
0210 Nunda NUN 27	830	301	36.27	171	0	283	0	0	454
0212 Nunda NUN 29	803	183	22.79	146	0	220	0	0	366
GRAND TOTALS	37203	7283	19.58	4582	0	7306	0	0	11888



**Treasurer's Office of McHenry County**  
**DONNA M. KURTZ**  
*Treasurer*



DATE: April 30, 2025  
TO: ALL MCHENRY COUNTY TAXING DISTRICTS  
FROM: DONNA M. KURTZ, MCHENRY COUNTY TREASURER  
RE: 2025 DISTRIBUTION DATES FOR 2024 TAXES

We are beginning to collect and distribute the 2024 real estate taxes.

We have prepared a schedule of distribution dates to assist you and we will make every effort to meet these dates. As in the past, your money will be directly deposited in your account on or before the scheduled dates listed below.

**REMINDER:** The Treasurer will no longer mail paper advices for the breakdown for each distribution. The Treasurer will post the breakdown per distribution on our website [treasurer.mchenrycountyil.gov](https://treasurer.mchenrycountyil.gov). If you haven't already, please familiarize yourself with our website and look at past distribution files.

The Distribution Schedule for this year is as follows:

First Distribution	05/27/25
Second Distribution	06/09/25
Third Distribution	06/23/25
Fourth Distribution	07/07/25
Fifth Distribution	07/21/25
Sixth Distribution	08/04/25
Seventh Distribution	08/18/25
Eighth Distribution	09/02/25
Ninth Distribution	09/15/25
Tenth Distribution	09/29/25
Eleventh Distribution	10/14/25
Twelfth Distribution	10/27/25
Thirteenth Distribution	11/10/25
Final Distribution	Nov/Dec 2025

If you have any questions please contact our Chief Accountant, Denise Westmoreland at 815-334-4252 or email her at [DMWestmoreland@mchenrycountyil.gov](mailto:DMWestmoreland@mchenrycountyil.gov).

Kind regards,

Donna M. Kurtz  
McHenry County Treasurer



## OFFICE OF THE SECRETARY OF STATE

ALEXI GIANNOULIAS • Secretary of State and State Librarian

ILLINOIS STATE LIBRARY  
Gwendolyn Brooks Building  
300 South Second Street  
Springfield, Illinois 62701-1796

May 6, 2025

Board of Trustees  
McHenry Public Library Dist.  
809 Front Street  
McHenry, IL 60050  
Attn: Lesley Jacacki, Director

Dear Board of Trustees of the McHenry Public Library District:

Public Act 102-0977, effective 5/27/2022, changed provisions within the Public Library District Act of 1991 regarding trustee vacancies. Specifically, 75 ILCS 16/30-25 (b), now indicates *vacancies shall be filled within 90 days after a vacancy has been declared*.

Our office has not received notification that a reported vacancy has been filled. If this is in error, please notify [ISLdistrictboards@ilsos.gov](mailto:ISLdistrictboards@ilsos.gov) and your library district record will be updated. Information to be reported includes: new board member name; mailing address; phone number; e-mail address; office held; and term expiration date. Per the requirements of 75 ILCS 16/30-40 (d), the secretary of the board of trustees should also report the filling of the vacancy with the county clerk.

Furthermore, Public Act 102-0977 indicates that if the trustees fail to appoint a new member within 90 days, the State Librarian shall appoint an individual to fill the vacancy within 60 days. If the State Librarian fails to fill the vacancy, the vacancy shall be filled at the next regularly scheduled election.

The Board of Trustees of the McHenry Public Library District has 90 days from April 2, 2025 to make an appointment for the vacancy declared by your district; if this does not occur, the State Librarian shall take action to appoint an eligible individual, stipulated in 75 ILCS 16/30-20 (d) and (e), to fill the vacancy.

Please contact the Illinois State Library if you have questions.

Sincerely,

A handwritten signature in black ink that reads "Greg McCormick".

Greg McCormick, Director  
Illinois State Library

GM:ldg



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

May 3, 2025

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

Dear Melissa,

We would like to extend our sincere gratitude to the Bear Family McDonald's group for supporting McHenry Public Library's Summer Reading Program with ice cream coupons for our readers. We are very much looking forward to the start of this summer's reading program, *Color Our World!* Our readers who receive these coupons will be grateful for them, and the promise of ice cream is perfect for summer.

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

Best,

Alie Stansbury

Youth Services Department Manager



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

May 3, 2025

Kimi Dean, Owner  
XTreme Wheels Skating Center  
691 Virginia Rd.  
Crystal Lake, IL 60014

Dear Kimi,

We would like to extend our sincere gratitude to you for supporting McHenry Public Library's Summer Reading Program with free roller skating coupons for our readers. We are very much looking forward to the start of this summer's reading program, *Color Our World!* Our readers who receive these coupons will be very grateful for them, and the promise of a day of roller skating is a perfect summer activity.

Thank you again for your generosity. We are so grateful for the partnership we have fostered with your organization.

Best,



Alie Stansbury  
Youth Services Department Manager





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

May 3, 2025

Anna Z., Owner  
Adam's Sandwich Shop  
4405 W. Elm St.  
McHenry, IL 60050

Dear Anna,

We would like to extend our sincere gratitude to you for supporting McHenry Public Library's Summer Reading Program with two \$15 gift certificates to Adam's Sandwich Shop for our readers. We are very much looking forward to the start of this summer's reading program, *Color Our World!* Our recipients of these gift certificates will be very grateful for them. Your sandwiches are delicious!

Thank you again for your generosity. We are so grateful for this partnership.

Best,



Alie Stansbury  
Youth Services Department Manager





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

May 9, 2025

Drew Buss  
Buss Ford  
111 State Rte 31,  
McHenry, IL 60050

Dear Drew,

We would like to extend our sincere gratitude to you for supporting McHenry Public Library's Summer Reading Program with a "bucket of fun" detailing kit and free oil change coupon. We are very much looking forward to the start of this summer's reading program, *Color Our World!* The reader who receives this prize will be very grateful for it, and a good, old-fashioned car wash at home is the perfect summer activity.

Thank you again for your generosity. We are so grateful for the partnership we have fostered with your organization.

Best,

Marla C. Spaargaren  
Adult Services Manager



McHENRY PUBLIC  
LIBRARY DISTRICT

# APRIL 2025

## BY THE NUMBERS

### PEOPLE

**366**  
New Card  
Registrations

**253**  
Hours Open  
To Public

**9,737**  
Library Attendance

**3,211**  
Program  
Attendance

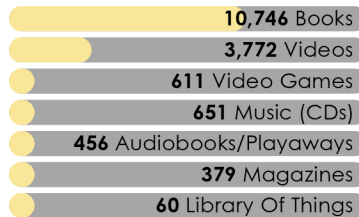
**7.5**  
Volunteer  
Hours



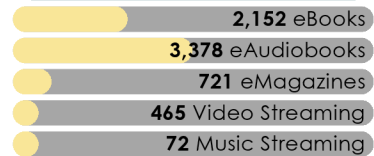
### CIRCULATION



#### 16,265 PHYSICAL ITEMS



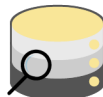
#### 6,788 eMATERIALS



### RESOURCES



Computer  
Sessions  
**861**



Database  
Searches  
**13,666**



Database  
Sessions  
**3860**



Simple Scan &  
Fax Uses  
**251**



WiFi Uses  
(in Library)  
**1,456**

### ONLINE

**4,199**



EMAIL SUBSCRIBERS

3.2K



157



464



1.3K



536



Teen

56



Esp.

SOCIAL MEDIA FOLLOWERS

**400,411**



WEBSITE VIEWS

Library Attendance: **12,466** Registrations: **384**  
Program Attendance: **1,525** Volunteer Hours: **6**  
Hours Open: **292**

APRIL 2024 COMPARISON  
Items In Circulation (Physical): **14,211**  
Items In Circulation (eMaterials): **6,313**  
Website Views: **329,132**

Computer Sessions: **1,469** Database Sessions: **641**  
Database Searches: **15,030** Simple Scan Uses: **350**  
WiFi Uses: **1,897**

## McHenry Public Library District

### LIBRARIAN'S REPORT

APRIL 2025

#### Administration

- The Sanitary Sewer Replacement Project continued in April with the replacement of the sewer lines inside and outside the library. Subsequently, work began on removing and installing the flooring in the main room. Due to particularly disruptive activities like moving stacks or floor demolition, the library closed on April 22, 23, and 29 and had a half-day closure on the 24th for everyone's safety. The project is moving ahead of schedule and should be completed by the first week of May.
- M. Schnaebele worked closely with the plumbing and flooring vendors and the staff to coordinate the Sanitary Sewer Replacement Project activities, which involved some overnight work due to flooring tasks.
- A. Mesino began laying out the June-July *Preface* newsletter, which is filled with programs and resources in conjunction with our summer reading program.
- L. Jakacki and A. Stansbury meet with members of District 15 Administration to continue discussing ways to increase student cardholder numbers.

