



**PALOS HEIGHTS  
PUBLIC LIBRARY**

**BOARD MOTIONS APPROVED  
6/18/2025**

		<b>AMOUNT</b>	<b>PAGE(s)</b>
<b>MOTION TO APPROVE GENERAL FUND BILL LIST FOR THE MONTH OF:</b>	<b>MAY</b>	<b>\$200,819.34</b>	<b>6.1 TO 6.3</b>
<b>MOTION TO APPROVE SPECIAL RESERVES FUND BILL LIST FOR THE MONTH OF:</b>	<del> </del>	<del> </del>	<del> </del>
<b>MOTION TO APPROVE TREASURER'S REPORT FOR THE MONTH ENDING:</b>	<b>5/31/2025</b>	<b>N/A</b>	<b>1</b>



	GENERAL	SPECIAL RESERVE	TOTAL
<b>REVENUES</b>			
PROPERTY TAXES	\$0.00		\$0.00
CORPORATE REPLACEMENT TAX	\$0.00		\$0.00
<b>DIRECT REVENUES</b>			
<b>FRONT DESK</b>			
» Fines/Lost/Damaged	\$176.23		\$176.23
» Non Resident Cards	\$281.10		\$281.10
» Miscellaneous	\$360.23		\$360.23
<b>MISCELLANEOUS REIMBURSEMENTS</b>			
» Book Sale	\$562.50		\$562.50
» Miscellaneous	\$1,249.12		\$1,249.12
<b>DONATIONS/GIFTS</b>			
» Restricted	\$0.00		\$0.00
» Annual Fundraising	\$35.75		\$35.75
» Planned Giving (Trusts/Wills)	\$0.00		\$0.00
<b>COPIER</b>	\$548.15		\$548.15
<b>GRANTS</b>	\$0.00		\$0.00
<b>INTEREST</b>	\$3,346.29	\$2.02	\$3,348.31
<b>TOTAL REVENUES</b>	<b>\$6,559.37</b>	<b>\$2.02</b>	<b>\$6,561.39</b>
<b>EXPENDITURES</b>			
<b>PERSONNEL SERVICES</b>			
» Operational Salaries	\$115,130.42		\$115,130.42
» Employee Benefits	\$31,254.80		\$31,254.80
» Staff & Board Development	\$1,351.55		\$1,351.55
<b>CONTRACTUAL SERVICES</b>	\$9,968.47		\$9,968.47
<b>BUILDING MAINTENANCE</b>	\$3,256.60		\$3,256.60
<b>INSURANCE</b>	\$0.00		\$0.00
<b>UTILITIES</b>	\$405.89		\$405.89
<b>SUPPLIES</b>	\$1,017.56		\$1,017.56
<b>CAPITAL EXPENSES</b>	\$5,928.37		\$5,928.37
<b>MEDIA</b>	\$7,891.51		\$7,891.51
<b>REIMBURSEMENTS</b>	\$4,357.11		\$4,357.11
<b>SR PROJECTS</b>	\$20,257.06		\$20,257.06
<b>TOTAL EXPENDITURES</b>	<b>\$200,819.34</b>	<b>\$0.00</b>	<b>\$200,819.34</b>
<b>REVENUES OVER EXPENDITURES</b>			
<b>EXCESS (DIFICIENCY)</b>	-\$194,259.97	\$2.02	-\$194,257.95
<b>OTHER FINANCING SOURCES (USES)</b>			
**Tansfer in	\$0.00	\$0.00	\$0.00
**Transfer out	\$0.00	\$0.00	\$0.00
**Adjustments	\$0.00	\$0.00	\$0.00
<b>TOTAL OTHER FINANCING SOURCES</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>NET CHANGE IN FUND BALANCES</b>	-\$194,259.97	\$2.02	-\$194,257.95
<b>FUND BALANCES, BEGINNING OF MONTH</b>	\$1,188,487.07	\$3,162.78	\$1,191,649.85
<b>END OF MONTH</b>	<b>\$994,227.10</b>	<b>\$3,164.80</b>	<b>\$997,391.90</b>





