



**PALOS HEIGHTS
PUBLIC LIBRARY**

**BOARD MOTIONS APPROVED
8/21/2025**

JULY		AMOUNT	PAGE(s)
MOTION TO APPROVE GENERAL FUND BILL LIST FOR THE MONTH OF:	JULY	\$166,592.57	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:	7/31/2025	N/A	1



	GENERAL	SPECIAL RESERVE	TOTAL
REVENUES			
PROPERTY TAXES	\$0.00		\$0.00
CORPORATE REPLACEMENT TAX	\$0.00		\$0.00
DIRECT REVENUES			
FRONT DESK			
» Fines/Lost/Damaged	\$329.02		\$329.02
» Non Resident Cards	\$0.00		\$0.00
» Miscellaneous	\$156.50		\$156.50
MISCELLANEOUS REIMBURSEMENTS			
» Book Sale	\$704.25		\$704.25
» Miscellaneous	\$1,198.00		\$1,198.00
DONATIONS/GIFTS			
» Restricted	\$50.00		\$50.00
» Annual Fundraising	\$79.45		\$79.45
» Planned Giving (Trusts/Wills)	\$0.00		\$0.00
COPIER	\$610.60		\$610.60
GRANTS			\$0.00
INTEREST	\$2,215.09	\$2.03	\$2,217.12
TOTAL REVENUES	\$5,342.91	\$2.03	\$5,344.94
EXPENDITURES			
PERSONNEL SERVICES			
» Operational Salaries	\$75,880.46		\$75,880.46
» Employee Benefits	\$25,313.71		\$25,313.71
» Staff & Board Development	\$466.35		\$466.35
CONTRACTUAL SERVICES	\$19,783.98		\$19,783.98
BUILDING MAINTENANCE	\$2,325.86		\$2,325.86
INSURANCE	\$0.00		\$0.00
UTILITIES	\$480.49		\$480.49
SUPPLIES	\$1,364.66		\$1,364.66
CAPITAL EXPENSES	\$15,227.84		\$15,227.84
MEDIA	\$22,901.66		\$22,901.66
REIMBURSEMENTS	\$2,122.56		\$2,122.56
SR PROJECTS	\$725.00		\$725.00
TOTAL EXPENDITURES	\$166,592.57	\$0.00	\$166,592.57
REVENUES OVER EXPENDITURES			
EXCESS (DIFICIENCY)	-\$161,249.66	\$2.03	-\$161,247.63
OTHER FINANCING SOURCES (USES)			
**Tansfer in	\$0.00	\$0.00	\$0.00
**Transfer out	\$0.00	\$0.00	\$0.00
**Adjustments	\$0.00	\$0.00	\$0.00
TOTAL OTHER FINANCING SOURCES	\$0.00	\$0.00	\$0.00
NET CHANGE IN FUND BALANCES	-\$161,249.66	\$2.03	-\$161,247.63
FUND BALANCES, BEGINNING OF MONTH	\$833,127.71	\$3,166.76	\$836,294.47
END OF MONTH	\$671,878.05	\$3,168.79	\$675,046.84



