



PALOS HEIGHTS
PUBLIC LIBRARY

BOARD MOTIONS APPROVED
9/19/2024

		AMOUNT	PAGE(s)
MOTION TO APPROVE GENERAL FUND BILL LIST FOR THE MONTH OF:	AUGUST	\$148,493.14	6.1 to 6.3
MOTION TO APPROVE SPECIAL RESERVES FUND BILL LIST FOR THE MONTH OF:			
MOTION TO APPROVE TREASURER'S REPORT FOR THE MONTH ENDING:	8/31/2024	N/A	1



PALOS HEIGHTS
PUBLIC LIBRARY

STATEMENT OF FUND BALANCES
MONTH ENDING: AUGUST 2024

	GENERAL	SPECIAL RESERVE	TOTAL
REVENUES			
PROPERTY TAXES	\$443,544.62		\$443,544.62
CORPORATE REPLACEMENT TAX	\$0.00		\$0.00
DIRECT REVENUES			
FRONT DESK			
» Fines/Lost/Damaged	\$76.96		\$76.96
» Non Resident Cards	\$0.00		\$0.00
» Miscellaneous	\$92.50		\$92.50
MISCELLANEOUS REIMBURSEMENTS			
» Book Sale	\$3,998.30		\$3,998.30
» Miscellaneous	\$1,211.94		\$1,211.94
DONATIONS/GIFTS			
» Restricted	\$0.00		\$0.00
» Annual Fundraising	\$118.65		\$118.65
» Planned Giving (Trusts/Wills)	-\$50.00		-\$50.00
COPIER	\$463.60		\$463.60
GRANTS	\$0.00		\$0.00
INTEREST	\$5,596.31	\$2.72	\$5,599.03
TOTAL REVENUES	\$455,052.88	\$2.72	\$455,055.60
EXPENDITURES			
PERSONNEL SERVICES			
» Operational Salaries	\$72,467.99		\$72,467.99
» Employee Benefits	\$23,021.07		\$23,021.07
» Staff & Board Development	\$469.36		\$469.36
CONTRACTUAL SERVICES	\$10,724.81		\$10,724.81
BUILDING MAINTENANCE	\$7,524.52		\$7,524.52
INSURANCE	\$407.76		\$407.76
UTILITIES	\$652.72		\$652.72
SUPPLIES	\$2,092.46		\$2,092.46
CAPITAL EXPENSES	\$16,725.29		\$16,725.29
MEDIA	\$11,396.22		\$11,396.22
REIMBURSEMENTS	\$2,450.94		\$2,450.94
SR PROJECTS	\$560.00		\$560.00
TOTAL EXPENDITURES	\$148,493.14	\$0.00	\$148,493.14
REVENUES OVER EXPENDITURES			
EXCESS (DIFICIENCY)	\$306,559.74	\$2.72	\$306,562.46
OTHER FINANCING SOURCES (USES)			
**Transfer in	\$0.00	\$0.00	\$0.00
**Transfer out	\$0.00	\$0.00	\$0.00
**Adjustments	\$0.00		\$0.00
TOTAL OTHER FINANCING SOURCES	\$0.00	\$0.00	\$0.00
NET CHANGE IN FUND BALANCES	\$306,559.74	\$2.72	\$306,562.46
FUND BALANCES, BEGINNING OF MONTH	\$1,126,590.72	\$3,142.85	\$1,129,733.57
END OF MONTH	\$1,433,150.46	\$3,145.57	\$1,436,296.03