**PALOS HEIGHTS  
PUBLIC LIBRARY**

**GENERAL FUND**

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

	BUDGET 2024	CURRENT MONTH	EXPENDITURES Y.T.D.	REMAINING BALANCE	PERCENTAGE REMAINING
<b>PERSONNEL SERVICES</b>					
<b>OPERATIONAL SALARIES</b>					
4311 SALARIED EMPLOYEES	\$774,582.04	\$88,086.24	\$316,621.44	\$457,960.60	59.12%
4312 HOURLY EMPLOYEES	\$229,111.38	\$26,369.18	\$98,435.88	\$130,675.50	57.04%
4313 ADDITIONAL COMPENSATION	\$5,250.00	\$675.00	\$675.00	\$4,575.00	87.14%
<b>TOTAL OPERATIONAL SALARIES</b>	<b>\$1,008,943.42</b>	<b>\$115,130.42</b>	<b>\$415,732.32</b>	<b>\$593,211.10</b>	<b>58.80%</b>
<b>EMPLOYEE BENEFITS</b>					
4331 ILL. MUNI. RETIREMENT FUND	\$84,082.63	\$9,323.66	\$33,236.39	\$50,846.24	60.47%
4332 SOCIAL SECURITY - FICA	\$76,778.12	\$8,703.94	\$31,501.62	\$45,276.50	58.97%
4333 INSURANCE	\$157,362.44	\$13,227.20	\$63,732.80	\$93,629.64	59.50%
4334 CLOTHING	\$1,200.00	\$0.00	\$382.00	\$818.00	68.17%
<b>TOTAL EMPLOYEE BENEFITS</b>	<b>\$319,423.19</b>	<b>\$31,254.80</b>	<b>\$128,852.81</b>	<b>\$190,570.38</b>	<b>59.66%</b>
<b>STAFF &amp; BOARD DEVELOPMENT</b>					
4351 MEMBERSHIP FEES	\$2,400.00	\$100.00	\$725.00	\$1,675.00	69.79%
4352 BOARD DEVELOPMENT	\$800.00	\$0.00	\$310.00	\$490.00	61.25%
4353 ADMINISTRATOR	\$500.00	\$359.00	\$359.00	\$141.00	28.20%
4354 PROFESSIONAL STAFF	\$6,000.00	\$688.88	\$3,494.32	\$2,505.68	41.76%
4355 SUPPORT STAFF	\$1,000.00	\$0.00	\$919.35	\$80.65	8.07%
4356 MILEAGE REIMBURSEMENT	\$1,100.00	\$203.67	\$358.18	\$741.82	67.44%
<b>TOTAL STAFF &amp; BOARD DEVELOPMENT</b>	<b>\$11,800.00</b>	<b>\$1,351.55</b>	<b>\$6,165.85</b>	<b>\$5,634.15</b>	<b>47.75%</b>
<b>GROUP TOTAL PERSONNEL SERVICES</b>	<b>\$1,340,166.61</b>	<b>\$147,736.77</b>	<b>\$550,750.98</b>	<b>\$789,415.63</b>	<b>58.90%</b>
<b>CONTRACTUAL SERVICES</b>					
<b>PROFESSIONAL SERVICES</b>					
4361 AUDIT FEES	\$7,450.00	\$0.00	\$5,450.00	\$2,000.00	26.85%
4362 LEGAL FEES	\$2,000.00	\$49.00	\$294.00	\$1,706.00	85.30%
4363 CONSULTANT FEES	\$500.00	\$0.00	\$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	\$1,965.00	\$2,985.00	60.30%
<b>TOTAL PROFESSIONAL SERVICES</b>	<b>\$15,550.00</b>	<b>\$414.00</b>	<b>\$7,803.39</b>	<b>\$7,746.61</b>	<b>49.82%</b>
<b>OUTSIDE SERVICES</b>					
4412 PAYROLL SERVICES	\$5,040.00	\$347.07	\$1,618.84	\$3,421.16	67.88%
4414 ALARM	\$3,600.00	\$0.00	\$1,756.00	\$1,844.00	51.22%
4416 MAINTENANCE	\$40,500.00	\$1,957.82	\$13,860.18	\$26,639.82	65.78%
4417 SWAN	\$30,000.00	\$0.00	\$13,661.50	\$16,338.50	54.46%
4418 TECHNOLOGY	\$40,000.00	\$4,960.00	\$8,032.26	\$31,967.74	79.92%
<b>TOTAL OUTSIDE SERVICES</b>	<b>\$119,140.00</b>	<b>\$7,264.89</b>	<b>\$38,928.78</b>	<b>\$80,211.22</b>	<b>67.33%</b>
<b>PRINTING</b>					
4424 NEWSLETTER PRINTING	\$19,387.83	\$0.00	\$6,393.10	\$12,994.73	67.03%
<b>TOTAL PRINTING</b>	<b>\$19,387.83</b>	<b>\$0.00</b>	<b>\$6,393.10</b>	<b>\$12,994.73</b>	<b>67.03%</b>
<b>PROGRAMMING</b>					
4451 YOUTH & TEEN PROGRAMMING	\$11,000.00	\$313.45	\$3,836.40	\$7,163.60	65.12%
4452 PUBLIC SERVICES PROGRAMMING	\$14,000.00	\$300.00	\$5,627.12	\$8,372.88	59.81%
4454 GENERAL PROGRAMMING	\$10,000.00	\$1,299.38	\$2,430.41	\$7,569.59	75.70%
<b>TOTAL PROGRAMMING</b>	<b>\$35,000.00</b>	<b>\$1,912.83</b>	<b>\$11,893.93</b>	<b>\$23,106.07</b>	<b>66.02%</b>
<b>PUBLIC RELATIONS</b>					
4461 Public Relations	\$3,000.00	\$376.75	\$597.90	\$2,402.10	80.07%
<b>TOTAL PUBLIC RELATIONS</b>	<b>\$3,000.00</b>	<b>\$376.75</b>	<b>\$597.90</b>	<b>\$2,402.10</b>	<b>80.07%</b>
<b>GROUP TOTAL CONTRACTUAL SERVICES</b>	<b>\$192,077.83</b>	<b>\$9,968.47</b>	<b>\$65,617.10</b>	<b>\$126,460.73</b>	<b>65.84%</b>



