



**PALOS HEIGHTS
PUBLIC LIBRARY**

**BOARD MOTIONS APPROVED
5/15/2025**

		AMOUNT	PAGE(s)
MOTION TO APPROVE GENERAL FUND BILL LIST FOR THE MONTH OF:	APRIL	\$157,703.85	6.1 to 6.4
MOTION TO APPROVE SPECIAL RESERVES FUND BILL LIST FOR THE MONTH OF:	 	 	
MOTION TO APPROVE TREASURER'S REPORT FOR THE MONTH ENDING:	4/30/2025	N/A	1



	GENERAL	SPECIAL RESERVE	TOTAL
REVENUES			
PROPERTY TAXES	\$51,406.53		\$51,406.53
CORPORATE REPLACEMENT TAX	\$0.00		\$0.00
DIRECT REVENUES			
FRONT DESK			
» Fines/Lost/Damaged	\$184.39		\$184.39
» Non Resident Cards	\$194.72		\$194.72
» Miscellaneous	\$260.13		\$260.13
MISCELLANEOUS REIMBURSEMENTS			
» Book Sale	\$706.40		\$706.40
» Miscellaneous	\$1,198.00		\$1,198.00
DONATIONS/GIFTS			
» Restricted	\$0.00		\$0.00
» Annual Fundraising	\$69.67		\$69.67
» Planned Giving (Trusts/Wills)	\$0.00		\$0.00
COPIER	\$809.15		\$809.15
GRANTS	\$0.00		\$0.00
INTEREST	\$3,618.22	\$1.96	\$3,620.18
TOTAL REVENUES	\$58,447.21	\$1.96	\$58,449.17
EXPENDITURES			
PERSONNEL SERVICES			
» Operational Salaries	\$76,067.37		\$76,067.37
» Employee Benefits	\$25,515.33		\$25,515.33
» Staff & Board Development	\$1,215.30		\$1,215.30
CONTRACTUAL SERVICES	\$20,140.60		\$20,140.60
BUILDING MAINTENANCE	\$7,293.76		\$7,293.76
INSURANCE	\$0.00		\$0.00
UTILITIES	\$1,192.35		\$1,192.35
SUPPLIES	\$2,714.55		\$2,714.55
CAPITAL EXPENSES	\$11,843.62		\$11,843.62
MEDIA	\$6,089.67		\$6,089.67
REIMBURSEMENTS	\$4,717.60		\$4,717.60
SR PROJECTS	\$913.70		\$913.70
TOTAL EXPENDITURES	\$157,703.85	\$0.00	\$157,703.85
REVENUES OVER EXPENDITURES			
EXCESS (DIFICIENCY)	-\$99,256.64	\$1.96	-\$99,254.68
OTHER FINANCING SOURCES (USES)			
**Transfer in	\$0.00	\$0.00	\$0.00
**Transfer out	\$0.00	\$0.00	\$0.00
**Adjustments	\$1,768.00	\$0.00	\$1,768.00
<small>Check #6020 dated 3/21/25 Dependable lost in mail</small>			
<small>Cut #6037 dated 4/4/25 replacement</small>			
TOTAL OTHER FINANCING SOURCES	\$1,768.00	\$0.00	\$1,768.00
NET CHANGE IN FUND BALANCES	-\$97,488.64	\$1.96	-\$97,486.68
FUND BALANCES, BEGINNING OF MONTH			
	\$1,285,975.71	\$3,160.82	\$1,289,136.53
END OF MONTH	\$1,188,487.07	\$3,162.78	\$1,191,649.85