PALOS HEIGHTS PUBLIC LIBRARY

GENERAL FUND BUDGETARY COMPARISON SCHEDULE MONTH ENDING: AUGUST 2024

	BUDGETED AMOUNTS		Actual	Variance	Balance
	Original	Final		With Final Budget	%
REVENUES					
PROPERTY TAXES	\$1,925,499.39	\$1,925,499.39	\$1,893,961.31	\$31,538.08	98.36%
CORPORATE REPLACEMENT TAX	\$30,000.00	\$30,000.00	\$24,912.99	\$5,087.01	83.04%
DIRECT REVENUES					
FRONT DESK					
Fines/Lost/Damaged	\$2,500.00	\$2,500.00	\$1,689.83	\$810.17	67.59%
Cards - Non Resident Only	\$1,800.00	\$1,800.00	\$302.19	\$1,497.81	16.79%
Miscellaneous	\$3,500.00	\$3,500.00	\$2,689.28	\$810.72	76.84%
MISCELLANEOUS REIMBURSEMENTS					
Book Sale	\$11,000.00	\$11,000.00	\$11,471.86	-\$471.86	104.29%
Miscellaneous	\$12,784.00	\$12,784.00	\$17,681.61	-\$4,897.61	138.31%
DONATIONS / GIFTS					
Restricted	\$1,000.00	\$1,000.00	\$0.00	\$1,000.00	0.00%
Unrestricted	\$15,000.00	\$15,000.00	\$1,797.78	\$13,202.22	11.99%
Planned Giving	\$15,000.00	\$15,000.00	\$0.00	\$15,000.00	0.00%
COPIER	\$4,000.00	\$4,000.00	\$4,442.28	-\$442.28	111.06%
GRANTS	\$17,800.30	\$17,800.30	\$0.00	\$17,800.30	0.00%
INTEREST	\$6,575.00	\$6,575.00	\$10,893.67	-\$4,318.67	165.68%
TOTAL REVENUES	\$2,046,458.69	\$2,046,458.69	\$1,969,842.80	\$76,615.89	96.26%
PERSONNEL SERVICES					
Operational Salaries	\$964,446.00	\$964,446.00	\$627,609.46	-\$336,836.54	-34.93%
Employee Benefits	\$293,484.36	\$293,484.36	\$191,016.91	-\$102,467.45	-34.91%
Staff & Board Development	\$10,500.00	\$10,500.00	\$6,410.14	-\$4,089.86	-38.95%
CONTRACTUAL SERVICES	\$186,983.88	\$186,983.88	\$115,943.14	-\$71,040.74	-37.99%
BUILDING MAINTENANCE	\$46,404.69	\$46,404.69	\$32,052.50	-\$14,352.19	-30.93%
INSURANCE	\$23,087.56	\$23,087.56	\$23,087.56	\$0.00	0.00%
UTILITIES	\$14,193.12	\$14,193.12	\$6,734.57	-\$7,458.55	-52.55%
SUPPLIES	\$26,595.00	\$26,595.00	\$17,267.08	-\$9,327.92	-35.07%
CAPITAL EXPENSES	\$478,500.00	\$478,500.00	\$39,777.87	-\$438,722.13	-91.69%
MEDIA	\$179,278.95	\$179,278.95	\$114,951.77	-\$64,327.18	-35.88%
REIMBURSEMENTS	\$47,985.13	\$47,985.13	\$32,652.05	-\$15,333.08	-31.95%
SR PROJECTS	\$25,000.00	\$25,000.00	\$22,395.45	-\$2,604.55	-10.42%
TOTAL EXPENDITURES	\$2,296,458.69	\$2,296,458.69	\$1,229,898.50	-\$1,066,560.19	-46.44%
REVENUES OVER EXPENDITURES - EXCESS (DEFICIENCY)	-\$250,000.00	-\$250,000.00	\$739,944.30	-\$989,944.30	
OTHER FINANCING USES					
Transfer In			\$0.00		
Transfer Out (Special Reserve Transfer)			\$0.00		
TOTAL OTHER FINANCING USES			\$0.00		
NET CHANGE IN FUND BALANCE			\$739,944.30		
FUND BALANCE					
BEGINNING OF YEAR			\$603,369.11		
YTD MONTH ENDING			\$1,343,313.41		
			-\$734,050.69		