**PALOS HEIGHTS  
PUBLIC LIBRARY**

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

	BUDGET 2024	CURRENT MONTH	EXPENDITURES Y.T.D.	REMAINING BALANCE	PERCENTAGE REMAINING
<b>BUILDING MAINTENANCE</b>					
<b>REPAIRS &amp; MAINTENANCE</b>					
4431 PEST CONTROL	\$856.68	\$68.79	\$336.17	\$520.51	60.76%
4432 HEATING/COOLING SERVICE	\$13,000.00	\$1,126.00	\$13,000.00	\$0.00	0.00%
4434 BUILDING REPAIRS	\$12,000.00	\$180.68	\$7,322.41	\$4,677.59	38.98%
4436 LAWN MAINTENANCE	\$10,053.30	\$956.63	\$2,048.26	\$8,005.04	79.63%
4437 SNOW REMOVAL	\$6,751.61	\$0.00	\$1,767.00	\$4,984.61	73.83%
<b>TOTAL REPAIRS &amp; MAINTENANCE</b>	<b>\$42,661.59</b>	<b>\$2,332.10</b>	<b>\$24,473.84</b>	<b>\$18,187.75</b>	<b>42.63%</b>
<b>EQUIPMENT MAINTENANCE</b>					
4531 COPIER	\$8,220.00	\$924.50	\$3,635.36	\$4,584.64	55.77%
4533 OTHER EQUIPMENT	\$240.00	\$0.00	\$206.25	\$33.75	14.06%
<b>TOTAL EQUIPMENT MAINTENANCE</b>	<b>\$8,460.00</b>	<b>\$924.50</b>	<b>\$3,841.61</b>	<b>\$4,618.39</b>	<b>54.59%</b>
<b>GROUP TOTAL BUILDING MAINTENANCE</b>	<b>\$51,121.59</b>	<b>\$3,256.60</b>	<b>\$28,315.45</b>	<b>\$22,806.14</b>	<b>44.61%</b>
<b>INSURANCE</b>					
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%
<b>GROUP TOTAL INSURANCE</b>	<b>\$25,279.51</b>	<b>\$0.00</b>	<b>\$24,801.11</b>	<b>\$478.40</b>	<b>1.89%</b>
<b>UTILITIES</b>					
4472 WATER	\$3,000.00	\$212.74	\$1,100.17	\$1,899.83	63.33%
4473 GAS	\$2,000.00	\$0.00	\$0.00	\$2,000.00	100.00%
4474 TELEPHONE/FAX	\$2,369.60	\$193.15	\$820.69	\$1,548.91	65.37%
4475 INTERNET/LOCAL AREA NET	\$5,520.60	\$0.00	\$2,158.85	\$3,361.75	60.89%
<b>GROUP TOTAL UTILITIES</b>	<b>\$12,890.20</b>	<b>\$405.89</b>	<b>\$4,079.71</b>	<b>\$8,810.49</b>	<b>68.35%</b>
<b>SUPPLIES</b>					
<b>OFFICE SUPPLIES</b>					
4511 PUBLIC SERVICES SUPPLIES	\$1,000.00	\$154.77	\$559.94	\$440.06	44.01%
4512 YOUTH & TEEN SERVICES SUPPLIES	\$2,000.00	\$0.00	\$500.24	\$1,499.76	74.99%
4514 BUSINESS OFFICE SUPPLIES	\$3,200.00	\$164.86	\$1,816.67	\$1,383.33	43.23%
4515 TECHNICAL SERVICES SUPPLIES	\$6,000.00	\$278.98	\$1,713.59	\$4,286.41	71.44%
4516 CIRCULATION SUPPLIES	\$3,050.00	\$0.00	\$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	\$29.60	\$344.10	\$855.90	71.33%
<b>TOTAL OFFICE SUPPLIES</b>	<b>\$16,950.00</b>	<b>\$628.21</b>	<b>\$5,883.52</b>	<b>\$11,066.48</b>	<b>65.29%</b>
<b>JANITORIAL/CLEANING SUPPLIES</b>					
4541 MAINTENANCE/CLEANING SUPPLIES	\$5,350.00	\$362.38	\$2,739.93	\$2,610.07	48.79%
<b>TOTAL JANITORIAL/CLEANINGSUPPLIES</b>	<b>\$5,350.00</b>	<b>\$362.38</b>	<b>\$2,739.93</b>	<b>\$2,610.07</b>	<b>48.79%</b>
<b>MAILING EXPENSES &amp; FEES</b>					
4551 POSTAGE & HANDLING	\$650.00	\$26.97	\$195.86	\$454.14	69.87%
4553 BULK FEES & PERMITS	\$5,670.00	\$0.00	\$1,600.00	\$4,070.00	71.78%
<b>TOTAL OFFICE EXPENSE</b>	<b>\$6,320.00</b>	<b>\$26.97</b>	<b>\$1,795.86</b>	<b>\$4,524.14</b>	<b>71.58%</b>
<b>GROUP TOTAL SUPPLIES</b>	<b>\$28,620.00</b>	<b>\$1,017.56</b>	<b>\$10,419.31</b>	<b>\$18,200.69</b>	<b>63.59%</b>
<b>CAPITAL EXPENSES</b>					
4631 SPECIAL RESERVES REPLENISHMENT	\$195,523.97	\$5,928.37	\$36,622.54	\$158,901.43	81.27%
<b>GROUP TOTAL CAPITAL EXPENSES</b>	<b>\$195,523.97</b>	<b>\$5,928.37</b>	<b>\$36,622.54</b>	<b>\$158,901.43</b>	<b>81.27%</b>