PALOS HEIGHTS
PUBLIC LIBRARY

GENERAL FUND
BUDGETARY COMPARISON SCHEDULE
MONTH ENDING: APRIL 2025

	BUDGETED AMOUNTS		Actual	Variance	Balance
	Original	Final		With Final Budget	%
REVENUES					
PROPERTY TAXES	\$1,984,410.78	\$1,984,410.78	\$1,006,363.18	\$978,047.60	50.71%
CORPORATE REPLACEMENT TAX	\$25,000.00	\$25,000.00	\$14,662.24	\$10,337.76	58.65%
DIRECT REVENUES					
FRONT DESK					
Fines/Lost/Damaged	\$2,500.00	\$2,500.00	\$703.65	\$1,796.35	28.15%
Cards - Non Resident Only	\$1,800.00	\$1,800.00	\$194.72	\$1,605.28	10.82%
Miscellaneous	\$3,500.00	\$3,500.00	\$1,441.25	\$2,058.75	41.18%
MISCELLANEOUS REIMBURSEMENTS					
Book Sale	\$11,000.00	\$11,000.00	\$5,419.35	\$5,580.65	49.27%
Miscellaneous	\$12,784.00	\$12,784.00	\$5,148.42	\$7,635.58	40.27%
DONATIONS / GIFTS					
Restricted	\$1,000.00	\$1,000.00	\$1,050.00	-\$50.00	105.00%
Unrestricted	\$15,000.00	\$15,000.00	\$793.41	\$14,206.59	5.29%
Planned Giving	\$15,000.00	\$15,000.00	\$0.00	\$15,000.00	0.00%
COPIER	\$4,000.00	\$4,000.00	\$2,791.30	\$1,208.70	69.78%
GRANTS	\$17,800.30	\$17,800.30	\$0.00	\$17,800.30	0.00%
INTEREST	\$30,075.00	\$30,075.00	\$10,837.52	\$19,237.48	36.03%
TOTAL REVENUES	\$2,123,870.08	\$2,123,870.08	\$1,049,405.04	\$1,074,465.04	49.41%
PERSONNEL SERVICES					
Operational Salaries	\$1,008,943.42	\$1,008,943.42	\$300,601.90	-\$708,341.52	-70.21%
Employee Benefits	\$319,423.19	\$319,423.19	\$97,598.01	-\$221,825.18	-69.45%
Staff & Board Development	\$11,800.00	\$11,800.00	\$4,814.30	-\$6,985.70	-59.20%
CONTRACTUAL SERVICES	\$192,077.83	\$192,077.83	\$55,648.63	-\$136,429.20	-71.03%
BUILDING MAINTENANCE	\$51,121.59	\$51,121.59	\$25,058.85	-\$26,062.74	-50.98%
INSURANCE	\$25,279.51	\$25,279.51	\$24,801.11	-\$478.40	-1.89%
UTILITIES	\$12,890.20	\$12,890.20	\$3,673.82	-\$9,216.38	-71.50%
SUPPLIES	\$28,620.00	\$28,620.00	\$9,401.75	-\$19,218.25	-67.15%
CAPITAL EXPENSES	\$195,523.97	\$195,523.97	\$30,694.17	-\$164,829.80	-84.30%
MEDIA	\$170,585.00	\$170,585.00	\$40,464.34	-\$130,120.66	-76.28%
REIMBURSEMENTS	\$48,894.37	\$48,894.37	\$26,131.60	-\$22,762.77	-46.55%
SR PROJECTS	\$58,711.00	\$58,711.00	\$20,632.73	-\$38,078.27	-64.86%
TOTAL EXPENDITURES	\$2,123,870.08	\$2,123,870.08	\$639,521.21	-\$1,484,348.87	-69.89%
REVENUES OVER EXPENDITURES - EXCESS (DEFICIENCY)	\$0.00	\$0.00	\$409,883.83	-\$409,883.83	
OTHER FINANCING USES					
Transfer In			\$1,768.00	Check #6020 lost in mail	
Transfer Out (Special Reserve Transfer)			\$0.00		
TOTAL OTHER FINANCING USES			\$1,768.00		
NET CHANGE IN FUND BALANCE			\$411,651.83		
FUND BALANCE					
BEGINNING OF YEAR			\$603,369.11		
YTD MONTH ENDING			\$1,015,020.94		
			-\$734,050.69		



**PALOS HEIGHTS
PUBLIC LIBRARY**

GENERAL FUND

**BUDGETARY COMPARISON OF EXPENDITURES
MONTH ENDING: APRIL 2025**

	BUDGET 2024	CURRENT MONTH	EXPENDITURES Y.T.D.	REMAINING BALANCE	PERCENTAGE REMAINING
PERSONNEL SERVICES					
OPERATIONAL SALARIES					
4311 SALARIED EMPLOYEES	\$774,582.04	\$58,724.16	\$228,535.20	\$546,046.84	70.50%
4312 HOURLY EMPLOYEES	\$229,111.38	\$17,343.21	\$72,066.70	\$157,044.68	68.55%
4313 ADDITIONAL COMPENSATION	\$5,250.00	\$0.00	\$0.00	\$5,250.00	100.00%
TOTAL OPERATIONAL SALARIES	\$1,008,943.42	\$76,067.37	\$300,601.90	\$708,341.52	70.21%
EMPLOYEE BENEFITS					
4331 ILL. MUNI. RETIREMENT FUND	\$84,082.63	\$6,138.88	\$23,912.73	\$60,169.90	71.56%
4332 SOCIAL SECURITY - FICA	\$76,778.12	\$5,767.25	\$22,797.68	\$53,980.44	70.31%
4333 INSURANCE	\$157,362.44	\$13,227.20	\$50,505.60	\$106,856.84	67.90%
4334 CLOTHING	\$1,200.00	\$382.00	\$382.00	\$818.00	68.17%
TOTAL EMPLOYEE BENEFITS	\$319,423.19	\$25,515.33	\$97,598.01	\$221,825.18	69.45%
STAFF & BOARD DEVELOPMENT					
4351 MEMBERSHIP FEES	\$2,400.00	\$0.00	\$625.00	\$1,775.00	73.96%
4352 BOARD DEVELOPMENT	\$800.00	\$210.00	\$310.00	\$490.00	61.25%
4353 ADMINISTRATOR	\$500.00	\$0.00	\$0.00	\$500.00	100.00%
4354 PROFESSIONAL STAFF	\$6,000.00	\$975.20	\$2,805.44	\$3,194.56	53.24%
4355 SUPPORT STAFF	\$1,000.00	\$0.00	\$919.35	\$80.65	8.07%
4356 MILEAGE REIMBURSEMENT	\$1,100.00	\$30.10	\$154.51	\$945.49	85.95%
TOTAL STAFF & BOARD DEVELOPMENT	\$11,800.00	\$1,215.30	\$4,814.30	\$6,985.70	59.20%
GROUP TOTAL PERSONNEL SERVICES	\$1,340,166.61	\$102,798.00	\$403,014.21	\$937,152.40	69.93%
CONTRACTUAL SERVICES					
PROFESSIONAL SERVICES					
4361 AUDIT FEES	\$7,450.00	\$0.00	\$5,450.00	\$2,000.00	26.85%
4362 LEGAL FEES	\$2,000.00	\$0.00	\$245.00	\$1,755.00	87.75%
4363 CONSULTANT FEES	\$500.00	\$94.39	\$94.39	\$405.61	81.12%
4364 APPRAISAL	\$650.00	\$0.00	\$0.00	\$650.00	100.00%
4365 ACCOUNTANT	\$4,950.00	\$365.00	\$1,600.00	\$3,350.00	67.68%
TOTAL PROFESSIONAL SERVICES	\$15,550.00	\$459.39	\$7,389.39	\$8,160.61	52.48%
OUTSIDE SERVICES					
4412 PAYROLL SERVICES	\$5,040.00	\$253.47	\$1,271.77	\$3,768.23	74.77%
4414 ALARM	\$3,600.00	\$0.00	\$1,756.00	\$1,844.00	51.22%
4416 MAINTENANCE	\$40,500.00	\$2,916.32	\$11,902.36	\$28,597.64	70.61%
4417 SWAN	\$30,000.00	\$6,830.75	\$13,661.50	\$16,338.50	54.46%
4418 TECHNOLOGY	\$40,000.00	\$3,072.26	\$3,072.26	\$36,927.74	92.32%
TOTAL OUTSIDE SERVICES	\$119,140.00	\$13,072.80	\$31,663.89	\$87,476.11	73.42%
PRINTING					
4424 NEWSLETTER PRINTING	\$19,387.83	\$3,196.55	\$6,393.10	\$12,994.73	67.03%
TOTAL PRINTING	\$19,387.83	\$3,196.55	\$6,393.10	\$12,994.73	67.03%
PROGRAMMING					
4451 YOUTH & TEEN PROGRAMMING	\$11,000.00	\$2,007.85	\$3,522.95	\$7,477.05	67.97%
4452 PUBLIC SERVICES PROGRAMMING	\$14,000.00	\$1,282.65	\$5,327.12	\$8,672.88	61.95%
4454 GENERAL PROGRAMMING	\$10,000.00	\$91.36	\$1,131.03	\$8,868.97	88.69%
TOTAL PROGRAMMING	\$35,000.00	\$3,381.86	\$9,981.10	\$25,018.90	71.48%
PUBLIC RELATIONS					
4461 Public Relations	\$3,000.00	\$30.00	\$221.15	\$2,778.85	92.63%
TOTAL PUBLIC RELATIONS	\$3,000.00	\$30.00	\$221.15	\$2,778.85	92.63%
GROUP TOTAL CONTRACTUAL SERVICES	\$192,077.83	\$20,140.60	\$55,648.63	\$136,429.20	71.03%