PALOS HEIGHTS PUBLIC LIBRARY

GENERAL FUND

BUDGETARY COMPARISON OF EXPENDITURES MONTH ENDING: AUGUST 2024

	BUDGET 2024	CURRENT MONTH	EXPENDITURES Y.T.D.	REMAINING BALANCE	PERCENTAGE REMAINING
PERSONNEL SERVICES					
OPERATIONAL SALARIES					
4311 SALARIED EMPLOYEES	\$746,139.40	\$57,280.48	\$487,524.14	\$258,615.26	34.66%
4312 HOURLY EMPLOYEES	\$213,106.60	\$15,187.51	\$139,410.32	\$73,696.28	34.58%
4313 ADDITIONAL COMPENSATION	\$5,200.00	\$0.00	\$675.00	\$4,525.00	87.02%
TOTAL OPERATIONAL SALARIES	\$964,446.00	\$72,467.99	\$627,609.46	\$336,836.54	34.93%
EMPLOYEE BENEFITS					
4331 ILL. MUNI. RETIREMENT FUND	\$75,248.61	\$5,605.08	\$48,119.67	\$27,128.94	36.05%
4332 SOCIAL SECURITY - FICA	\$73,382.32	\$5,493.72	\$47,477.22	\$25,905.10	35.30%
4333 INSURANCE	\$143,853.43	\$11,922.27	\$95,420.02	\$48,433.41	33.67%
4334 CLOTHING	\$1,000.00	\$0.00	\$0.00	\$1,000.00	100.00%
TOTAL EMPLOYEE BENEFITS	\$293,484.36	\$23,021.07	\$191,016.91	\$102,467.45	34.91%
STAFF & BOARD DEVELOPMENT					
4351 MEMBERSHIP FEES	\$2,200.00	\$145.70	\$2,006.70	\$193.30	8.79%
4352 BOARD DEVELOPMENT	\$800.00	\$0.00	\$259.99	\$540.01	67.50%
4353 ADMINISTRATOR	\$500.00	\$54.30	\$465.00	\$35.00	7.00%
4354 PROFESSIONAL STAFF	\$5,000.00	\$205.00	\$2,563.32	\$2,436.68	48.73%
4355 SUPPORT STAFF	\$1,000.00	\$0.00	\$492.00	\$508.00	50.80%
4356 MILEAGE REIMBURSEMENT	\$1,000.00	\$64.36	\$623.13	\$376.87	37.69%
TOTAL STAFF & BOARD DEVELOPMENT	\$10,500.00	\$469.36	\$6,410.14	\$4,089.86	38.95%
GROUP TOTAL PERSONNEL SERVICES	\$1,268,430.36	\$95,958.42	\$825,036.51	\$443,393.85	34.96%
CONTRACTUAL SERVICES					
PROFESSIONAL SERVICES					
4361 AUDIT FEES	\$7,171.50	\$0.00	\$5,200.00	\$1,971.50	27.49%
4362 LEGAL FEES	\$2,000.00	\$0.00	\$795.50	\$1,204.50	60.23%
4363 CONSULTANT FEES	\$500.00	\$0.00	\$500.00	\$0.00	0.00%
4364 APPRAISAL	\$3,500.00	\$0.00	\$590.00	\$2,910.00	83.14%
4365 ACCOUNTANT	\$4,714.50	\$365.00	\$2,920.00	\$1,794.50	38.06%
TOTAL PROFESSIONAL SERVICES	\$17,886.00	\$365.00	\$10,005.50	\$7,880.50	44.06%
OUTSIDE SERVICES					
4412 PAYROLL SERVICES	\$4,800.00	\$250.47	\$3,151.26	\$1,648.74	34.35%
4414 ALARM	\$3,226.00	\$0.00	\$1,984.37	\$1,241.63	38.49%
4416 MAINTENANCE	\$39,000.00	\$2,909.86	\$25,491.40	\$13,508.60	34.64%
4417 SWAN	\$30,238.74	\$0.00	\$21,772.24	\$8,466.50	28.00%
4418 TECHNOLOGY	\$38,010.00	\$5,200.00	\$23,908.63	\$14,101.37	37.10%
TOTAL OUTSIDE SERVICES	\$115,274.74	\$8,360.33	\$76,307.90	\$38,966.84	33.80%
PRINTING					
4424 NEWSLETTER PRINTING	\$18,823.14	\$0.00	\$9,481.10	\$9,342.04	49.63%
TOTAL PRINTING	\$18,823.14	\$0.00	\$9,481.10	\$9,342.04	49.63%
PROGRAMMING					
4451 YOUTH & TEEN PROGRAMMING	\$10,000.00	\$913.05	\$6,285.61	\$3,714.39	37.14%
4452 PUBLIC SERVICES PROGRAMMING	\$13,000.00	\$412.00	\$7,236.57	\$5,763.43	44.33%
4454 GENERAL PROGRAMMING	\$9,000.00	\$468.09	\$3,827.21	\$5,172.79	57.48%
TOTAL PROGRAMMING	\$32,000.00	\$1,793.14	\$17,349.39	\$14,650.61	45.78%
PUBLIC RELATIONS					
4461 Public Relations	\$3,000.00	\$206.34	\$2,799.25	\$200.75	6.69%
TOTAL PUBLIC RELATIONS	\$3,000.00	\$206.34	\$2,799.25	\$200.75	6.69%
GROUP TOTAL CONTRACTUAL SERVICES	\$186,983.88	\$10,724.81	\$115,943.14	\$71,040.74	37.99%