**PALOS HEIGHTS  
PUBLIC LIBRARY**

**GENERAL FUND**

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

	<b>BUDGET 2024</b>	<b>CURRENT MONTH</b>	<b>EXPENDITURES Y.T.D.</b>	<b>REMAINING BALANCE</b>	<b>PERCENTAGE REMAINING</b>	
<b>MEDIA - LIBRARY SUPPLIES</b>						
4710A	DATABASES - Adult	\$25,000.00	\$800.00	\$6,264.49	\$18,735.51	74.94%
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	\$498.12	\$935.45	\$4,314.55	82.18%
4715	BOOKS - Adult	\$32,900.00	\$2,082.91	\$7,210.60	\$25,689.40	78.08%
4716	BOOKS - Youth	\$33,000.00	\$1,992.97	\$6,606.12	\$26,393.88	79.98%
4717	VIDEOS - Adult	\$4,000.00	\$355.75	\$1,141.47	\$2,858.53	71.46%
4718	VIDEOS - Youth	\$800.00	\$25.49	\$223.41	\$576.59	72.07%
4719	AUDIOBOOKS/PLAYAWAYS - Adult	\$2,000.00	\$100.98	\$381.91	\$1,618.09	80.90%
4720	AUDIOBOOKS/PLAYAWAYS - Youth	\$3,750.00	\$0.00	\$0.00	\$3,750.00	100.00%
4721	SOFTWARE	\$10,188.15	\$120.00	\$6,143.21	\$4,044.94	39.70%
4722	REALIA	\$1,000.00	\$0.00	\$291.19	\$708.81	70.88%
4723A	VIDEO GAMES - Youth	\$1,300.00	\$39.99	\$570.33	\$729.67	56.13%
4724	GADGETS & GIZMOS	\$1,000.00	\$0.00	\$388.91	\$611.09	61.11%
4725A	E-BOOKS - Adult	\$12,000.00	\$968.77	\$6,651.58	\$5,348.42	44.57%
4725B	E-AUDIOBOOKS - ADULT	\$14,000.00	\$906.53	\$6,608.71	\$7,391.29	52.79%
4726	EBOOKS - Youth	\$3,500.00	\$0.00	\$3,186.83	\$313.17	8.95%
4727	PRESS READER	\$4,196.85	\$0.00	\$0.00	\$4,196.85	100.00%
<b>GROUP TOTAL MEDIA</b>		<b>\$170,585.00</b>	<b>\$7,891.51</b>	<b>\$48,355.85</b>	<b>\$122,229.15</b>	<b>71.65%</b>
<b>MISCELLANEOUS - REIMBURSEMENTS</b>						
4900	MISCELLANEOUS	\$19,094.07	\$1,198.00	\$6,100.77	\$12,993.30	68.05%
4902	PER CAPITA / OTHER GRANTS	\$17,800.30	\$0.00	\$17,800.30	\$0.00	0.00%
4904	FRIENDS - BOOK SALES	\$11,000.00	\$2,453.07	\$5,719.10	\$5,280.90	48.01%
4906a	RESTRICTED DONATIONS	\$1,000.00	\$706.04	\$868.54	\$131.46	13.15%
<b>GROUP TOTAL MISCELLANEOUS REIMBURSEMENTS</b>		<b>\$48,894.37</b>	<b>\$4,357.11</b>	<b>\$30,488.71</b>	<b>\$18,405.66</b>	<b>37.64%</b>
<b>SPECIAL RESERVE PROJECTS</b>						
7001	SPECIAL RESERVE - PROJECTS	\$58,711.00	\$20,257.06	\$40,889.79	\$17,821.21	30.35%
<b>GROUP TOTAL SPECIAL RESERVES - PROJECTS</b>		<b>\$58,711.00</b>	<b>\$20,257.06</b>	<b>\$40,889.79</b>	<b>\$17,821.21</b>	<b>30.35%</b>
<b>TOTAL EXPENDITURES</b>		<b>\$2,123,870.08</b>	<b>\$200,819.34</b>	<b>\$840,340.55</b>	<b>\$1,283,529.53</b>	<b>60.43%</b>