#### Adult Services

- A. Moreno-Lomeli helped to plan two Hispanic Outreach Committee events in April. The first was the Multicultural Fair at McHenry High School on 4/5. She and B. Salazar promoted library services to 88 people and provided a piñata craft for families. The second was Día del Niño y el Libro, which translates to "Day of the Child and the Book" on 4/30, alongside B. Salazar and S. Kordistos in Youth Services. This was another successful family event, complete with crafts, lotería, and balloons, reaching 38 people.
- J. Urgo and G. Pedroza have completed their onboarding training in Adult Services and can now be seen regularly at the Questions Desk, just in time for the Summer Reading Program!
- T. Hillier had a patron looking for information about the Hebron Methodist Church, which was celebrating an anniversary. The patron was looking for items on the church's history. We didn't have much in print, but TH showed him our Newspapers.com database. The patron took over the research from there, found four or five articles, and was very impressed with our resources!
- T. Hillier also finished the 4-session ManageStrong leadership series at McHenry County College and will discuss his findings with the Management Team.
- Throughout the past year, K. Kimbrel has utilized ILL to acquire 32 books from the "Roderick Allen Mysteries" series by Ngaio Marsh for a patron. The patron requested the books individually and finally completed the series this month. Since they were looking for a new series to explore, Kevin suggested the "Lord Peter Wimsey Mysteries" series by Dorothy Sayers. The patron has already finished the first book



and thoroughly enjoyed it. With 18 books in this series and four additional titles by another author, the patron will have plenty to read for some time.

- M. Spaargaren joined the Illinois Libraries AI Ambassadors Program. Our final meeting will be on June 14 at the Linda Sokol Francis Brookfield Public Library. One program requirement is that the participant create a training presentation for staff, which she will work on in the next fiscal year.
- A. Colgan has noticed an increase in video game interest while they were moved to the front lobby during building construction. Additionally, she is preparing for her May crafting program, Needle Felt Creations, which filled up within hours of registration opening.

### **Circulation**

- K. Milfajt began serving as the interim Circulation Manager.
- K. Johnson has been training new circulation staff members.
- During the sanitary sewer replacement project, the sending out of holds to other CCS librarians and interlibrary loans has been paused due to the shelving being out of order and difficult to navigate. The services will resume in early May.

### **Human Resources**

- For our April In-Service, M. Schnaebale presented our annual severe weather training, where all staff participated in the drill. We had an outside presenter put on Personal Safety and Active Bystander Training, which discussed personal safety at work and in our personal lives. We learned how to develop situational awareness of our environment and recognize our warning signs. Before each department meeting, all departments established their safety controls for safety awareness.
- L. Jakacki and J. May completed phone screens and interviews for the Business Office Administrative Assistant position. They extended an offer, which was accepted. Our newest hire will start in May.
- Phone screens were conducted for our Youth Services Librarian Lead—Tween & Teen position and our Youth Services Library Associate—Early Literacy position. Interviews will start in May.
- We had five new hires start with the library in April:
  - J. Urgo – Adult Services Librarian – a rehire from 2023
  - J. Velasco – Youth Services Library Associate – Bilingual Services
  - G. Pedroza – Adult Services Library Associate – Bilingual Services
  - S. Bach – Bilingual Circulation Clerk
  - C. Romano – Circulation Clerk
- B. Michalski, Z. Terrill, and S. Roitberg separated from the library.
- Our current headcount for April was 32: 16 FT (37.50 hours weekly), with 16 PT staff members.
- Average merit increase for FY 24/25 (year-to-date) is 2.43%

### **Technical Services**

- A. Meads shared that while down in the library reshelving some books she had relabeled, a mother and her two young sons approached her and asked where the video game card racks were. She told them, and the youngest son, probably about 6 years old, looked at her and said, “Can I ask you a question? What the heck is

going on here?!" as he motions with his arms outstretched, swinging around, with a bewildered look on his face. She explained we were making some improvements, so things are a bit mixed up at the moment, but it will be back in shape soon with new carpet. Then he smiled and said, "Oh. Well, that's awesome!".

- M. Ortmeyer attended the RAILS webinar "Cataloging Graphic Novels" to understand better how to create accessible and informational graphic novel records.
- K. Meadows processed and created the rack cards and luggage tags for the seven financial literacy kits and the Cricut Joy.
- K. Milfajt began serving as the interim Circulation Manager.

### Technology

- IT assisted with moving and removing public PCs, printers, and other equipment as needed for the construction project.
- Ryan from Eccezion was on site 4/29 to complete cable replacement and organization work on our switches. This will ensure network reliability and make troubleshooting issues faster and simpler in the future.
- Laptops, docking stations, and monitors for Public Services staff arrived from CDW-G. IT has begun setting them up, and they should be sent out to staff within the next few weeks.

### Youth Services

- A. Stansbury and K. Meadows from Technical Services spoke with over 100 visitors to the library's table at the McHenry County Conservation District Earth Day event. Everyone loved the craft kits and book lists. They fielded many questions about the future of library funding, the flooring project, and the trustee vacancy position.
- The Spring Bingo program was a successful group effort. B. Salazar and J. Einoris ran the program while J. Velasco assisted with the translations.
- A. Podborny ran the stencil painting program for Artzy Thursday, part of Week of the Young Child celebrations (April 7-11). Kids enjoyed it, and several parents mentioned how fun it was.
- This month, B. Salazar and S. Kordistos provided outreach visits to Riverwood Elementary with four storytimes and ten book talks.

### Patron Comments

Comments:

I was so impressed with the collection of items that matched my requests so closely! We were in the car a LOT over Spring Break + the bags reduced the kids' screen time significantly!  
Name (optional): Jill Oakley

Please return this to the Questions desk. Thank You!

Thank you - these were amazing!! 😊



McHENRY PUBLIC  
LIBRARY DISTRICT  
WISDOM · KNOWLEDGE · DREAMS

*Patron Comment regarding Vacation Bags*

### Library Board of Trustees Election of Officers

During the last board meeting, April 15, 2025, the McHenry Public Library District Board of Trustees presented the following slate of officers to be voted on at the May 20, 2025, Regular Board Meeting:

Charles T. Reilly, President  
Bud Alexander, Vice President  
Terry Weingart, Treasurer  
Monica Leccese, Secretary

PASSED this \_\_\_\_\_th day of \_\_\_\_\_ 2025, pursuant to a roll call vote as follows:

Ayes:

Nays:

Absent:

Abstain:

\_\_\_\_\_  
\_\_\_\_\_, President

McHenry Public Library District Board of Trustees

Attest:

\_\_\_\_\_

\_\_\_\_\_, Secretary

McHenry Public Library District Board of Trustees

STATE OF ILLINOIS            )

McHENRY COUNTY            )

**OFFICIAL OATH of OFFICE**

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

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

Signed before me on the 20th day of May, 2025.

\_\_\_\_\_  
Secretary, McHenry Public Library District

PLEASE PROVIDE THE FOLLOWING INFORMATION:

\_\_\_\_\_  
Officer's Printed Name

McHENRY PUBLIC LIBRARY DISTRICT  
Governmental Unit

PRESIDENT, term 2025-2027  
Office and Term

STATE OF ILLINOIS            )

McHENRY COUNTY            )

### OFFICIAL OATH of OFFICE

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

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

Signed before me on the 20th day of May, 2025.

\_\_\_\_\_  
Secretary, McHenry Public Library District

PLEASE PROVIDE THE FOLLOWING INFORMATION:

\_\_\_\_\_  
Officer's Printed Name

McHENRY PUBLIC LIBRARY DISTRICT  
Governmental Unit

VICE PRESIDENT, term 2025-2027  
Office and Term



STATE OF ILLINOIS            )

McHENRY COUNTY            )

### OFFICIAL OATH of OFFICE

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

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

Signed before me on the 20th day of May, 2025.

\_\_\_\_\_  
Secretary, McHenry Public Library District

PLEASE PROVIDE THE FOLLOWING INFORMATION:

\_\_\_\_\_  
Officer's Printed Name

McHENRY PUBLIC LIBRARY DISTRICT  
Governmental Unit

TREASURER, term 2025-2027  
Office and Term

STATE OF ILLINOIS            )

McHENRY COUNTY            )

### OFFICIAL OATH of OFFICE

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

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

Signed before me on the 20th day of May, 2025.