**PALOS HEIGHTS
PUBLIC LIBRARY**

**GENERAL FUND
BUDGETARY COMPARISON OF EXPENDITURES
MONTH ENDING: APRIL 2025**

	BUDGET 2024	CURRENT MONTH	EXPENDITURES Y.T.D.	REMAINING BALANCE	PERCENTAGE REMAINING
BUILDING MAINTENANCE					
REPAIRS & MAINTENANCE					
4431 PEST CONTROL	\$856.68	\$68.79	\$267.38	\$589.30	68.79%
4432 HEATING/COOLING SERVICE	\$13,000.00	\$0.00	\$11,874.00	\$1,126.00	8.66%
4434 BUILDING REPAIRS	\$12,000.00	\$5,452.10	\$7,141.73	\$4,858.27	40.49%
4436 LAWN MAINTENANCE	\$10,053.30	\$956.63	\$1,091.63	\$8,961.67	89.14%
4437 SNOW REMOVAL	\$6,751.61	\$0.00	\$1,767.00	\$4,984.61	73.83%
TOTAL REPAIRS & MAINTENANCE	\$42,661.59	\$6,477.52	\$22,141.74	\$20,519.85	48.10%
EQUIPMENT MAINTENANCE					
4531 COPIER	\$8,220.00	\$816.24	\$2,710.86	\$5,509.14	67.02%
4533 OTHER EQUIPMENT	\$240.00	\$0.00	\$206.25	\$33.75	14.06%
TOTAL EQUIPMENT MAINTENANCE	\$8,460.00	\$816.24	\$2,917.11	\$5,542.89	65.52%
GROUP TOTAL BUILDING MAINTENANCE	\$51,121.59	\$7,293.76	\$25,058.85	\$26,062.74	50.98%
INSURANCE					
4441 BLDG. & CONTENTS/GLASS/LIMRICC	\$23,451.56	\$0.00	\$22,649.11	\$802.45	3.42%
4443 DISABILITY (WORKMEN'S COMP)	\$1,827.95	\$0.00	\$2,152.00	-\$324.05	-17.73%
GROUP TOTAL INSURANCE	\$25,279.51	\$0.00	\$24,801.11	\$478.40	1.89%
UTILITIES					
4472 WATER	\$3,000.00	\$227.67	\$887.43	\$2,112.57	70.42%
4473 GAS	\$2,000.00	\$0.00	\$0.00	\$2,000.00	100.00%
4474 TELEPHONE/FAX	\$2,369.60	-\$1,194.17	\$627.54	\$1,742.06	73.52%
4475 INTERNET/LOCAL AREA NET	\$5,520.60	\$2,158.85	\$2,158.85	\$3,361.75	60.89%
GROUP TOTAL UTILITIES	\$12,890.20	\$1,192.35	\$3,673.82	\$9,216.38	71.50%
SUPPLIES					
OFFICE SUPPLIES					
4511 PUBLIC SERVICES SUPPLIES	\$1,000.00	\$111.94	\$405.17	\$594.83	59.48%
4512 YOUTH & TEEN SERVICES SUPPLIES	\$2,000.00	\$0.00	\$500.24	\$1,499.76	74.99%
4514 BUSINESS OFFICE SUPPLIES	\$3,200.00	\$318.73	\$1,651.81	\$1,548.19	48.38%
4515 TECHNICAL SERVICES SUPPLIES	\$6,000.00	\$238.71	\$1,434.61	\$4,565.39	76.09%
4516 CIRCULATION SUPPLIES	\$3,050.00	\$700.65	\$948.98	\$2,101.02	68.89%
4518 LOCAL HISTORY SUPPLIES	\$500.00	\$0.00	\$0.00	\$500.00	100.00%
4519 HOSPITALITY SUPPLIES	\$1,200.00	\$96.97	\$314.50	\$885.50	73.79%
TOTAL OFFICE SUPPLIES	\$16,950.00	\$1,467.00	\$5,255.31	\$11,694.69	69.00%
JANITORIAL/CLEANING SUPPLIES					
4541 MAINTENANCE/CLEANING SUPPLIES	\$5,350.00	\$357.71	\$2,377.55	\$2,972.45	55.56%
TOTAL JANITORIAL/CLEANINGSUPPLIES	\$5,350.00	\$357.71	\$2,377.55	\$2,972.45	55.56%
MAILING EXPENSES & FEES					
4551 POSTAGE & HANDLING	\$650.00	\$89.84	\$168.89	\$481.11	74.02%
4553 BULK FEES & PERMITS	\$5,670.00	\$800.00	\$1,600.00	\$4,070.00	71.78%
TOTAL OFFICE EXPENSE	\$6,320.00	\$889.84	\$1,768.89	\$4,551.11	72.01%
GROUP TOTAL SUPPLIES	\$28,620.00	\$2,714.55	\$9,401.75	\$19,218.25	67.15%
CAPITAL EXPENSES					
4631 SPECIAL RESERVES REPLENISHMENT	\$195,523.97	\$11,843.62	\$30,694.17	\$164,829.80	84.30%
GROUP TOTAL CAPITAL EXPENSES	\$195,523.97	\$11,843.62	\$30,694.17	\$164,829.80	84.30%