**PALOS HEIGHTS  
PUBLIC LIBRARY**

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

Type	Date	Num	Memo	Amount	
<b>Adducci Vega Financial Group, LLC</b>					
05/14/2025	Check	6068	04 April Reconciliation Invoice 202062204	365.00	
<b>Total for Adducci Vega Financial Group, LLC</b>				<b>\$365.00</b>	
<b>Amazon</b>					
05/02/2025	Expense	AMAZON PORTAL	1GRJ-TXFH-QFTM Program supplies	4451 Youth & Teen Programming	152.47
05/05/2025	Expense	AMAZON PORTAL	1KNC-VYXK-JHWT Toilet Paper	4541 Maintenance/Cleaning Supplies	76.58
05/05/2025	Expense	AMAZON PORTAL	1L7G-H4J9-M9CTT Video Games Mar25	4723B Video Games - Youth	39.99
05/06/2025	Expense	AMAZON PORTAL	1GCW-9TQF-4J6G Fan Con	4454 General Programming	16.40
05/08/2025	Expense	AMAZON PORTAL	16TF-HNMM-KRDD Conclave	4717 Videos - Adult	19.89
05/09/2025	Expense	AMAZON PORTAL	1C6N-HR67-WRHK Multifold Towels	4541 Maintenance/Cleaning Supplies	38.22
05/09/2025	Expense	AMAZON PORTAL	1R7N-9XM4-6RGG Candy for SR kick off FOTL	4904 Reimb. - Friends Book Sales	58.79
05/13/2025	Expense	AMAZON PORTAL	14HL-DFD4-1DC7 Toilet Paper	4541 Maintenance/Cleaning Supplies	23.36
05/14/2025	Expense	AMAZON PORTAL	174F-YLWH-93QQ Cookies for SR kick off FOTL	4904 Reimb. - Friends Book Sales	34.29
05/14/2025	Expense	AMAZON PORTAL	17JH-G4X4-9LYT Pop Up Tent	4454 General Programming	177.98
05/15/2025	Expense	AMAZON PORTAL	1XDG-KJ74-NHC1 Brain Games	4511 Public Services - Supplies	147.78
05/27/2025	Expense	AMAZON PORTAL	1XMT-7NL6-FP96 Fireplace batteries	4541 Maintenance/Cleaning Supplies	5.39
05/30/2025	Expense	AMAZON PORTAL	14HL-DFD4-1DC7 Toilet Paper	4541 Maintenance/Cleaning Supplies	76.58
05/30/2025	Expense	AMAZON PORTAL	13RX-3WNX-191T Multi fold towels	4541 Maintenance/Cleaning Supplies	37.00
05/28/2025	Expense	AMAZON PORTAL	1GTL-V4DD-7NH1 Multi fold towels	4541 Maintenance/Cleaning Supplies	37.00
05/28/2025	Expense	AMAZON PORTAL	11PDG-FNXC-G4NV Toilet Paper	4541 Maintenance/Cleaning Supplies	68.25
<b>Total for Amazon</b>				<b>\$1,009.97</b>	
<b>Anderson Pest Solutions</b>					
05/12/2025	Check	6065	Invoice 77587530	4431 Pest Control	68.79
<b>Total for Anderson Pest Solutions</b>				<b>\$68.79</b>	
<b>Baker &amp; Taylor L5346512 Youth Books</b>					
05/06/2025	Expense	BT PORTAL	04 April YTS	4716 Books - Youth	328.89
05/06/2025	Expense	BT PORTAL	04 April Processing Fee	4515 Technical Services - Supplies	10.50
05/06/2025	Expense	BT PORTAL	04 April Shipping	4716 Books - Youth	9.88
<b>Total for Baker &amp; Taylor L5346512 Youth Books</b>				<b>\$349.27</b>	
<b>CDW Government, Inc.</b>					
05/12/2025	Check	6066	Invoice AD9XX4U Surface Tablet	7001 Special Reserves Projects	1,417.63
05/19/2025	Check	6072	Invoice AD9Y15F Warranty Surface Tablet	7001 Special Reserves Projects	233.43
<b>Total for CDW Government, Inc.</b>				<b>\$1,651.06</b>	
<b>Chicago Backflow, Inc.</b>					
05/30/2025	Check	6075	Annual backflow testing Invoice 410583	4416 Maintenance	1,350.00
<b>Total for Chicago Backflow, Inc.</b>				<b>\$1,350.00</b>	
<b>CIT</b>					
05/08/2025	Check	6063	Invoice 47034107	4531 Copier	631.54
<b>Total for CIT</b>				<b>\$631.54</b>	
<b>City Of Palos Heights IMRF</b>					
05/30/2025	Journal Entry	98	VIMRF	4311 Salaried Employees	2,160.60
05/30/2025	Journal Entry	99	4.5%	4311 Salaried Employees	3,963.90
05/30/2025	Journal Entry	99	4.5%	4312 Hourly Employees	308.68
05/30/2025	Check	23109	05 May Payment	4331 IMRF III. Muni. Ret. Fund	9,323.66
<b>Total for City Of Palos Heights IMRF</b>				<b>\$15,756.84</b>	
<b>City of Palos Hts. - Water Bill</b>					
05/19/2025	Check	6073	Monthly bill	4472 Water	212.74
<b>Total for City of Palos Hts. - Water Bill</b>				<b>\$212.74</b>	
<b>ComEd</b>					
05/12/2025	Check	6064	Billing through 5.5.25	4631 Contingency / Special Reserves Replenishment	3,913.37
<b>Total for ComEd</b>				<b>\$3,913.37</b>	
<b>GT Mechanical</b>					
05/27/2025	Expense	ACH GT	23008746 Building Hot 5.20.25	4432 Heating/Cooling Service	462.00
05/27/2025	Expense	ACH GT	Invoice 23008790 Preventative Maintenance	4432 Heating/Cooling Service	664.00
05/27/2025	Expense	ACH GT	Invoice 23008790 Preventative Maintenance	4631 Contingency / Special Reserves Replenishment	1,665.00
<b>Total for GT Mechanical</b>				<b>\$2,791.00</b>	
<b>Homer Tree Care, Inc.</b>					
05/12/2025	Check	6067	Invoice 60214 Tree Trimming	7001 Special Reserves Projects	4,550.00
05/30/2025	Check	6076	Invoice 60754 Storm tree removal	4631 Contingency / Special Reserves Replenishment	350.00
<b>Total for Homer Tree Care, Inc.</b>				<b>\$4,900.00</b>	
<b>HR Source</b>					
05/30/2025	Check	6077	2025 Public Library Supplemental Report	4353 Administrator	199.00
<b>Total for HR Source</b>				<b>\$199.00</b>	
<b>Impact Networking, Inc</b>					
05/28/2025	Check	6081	Overages Mar-May	4531 Copier	292.96
<b>Total for Impact Networking, Inc</b>				<b>\$292.96</b>	