PALOS HEIGHTS PUBLIC LIBRARY

GENERAL FUND

BUDGETARY COMPARISON OF EXPENDITURES MONTH ENDING: AUGUST 2024

		BUDGET 2024	CURRENT MONTH	EXPENDITURES Y.T.D.	REMAINING BALANCE	PERCENTAGE REMAINING
BUILDING MAINTENANCE						
REPAIRS & MAINTENANCE						
4431	PEST CONTROL	\$856.68	\$64.90	\$519.20	\$337.48	39.39%
4432	HEATING/COOLING SERVICE	\$12,600.00	\$5,471.14	\$8,196.64	\$4,403.36	34.95%
4434	BUILDING REPAIRS	\$9,000.00	\$0.00	\$9,000.00	\$0.00	0.00%
4436	LAWN MAINTENANCE	\$9,574.57	\$1,356.94	\$5,605.79	\$3,968.78	41.45%
4437	SNOW REMOVAL	\$6,554.96	\$0.00	\$3,358.00	\$3,196.96	48.77%
TOTAL REPAIRS & MAINTENANCE		\$38,586.21	\$6,892.98	\$26,679.63	\$11,906.58	30.86%
EQUIPMENT MAINTENANCE						
4531	COPIER	\$7,578.48	\$631.54	\$5,372.87	\$2,205.61	29.10%
4533	OTHER EQUIPMENT	\$240.00	\$0.00	\$0.00	\$240.00	100.00%
TOTAL EQUIPMENT MAINTENANCE		\$7,818.48	\$631.54	\$5,372.87	\$2,445.61	31.28%
GROUP TOTAL BUILDING MAINTENANCE		\$46,404.69	\$7,524.52	\$32,052.50	\$14,352.19	30.93%
INSURANCE						
4441	BLDG. & CONTENTS/GLASS/LIMRICC	\$21,346.66	\$407.76	\$21,346.66	\$0.00	0.00%
4443	DISABILITY (WORKMEN'S COMP)	\$1,740.90	\$0.00	\$1,740.90	\$0.00	0.00%
GROUP TOTAL INSURANCE		\$23,087.56	\$407.76	\$23,087.56	\$0.00	0.00%
UTILITIES						
4472	WATER	\$2,750.00	\$0.00	\$2,750.00	\$0.00	0.00%
4473	GAS	\$2,500.00	\$0.00	\$0.00	\$2,500.00	100.00%
4474	TELEPHONE/FAX	\$2,625.00	\$192.67	\$1,504.39	\$1,120.61	42.69%
4475	INTERNET/LOCAL AREA NET	\$6,318.12	\$460.05	\$2,480.18	\$3,837.94	60.74%
GROUP TOTAL UTILITIES		\$14,193.12	\$652.72	\$6,734.57	\$7,458.55	52.55%
SUPPLIES						
OFFICE SUPPLIES						
4511	PUBLIC SERVICES SUPPLIES	\$1,000.00	\$8.25	\$543.03	\$456.97	45.70%
4512	YOUTH & TEEN SERVICES SUPPLIES	\$2,000.00	\$0.00	\$477.64	\$1,522.36	76.12%
4514	BUSINESS OFFICE SUPPLIES	\$3,200.00	\$164.40	\$1,430.32	\$1,769.68	55.30%
4515	TECHNICAL SERVICES SUPPLIES	\$6,000.00	\$482.32	\$4,564.50	\$1,435.50	23.93%
4516	CIRCULATION SUPPLIES	\$3,050.00	\$254.14	\$2,003.56	\$1,046.44	34.31%
4518	LOCAL HISTORY SUPPLIES	\$1,000.00	\$0.00	\$0.00	\$1,000.00	100.00%
4519	HOSPITALITY SUPPLIES	\$1,200.00	\$53.54	\$334.98	\$865.02	72.09%
TOTAL OFFICE SUPPLIES		\$17,450.00	\$962.65	\$9,354.03	\$8,095.97	46.40%
JANITORIAL/CLEANING SUPPLIES						
4541	MAINTENANCE/CLEANING SUPPLIES	\$4,450.00	\$299.04	\$4,018.87	\$431.13	9.69%
TOTAL JANITORIAL/CLEANINGSUPPLIES		\$4,450.00	\$299.04	\$4,018.87	\$431.13	9.69%
MAILING EXPENSES & FEES						
4551	POSTAGE & HANDLING	\$600.00	\$30.77	\$374.18	\$225.82	37.64%
4553	BULK FEES & PERMITS	\$4,095.00	\$800.00	\$3,520.00	\$575.00	14.04%
TOTAL OFFICE EXPENSE		\$4,695.00	\$830.77	\$3,894.18	\$800.82	17.06%
GROUP TOTAL SUPPLIES		\$26,595.00	\$2,092.46	\$17,267.08	\$9,327.92	35.07%
CAPITAL EXPENSES						
4631	SPECIAL RESERVES REPLENISHMENT	\$478,500.00	\$16,725.29	\$39,777.87	\$438,722.13	91.69%
GROUP TOTAL CAPITAL EXPENSES		\$478,500.00	\$16,725.29	\$39,777.87	\$438,722.13	91.69%