\_\_\_\_\_  
President, McHenry Public Library District

PLEASE PROVIDE THE FOLLOWING INFORMATION:

\_\_\_\_\_  
Officer's Printed Name

McHENRY PUBLIC LIBRARY DISTRICT  
Governmental Unit

SECRETARY, term 2025-2027  
Office and Term

## McHenry Public Library District Job Description

JOB TITLE	DEPARTMENT	REPORTS TO
Marketing Assistant	Administration	Executive Director
STATUS	PAY GRADE	ACCRUALS
Part-Time; Non-Exempt	6	Part-Time Accruals
SCHEDULE	DATE CREATED	DATE REVISED
Part-time hours per week may include daytime, evening, and weekend hours.	05/20/2025	

### Summary:

Under the guidance of the Marketing Coordinator and the supervision of the Executive Director, the Marketing Assistant assists with marketing campaigns, special events, content creation, and the development of visual assets that support the library's marketing strategy through print, online social media, email marketing, and overall communication efforts.

**Essential Duties and Responsibilities** include the following:

- Provide administrative and marketing project support to the Marketing Coordinator and Executive Director.
- Create, design, and edit marketing content across digital and print formats, including newsletters, website, social media, brochures, and signage.
- Create and design engaging graphics, infographics, and visual content for digital and print materials.
- Manage digital platforms such as the library website, staff intranet, and library and community calendar event listings.
- Capture and edit photos and videos of library activities for print and online use; organize and convert files as needed.
- Ensure accuracy, brand and voice consistency and clarity in all materials through adherence to style guides and proofreading processes.
- Contribute to the library-wide style guide for print and web materials.
- Support outreach and engagement efforts by staffing events and maintaining community boards and displays.
- Provide administrative and logistical support including marketing inventory tracking, promotional item procurement, and departmental reporting.

- Support the production and distribution of marketing materials, including printing, scanning, laminating, and posting throughout the library and community.
- Participate in Marketing/PR meetings and interdepartmental planning committees.
- Engage in relevant training, networking, continuing education, and staff development.
- Perform errands related to public relations activities.
- May assist with media relations, serving as a contact in the absence of the Marketing Coordinator or Executive Director.
- Other duties as assigned.

### **Supervisory Responsibilities**

No supervisory responsibilities.

### **Qualifications**

- Minimum of an Associate's Degree in Marketing, Public Relations, Graphic Design, Communications, or closely related field.
- Familiarity with a professional email marketing platform such as Mailchimp or Constant Contact.
- High proficiency with Adobe Creative Suite software: InDesign, Photoshop, and Illustrator.
- Working knowledge of HTML/CSS related to web and marketing email design.
- Strong technology skills, including Microsoft Windows and Office applications, Google Suite applications, the internet, and adapting and learning customized software and changing technology with minimal instruction.
- Intermediate to advanced photography and photo editing skills using a DSLR camera.
- Videography and editing skills are a plus.
- Excellent writing and verbal communication skills.
- Portfolio samples demonstrating solid copywriting, print design, and photography skills.
- Access to transportation for off-site events and outreach.

### **Working Conditions**

- While performing the duties of this job, the employee is regularly required to talk, hear, and see.
- The employee is frequently required to bend, stand, walk, and reach with hands and arms.
- Noise level is generally similar to an office environment, but may be loud at times.
- Repeated movements with the wrists, hands, and/or fingers while using a keyboard.
- Clarity of vision at approximately 20 inches or less (i.e., working with small objects or reading small print), including the use of computers.
- The employee will occasionally lift, push, or move (library material and/or equipment) up to 35 pounds.

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed are representative of the knowledge, skills, and ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

STATE OF ILLINOIS           )  
COUNTY OF McHENRY       )

THE McHENRY PUBLIC LIBRARY DISTRICT BOARD OF LIBRARY TRUSTEES

**ORDINANCE No. 2024/25 -08**

Calendar of Regular Meetings For the Board of Library Trustees For Fiscal Year 2025/26

WHEREAS, the Public Library District Act, 75 ILCS 16/30-50 requires all public library districts to specify the time, place, and date that the Board of Library Trustees shall meet for regular meetings each fiscal year;

NOW THEREFORE BE IT ORDAINED by the Board of Library Trustees of the McHenry Public Library District, McHenry, Illinois, as follows:

Section 1: Regular meetings of the Board of Library Trustees shall be typically held at the McHenry Public Library, 809 Front Street, McHenry, Illinois, at 7 p.m. on the third Tuesday of each month,

Section 2: Regular meetings of the Board of Library Trustees shall be held on the following dates:

Tuesday, July 15, 2025  
Tuesday, August 19, 2025  
Tuesday, September 16, 2025  
Tuesday, October 21, 2025  
Tuesday, November 18, 2025  
Tuesday, December 16, 2025

Tuesday, January 20, 2026  
Tuesday, February 17, 2026  
Tuesday, March 24, 2026\*  
Tuesday, April 21, 2026  
Tuesday, May 19, 2026  
Tuesday, June 16, 2026

\*Denotes a change in the typical regular meeting schedule due to the Library being a polling place for the Primary Election held on March 17, 2026.

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

STATE OF ILLINOIS                 )  
COUNTY OF McHENRY         )

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

**RESOLUTION No.       2024/2025-09**

**A RESOLUTION TO TRANSFER MONEY TO THE SPECIAL RESERVE FUND**

**WHEREAS**, the Board of Trustees of the McHenry Public Library District previously established a Special Reserve Fund in accordance with applicable statutes (75 ILCS 16); and

**WHEREAS**, applicable statutes permit the accumulation of funds over time for one or more purposes as authorized by statute and as designated by the Trustees; and

**WHEREAS**, funds have accumulated in the Special Reserve Fund for the purposes stated in the documentation relating to the Special Reserve Fund; and

**WHEREAS**, as a result of prudent fiscal management, there are monies available in the general corporate fund for transfer to the Special Reserve Fund; and

**WHEREAS**, the transfer of such funds to the Special Reserve Fund is consistent with the intent of the Trustees, along with the development of a building-and-site improvement plan and with a collection development plan;

**NOW, THEREFORE, BE RESOLVED** by the Board of Trustees of the McHenry Public Library District, as follows:

**SECTION 1:** The amount of \$825,000.00 in the general corporate fund being determined by the Executive Director in collaboration with the Board President and Board Treasurer, shall be transferred to the Special Reserve Fund to be expended in accordance with the terms and conditions of the Special Reserve Fund.

**SECTION 2:** The transfer to the Special Reserve Fund, as stated in the preceding Section 1, shall be made by June 15, 2025.

**SECTION 3:** This resolution is effective immediately on the date of its passage.

PASSED by the Board of Library Trustees of the McHENRY PUBLIC LIBRARY DISTRICT, McHENRY COUNTY, McHENRY, ILLINOIS this \_\_\_\_\_ day of \_\_\_\_\_ 2025, by a vote of:

AYES:

NAYS:

ABSTAIN:

ABSENT:

Approved: \_\_\_\_\_  
Charles Reilly, President  
Board of Library Trustees

Attest: \_\_\_\_\_  
Monica Leccese, Secretary  
Board of Library Trustees

McHenry Public Library District						
Fiscal Year 2025/2026 OPERATING BUDGET						
		FY 2025/26	FY 2024/25	FY 2024/25		
	GENERAL FUND REVENUES	Operating Budget	Operating Budget	Actual as of 04/30/2025	DIFFERENCE FY25/26 Budget vs FY24/25 Budget	
	Cash on Hand as of 04/30/2025 OR 5/31/2024	\$ 3,294,759.00	\$ 2,816,763.00	\$ 2,816,763.00		
6010-100	PROPERTY TAXES	\$ 3,977,112.26	\$ 3,776,371.19	\$ 3,762,641.64	\$ 200,741.07	5.32%
6015-100	REVENUE RECAPTURE-- PROPERTY TAXES	\$ 11,479.50	\$ 9,790.28	\$ 9,755.41	\$ 1,689.22	17.25%
6020-100	CORPORATE REPLACEMENT TAX	\$ -	\$ -	\$ -	\$ -	0.00%
6030-100	INTEREST INCOME -- GENERAL	\$ 145,000.00	\$ 145,000.00	\$ 117,892.80	\$ -	0.00%
6040-100	NONRESIDENT & ENHANCED FEE CARDS	\$ 1,250.00	\$ 1,250.00	\$ 135.00	\$ -	0.00%
6050-100	FINES AND FEES	\$ 17,500.00	\$ 17,500.00	\$ 13,510.56	\$ -	0.00%
6055-100	COLLECTION AGENCY FEES	\$ 500.00	\$ 500.00	\$ 155.98	\$ -	0.00%
6060-100	COPY/SCAN/FAX INCOME	\$ 18,500.00	\$ 18,500.00	\$ 15,255.99	\$ -	0.00%
6090-100	ANNEXATION & IMPACT FEES	\$ 25,000.00	\$ 25,000.00	\$ -	\$ -	0.00%
6105-100	RETIREE & COBRA INSURANCE PAYMENTS	\$ 16,000.00	\$ 18,000.00	\$ 4,910.32	\$ (2,000.00)	-11.11%
6110-100	PROGRAM FEES /MISC. FEES	\$ 2,000.00	\$ 2,000.00	\$ -	\$ -	0.00%
6120-100	MEETING ROOM FEES	\$ 2,250.00	\$ 2,250.00	\$ 640.00	\$ -	0.00%
6125-100	LICENSE PLATE RENEWAL FEES	\$ 131,000.00	\$ 131,000.00	\$ -	\$ -	0.00%
6130-100	MISCELLANEOUS INCOME	\$ 75,000.00	\$ 75,000.00	\$ 6,028.02	\$ -	0.00%
6150-100	LOST & DAMAGED MATERIALS	\$ 6,500.00	\$ 6,500.00	\$ 3,727.71	\$ -	0.00%
6157-100	CCS/LLSAP INCOME	\$ 10,500.00	\$ 10,500.00	\$ 3,938.70	\$ -	0.00%
6160-100	SOLAR CREDITS	\$ 2,500.00	\$ 4,500.00	\$ -	\$ (2,000.00)	-44.44%
6200-100	OVER/SHORT	\$ 500.00	\$ 500.00	\$ 148.55	\$ -	0.00%
	TOTAL GENERAL FUND REVENUES	\$ 7,737,350.76	\$ 7,060,924.47	\$ 6,755,503.68	\$ 676,426.29	9.58%
		FY 2025/26	FY 2024/25	FY 2024/25		
	MATERIALS and SUPPLIES	Operating Budget	Operating Budget	Actual as of 04/30/2025	DIFFERENCE FY25/26 Budget vs FY24/25 Budget	
8010-100	ADULT BOOKS	\$ 67,500.00	\$ 67,500.00	\$ 40,765.66	\$ -	0.00%
8020-100	YOUTH BOOKS	\$ 50,000.00	\$ 55,000.00	\$ 32,019.45	\$ (5,000.00)	-9.09%
8025-100	PROFESSIONAL RESOURCES	\$ 2,500.00	\$ 2,500.00	\$ 21.18	\$ -	0.00%
8028-100	ADMINISTRATIVE RESOURCES	\$ 3,500.00	\$ 3,500.00	\$ 284.33	\$ -	0.00%
8030-100	MAGAZINES and NEWSPAPERS	\$ 17,250.00	\$ 15,000.00	\$ 12,673.13	\$ 2,250.00	15.00%
8050-100	ADULT AV MATERIALS	\$ 25,000.00	\$ 31,000.00	\$ 18,714.70	\$ (6,000.00)	-19.35%
8060-100	YOUTH AV MATERIALS	\$ 13,000.00	\$ 13,000.00	\$ 8,848.27	\$ -	0.00%
8070-100	LIBRARY OF THINGS	\$ 17,000.00	\$ 15,500.00	\$ 3,899.95	\$ 1,500.00	9.68%
8080-100	VIDEO GAMES	\$ 18,000.00	\$ 15,000.00	\$ 11,887.33	\$ 3,000.00	20.00%
8090-100	DIGITAL MEDIA SERVICES	\$ 145,500.00	\$ 115,100.00	\$ 90,973.33	\$ 30,400.00	26.41%
8095-100	ELECTRONIC RESOURCES	\$ 90,000.00	\$ 85,000.00	\$ 38,193.66	\$ 5,000.00	5.88%
8120-100	LIBRARY SUPPLIES	\$ 7,000.00	\$ 7,000.00	\$ 1,370.84	\$ -	0.00%
8130-100	TECH SERVICES SUPPLIES	\$ 32,725.00	\$ 32,725.00	\$ 6,133.53	\$ -	0.00%
8135-100	BINDERY	\$ 750.00	\$ 500.00	\$ -	\$ 250.00	50.00%
8140-100	ADULT PROGRAMS & SUPPLIES	\$ 16,000.00	\$ 16,000.00	\$ 13,143.08	\$ -	0.00%
8142-100	SPECIAL EVENTS	\$ 2,750.00	\$ 6,500.00	\$ 4,649.12	\$ (3,750.00)	-57.69%
8145-100	CIRCULATION SUPPLIES	\$ 7,500.00	\$ 7,500.00	\$ 2,803.96	\$ -	0.00%
8147-100	SUMMER READING CLUB	\$ 9,000.00	\$ 7,000.00	\$ 3,811.83	\$ 2,000.00	28.57%
8150-100	YOUTH PROGRAMS & SUPPLIES	\$ 17,750.00	\$ 16,500.00	\$ 13,472.51	\$ 1,250.00	7.58%
	TOTAL MATERIALS & SUPPLIES	\$ 542,725.00	\$ 511,825.00	\$ 303,665.86	\$ 30,900.00	6.04%
		FY 2025/26	FY 2024/25	FY 2024/25		
	CONTRACTED SERVICES	Operating Budget	Operating Budget	Actual as of 04/30/2025	DIFFERENCE FY25/26 Budget vs FY24/25 Budget	
8215-100	COLLECTION AGENCY FEES	\$ 1,250.00	\$ 1,250.00	\$ 545.90	\$ -	0.00%
8245-100	IT/COMPUTER, COPIER & EQUIP. OUTSOURCING	\$ 152,500.00	\$ 130,000.00	\$ 72,999.88	\$ 22,500.00	17.31%
8247-100	AUTOMATION -- STAFF	\$ 43,200.00	\$ 35,000.00	\$ 19,437.38	\$ 8,200.00	23.43%
8250-100	VEHICLE EXPENSES	\$ 5,500.00	\$ 7,500.00	\$ -	\$ (2,000.00)	-26.67%
8260-100	MISC. CONTRACTED SERVICES	\$ 18,500.00	\$ 18,500.00	\$ -	\$ -	0.00%
8270-100	LIBRARY BANK/FINANCE/LATE FEE	\$ 1,500.00	\$ 750.00	\$ 491.76	\$ 750.00	100.00%
8275-100	PUBLIC PMT PROCESSING FEES	\$ 5,000.00	\$ 5,000.00	\$ 1,758.11	\$ -	0.00%
8285-100	LICENSE PLATE FEES SETTLEMENT	\$ 115,000.00	\$ 115,000.00	\$ -	\$ -	0.00%
	TOTAL CONTRACTED SERVICES	\$ 342,450.00	\$ 313,000.00	\$ 95,233.03	\$ 29,450.00	9.41%
		FY 2025/26	FY 2024/25	FY 2024/25		
	CONSORTIUM & IT/NETWORK SERVICES	Operating Budget	Operating Budget	Actual as of 04/30/2025	DIFFERENCE FY25/26 Budget vs FY24/25 Budget	
8310-100	AUTOMATION-- CIRCULATION & CATALOG	\$ 107,000.00	\$ 113,750.00	\$ 75,732.04	\$ (6,750.00)	-5.93%
8320-100	VOIP PHONE SERVICE	\$ 20,000.00	\$ 24,500.00	\$ 14,176.16	\$ (4,500.00)	-18.37%
8325-100	INTERNET SERVICE	\$ 11,000.00	\$ 13,500.00	\$ 8,787.12	\$ (2,500.00)	-18.52%
	TOTAL CONSORTIUM & IT/NETWORK SERVICES	\$ 138,000.00	\$ 151,750.00	\$ 98,695.32	\$ (13,750.00)	-9.06%
		FY 2025/26	FY 2024/25	FY 2024/25		
	PROFESSIONAL SERVICES	Operating Budget	Operating Budget	Actual as of 04/30/2025	DIFFERENCE FY25/26 Budget vs FY24/25 Budget	
8410-100	ACCOUNTING, PAYROLL & AUDIT SERVICES	\$ 65,000.00	\$ 61,250.00	\$ 44,280.81	\$ 3,750.00	6.12%
8420-100	LEGAL SERVICES	\$ 25,000.00	\$ 25,000.00	\$ 1,748.75	\$ -	0.00%
8430-100	OTHER CONSULTING FEES	\$ 75,500.00	\$ 78,000.00	\$ 2,272.25	\$ (2,500.00)	-3.21%
8440-100	IN SERVICE/STAFF TRAINING/LMS	\$ 8,000.00	\$ 7,850.00	\$ 4,731.35	\$ 150.00	1.91%
	TOTAL PROFESSIONAL SERVICES	\$ 173,500.00	\$ 172,100.00	\$ 53,033.16	\$ 1,400.00	0.81%
		FY 2025/26	FY 2024/25	FY 2024/25		
	PRINTING, PUBLICATIONS & POSTAGE	Operating Budget	Operating Budget	Actual as of 04/30/2025	DIFFERENCE FY25/26 Budget vs FY24/25 Budget	
8510-100	PRINTING SERVICES OUTSOURCED	\$ 57,500.00	\$ 55,000.00	\$ 24,282.56	\$ 2,500.00	4.55%
8530-100	PUBLIC NOTICES & ADS (legal & job)	\$ 2,250.00	\$ 2,250.00	\$ 1,677.00	\$ -	0.00%