**PALOS HEIGHTS  
PUBLIC LIBRARY**

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

Type	Date	Num	Memo	Amount
<b>Independent Construction Services</b>				
05/06/2025	Check	6062	Invoice 1566	7001 Special Reserves Projects 290.00
<b>Total for Independent Construction Services</b>				<b>\$290.00</b>
<b>Ingram</b>				
05/05/2025	Check	6059	04 April Invoices	4714 Large Print Books 495.08
05/05/2025	Check	6059	04 April Invoices	4715 Books - Adult 2,069.61
05/05/2025	Check	6059	04 April Invoices	4716 Books - Youth 1,640.86
05/05/2025	Check	6059	04 April Pre processing large print	4515 Technical Services - Supplies 6.93
05/05/2025	Check	6059	04 April Pre processing adult books	4515 Technical Services - Supplies 77.22
05/05/2025	Check	6059	04 April Pre processing youth books	4515 Technical Services - Supplies 113.85
05/05/2025	Check	6059	04 April Shipping	4714 Large Print Books 3.04
05/05/2025	Check	6059	04 April Shipping	4715 Books - Adult 13.30
05/05/2025	Check	6059	04 April Shipping	4716 Books - Youth 13.34
05/05/2025	Check	6059	YTS Koronkowski	4906a Reimb. - Restricted Donations 370.46
05/05/2025	Check	6059	Adult Koronkowski	4906a Reimb. - Restricted Donations 329.26
05/05/2025	Check	6059	Pre processing Koronkowski	4515 Technical Services - Supplies 30.69
05/05/2025	Check	6059	YTS Koronkowski Shipping	4906a Reimb. - Restricted Donations 4.15
05/05/2025	Check	6059	ADULT Koronkowski Shipping	4906a Reimb. - Restricted Donations 2.17
<b>Total for Ingram</b>				<b>\$5,169.96</b>
<b>Klein, Thorpe And Jenkins</b>				
05/15/2025	Check	6070	Services through 4.30.25 Non Res Card	4362 Legal Fees 49.00
<b>Total for Klein, Thorpe And Jenkins</b>				<b>\$49.00</b>
<b>LIMRICC-Employees</b>				
05/06/2025	Expense	ACH LIM	Retiree Reimb. for Medical Coverage	4900 Miscellaneous - Reimbursements 1,198.00
05/06/2025	Journal Entry	97	Employee Paid Benefits	4311 Salaried Employees 678.49
05/06/2025	Expense	ACH LIM	05 May 25	4333 Insurance 13,227.20
<b>Total for LIMRICC-Employees</b>				<b>\$15,103.69</b>
<b>Midwest Tape - 19730</b>				
05/05/2025	Check	6061	04 April Invoices	4717 Videos - Adult 335.86
05/05/2025	Check	6061	04 April Invoices	4719 Audiobooks - Adult 100.98
05/05/2025	Check	6061	04 April pre processing 4717	4515 Technical Services - Supplies 31.47
05/05/2025	Check	6061	04 April pre processing 4719	4515 Technical Services - Supplies 5.98
<b>Total for Midwest Tape - 19730</b>				<b>\$474.29</b>
<b>Midwest Tape - 19996</b>				
05/05/2025	Check	6060	04 April Invoices	4718 Videos - Youth 25.49
05/05/2025	Check	6060	04 April pre processing	4515 Technical Services - Supplies 2.34
<b>Total for Midwest Tape - 19996</b>				<b>\$27.83</b>
<b>NIR Roof Care, Inc</b>				
05/27/2025	Check	6080	Invoice 179653 Semi Annual Maint.	4416 Maintenance 414.00
<b>Total for NIR Roof Care, Inc</b>				<b>\$414.00</b>
<b>Old National Bank - MasterCard</b>				
05/05/2025	Expense	MasterCard	Disney Plus Monthly Fee	4451 Youth & Teen Programming 10.99
05/05/2025	Expense	MasterCard	SIP, Google Fi	4474 Telephone/FAX 115.65
05/05/2025	Expense	MasterCard	OCLC	4551 Postage & Handling 26.97
05/05/2025	Expense	MasterCard	Duo	4721 Software 120.00
05/05/2025	Expense	MasterCard	Activity table for YTS	4904 Reimb. - Friends Book Sales 1,359.99
05/05/2025	Expense	MasterCard	NLW Staff Gift Cards	4313 Additional Compensation 675.00
05/05/2025	Expense	MasterCard	TR ILA	4351 Membership Fees 100.00
05/05/2025	Expense	MasterCard	CB Reaching Forward	4353 Administrator 160.00
05/05/2025	Expense	MasterCard	Light bulbs	4434 Building Repairs 180.68
05/05/2025	Expense	MasterCard	One Earth	4452 Public Services Programming 300.00
05/05/2025	Expense	MasterCard	Princess Party Fan Con	4454 General Programming 425.00
05/05/2025	Expense	MasterCard	Patron giveaways Level/measuring tapes	4461 Public Relations 351.75
05/05/2025	Expense	MasterCard	Directors meeting refreshments	4519 Hospitality - Supplies 29.60
05/05/2025	Expense	MasterCard	Copy Paper	4514 Business Office - Supplies 164.86
05/05/2025	Expense	MasterCard	EN Digipalooza/LR Reaching Forward	4354 Professional Staff 688.88
05/05/2025	Expense	MasterCard	Patron Prize NLW amazon	4461 Public Relations 25.00
<b>Total for Old National Bank - MasterCard</b>				<b>\$4,734.37</b>
<b>Ornelas Construction Company</b>				
05/19/2025	Check	6074	Invoice 246445-01 Window Envelope Pressure Test	7001 Special Reserves Projects 6,746.00
<b>Total for Ornelas Construction Company</b>				<b>\$6,746.00</b>
<b>Otis Elevator</b>				
05/14/2025	Expense	OTIS PORTAL	Invoice 100401936996	4416 Maintenance 193.82
<b>Total for Otis Elevator</b>				<b>\$193.82</b>