**PALOS HEIGHTS
PUBLIC LIBRARY**

**GENERAL FUND
BUDGETARY COMPARISON OF EXPENDITURES
MONTH ENDING: APRIL 2025**

	BUDGET 2024	CURRENT MONTH	EXPENDITURES Y.T.D.	REMAINING BALANCE	PERCENTAGE REMAINING
MEDIA - LIBRARY SUPPLIES					
4710A DATABASES - Adult	\$25,000.00	\$0.00	\$5,464.49	\$19,535.51	78.14%
4710B DATABASES -Youth	\$4,700.00	\$0.00	\$850.00	\$3,850.00	81.91%
4711 PERIODICALS	\$12,000.00	\$0.00	\$901.64	\$11,098.36	92.49%
4714 LARGE PRINT	\$5,250.00	\$223.58	\$437.33	\$4,812.67	91.67%
4715 BOOKS - Adult	\$32,900.00	\$892.02	\$5,127.69	\$27,772.31	84.41%
4716 BOOKS - Youth	\$33,000.00	\$2,003.10	\$4,613.15	\$28,386.85	86.02%
4717 VIDEOS - Adult	\$4,000.00	\$198.67	\$785.72	\$3,214.28	80.36%
4718 VIDEOS - Youth	\$800.00	\$0.00	\$197.92	\$602.08	75.26%
4719 AUDIOBOOKS/PLAYAWAYS - Adult	\$2,000.00	\$79.98	\$280.93	\$1,719.07	85.95%
4720 AUDIOBOOKS/PLAYAWAYS - Youth	\$3,750.00	\$0.00	\$0.00	\$3,750.00	100.00%
4721 SOFTWARE	\$10,188.15	\$120.00	\$6,023.21	\$4,164.94	40.88%
4722 REALIA	\$1,000.00	\$291.19	\$291.19	\$708.81	70.88%
4723A VIDEO GAMES - Youth	\$1,300.00	\$147.86	\$530.34	\$769.66	59.20%
4724 GADGETS & GIZMOS	\$1,000.00	\$360.00	\$388.91	\$611.09	61.11%
4725A E-BOOKS - Adult	\$12,000.00	\$759.46	\$5,682.81	\$6,317.19	52.64%
4725B E-AUDIOBOOKS - ADULT	\$14,000.00	\$448.49	\$5,702.18	\$8,297.82	59.27%
4726 EBOOKS - Youth	\$3,500.00	\$565.32	\$3,186.83	\$313.17	8.95%
4727 PRESS READER	\$4,196.85	\$0.00	\$0.00	\$4,196.85	100.00%
GROUP TOTAL MEDIA	\$170,585.00	\$6,089.67	\$40,464.34	\$130,120.66	76.28%
MISCELLANEOUS - REIMBURSEMENTS					
4900 MISCELLANEOUS	\$19,094.07	\$1,207.99	\$4,902.77	\$14,191.30	74.32%
4902 PER CAPITA / OTHER GRANTS	\$17,800.30	\$1,647.74	\$17,800.30	\$0.00	0.00%
4904 FRIENDS - BOOK SALES	\$11,000.00	\$1,805.90	\$3,266.03	\$7,733.97	70.31%
4906a RESTRICTED DONATIONS	\$1,000.00	\$55.97	\$162.50	\$837.50	83.75%
GROUP TOTAL MISCELLANEOUS REIMBURSEMENTS	\$48,894.37	\$4,717.60	\$26,131.60	\$22,762.77	46.55%
SPECIAL RESERVE PROJECTS					
7001 SPECIAL RESERVE - PROJECTS	\$58,711.00	\$913.70	\$20,632.73	\$38,078.27	64.86%
GROUP TOTAL SPECIAL RESERVES - PROJECTS	\$58,711.00	\$913.70	\$20,632.73	\$38,078.27	64.86%
TOTAL EXPENDITURES	\$2,123,870.08	\$157,703.85	\$639,521.21	\$1,484,348.87	69.89%