McHenry Public Library District						
Fiscal Year 2025/2026 OPERATING BUDGET						
8540-100	POSTAGE & SHIPPING	\$ 26,100.00	\$ 22,750.00	\$ 9,849.18	\$ 3,350.00	14.73%
8545-100	PRINTING/COPIER SUPPLIES	\$ 4,500.00	\$ 4,500.00	\$ 1,940.58	\$ -	0.00%
8550-100	PUBLIC RELATIONS/PROMOTIONS	\$ 15,500.00	\$ 10,250.00	\$ 3,780.22	\$ 5,250.00	51.22%
	<b>TOTAL PRINTING, PUBLICATIONS &amp; POSTAGE</b>	<b>\$ 105,850.00</b>	<b>\$ 94,750.00</b>	<b>\$ 41,529.54</b>	<b>\$ 11,100.00</b>	<b>11.72%</b>
		<b>FY 2025/26</b>	<b>FY 2024/25</b>	<b>FY 2024/25</b>		
	<b>UTILITIES</b>	<b>Operating Budget</b>	<b>Operating Budget</b>	<b>Actual as of 04/30/2025</b>	<b>DIFFERENCE FY25/26 Budget vs FY24/25 Budget</b>	
8610-100	ELECTRICITY	\$ 32,500.00	\$ 30,000.00	\$ 21,119.08	\$ 2,500.00	8.33%
8620-100	GAS	\$ 17,500.00	\$ 17,500.00	\$ 10,850.15	\$ -	0.00%
8640-100	WATER & SEWER	\$ 5,750.00	\$ 5,000.00	\$ 2,846.27	\$ 750.00	15.00%
	<b>TOTAL UTILITIES</b>	<b>\$ 55,750.00</b>	<b>\$ 52,500.00</b>	<b>\$ 34,815.50</b>	<b>\$ 3,250.00</b>	<b>6.19%</b>
		<b>FY 2025/26</b>	<b>FY 2024/25</b>	<b>FY 2024/25</b>		
	<b>MISCELLANEOUS OPERATING EXPENSES</b>	<b>Operating Budget</b>	<b>Operating Budget</b>	<b>Actual as of 04/30/2025</b>	<b>DIFFERENCE FY25/26 Budget vs FY24/25 Budget</b>	
8720-100	BUILDING & AUTO INSURANCE	\$ 57,000.00	\$ 54,200.00	\$ 39,608.00	\$ 2,800.00	5.17%
8730-100	BONDING & OFFICERS LIABILITY	\$ 2,500.00	\$ 2,500.00	\$ 1,043.00	\$ -	0.00%
8740-100	JANITORIAL SERVICES & SUPPLIES	\$ 70,500.00	\$ 61,500.00	\$ 58,317.43	\$ 9,000.00	14.63%
8745-100	GROUPS MAINTENANCE	\$ 47,500.00	\$ 45,200.00	\$ 28,963.24	\$ 2,300.00	5.09%
8750-100	BUILDING OPERATIONS & MAINTENANCE	\$ 72,500.00	\$ 70,000.00	\$ 46,853.49	\$ 2,500.00	3.57%
8760-100	HOSPITALITY	\$ 6,750.00	\$ 6,675.00	\$ 2,745.90	\$ 75.00	1.12%
8770-100	LIBRARY LOST & DAMAGED MATERIALS	\$ 1,000.00	\$ 1,000.00	\$ 69.28	\$ -	0.00%
8795-100	MISCELLANEOUS EXPENSE	\$ 1,000.00	\$ 1,000.00	\$ -	\$ -	0.00%
	<b>TOTAL MISCELLANEOUS OPERATING EXPENSES</b>	<b>\$ 258,750.00</b>	<b>\$ 242,075.00</b>	<b>\$ 177,600.34</b>	<b>\$ 16,675.00</b>	<b>6.89%</b>
		<b>FY 2025/26</b>	<b>FY 2024/25</b>	<b>FY 2024/25</b>		
	<b>PERSONNEL EXPENSES</b>	<b>Operating Budget</b>	<b>Operating Budget</b>	<b>Actual as of 04/30/2025</b>	<b>DIFFERENCE FY25/26 Budget vs FY24/25 Budget</b>	
8910-100	SALARIES	\$ 1,935,000.00	\$ 1,805,000.00	\$ 1,176,368.08	\$ 130,000.00	7.20%
8920-100	FICA/MEDICARE	\$ 155,000.00	\$ 140,000.00	\$ 87,005.09	\$ 15,000.00	10.71%
8930-100	IMRF	\$ 230,000.00	\$ 215,000.00	\$ 110,744.46	\$ 15,000.00	6.98%
8940-100	HEALTH & LIFE INSURANCE	\$ 315,000.00	\$ 320,000.00	\$ 123,547.32	\$ (5,000.00)	-1.56%
8945-100	RECRUITMENT & EMPLOYMENT SCREENINGS	\$ 3,500.00	\$ 4,000.00	\$ 1,011.00	\$ (500.00)	-12.50%
8950-100	TUITION REIMBURSEMENT	\$ 5,000.00	\$ 10,000.00	\$ 2,492.50	\$ (5,000.00)	-50.00%
8955-100	TELECOMMUTE REIMBURSEMENTS	\$ 2,500.00	\$ 2,500.00	\$ -	\$ -	0.00%
8960-100	MEMBERSHIPS & DUES	\$ 7,575.00	\$ 6,725.00	\$ 2,088.75	\$ 850.00	12.64%
8970-100	TRAVEL	\$ 17,500.00	\$ 13,450.00	\$ 2,386.07	\$ 4,050.00	30.11%
8980-100	CONTINUING EDUCATION	\$ 19,750.00	\$ 15,950.00	\$ 5,489.58	\$ 3,800.00	23.82%
	<b>TOTAL PERSONNEL EXPENSES</b>	<b>\$ 2,690,825.00</b>	<b>\$ 2,532,625.00</b>	<b>\$ 1,511,132.85</b>	<b>\$ 158,200.00</b>	<b>6.25%</b>
		<b>FY 2025/26</b>	<b>FY 2024/25</b>	<b>FY 2024/25</b>		
	<b>CAPITAL EXPENSES</b>	<b>Operating Budget</b>	<b>Operating Budget</b>	<b>Actual as of 04/30/2025</b>	<b>DIFFERENCE FY25/26 Budget vs FY24/25 Budget</b>	
9060-100	LIBRARY FURNISHINGS	\$ 25,000.00	\$ 25,000.00	\$ 539.36	\$ -	0.00%
9070-100	LIBRARY EQUIPMENT	\$ 25,000.00	\$ 25,000.00	\$ 444.95	\$ -	0.00%
9080-100	SMALL EQUIPMENT UNDER \$250	\$ 5,000.00	\$ 5,000.00	\$ 109.94	\$ -	0.00%
9090-100	ADTL. CAPITAL PROJECTS & EQUIPMENT	\$ 80,000.00	\$ 80,000.00	\$ 15,058.60	\$ -	0.00%
	<b>TOTAL CAPITAL EXPENSES</b>	<b>\$ 135,000.00</b>	<b>\$ 135,000.00</b>	<b>\$ 16,152.85</b>	<b>\$ -</b>	<b>0.00%</b>
		<b>FY 2025/26</b>	<b>FY 2024/25</b>	<b>FY 2024/25</b>		
		<b>Operating Budget</b>	<b>Operating Budget</b>	<b>Actual as of 04/30/2025</b>	<b>DIFFERENCE FY25/26 Budget vs FY24/25 Budget</b>	
<b>9100-100</b>	<b>TRANSFER TO RESERVE FUND</b>	\$ 750,000.00	\$ 1,650,000.00	\$ 825,000.00	\$ (900,000.00)	-54.55%
	<b>TOTAL TRANSFER TO RESERVE FUND</b>	<b>\$ 750,000.00</b>	<b>\$ 1,650,000.00</b>	<b>\$ 825,000.00</b>	<b>\$ (900,000.00)</b>	<b>-54.55%</b>
		<b>FY 2025/26</b>	<b>FY 2024/25</b>	<b>FY 2024/25</b>		
	<b>RECOVERY ZONE BOND PRINCIPAL</b>	<b>Operating Budget</b>	<b>Operating Budget</b>	<b>Actual as of 04/30/2025</b>	<b>DIFFERENCE FY25/26 Budget vs FY24/25 Budget</b>	
<b>9115-100</b>	<b>RECOVERY ZONE BOND INTEREST</b>	\$ -	\$ -	\$ -	\$ -	0.00%
<b>9120-100</b>	<b>DEBT SERVICE - GF</b>	\$ -	\$ -	\$ -	\$ -	0.00%
<b>9095-100</b>	<b>TOTAL DEBT SERVICE</b>	\$ -	\$ -	\$ -	\$ -	0.00%
		\$ -	\$ -		\$ -	0.00%
					\$ -	0.00%
	<b>TOTAL ESTIMATED EXPENSES</b>	<b>\$ 5,192,850.00</b>	<b>\$ 5,855,625.00</b>	<b>\$ 3,156,858.45</b>	<b>\$ (662,775.00)</b>	<b>-11.32%</b>
		<b>FY 2025/26</b>	<b>FY 2024/25</b>	<b>FY 2024/25</b>		
		<b>Operating Budget</b>	<b>Operating Budget</b>	<b>Actual as of 04/30/2025</b>	<b>DIFFERENCE FY25/26 Budget vs FY24/25 Budget</b>	
	<b>TOTAL GENERAL FUND REVENUES</b>	<b>\$ 7,737,350.76</b>	<b>\$ 7,060,924.47</b>	<b>\$ 6,755,503.68</b>	<b>\$ 676,426.29</b>	<b>9.58%</b>
	<b>TOTAL GENERAL FUND EXPENSES</b>	<b>\$ 5,192,850.00</b>	<b>\$ 5,855,625.00</b>	<b>\$ 3,156,858.45</b>	<b>\$ (662,775.00)</b>	<b>-11.32%</b>
	<b>estimated year end fund balance</b>	<b>\$ 2,544,500.76</b>	<b>\$ 1,205,299.47</b>	<b>\$ 3,598,645.23</b>	<b>\$ 1,339,201.29</b>	<b>111.11%</b>
	<b>GRANT &amp; GIFT FUND</b>					
		<b>FY 2025/26</b>	<b>FY 2024/25</b>	<b>FY 2024/25</b>		
	<b>GRANT &amp; GIFT FUND REVENUES</b>	<b>Operating Budget</b>	<b>Operating Budget</b>	<b>Actual as of 04/30/2025</b>	<b>DIFFERENCE FY25/26 Budget vs FY24/25 Budget</b>	
	Cash on Hand as of 04/30/2025 OR 5/31/2024	\$ 564,667.00	\$ 533,739.00	\$ 564,667.00	\$ 30,928.00	5.79%
6030-300	GRANT /GIFT FUND INTEREST	\$ 27,500.00	\$ 27,500.00	\$ 18,322.79	\$ -	0.00%
6070-300	GENERAL FUND GIFTS	\$ 175,000.00	\$ 175,000.00	\$ 12,388.49	\$ -	0.00%
6170-300	PER CAPITA GRANT-any revenues received FY	\$ 65,000.00	\$ 65,000.00	\$ 62,150.22	\$ -	0.00%
6210-300	MISC. GRANTS	\$ 65,000.00	\$ 65,000.00	\$ -	\$ -	0.00%