PALOS HEIGHTS  
PUBLIC LIBRARY

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

Type	Date	Num	Memo	Amount
<b>OverDrive, Inc.</b>				
05/05/2025	Check	6058	01658MA25136532	4725B E-Audiobooks - Adult 95.00
05/05/2025	Check	6058	01658MA25136531	4725A E-Books - Adult 82.50
05/05/2025	Check	6058	01658MA25099692	4725A E-Books - Adult 27.50
05/14/2025	Check	6069	01658CO25150793	4725A E-Books - Adult 858.77
05/14/2025	Check	6069	01658CO25150795	4725B E-Audiobooks - Adult 811.53
<b>Total for OverDrive, Inc.</b>				<b>\$1,875.30</b>
<b>Paylocity Payroll Billing</b>				
05/02/2025	Expense	PAYLOCITY	Check date 5.02.25	4412 Payroll Services 81.67
05/16/2025	Expense	PAYLOCITY	Check date 5.16.25	4412 Payroll Services 81.67
05/30/2025	Expense	PAYLOCITY	Check date 5.30.25	4412 Payroll Services 183.73
<b>Total for Paylocity Payroll Billing</b>				<b>\$347.07</b>
<b>Paylocity Payroll Net</b>				
05/02/2025	Expense	PAYLOCITY	Check date 5.02.25	4311 Salaried Employees 20,551.24
05/02/2025	Expense	PAYLOCITY	Check date 5.02.25	4312 Hourly Employees 7,334.22
05/02/2025	Expense	PAYLOCITY	Homebound deliveries	4356 Mileage Reimbursement 14.00
05/02/2025	Expense	PAYLOCITY	LR Mileage New Lenox and Mt Prospect Visits	4356 Mileage Reimbursement 78.40
05/02/2025	Expense	PAYLOCITY	Activity Cube	4451 Youth & Teen Programming 149.99
05/16/2025	Expense	PAYLOCITY	Check date 5.16.25	4311 Salaried Employees 21,310.51
05/16/2025	Expense	PAYLOCITY	Check date 5.16.25	4312 Hourly Employees 7,587.82
05/30/2025	Expense	PAYLOCITY	Check date 5.30.25	4311 Salaried Employees 20,819.79
05/30/2025	Expense	PAYLOCITY	Check date 5.30.25	4312 Hourly Employees 6,912.29
05/30/2025	Expense	PAYLOCITY	Sunday Movies	4511 Public Services - Supplies 6.99
05/30/2025	Expense	PAYLOCITY	MM Reaching forward parking	4356 Mileage Reimbursement 15.00
05/30/2025	Expense	PAYLOCITY	LR Reaching forward mileage	4356 Mileage Reimbursement 53.36
05/30/2025	Expense	PAYLOCITY	LR Swan acquisitions mileage	4356 Mileage Reimbursement 27.44
05/30/2025	Expense	PAYLOCITY	EN homebound deliveries May	4356 Mileage Reimbursement 15.47
<b>Total for Paylocity Payroll Net</b>				<b>\$84,876.52</b>
<b>Paylocity Payroll Taxes</b>				
05/02/2025	Expense	PAYLOCITY	Check date 5.02.25	4311 Salaried Employees 6,090.85
05/02/2025	Expense	PAYLOCITY	Check date 5.02.25	4332 FICA Social Security 2,866.74
05/02/2025	Expense	PAYLOCITY	Check date 5.02.25	4312 Hourly Employees 1,372.81
05/16/2025	Expense	PAYLOCITY	Check date 5.16.25	4311 Salaried Employees 6,255.45