PALOS HEIGHTS
PUBLIC LIBRARY

GENERAL FUND - EXPENDITURE SUMMARY
CHECKS FOR BOARD APPROVAL
MONTH ENDING: APRIL 2025

Type	Date	Num	Memo	Amount
Adducci Vega Financial Group, LLC				
04/15/2025	Check	6050	03 Mar Reconciliation Invoice 202060897	4365 Accountant 365.00
Total for Adducci Vega Financial Group, LLC				\$365.00
Aga Walkowicz				
04/30/2025	Check	23106	5.10.25 Polish Storytime	4451 Youth & Teen Programming 150.00
Total for Aga Walkowicz				\$150.00
Amazon				
04/03/2025	Expense	AMAZON PORTAL	1K6L-DYR4-4P4L	4723B Video Games - Youth 27.99
04/04/2025	Expense	AMAZON PORTAL	11GP-3YHP-11PP NLW cookies	4461 Public Relations 30.00
04/04/2025	Expense	AMAZON PORTAL	1TMN-47PQ-CN1V Video games Mar25	4723B Video Games - Youth 86.82
04/04/2025	Expense	AMAZON PORTAL	1TMN-47PQ-CN1V Video games Mar25	4723B Video Games - Youth -26.94
04/04/2025	Expense	AMAZON PORTAL	11TF-FHYD-1WF7	4516 Circulation - Supplies 14.79
04/04/2025	Expense	AMAZON PORTAL	1T9K-T449-6QWJ Tech Copier Toner	4514 Business Office - Supplies 197.60
04/07/2025	Expense	AMAZON PORTAL	1J4L-MKYK-9LQC Cups	4519 Hospitality - Supplies 56.98
04/10/2025	Expense	AMAZON PORTAL	1MR1-W7FH-RP6G	4452 Public Services Programming 71.65
04/10/2025	Expense	AMAZON PORTAL	1V11-DMCP-16WX	4514 Business Office - Supplies 89.00
04/14/2025	Expense	AMAZON PORTAL	1HW3-VV6X-K7JX SRP KIDS PRIZES	4451 Youth & Teen Programming 12.99
04/15/2025	Expense	AMAZON PORTAL	1K1H-6N4Q-3LTY	4541 Maintenance/Cleaning Supplies 82.82
04/15/2025	Expense	AMAZON PORTAL	17PF3C-RPRT	4541 Maintenance/Cleaning Supplies -33.88
04/15/2025	Expense	AMAZON PORTAL	Summer Reading Kick Off Party	4904 Reimb. - Friends Book Sales 9.99
04/15/2025	Expense	AMAZON PORTAL	Summer Reading Kick Off Party	4904 Reimb. - Friends Book Sales 249.70
04/17/2025	Expense	AMAZON PORTAL	1RMG-W94C-HJVC	4515 Technical Services - Supplies 26.99
04/17/2025	Expense	AMAZON PORTAL	1QLN-HL96-M366	4723B Video Games - Youth 59.99
04/21/2025	Expense	AMAZON PORTAL	1KH6-MYGV-MFFM Summer Programming	4451 Youth & Teen Programming 972.28
04/21/2025	Expense	AMAZON PORTAL	1JXW-DXMK-WTW9 SRP BABIES	4451 Youth & Teen Programming 302.47
04/21/2025	Expense	AMAZON PORTAL	1M36-LD1F-XYC6	4511 Public Services - Supplies 13.49
04/21/2025	Expense	AMAZON PORTAL	199C-KYHH-RK3R	4514 Business Office - Supplies 25.95
04/21/2025	Expense	AMAZON PORTAL	11ND-4F6H-YWFR Coffee lids	4519 Hospitality - Supplies 39.99
04/28/2025	Expense	AMAZON PORTAL	1RFT-MRQG-36NH Nature to go bags	4451 Youth & Teen Programming 91.53
04/28/2025	Expense	AMAZON PORTAL	1M1H-CNRX-C7PG Goo Gone	4541 Maintenance/Cleaning Supplies 26.71
04/28/2025	Expense	AMAZON PORTAL	1M1H-CNRX-C7PG Clean Smart refill	4541 Maintenance/Cleaning Supplies 42.15
04/28/2025	Expense	AMAZON PORTAL	1M1H-CNRX-C7PG	4514 Business Office - Supplies 6.18
04/28/2025	Expense	AMAZON PORTAL	1NHR-MYQC-6FJX Paper Products	4511 Public Services - Supplies 98.45
04/29/2025	Expense	AMAZON PORTAL	1Y4Q-1JYQ-7JTN Toilet Paper	4541 Maintenance/Cleaning Supplies 51.19
04/29/2025	Expense	AMAZON PORTAL	137X-39W1-3GCP Diner Toys	4722 Realia 269.40
04/29/2025	Expense	AMAZON PORTAL	137X-39W1-7Y64 Teen SRP & Cricut	4451 Youth & Teen Programming 10.99
04/30/2025	Expense	AMAZON PORTAL	1PQ1-1FHQ-7PW9	4515 Technical Services - Supplies 8.98
04/30/2025	Expense	AMAZON PORTAL	11W9T-RJWW-3YTM Custom stamp	4516 Circulation - Supplies 39.90
04/30/2025	Expense	AMAZON PORTAL	1FXK-FGP7-4HFJ Diner Toys	4722 Realia 21.79
04/30/2025	Expense	AMAZON PORTAL	1VC9-NYPV-YD9F Teen SRP & Cricut	4451 Youth & Teen Programming 456.60
Total for Amazon				\$3,434.54
Anderson Pest Solutions				
04/14/2025	Check	6047	Invoice 76233340	4431 Pest Control 68.79
Total for Anderson Pest Solutions				\$68.79
At&T - Fiber Line				
04/08/2025	Check	6040	Monthly Fee	4475 Internet 771.02
Total for At&T - Fiber Line				\$771.02
Baker & Taylor L5346512 Youth Books				
04/01/2025	Expense	BT PORTAL	03 MAR YTS	4716 Books - Youth 590.35
04/01/2025	Expense	BT PORTAL	03 MAR Processing Fee	4515 Technical Services - Supplies 26.25
04/01/2025	Expense	BT PORTAL	03 MAR Shipping	4716 Books - Youth 17.71
Total for Baker & Taylor L5346512 Youth Books				\$634.31
Carolyn Law Antiques LLC				
04/30/2025	Check	23104	5.20.25 My kids don't want my stuff	4452 Public Services Programming 100.00
Total for Carolyn Law Antiques LLC				\$100.00
CDW Government, Inc.				
04/08/2025	Check	6041	Invoice AD37L3N	7001 Special Reserves Projects 552.86
Total for CDW Government, Inc.				\$552.86
City Of Palos Heights IMRF				
04/30/2025	Check	23107	4.5%	4311 Salaried Employees 2,642.60
04/30/2025	Check	23107	4.5%	4312 Hourly Employees 170.54
04/30/2025	Check	23107	VIMRF	4311 Salaried Employees 1,195.02
04/30/2025	Check	23107	04 April Payment	4331 IMRF Ill. Muni. Ret. Fund 6,138.88
Total for City Of Palos Heights IMRF				\$10,147.04
CIT				
04/10/2025	Check	6043	Invoice 46852422	4531 Copier 631.54
Total for CIT				\$631.54