McHenry Public Library District						
Fiscal Year 2025/2026 OPERATING BUDGET						
	TOTAL GRANT & GIFT REVENUES	\$ 897,167.00	\$ 866,239.00	\$ 657,528.50	\$ 30,928.00	3.57%
		FY 2025/26	FY 2024/25	FY 2024/25		
	GRANT & GIFT FUND EXPENSES	Operating Budget	Operating Budget	Actual as of 04/30/2025	DIFFERENCE FY25/26 Budget vs FY24/25 Budget	
8040-300	OPERATING FUND GIFTS	\$ 225,000.00	\$ 225,000.00	\$ 12,911.14	\$ -	0.00%
8040-350	PER CAPITA GRANT; CURRENT FY	\$ 65,000.00	\$ 65,000.00	\$ 34,470.15	\$ -	0.00%
8040-355	PER CAPITA GRANT; PREVIOUS FY	\$ 25,000.00	\$ 25,000.00	\$ -	\$ -	0.00%
9200-300	ADDITIONAL EXPENSES	\$ 5,000.00	\$ 5,000.00	\$ -	\$ -	0.00%
9030-300	MISC. GRANTS	\$ 65,000.00	\$ 65,000.00	\$ -	\$ -	0.00%
	TOTAL GRANT FUND EXPENSES	\$ 385,000.00	\$ 385,000.00	\$ 47,381.29	\$ -	0.00%
9100-300	TRANSFER TO RESERVE FUND	\$ -	\$ -	\$ -	\$ -	0.00%
	TOTAL GRANT FUND REVENUES	\$ 897,167.00	\$ 866,239.00	\$ 657,528.50	\$ 30,928.00	13.75%
	TOTAL GRANT FUND EXPENSES	\$ 385,000.00	\$ 385,000.00	\$ 47,381.29	\$ -	0.00%
	est. year end fund balance	\$ 512,167.00	\$ 481,239.00	\$ 610,147.21	\$ 30,928.00	
	SPECIAL RESERVE FUND					
		FY 2025/26	FY 2024/25	FY 2024/25		
	SPECIAL RESERVE FUND REVENUES	Operating Budget	Operating Budget	Actual as of 04/30/2025	DIFFERENCE FY25/26 Budget vs FY24/25 Budget	
	Cash on Hand as of 04/30/2025 OR 5/31/2024	\$ 2,142,490.00	\$ 1,272,633.00	\$ 2,142,490.00	\$ 869,857.00	68.35%
6020-200	DEVELOPER FEES	\$ 175,000.00	\$ 175,000.00	\$ 22,428.00	\$ -	0.00%
6030-200	RESERVE FUND INTEREST	\$ 85,000.00	\$ 65,000.00	\$ 40,661.41	\$ 20,000.00	30.77%
6070-200	RESERVE FUND GIFTS	\$ 5,000.00	\$ 5,000.00	\$ -	\$ -	0.00%
6080-200	BOND & DEBT CERTIFICATE SALE	\$ -	\$ -	\$ -	\$ -	0.00%
6090-200	TRANSFERS FROM OTHER FUNDS (9100-100)	\$ 750,000.00	\$ 1,650,000.00	\$ 825,000.00	\$ (900,000.00)	-54.55%
6130-200	MISC. INCOME SR	\$ -	\$ 500.00	\$ -	\$ (500.00)	-100.00%
	TOTAL RESERVE FUND REVENUES	\$ 3,157,490.00	\$ 3,168,133.00	\$ 3,030,579.41	\$ (10,643.00)	-0.34%
		FY 2025/26	FY 2024/25	FY 2024/25		
	RESERVE FUND EXPENSES	Operating Budget	Operating Budget	Actual as of 04/30/2025	DIFFERENCE FY25/26 Budget vs FY24/25 Budget	
9040-200	Debt Service	\$ -	\$ -	\$ -	\$ -	0.00%
9050-200	Improv.& equip. not directly related to building plan misc. capital improvements	\$ 225,000.00	\$ 150,000.00	\$ 37,340.34	\$ 75,000.00	50.00%
9060-200	expenditures pursuant to statutory guidelines of the Lib. Dist. Act 75 ILCS 16/40-50 (Special reserve fund)	\$ 450,000.00	\$ 400,000.00	\$ 13,495.00	\$ 50,000.00	12.50%
	TOTAL RESERVE FUND EXPENSES	\$ 675,000.00	\$ 550,000.00	\$ 50,835.34	\$ 125,000.00	22.73%
	RESERVE FUND REVENUES	\$ 3,157,490.00	\$ 3,168,133.00	\$ 3,030,579.41	\$ (3,168,133.00)	-0.34%
	RESERVE FUND EXPENSES	\$ 675,000.00	\$ 550,000.00	\$ 50,835.34	\$ 2,607,490.00	22.73%
	est. year end fund balance	\$ 2,482,490.00	\$ 2,618,133.00	\$ 2,979,744.07	\$ (1,943,133.00)	-5.18%
		FY 2025/26	FY 2024/25	FY 2024/25		
	TOTAL REVENUES	Operating Budget	Operating Budget	Actual as of 04/30/2025	DIFFERENCE FY25/26 Budget vs FY24/25 Budget	
	General Fund	\$ 7,737,350.76	\$ 7,060,924.47	\$ 6,755,503.68	\$ 676,426.29	9.58%
	Grant/Gift Fund	\$ 897,167.00	\$ 866,239.00	\$ 657,528.50	\$ 30,928.00	3.57%
	Special Reserve Fund	\$ 3,157,490.00	\$ 3,168,133.00	\$ 3,030,579.41	\$ (10,643.00)	-0.34%
	GRAND TOTAL ESTIMATED REVENUES	\$ 11,792,007.76	\$ 11,095,296.47	\$ 10,443,611.59	\$ 696,711.29	6.28%
		FY 2025/26	FY 2024/25	FY 2024/25		
	TOTAL EXPENSES	Operating Budget	Operating Budget	Actual as of 04/30/2025	DIFFERENCE FY25/26 Budget vs FY24/25 Budget	
	General Fund	\$ 5,192,850.00	\$ 5,855,625.00	\$ 3,156,858.45	\$ (662,775.00)	-11.32%
	Grant/Gift Fund	\$ 385,000.00	\$ 385,000.00	\$ 47,381.29	\$ -	0.00%
	Special Reserve Fund	\$ 675,000.00	\$ 550,000.00	\$ 50,835.34	\$ 125,000.00	22.73%
	GRAND TOTAL ESTIMATED EXPENSES	\$ 6,252,850.00	\$ 6,790,625.00	\$ 3,255,075.08	\$ (537,775.00)	-7.92%
					\$ -	
	GRAND TOTAL OF ALL FUND REVENUES	\$ 11,792,007.76	\$ 11,095,296.47	\$ 10,443,611.59	\$ 696,711.29	6.28%
	GRAND TOTAL OF ALL FUND EXPENSES	\$ 6,252,850.00	\$ 6,790,625.00	\$ 3,255,075.08	\$ (537,775.00)	-7.92%
	estimated year end combined fund balance	\$ 5,539,157.76	\$ 4,304,671.47	\$ 7,188,536.51	\$ 1,234,486.29	28.68%