05/16/2025	Expense	PAYLOCITY	Check date 5.16.25	4332 FICA Social Security 2,945.36
05/16/2025	Expense	PAYLOCITY	Check date 5.16.25	4312 Hourly Employees 1,466.92
05/30/2025	Expense	PAYLOCITY	Check date 5.30.25	4311 Salaried Employees 6,255.41
05/30/2025	Expense	PAYLOCITY	Check date 5.30.25	4332 FICA Social Security 2,891.84
05/30/2025	Expense	PAYLOCITY	Check date 5.30.25	4312 Hourly Employees 1,386.44
<b>Total for Paylocity Payroll Taxes</b>				<b>\$31,531.82</b>
<b>Peerless Network, Inc</b>				
05/15/2025	Check	6071	Invoice 75514	4474 Telephone/FAX 77.50
<b>Total for Peerless Network, Inc</b>				<b>\$77.50</b>
<b>Pronunciator</b>				
05/27/2025	Check	6079	Subscription 2025-2026	4710a Databases (Adult) 800.00
<b>Total for Pronunciator</b>				<b>\$800.00</b>
<b>Record -A-Hit-Entertainment</b>				
05/30/2025	Check	23108	5.31.25 Carnival Game Inflatable	4904 Reimb. - Friends Book Sales 1,000.00
05/30/2025	Check	23108	5.31.25 Carnival Game Inflatable	4454 General Programming 680.00
<b>Total for Record -A-Hit-Entertainment</b>				<b>\$1,680.00</b>
<b>Roy Erikson Outdoor Maintenance</b>				
05/05/2025	Check	6057	Weekly Landscaping Maintenance	4436 Lawn Maintenance 956.63
05/30/2025	Check	6078	Invoice 07-43598 Mulch	7001 Special Reserves Projects 7,020.00
<b>Total for Roy Erikson Outdoor Maintenance</b>				<b>\$7,976.63</b>
<b>Truty, Marcin</b>				
05/05/2025	Expense	ACH MT	04 Apr IT Services 25-03	4418 Technology 4,960.00
<b>Total for Truty, Marcin</b>				<b>\$4,960.00</b>
<b>TOTAL CHECKS FOR BOARD APPROVAL</b>				<b>\$200,819.34</b>



**PALOS HEIGHTS  
PUBLIC LIBRARY**

**SCHEDULE OF FUND BALANCES  
BY FINANCIAL INSTITUTION  
May 31, 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	\$41,316.53	\$1,145,827.13	\$1,143.41	\$200.00	\$572.09	\$2,590.69	\$1,191,649.85
WITHDRAWALS	(\$200,819.34)						(\$200,819.34)
TRANSFERS	\$50,000.00	(\$50,000.00)					\$0.00
	\$60,000.00	(\$60,000.00)					
	\$60,000.00	(\$60,000.00)					
DEPOSITS	\$307.05						\$3,213.08
	\$1,198.00						
	\$285.10						
	\$51.12						
	\$320.83						
	\$232.20						
	\$818.78						
ADJUSTMENTS							
INTEREST EARNED	\$0.82	\$3,341.16	\$4.31	N/A	N/A	\$2.02	\$3,348.31
ENDING BALANCE	\$13,711.09	\$979,168.29	\$1,147.72	\$200.00	\$572.09	\$2,592.71	\$997,391.90
TOTALS	\$994,227.10 GENERAL FUND				\$3,164.80 SPECIAL RESERVES FUND		\$997,391.90 TOTAL FUND BALANCE
INTEREST RATES	0.02%	3.820%	4.415%	N/A	N/A	0.920%	

**TOTAL FUND BALANCE MONTH ENDING: MAY 31, 2025**

**\$997,391.90**