PALOS HEIGHTS PUBLIC LIBRARY

GENERAL FUND

BUDGETARY COMPARISON OF EXPENDITURES MONTH ENDING: AUGUST 2024

		BUDGET 2024	CURRENT MONTH	EXPENDITURES Y.T.D.	REMAINING BALANCE	PERCENTAGE REMAINING
MEDIA -LIBRARY SUPPLIES						
4710A	DATABASES - Adult	\$27,000.00	\$1,165.94	\$15,448.23	\$11,551.77	42.78%
4710B	DATABASES -Youth	\$6,000.00	\$0.00	\$3,083.16	\$2,916.84	48.61%
4711	PERIODICALS	\$14,500.00	\$0.00	\$957.64	\$13,542.36	93.40%
4712	CONTINUATIONS	\$600.00	\$111.85	\$247.71	\$352.29	58.72%
4714	LARGE PRINT	\$5,500.00	\$509.09	\$3,109.91	\$2,390.09	43.46%
4715	BOOKS - Adult	\$32,300.00	\$3,493.80	\$20,036.80	\$12,263.20	37.97%
4716	BOOKS - Youth	\$33,000.00	\$1,274.45	\$27,471.22	\$5,528.78	16.75%
4717	VIDEOS - Adult	\$4,500.00	\$315.63	\$2,669.68	\$1,830.32	40.67%
4718	VIDEOS - Youth	\$1,300.00	\$0.00	\$479.02	\$820.98	63.15%
4719	AUDIOBOOKS/PLAYAWAYS - Adult	\$2,000.00	\$194.96	\$1,230.41	\$769.59	38.48%
4720	AUDIOBOOKS/PLAYAWAYS - Youth	\$3,250.00	\$911.33	\$1,365.76	\$1,884.24	57.98%
4721	SOFTWARE	\$11,795.70	\$440.45	\$8,680.63	\$3,115.07	26.41%
4722	REALIA	\$1,000.00	\$159.57	\$515.76	\$484.24	48.42%
4723A	VIDEO GAMES - Youth	\$1,300.00	\$0.00	\$618.07	\$681.93	52.46%
4724	GADGETS & GIZMOS	\$1,000.00	\$0.00	\$1,000.00	\$0.00	0.00%
4725A	E-BOOKS - Adult	\$10,000.00	\$804.45	\$9,213.79	\$786.21	7.86%
4725B	E-AUDIOBOOKS - ADULT	\$13,000.00	\$714.15	\$10,029.95	\$2,970.05	22.85%
4726	EBOOKS - Youth	\$3,500.00	\$1,300.55	\$2,798.55	\$701.45	20.04%
4727	PRESS READER	\$7,733.25	\$0.00	\$5,995.48	\$1,737.77	22.47%
GROUP TOTAL MEDIA		\$179,278.95	\$11,396.22	\$114,951.77	\$64,327.18	35.88%
MISCELLANEOUS - REIMBURSEMENTS						
4900	MISCELLANEOUS	\$18,184.83	\$1,094.86	\$7,185.33	\$10,999.50	60.49%
4902	PER CAPITA / OTHER GRANTS	\$17,800.30	\$0.00	\$17,920.98	-\$120.68	-0.68%
4904	FRIENDS - BOOK SALES	\$11,000.00	\$1,060.49	\$7,219.43	\$3,780.57	34.37%
4906a	RESTRICTED DONATIONS	\$1,000.00	\$295.59	\$326.31	\$673.69	67.37%
4906b	FUNDRAISING	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
GROUP TOTAL MISCELLANEOUS REIMBURSEMENTS		\$47,985.13	\$2,450.94	\$32,652.05	\$15,333.08	31.95%
SPECIAL RESERVE PROJECTS						
7001	SPECIAL RESERVE - PROJECTS	\$25,000.00	\$560.00	\$22,395.45	\$2,604.55	10.42%
GROUP TOTAL SPECIAL RESERVES - PROJECTS		\$25,000.00	\$560.00	\$22,395.45	\$2,604.55	
TOTAL EXPENDITURES		\$2,296,458.69	\$148,493.14	\$1,229,898.50	\$1,066,560.19	46.44%