## THE FISCAL YEAR 2025/2026 OPERATING BUDGET NOTES

### Overall:

The general operating fund budget shows that our budgeted general fund expenses are below our general fund revenues.

However, the overall budget for all funds shows we are over budget. This is because the grant, gift, and special reserve funds are handled differently. We have existing funds in the grant and gift line, like the bequest we are utilizing, but those funds are not shown as revenue in this document because they are not considered new revenue for this year.

### ● GENERAL FUND REVENUES

- Cash on Hand- the amount of monies currently in the fund. Cash in hand in the general fund is only utilized for a 6-month operating fund cushion in case of delays in tax disbursements or to be transferred to the special reserved fund.
- 6010-100 -- Since we requested a levy increase, the Library will receive an estimated \$200,741 more in property taxes in FY 2025/26.
- 6015-100-- The amount we receive under the 50 ILCS 355/ Local Government Revenue Recapture Act is provided by the McHenry County Clerk's Office.
- 6030-100-- Expected revenue from interest due to bank interest rates. We may receive less than last FY due to the transfer of monies to the special reserve fund and lower rates.
- 6050-100 -- Fines are budgeted based on past years' average. If the Board wants to consider becoming fine-free, minor budget adjustments accommodate this revenue decrease.
- 6105-100-- Money received for retiree insurance. Decrease in revenue based on a five-year trend.
- 6125-100-- We still plan to offer license plate renewal services at the library. Potential income would come from the renewal fees reimbursed to the state and the convenience fees we can collect.
- 6130-100-- Planning for some miscellaneous revenue, including some from selling off surplus equipment and furnishings.
- 6150-100 -- Slight increase in potential revenue from lost or damaged materials as we circulate more materials and those with higher replacement values.
- 6157-100 -- Lower budget to align with last year's revenue; however, CCS is using the funds typically refunded to libraries through this grant to offset the costs of a new analytics software for libraries.
- 6160-100-- Decrease in revenue based on five-year trend.

### ● GENERAL FUND EXPENSES

- MATERIALS & SUPPLIES



- All materials (print and a/v) were budgeted similarly to FY24/25—any changes, whether an increase or decrease, are in response to the patron demand for those materials.
- 8020-100--Slight decrease due to space available for materials.
- 8030-100-- Cost of magazine and newspaper subscriptions continues to rise.
- 8050-100-- Decrease due to less demand for physical A/V materials.
- 8070-100 -- Budget for collection growth and replacement costs for lost/damaged parts.
- 8080-100-- Increase due to new video game platforms being released this year.
- 8090-100 -- This budget is increased to account for digital media's continued growth and demand. Circulation has already outpaced last FY by almost 20%
- 8095-100 -- This budget is increased to account for the continued growth and demand for various electronic resources. On average, database costs increase by 5% annually, allowing us to cover increased costs and offer new subscriptions.
- 8135-100 -- Plan to send new scouting guides unavailable in hardcover to the bindery.
- 8142-100-- Formerly the ComiCon Budget, renamed Special Events to include programs like Library Lovers' Expedition. Decrease due to pausing ComiCon in light of decreased attendance.
- 8147-100-- Increase due to costs for float in Fiesta Days' Parade and cost of giveaways.
- 8150-100 -- Slight increase due to the cost of programming supplies as attendance grows at programs.
- CONTRACTED SERVICES
  - 8245-100-Continuing to update and replace outdated IT hardware and software, and working to be more proactive in technology offerings.
  - 8247-100 -- Increased costs continue as most online services staff need to do their work, which has a typical 5% annual increase. Also, budgeting for additional productivity services like Grammarly, Scribe, etc, for staff use.
  - 8250-100-- This budget line has not been used recently, but we would like to fund it as we would like to purchase an outreach van with the assistance of the Friends and would need funds for its maintenance.
  - 8260-100-- Increase for outsourcing world language cataloging of Spanish and Polish materials as we grow these collections, and funding to assist with website development for accessibility.
  - 8270-100 -- This is an Increase due to more vendors charging a service fee for using credit cards to make purchases and a monthly fee for positive pay services from the bank.
  - 8285-100-- For reimbursing the State for the license plate renewal fees we take in.
- CONSORTIUM & IT/ NETWORK SERVICES

- All budget lines decreased to better align with the actual estimated costs. Phone and internet contracts have been negotiated for better pricing over the past year.
- PROFESSIONAL SERVICES
  - 8410-100-- Slight increase to costs due to increased costs of payroll services with increased staff, and this year being a full pension actuarial review.
  - 8430-100-- Maintaining a robust budget due to various possible projects requiring specialized consulting services: Strategic Planning and Community Survey, Capital Improvement Assessment Plan, Salary Benchmarking, and personnel policy manual review.
  - 8440-100-- Costs for in-person presentations on topics staff are interested in and that align with our goals.
- PRINTING, PUBLICATIONS, & POSTAGE
  - 8510-100 -- The cost of paper has risen over the past year and looks to continue. With new high-density developments in the district, the number of printed newsletters, specialized flyers, and brochures to promote services and programs increases. Along with increasing the number of pages in our printed newsletter from 8 to 12.
  - 8540-100-- With new high-density developments in the district, the number of newsletters to be mailed has increased. USPS has also increased the costs of nonprofit marketing mail postage.
  - 8550-100-- As the Library attends more in-person community events, the need for branded items increases. Also, utilizing more paid advertising through social media, *McHenry County Living*, Chamber, and other local sites.
- UTILITIES
  - 8610-100-- Electricity costs have and will continue to rise.
  - 8640-100-- City of McHenry water and sewer rates increased by 5% in 2024.
- MISCELLANEOUS OPERATING EXPENSES
  - 8720-100-- This past FY, we received a significant increase in premiums and expect an increase again. Also, adding cyber insurance will increase overall costs.
  - 8745-100-- Costs to improve the appearance and function of the Library grounds.
  - 8750-100-- Increase expenses to maintain an older building and replace aging equipment in the department.
  - 8760-100-- Increase in staffing numbers increases costs.
- PERSONNEL EXPENSES



- 8910-100 -- While a higher dollar amount, the salary budget is at a similar percentage of the total budget as last FY.
- 8920-100 -- The FICA/Medicare costs are budgeted to Federal Rates.
- 8930-100-IMRF costs are budgeted to the IMRF rates.
- 8940-100 -- We are budgeting for a potential 18% increase in health care premiums. We plan to keep the same cost-sharing rate for employees and spouses/families.
- 8950-100-- Budget decreased as the number of those potentially asking for tuition reimbursement has decreased.
- 8960-100 -- Slight increase as staff expand their networking along with rising membership costs.
- 8070-100 and 8980-100 -- Budgeted for some staff to attend out-of-state conferences. Also, increased travel costs due to outreach events.
- **CAPITAL EXPENSES**
  - Capital Expenses are projected to be similar to last year's budget.
- **Transfer to Special Reserve Fund**
  - 9100-100--Includes a \$750,000 potential surplus to transfer at the end of FY25/26.
- **GRANT & GIFT FUND REVENUES AND EXPENSES**
  - No changes in expected revenue.
- **SPECIAL RESERVE FUND REVENUES AND EXPENSES**
  - 6030-200-- Increase expected revenue from interest due to additional monies in the account.
  - 9050-200 & 9060-200 -- Funds for larger-scale infrastructure repair and improvements. This year, we may need to address HVAC unit replacements, skylights, parking lot repairs, tuckpointing, flooring, and re-painting library interiors. Also, due to IDOT's timeline, work needs to be done to relocate outdoor signage.