**PALOS HEIGHTS
PUBLIC LIBRARY**

**GENERAL FUND - EXPENDITURE SUMMARY
CHECKS FOR BOARD APPROVAL
MONTH ENDING: APRIL 2025**

Type	Date	Num	Memo	Amount
City of Palos Hts. - Water Bill				
04/16/2025	Check	6053	Monthly bill	4472 Water 227.67
Total for City of Palos Hts. - Water Bill				\$227.67
Clarence Goodman				
04/30/2025	Check	23103	5.01.25 Public Enemy Dillinger in Chicago	4452 Public Services Programming 340.00
Total for Clarence Goodman				\$340.00
ComEd				
04/15/2025	Check	6052	Billing through 4.3.25	4631 Contingency / Special Reserves Replenishment 2,961.27
Total for ComEd				\$2,961.27
Cosmopolitan Building Services				
04/10/2025	Check	6044	04 APR 25 Invoice 6647	4416 Maintenance 2,722.50
Total for Cosmopolitan Building Services				\$2,722.50
Dell Marketing L.P.				
04/30/2025	Check	6056	Dell Pro All in one QC24250	7001 Special Reserves Projects 1,489.71
Total for Dell Marketing L.P.				\$1,489.71
Dependable Building Maintenance Svc LLC				
04/04/2025	Check	6037	Invoice 23228 Reissue #6020 lost in mail	4434 Building Repairs 1,768.00
Total for Dependable Building Maintenance Svc LLC				\$1,768.00
Grasso Graphics				
04/29/2025	Check	6055	May/June Newsletters	4424 Newsletter Printing 3,196.55
Total for Grasso Graphics				\$3,196.55
High 5 Heights				
04/10/2025	Check	23101	Staff TShirts Summer Reading	4334 Staff Apparel 382.00
Total for High 5 Heights				\$382.00
Impact Networking, Inc				
04/14/2025	Check	6049	Overages Nov-Feb	4531 Copier 184.70
Total for Impact Networking, Inc				\$184.70
Independent Construction Services				
04/08/2025	Check	6042	Invoice 1547	4631 Contingency / Special Reserves Replenishment 217.50
Total for Independent Construction Services				\$217.50
Ingram				
04/01/2025	Check	6032	03 March Invoices	4714 Large Print Books 221.39
04/01/2025	Check	6032	03 March Invoices	4715 Books - Adult 881.05
04/01/2025	Check	6032	03 March Invoices	4716 Books - Youth 1,387.48
04/01/2025	Check	6032	03 Mar Pre processing adult books	4515 Technical Services - Supplies 42.57
04/01/2025	Check	6032	03 Mar Pre processing youth books	4515 Technical Services - Supplies 87.12
04/01/2025	Check	6032	03 Mar Shipping	4714 Large Print Books 2.19
04/01/2025	Check	6032	03 Mar Shipping	4715 Books - Adult 10.97
04/01/2025	Check	6032	03 Mar Shipping	4716 Books - Youth 19.84
04/01/2025	Check	6032	PHWC/HULQUIST	4906a Reimb. - Restricted Donations 17.97
04/01/2025	Check	6032	PHWC/FOSKETT	4906a Reimb. - Restricted Donations 38.00
04/01/2025	Check	6032	87305156 Credit Memo	4716 Books - Youth -12.28
Total for Ingram				\$2,696.30
LIMRiCC-Employees				
04/08/2025	Expense	ACH LIM	Retiree Reimb. for Medical Coverage	4900 Miscellaneous - Reimbursements 1,198.00
04/08/2025	Expense	ACH LIM	Employee Paid Benefits	4311 Salaried Employees 678.49
04/08/2025	Expense	ACH LIM	04 Apr 25	4333 Insurance 13,227.20
Total for LIMRiCC-Employees				\$15,103.69
Mary Beth Sexton				
04/10/2025	Check	6045	Card Class Supplies	4452 Public Services Programming 311.00
Total for Mary Beth Sexton				\$311.00
Midwest Tape - 19730				
04/01/2025	Check	6031	03 March Invoices	4717 Videos - Adult 198.67
04/01/2025	Check	6031	03 March Invoices	4719 Audiobooks - Adult 79.98
04/01/2025	Check	6031	03 March pre processing 4717	4515 Technical Services - Supplies 20.87
04/01/2025	Check	6031	03 March pre processing 4719	4515 Technical Services - Supplies 5.98
Total for Midwest Tape - 19730				\$305.50
Midwest Tape - 7243				
04/01/2025	Check	6030	0506933367 Item paid for replacement cost	4900 Miscellaneous - Reimbursements 9.99
04/01/2025	Check	6030	0506943855 Battery replacement door	4515 Technical Services - Supplies 19.95
Total for Midwest Tape - 7243				\$29.94
Otis Elevator				
04/21/2025	Expense	OTIS PORTAL	Invoice 100401907312	4416 Maintenance 193.82
Total for Otis Elevator				\$193.82