PALOS HEIGHTS PUBLIC LIBRARY

GENERAL FUND - EXPENDITURE SUMMARY CHECKS FOR BOARD APPROVAL MONTH ENDING: AUGUST 2024

Type	Date	Num	Memo	Account	Amount
Adducci Vega Financial Group, LLC					
Check	08/12/2024	5804	07 July Bank Reconciliations Invoice	4365 Accountant	\$365.00
Total for Adducci Vega Financial Group, LLC					\$365.00
Anderson Pest Solutions					
Check	08/09/2024	5803	Invoice 66275192	4431 Pest Control	\$64.90
Total for Anderson Pest Solutions					\$64.90
At&T - Fiber Line					
Check	08/05/2024	5787	Monthly Fee	4475 Internet	\$460.05
Total for At&T - Fiber Line					\$460.05
Baker & Taylor C205293 Continuations					
Expense	08/05/2024	BT PORTAL	07 July Continuations	4712 Continuations	\$111.85
Total for Baker & Taylor C205293 Continuations					\$111.85
Baker & Taylor L5346512 Youth Books					
Expense	08/05/2024	BT PORTAL	07 July YTS	4716 Books - Youth	\$953.67
Expense	08/05/2024	BT PORTAL	07 July Pre Processing Fee	4515 Technical Services - Supplies	\$54.45
Total for Baker & Taylor L5346512 Youth Books					\$1,008.12
Baker & Taylor L5394112 Gift Fund					
Expense	08/07/2024	BT PORTAL	CK-SZENIAWSKI	4906a Reimb. - Restricted Donations	\$187.80
Expense	08/07/2024	BT PORTAL	CK-SZENIAWSKI	4906a Reimb. - Restricted Donations	\$51.90
Expense	08/07/2024	BT PORTAL	CRAWLEY-SZENIAWSKI	4906a Reimb. - Restricted Donations	\$28.69
Expense	08/07/2024	BT PORTAL	Adult book	4715 Books - Adult	\$31.81
Total for Baker & Taylor L5394112 Gift Fund					\$300.20
Baker & Taylor Summer Reading					
Expense	08/05/2024	BT PORTAL	Summer Reading	4451 Youth & Teen Programming	\$4.87
Total for Baker & Taylor Summer Reading					\$4.87
Ballet					
Check	08/05/2024	5801	8.10.24 Books and Ballerinas	4451 Youth & Teen Programming	\$300.00
Total for Ballet					\$300.00
CIT					
Check	08/09/2024	5802	Invoice 45331963	4531 Copier	\$631.54
Total for CIT					\$631.54
City Of Palos Heights IMRF					
Check	08/27/2024	23064	08 August Payment	4331 IMRF III. Muni. Ret. Fund	\$5,605.08
Check	08/27/2024	23064	08 August Payment	2053 FT- Employee Contribution IMRF	\$2,577.70
Check	08/27/2024	23064	08 August Payment	2054 PT- Employee Contribution IMRF	\$125.71
Check	08/27/2024	23064	08 August Payment	2055 Employee Paid Vol. IMRF	\$1,421.02
Total for City Of Palos Heights IMRF					\$9,729.51
City of Palos Hts. - Water Bill					
Check	08/15/2024	5810	Monthly bill Excess water bill due to leak	4631 Special Reserves Replenishment	\$1,157.22
Total for City of Palos Hts. - Water Bill					\$1,157.22
C.J. Erickson Plumbing Co.					
Check	08/05/2024	5788	1st fl Women's replace 2 faucets	4631 Special Reserves Replenishment	\$1,907.50
Total for C.J. Erickson Plumbing Co.					\$1,907.50
ComEd					
Check	08/05/2024	5789	Billing through 7.2.24	4631 Special Reserves Replenishment	\$12,829.33
Total for ComEd					\$12,829.33
Cosmopolitan Building Services					
Check	08/05/2024	5790	08 Aug Janitorial Services Invoice 6639	4416 Maintenance	\$2,722.50
Total for Cosmopolitan Building Services					\$2,722.50
Demco					
Check	08/05/2024	5791	Invoice 7503942 Supplies	4515 Technical Services - Supplies	\$145.25
Total for Demco					\$145.25
GT Mechanical					
Expense	08/22/2024	ACH GT	Invoice 23006037 Compressor B	4432 Heating/Cooling Service	\$1,921.14
Expense	08/22/2024	ACH GT	Invoice 23005965 Exhaust Fan EF-2	4432 Heating/Cooling Service	\$3,550.00
Total for GT Mechanical					\$5,471.14
Illinois Library Association					
Check	08/12/2024	5805	Invoice 288740 J. Blazek Membership	4351 Membership Fees	\$145.70
Check	08/12/2024	5805	Invoice 288740 J. Blazek Membership	4353 Administrator	\$54.30
Total for Illinois Library Association					\$200.00
Independent Construction Services					
Check	08/12/2024	5806	Parking Lot Site Visit 7.16.24 & 7.25.24	7001 Special Reserves Projects	\$560.00
Total for Independent Construction Services					\$560.00