## MEMO

To: MPLD Board of Trustees  
From: Lesley Jakacki, Executive Director  
Re: Agenda Item E. 1.  
FY 2025/26 Compensation and Insurance Benefit Options  
Date: 05/20/2025

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### **Revenue**

#### **Property Taxes:**

Since we requested a levy increase, the Library will receive an estimated \$202,430 more in property taxes this coming FY, from \$3,786,161 in FY 24/25 to \$3,988,591 in FY 25/26.

#### **Other General Fund Revenue:**

I anticipate our other general fund income for the upcoming year to be similar to last year, except for the following factors:

- The Federal Reserve is expected to decrease interest rates twice in 2025, which means banks will likely follow suit, affecting our interest income. Additionally, moving funds from the general to the special reserve fund will determine which fund receives the interest earned.
- We would like to add a new service, License Plate Sticker renewals, this year, which would provide the library with an income source.
- The possibility of becoming fine-free would require minor adjustments to the budget to accommodate this decrease in revenue. Fines and fees currently make up about 1% of our general fund income.

### **Consumer Price Index (CPI) or Inflation**

“... The Chicago-Naperville-Elgin area all items CPI-U increased 3.7 percent for the 12 months ending in March. The index for all items less food and energy increased 4.6 percent over the year. Food prices rose 2.3 percent. Energy prices decreased 3.2 percent.. “

-- From U.S. Bureau of Labor Statistics, 05/01/2025

<[https://www.bls.gov/regions/midwest/news-release/consumerpriceindex\\_chicago.htm](https://www.bls.gov/regions/midwest/news-release/consumerpriceindex_chicago.htm)>

### **Expenditures**

#### **Salary:**

Although staff turnover has declined, we continue to experience the recruitment challenges affecting many libraries today. As a result, salary expenditures for fiscal year 2025–26 are projected to be lower than originally budgeted. Despite these challenges, we remain committed to filling our open positions.



One key step toward improving both recruitment and retention is to review and update our current salary ranges. Our existing pay scale is based on data that is nearly eight years old and no longer reflects current market conditions. Comparable positions in similarly sized organizations are often compensated at significantly higher levels, putting us at a disadvantage in a competitive hiring and retention environment.

When hiring new employees or adjusting wages to reflect market conditions, we evaluate several factors—including length of service, skill set, potential salary compression, and compensation data from comparable libraries—to determine appropriate placement within our pay scale. To help retain top talent, we propose implementing a combination of cost-of-living adjustments (COLA) and merit-based increases for all eligible employees during this fiscal year.

Over the past few years, MPLD raises have been:

Fiscal Year	COLA	CPI	Merit Pool	Average Merit
18/19	0%	1.9%	3%	N/A
19/20	0%	2.3%	2%	N/A
20/21	0%	1.4%	0%	0%
21/22	1.3%	7%	0%	0% (We did give retention bonuses at the end of this FY)
22/23	2%	6.5%	2%	1.69%
23/24	2%	5%	3%	2.36%
24/25	3%	2.9%	3%	2.42% As of 5/1/24

**The following two tables illustrate that we have many compensation options.**

- **Table 1- Provides options if we keep the salary, pension, and health benefits expenditures at a similar percentage of the total budget as FY 24/25.**
- **Table 2- Provides options if we increase the salary and pension budgets by an additional 3% and keep health benefits expenditures at a similar percentage of the total budget as FY 24/26 to create a pool to be used when we benchmark salaries.**

**All figures for salary and benefits are calculated only using the Property Tax Revenue. Its percentage of the budget would decrease as additional general fund revenue is added in.**

All options provided consider the recommendations in *Serving Our Public 4.0*: salaries do not exceed 60% of the total budget, and salary plus fringe benefits do not exceed 70%.



**Benefits (health insurance)**

We are budgeting for an 18% increase in health care premiums. Last year we saw our rates go down, and this year our broker stated they are seeing upwards of 15% increases. We plan to maintain the same cost-sharing rate for employees and spouses or families, as we increased the employee share in FY 2020/21 and adjusted plans in FY 23/24 to keep costs down.

**FY 2025/26 Salary and Insurance Benefit Options with Benchmark Pool**

		FY 2024/25		FY 2025/2026		OPTION 1		OPTION 2		OPTION 3	
		Actual Budget	% Of TOTAL BUDGET	Proposed Budget	% Of TOTAL BUDGET	2% COLA and 2% Merit		2% COLA and 3% Merit		3% COLA and 3% Merit	
8910-100	SALARIES	\$ 1,805,000.00	47.67%	\$ 1,935,000.00	48.51%	\$ 1,856,000.00	46.53%	\$ 1,873,000.00	46.96%	\$ 1,892,000.00	47.44%
	Benchmark Pool	-	-%		0.00%	\$ 74,240.00	1.86%	\$ 58,999.50	1.48%	\$ 40,678.00	1.02%
8920-100	FICA/MEDICARE	\$ 140,000.00	0.41%	\$ 155,000.00	3.89%	\$ 150,163.36	3.76%	\$ 150,297.96	3.77%	\$ 150,349.87	3.77%
8930-100	IMRF	\$ 215,000.00	5.68%	\$ 230,000.00	5.77%	\$ 224,477.60	5.63%	\$ 224,679.94	5.63%	\$ 224,757.97	5.64%
8940-100	HEALTH & LIFE INSURANCE	\$ 320,000.00	8.45%	\$ 310,000.00	7.77%	\$ 310,000.00	7.77%	\$ 310,000.00	7.77%	\$ 310,000.00	7.77%
TOTAL		\$ 2,480,000.00	65.50%	\$ 2,630,000.00	65.94%	\$ 2,614,880.96	65.56%	\$ 2,616,977.40	65.61%	\$ 2,617,785.84	65.63%
				FY 2024/25 Proposed		2% COLA and 2% Merit		2% COLA and 3% Merit		3% COLA and 3% Merit	
				These are the proposed personnel budget figures with added monies for a benchmark pool. This would increase the percentage of the total budget by 1.25% from the previous fiscal year. The other assumptions regarding the base salary amounts, raise suggestions, and percentage of FICA and IMRF contributions remained the same from the options without the proposed benchmark pool. For the fiscal year 2025-2026, that can fit within the proposed budget and still allow for some		48 total staff for 1405 hours/ week		48 total staff for 1405 hours/ week		48 total staff for 1405 hours/ week	
						Adds a 4% increase to the salary budget for salary benchmarking to be completed this year. Our current pay grades are from about 7-8 years ago.		Adds a 3.15% increase to the salary budget for salary benchmarking to be completed this year. Our current pay grades are from about 7-8 years ago.		Adds a 2.15% increase to the salary budget for salary benchmarking to be completed this year. Our current pay grades are from about 7-8 years ago.	
						All staff employeeed by the Library as of 6/30/2025 would be eligible for a 2% COLA Raise		All staff employeeed by the Library as of 6/30/2025 would be eligible for a 2% COLA Raise		All staff employeeed by the Library as of 6/30/2025 would be eligible for a 3% COLA Raise	
						All staff would be eligible for a 0%-2% merit increase dependent on their performance evaluation on their anniversary date		All staff would be eligible for a 0%-3% merit increase dependent on their performance evaluation on their anniversary date		All staff would be eligible for a 0%-3% merit increase dependent on their performance evaluation on their anniversary date	
						Health & Life Insurance is budgeted for a potential 18% increase in premiums		Health & Life Insurance is budgeted for a potential 18% increase in premiums		Health & Life Insurance is budgeted for a potential 18% increase in premiums	