**PALOS HEIGHTS
PUBLIC LIBRARY**

**GENERAL FUND - EXPENDITURE SUMMARY
CHECKS FOR BOARD APPROVAL
MONTH ENDING: APRIL 2025**

Type	Date	Num	Memo	Amount
Old National Bank - MasterCard				
04/08/2025	Expense	MasterCard	Disney Plus Monthly Fee	4451 Youth & Teen Programming 10.99
04/08/2025	Expense	MasterCard	SIP, Google Fi	4474 Telephone/FAX 116.16
04/08/2025	Expense	MasterCard	OCLC	4551 Postage & Handling 31.42
04/08/2025	Expense	MasterCard	Duo	4721 Software 120.00
04/08/2025	Expense	MasterCard	Fab Lab Shelves	4904 Reimb. - Friends Book Sales 56.50
04/08/2025	Expense	MasterCard	Summer Reading Banner	4454 General Programming 91.36
04/08/2025	Expense	MasterCard	Mobile Beacon annual renewal	4724 Gadgets & Gizmos 360.00
04/08/2025	Expense	MasterCard	Postage	4551 Postage & Handling 58.42
04/08/2025	Expense	MasterCard	B&H Photo Phone System accessories	7001 Special Reserves Projects 268.21
04/08/2025	Expense	MasterCard	Bulbs for parking lot	4434 Building Repairs 271.58
04/08/2025	Expense	MasterCard	Circ giveaways	4516 Circulation - Supplies 645.96
04/08/2025	Expense	MasterCard	Irish Dance Performance	4452 Public Services Programming 300.00
04/08/2025	Expense	MasterCard	New employee background check	4363 Consultant Fees 94.39
04/08/2025	Expense	MasterCard	Library Law and Rules handbooks (7)	4352 Board Development 210.00
04/08/2025	Expense	MasterCard	ILA MKK, TR, LC ILA Adult reading roundtable	4354 Professional Staff 975.20
04/08/2025	Expense	MasterCard	Light Bulbs linear fixtures	4434 Building Repairs 226.52
Total for Old National Bank - MasterCard				\$3,836.71
OverDrive, Inc.				
04/01/2025	Check	6034	01658CO25097569	4725A E-Books - Adult 27.50
04/07/2025	Check	6039	01658DA25120840	4726 E-Books - Youth 120.86
04/07/2025	Check	6039	01658DA25120840	4726 E-Books - Youth 332.47
04/10/2025	Check	6046	01658DA25113224	4726 E-Books - Youth 111.99
04/14/2025	Check	6048	01658CO25115625	4725B E-Audiobooks - Adult 448.49
04/14/2025	Check	6048	01658CO25115626	4725A E-Books - Adult 731.96
Total for OverDrive, Inc.				\$1,773.27
Paylocity Payroll Billing				
04/04/2025	Expense	PAYLOCITY	Check date 4.4.25	4412 Payroll Services 78.00
04/18/2025	Expense	PAYLOCITY	Check date 4.18.25	4412 Payroll Services 175.47
Total for Paylocity Payroll Billing				\$253.47
Paylocity Payroll Net				
04/04/2025	Expense	PAYLOCITY	Check date 4.4.25	4311 Salaried Employees 20,673.93
04/04/2025	Expense	PAYLOCITY	Check date 4.4.25	4312 Hourly Employees 7,076.01
04/04/2025	Expense	PAYLOCITY	Homebound deliveries	4356 Mileage Reimbursement 13.79
04/18/2025	Expense	PAYLOCITY	Check date 4.18.25	4311 Salaried Employees 21,187.82
04/18/2025	Expense	PAYLOCITY	Check date 4.18.25	4312 Hourly Employees 7,397.33
04/18/2025	Expense	PAYLOCITY	Homebound deliveries	4356 Mileage Reimbursement 16.31
Total for Paylocity Payroll Net				\$56,365.19
Paylocity Payroll Taxes				
04/04/2025	Expense	PAYLOCITY	Check date 4.4.25	4311 Salaried Employees 6,090.85
04/04/2025	Expense	PAYLOCITY	Check date 4.4.25	4332 FICA Social Security 2,843.27
04/04/2025	Expense	PAYLOCITY	Check date 4.4.25	4312 Hourly Employees 1,322.83
04/18/2025	Expense	PAYLOCITY	Check date 4.18.25	4311 Salaried Employees 6,255.45
04/18/2025	Expense	PAYLOCITY	Check date 4.18.25	4332 FICA Social Security 2,923.98
04/18/2025	Expense	PAYLOCITY	Check date 4.18.25	4312 Hourly Employees 1,376.50
Total for Paylocity Payroll Taxes				\$20,812.88
Peerless Network, Inc				
04/15/2025	Check	6051	Invoice 73627	4474 Telephone/FAX 77.50
Total for Peerless Network, Inc				\$77.50
Roy Erikson Outdoor Maintenance				
04/03/2025	Check	6036	Weekly Landscaping Maintenance	4436 Lawn Maintenance 956.63
Total for Roy Erikson Outdoor Maintenance				\$956.63
Sangoma US Inc.				
04/08/2025	Expense	ACH SANGNOMA	Telephone System pre note	7001 Special Reserves Projects 0.01
04/08/2025	Expense	ACH SANGNOMA	Telephone System	7001 Special Reserves Projects 8,757.47
Total for Sangoma US Inc.				\$8,757.48
Scott Pointon				
04/30/2025	Check	23105	5.22.25 You Can Brew It Part 1`	4452 Public Services Programming 160.00
Total for Scott Pointon				\$160.00
Stanley Steemer International Inc.				
04/24/2025	Check	6054	4.19.25 Carpet Cleaning whole building	4434 Building Repairs 3,186.00
Total for Stanley Steemer International Inc.				\$3,186.00
SWAN				
04/14/2025	Expense	ACH SWAN	Swan Fees 4.1.25 to 6.30.25	4417 SWAN/OCLC 6,830.75
Total for SWAN				\$6,830.75