PALOS HEIGHTS PUBLIC LIBRARY

GENERAL FUND - EXPENDITURE SUMMARY CHECKS FOR BOARD APPROVAL MONTH ENDING: AUGUST 2024

Type	Date	Num	Memo	Account	Amount
Ingram					
Check	08/05/2024	5792	07 July Invoices	4714 Large Print Books	\$503.71
Check	08/05/2024	5792	07 July Invoices	4715 Books - Adult	\$3,461.99
Check	08/05/2024	5792	PHWC - PURCELL	4906a Reimb. - Restricted Donations	\$27.20
Check	08/05/2024	5792	07 July Pre processing fee	4515 Technical Services - Supplies	\$168.30
Check	08/05/2024	5792	07 July Invoices	4716 Books - Youth	\$320.78
Total for Ingram					\$4,481.98
JR Midwest Irrigation Co.					
Check	08/05/2024	5793	Invoice 582 Repair leak in pipe back of	4436 Lawn Maintenance	\$112.00
Total for JR Midwest Irrigation Co.					\$112.00
LIMRICC-Employees					
Expense	08/22/2024	ACH LIM	08 August	4333 Insurance	\$11,922.27
Expense	08/22/2024	ACH LIM	08 August	2050 Employee Paid Benefits	\$654.76
Expense	08/22/2024	ACH LIM	Retiree Reimb. for Medical Coverage	4900 Miscellaneous - Reimbursements	\$1,079.37
Total for LIMRICC-Employees					\$13,656.40
Mary Beth Sexton					
Check	08/05/2024	5794	Card Class Supplies	4452 Public Services Programming	\$83.00
Check	08/12/2024	5809	Card Class Supplies	4452 Public Services Programming	\$154.00
Total for Mary Beth Sexton					\$237.00
M. DiFoggio Plumbing Co. Inc.					
Check	08/26/2024	5814	Water cooler relay replacement both	4631 Special Reserves Replenishment	\$468.00
Total for M. DiFoggio Plumbing Co. Inc.					\$468.00
Midwest Tape - 17568					
Check	08/05/2024	5797	07 July Invoices	4717 Videos - Adult	\$58.48
Check	08/05/2024	5797	07 July Pre processing fee	4515 Technical Services - Supplies	\$9.36
Total for Midwest Tape - 17568					\$67.84
Midwest Tape - 19730					
Check	08/05/2024	5795	07 July Invoices	4717 Videos - Adult	\$257.15
Check	08/05/2024	5795	07 July Invoices	4719 Audiobooks - Adult	\$194.96
Check	08/05/2024	5795	07 July Pre processing fee	4515 Technical Services - Supplies	\$43.59
Total for Midwest Tape - 19730					\$495.70
Midwest Tape - 19996					
Check	08/05/2024	5796	07 July Invoices	4720 Audiobooks/Playaways - Youth	\$98.97
Check	08/05/2024	5796	07 July Pre processing fee	4515 Technical Services - Supplies	\$8.97
Total for Midwest Tape - 19996					\$107.94
Old National Bank - MasterCard					
Expense	08/05/2024	Mastercard	Disney Plus	4451 Youth & Teen Programming	\$9.99
Expense	08/05/2024	Mastercard	Adjustment for fraud account from	4900 Miscellaneous - Reimbursements	\$15.49
Expense	08/05/2024	Mastercard	Sip/Google	4474 Telephone/FAX	\$115.22
Expense	08/05/2024	Mastercard	OCLC	4551 Postage & Handling	\$30.77
Expense	08/05/2024	Mastercard	Adobe/Duo	4721 Software	\$149.99
Expense	08/05/2024	Mastercard	Affinity Universal license	4721 Software	\$90.46
Expense	08/05/2024	Mastercard	Cubebakup	4721 Software	\$200.00
Expense	08/05/2024	Mastercard	Meta game downloads	4451 Youth & Teen Programming	\$82.83
Expense	08/05/2024	Mastercard	Credit for clear bags	4451 Youth & Teen Programming	-\$47.56
Expense	08/05/2024	Mastercard	Dep Paint the Town 10.5.24	4451 Youth & Teen Programming	\$140.00
Expense	08/05/2024	Mastercard	Sensory Table	4451 Youth & Teen Programming	\$404.98
Expense	08/05/2024	Mastercard	ILA EN, MM, TR, MKK: SLUI SL	4354 Professional Staff	\$205.00
Expense	08/05/2024	Mastercard	Fan Con Tshirts	4454 General Programming	\$309.09
Expense	08/05/2024	Mastercard	Inflatable Arch	4454 General Programming	\$159.00
Expense	08/05/2024	Mastercard	Cardboard boxes	4461 Public Relations	\$52.25
Expense	08/05/2024	Mastercard	Parade supplies	4461 Public Relations	\$154.09
Expense	08/05/2024	Mastercard	Seasonings for programs	4511 Public Services - Supplies	\$8.25
Expense	08/05/2024	Mastercard	Supplies	4514 Business Office - Supplies	\$164.40
Expense	08/05/2024	Mastercard	July supplies	4515 Technical Services - Supplies	\$52.40
Expense	08/05/2024	Mastercard	July supplies	4516 Circulation - Supplies	\$67.87
Expense	08/05/2024	Mastercard	Thermal receipt paper	4516 Circulation - Supplies	\$186.27
Expense	08/05/2024	Mastercard	Kcups	4519 Hospitality - Supplies	\$53.54
Expense	08/05/2024	Mastercard	Supplies	4541 Maintenance/Cleaning Supplies	\$299.04
Expense	08/05/2024	Mastercard	Return postage duplicate order placed	4714 Large Print Books	\$5.38
Expense	08/05/2024	Mastercard	Tonies/3D doodler	4722 Realia	\$159.57
Expense	08/05/2024	Mastercard	Fab Lab supplies	4904 Reimb. - Friends Book Sales	\$60.49
Expense	08/05/2024	Mastercard	ILA EN, MM, TR, MKK: SLUI SL	4904 Reimb. - Friends Book Sales	\$1,000.00
Total for Old National Bank - MasterCard					\$4,128.81