PALOS HEIGHTS
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GENERAL FUND - EXPENDITURE SUMMARY
CHECKS FOR BOARD APPROVAL
MONTH ENDING: APRIL 2025

Type	Date	Num	Memo	Amount
Truty, Marcin				
04/08/2025	Expense	ACH MT	03 Mar IT Services 25-03	4902 Grants 1,647.74
04/08/2025	Expense	ACH MT	03 Mar IT Services 25-03	4418 Technology 3,072.26
Total for Truty, Marcin				\$4,720.00
U.S. Post Office				
04/21/2025	Check	23102	Newsletter postage	4553 Bulk Fees & Permits 800.00
Total for U.S. Post Office				\$800.00
Warehouse Direct				
04/04/2025	Check	6038	(4) Lg Liners	4541 Maintenance/Cleaning Supplies 188.72
Total for Warehouse Direct				\$188.72
TOTAL CHECKS FOR BOARD APPROVAL				\$157,703.85



**PALOS HEIGHTS
PUBLIC LIBRARY**

**SCHEDULE OF FUND BALANCES
BY FINANCIAL INSTITUTION
April 30, 2025**

ACCOUNT	GENERAL FUND				SPECIAL RESERVES FUND		TOTAL FUND BALANCE
	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	
BEGINNING BALANCE	\$73,829.10	\$1,210,807.38	\$1,139.23	\$200.00	\$572.09	\$2,588.73	\$1,289,136.53
WITHDRAWALS	(\$157,703.85)						(\$157,703.85)
TRANSFERS	\$60,000.00	(\$60,000.00)					\$0.00
	\$60,000.00	(\$60,000.00)					
DEPOSITS	\$334.05	\$28,244.67					\$54,828.99
	\$226.65	\$23,161.86					
	\$329.59						
	\$447.95						
	\$635.07						
	\$251.15						
	\$1,198.00						
ADJUSTMENTS	\$1,768.00						
INTEREST EARNED	\$0.82	\$3,613.22	\$4.18	N/A	N/A	\$1.96	\$3,620.18
ENDING BALANCE	\$41,316.53	\$1,145,827.13	\$1,143.41	\$200.00	\$572.09	\$2,590.69	\$1,189,881.85
TOTALS	\$1,188,487.07 GENERAL FUND				\$3,162.78 SPECIAL RESERVES FUND		\$1,191,649.85 TOTAL FUND BALANCE
INTEREST RATES	0.02%	3.820%	4.439%	N/A	N/A	0.930%	

TOTAL FUND BALANCE MONTH ENDING: APRIL 30, 2025

\$1,191,649.85

Check #6020 dated 3/21/25 lost in mail