PALOS HEIGHTS PUBLIC LIBRARY

GENERAL FUND - EXPENDITURE SUMMARY CHECKS FOR BOARD APPROVAL MONTH ENDING: AUGUST 2024

Type	Date	Num	Memo	Account	Amount
Otis Elevator					
Expense	08/15/2024	OTIS PORTAL	Invoice 100401652266	4416 Maintenance	\$187.36
Total for Otis Elevator					\$187.36
OverDrive, Inc.					
Check	08/12/2024	5808	01658CO24231828	4725B E-Audiobooks - Adult	\$714.15
Check	08/12/2024	5808	01658CO24231827	4725A E-Books - Adult	\$804.45
Check	08/22/2024	5812	24242250	4726 E-Books - Youth	\$1,300.55
Total for OverDrive, Inc.					\$2,819.15
Paylocity Payroll Billing					
Expense	08/09/2024	EFT		4412 Payroll Services	\$76.50
Expense	08/23/2024	EFT		4412 Payroll Services	\$173.97
Total for Paylocity Payroll Billing					\$250.47
Paylocity Payroll Net					
Expense	08/09/2024	EFT		4311 Salaried Employees	\$19,878.35
Expense	08/09/2024	EFT		4312 Hourly Employees	\$6,313.51
Expense	08/09/2024	EFT	MKK Midwest Conference 7.27.24	4356 Mileage Reimbursement	\$28.00
Expense	08/23/2024	EFT		4311 Salaried Employees	\$20,364.52
Expense	08/23/2024	EFT		4312 Hourly Employees	\$6,531.55
Expense	08/23/2024	EFT	SL Laconi 8.9.24 Lombard, IL	4356 Mileage Reimbursement	\$36.36
Expense	08/23/2024	EFT	JD Joann Fabrics	4451 Youth & Teen Programming	\$17.94
Total for Paylocity Payroll Net					\$53,170.23
Paylocity Payroll Taxes					
Expense	08/09/2024	EFT		4311 Salaried Employees	\$6,107.10
Expense	08/09/2024	EFT		4332 FICA Social Security	\$2,711.24
Expense	08/09/2024	EFT		4312 Hourly Employees	\$1,096.09
Expense	08/23/2024	EFT		4311 Salaried Employees	\$6,277.03
Expense	08/23/2024	EFT		4332 FICA Social Security	\$2,782.48
Expense	08/23/2024	EFT		4312 Hourly Employees	\$1,120.65
Total for Paylocity Payroll Taxes					\$20,094.59
Peerless Network, Inc					
Check	08/15/2024	5811	Invoice 57508	4474 Telephone/FAX	\$77.45
Total for Peerless Network, Inc					\$77.45
Playaway Products					
Check	08/05/2024	5798	07 July Invoices	4720 Audiobooks/Playaways - Youth	\$812.36
Total for Playaway Products					\$812.36
ProQuest					
Check	08/26/2024	5815	Invoice 70833178 Culture Grams	4710a Databases (Adult)	\$1,165.94
Total for ProQuest					\$1,165.94
Risk Program Administrators					
Check	08/22/2024	5813	Installment 3 split with 4631	4441 Bldg & Contents/Glass/LIM	\$407.76
Check	08/22/2024	5813	Installment 3 split with account 4441	4631 Special Reserves Replenishment	\$363.24
Total for Risk Program Administrators					\$771.00
Roy Erikson Outdoor Maintenance					
Check	08/05/2024	5799	08 Aug Landscaping	4436 Lawn Maintenance	\$915.97
Check	08/12/2024	5807	Remove and replace dead lilac bush	4436 Lawn Maintenance	\$328.97
Total for Roy Erikson Outdoor Maintenance					\$1,244.94
Tim Wilsey					
Check	08/05/2024	5800	8.1.24 Watergate	4452 Public Services Programming	\$175.00
Total for Tim Wilsey					\$175.00
Truty, Marcin					
Expense	08/05/2024	ACH MT	07 July 24 IT Services	4418 Technology	\$5,200.00
Total for Truty, Marcin					\$5,200.00
U.S. Post Office					
Check	08/26/2024	23063	Newsletter postage	4553 Bulk Fees & Permits	\$800.00
Total for U.S. Post Office					\$800.00
TOTAL CHECKS FOR BOARD APPROVAL					\$148,493.14



PALOS HEIGHTS PUBLIC LIBRARY

SCHEDULE OF FUND BALANCES BY FINANCIAL INSTITUTION MONTH ENDING: AUGUST 2024

	GENERAL FUND				SPECIAL RESERVES FUND		
ACCOUNT	OLD NATIONAL BANK CHECKING	OLD NATIONAL BANK MONEY MARKET	ILLINOIS FUNDS MONEY MARKET	PETTY CASH	OLD NATIONAL BANK BUILDING CONSTRUCTION CHECKING	OLD NATIONAL BANK MONEY MARKET	TOTAL FUND BALANCE
BEGINNING BALANCE	\$27,976.11	\$1,097,311.28	\$1,103.33	\$200.00	\$572.09	\$2,570.76	\$1,129,733.57
WITHDRAWLS	(\$148,493.14)						(\$148,493.14)
TRANSFERS	\$70,000.00	(\$70,000.00)					\$0.00
	\$60,000.00	(\$60,000.00)					
DEPOSITS	\$132.57	\$191,582.99					\$449,456.57
	\$202.50	\$130,959.99					
	\$296.35	\$121,001.64					
	\$305.50						
	\$1,079.37						
	\$1,340.21						
	\$2,555.45						
ADJUSTMENTS							\$0.00
INTEREST EARNED	\$0.76	\$5,590.55	\$5.00	N/A	N/A	\$2.72	\$5,599.03
ENDING BALANCE	\$15,395.68	\$1,416,446.45	\$1,108.33	\$200.00	\$572.09	\$2,573.48	\$1,436,296.03
TOTALS	\$1,433,150.46 GENERAL FUND				\$3,145.57 SPECIAL RESERVES FUND		\$1,436,296.03 TOTAL FUND BALANCE
INTEREST RATES	0.02%	5.00%	4.530%	N/A	N/A	1.25%	

TOTAL FUND BALANCE MONTH ENDING: AUGUST 31, 2024

\$1,436,296.03