**PALOS HEIGHTS
PUBLIC LIBRARY**

**GENERAL FUND
BUDGETARY COMPARISON SCHEDULE
MONTH ENDING: JULY 2025**

	BUDGETED AMOUNTS		Actual	Variance	Balance
	Original	Final		With Final Budget	%
REVENUES					
PROPERTY TAXES	\$1,984,410.78	\$1,984,410.78	\$1,011,515.93	\$972,894.85	50.97%
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	\$1,352.90	\$1,147.10	54.12%
Cards - Non Resident Only	\$1,800.00	\$1,800.00	\$1,034.27	\$765.73	57.46%
Miscellaneous	\$3,500.00	\$3,500.00	\$2,379.03	\$1,120.97	67.97%
MISCELLANEOUS REIMBURSEMENTS					
Book Sale	\$11,000.00	\$11,000.00	\$7,630.10	\$3,369.90	69.36%
Miscellaneous	\$12,784.00	\$12,784.00	\$8,793.54	\$3,990.46	68.79%
DONATIONS / GIFTS					
Restricted	\$1,000.00	\$1,000.00	\$1,200.00	-\$200.00	120.00%
Unrestricted	\$15,000.00	\$15,000.00	\$1,168.63	\$13,831.37	7.79%
Planned Giving	\$15,000.00	\$15,000.00	\$0.00	\$15,000.00	0.00%
COPIER	\$4,000.00	\$4,000.00	\$4,750.10	-\$750.10	118.75%
GRANTS	\$17,800.30	\$17,800.30	\$0.00	\$17,800.30	0.00%
INTEREST	\$30,075.00	\$30,075.00	\$19,110.98	\$10,964.02	63.54%
TOTAL REVENUES	\$2,123,870.08	\$2,123,870.08	\$1,073,597.72	\$1,050,272.36	50.55%
PERSONNEL SERVICES					
Operational Salaries	\$1,008,943.42	\$1,008,943.42	\$567,785.54	-\$441,157.88	-43.72%
Employee Benefits	\$319,423.19	\$319,423.19	\$179,466.64	-\$139,956.55	-43.82%
Staff & Board Development	\$11,800.00	\$11,800.00	\$8,189.29	-\$3,610.71	-30.60%
CONTRACTUAL SERVICES	\$192,077.83	\$192,077.83	\$106,976.84	-\$85,100.99	-44.31%
BUILDING MAINTENANCE	\$51,121.59	\$51,121.59	\$33,750.27	-\$17,371.32	-33.98%
INSURANCE	\$25,279.51	\$25,279.51	\$24,801.11	-\$478.40	-1.89%
UTILITIES	\$12,890.20	\$12,890.20	\$6,190.97	-\$6,699.23	-51.97%
SUPPLIES	\$28,620.00	\$28,620.00	\$14,839.08	-\$13,780.92	-48.15%
CAPITAL EXPENSES	\$195,523.97	\$195,523.97	\$56,163.80	-\$139,360.17	-71.28%
MEDIA	\$170,585.00	\$170,585.00	\$85,059.76	-\$85,525.24	-50.14%
REIMBURSEMENTS	\$48,894.37	\$48,894.37	\$39,148.81	-\$9,745.56	-19.93%
SR PROJECTS	\$58,711.00	\$58,711.00	\$57,950.80	-\$760.20	-1.29%
TOTAL EXPENDITURES	\$2,123,870.08	\$2,123,870.08	\$1,180,322.91	-\$943,547.17	-44.43%
REVENUES OVER EXPENDITURES - EXCESS (DEFICIENCY)	\$0.00	\$0.00	-\$106,725.19	\$106,725.19	
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			-\$106,725.19		
FUND BALANCE					
BEGINNING OF YEAR			\$603,369.11		
YTD MONTH ENDING			\$496,643.92		
			-\$734,050.69		



**PALOS HEIGHTS
PUBLIC LIBRARY**

**GENERAL FUND
BUDGETARY COMPARISON OF EXPENDITURES
MONTH ENDING: JULY 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	\$434,069.76	\$340,512.28	43.96%
4312 HOURLY EMPLOYEES	\$229,111.38	\$17,156.30	\$133,040.78	\$96,070.60	41.93%
4313 ADDITIONAL COMPENSATION	\$5,250.00	\$0.00	\$675.00	\$4,575.00	87.14%
TOTAL OPERATIONAL SALARIES	\$1,008,943.42	\$75,880.46	\$567,785.54	\$441,157.88	43.72%
EMPLOYEE BENEFITS					
4331 ILL. MUNI. RETIREMENT FUND	\$84,082.63	\$6,291.92	\$45,825.93	\$38,256.70	45.50%
4332 SOCIAL SECURITY - FICA	\$76,778.12	\$5,752.95	\$43,029.87	\$33,748.25	43.96%
4333 INSURANCE	\$157,362.44	\$13,268.84	\$90,228.84	\$67,133.60	42.66%
4334 CLOTHING	\$1,200.00	\$0.00	\$382.00	\$818.00	68.17%
TOTAL EMPLOYEE BENEFITS	\$319,423.19	\$25,313.71	\$179,466.64	\$139,956.55	43.82%
STAFF & BOARD DEVELOPMENT					
4351 MEMBERSHIP FEES	\$2,400.00	\$325.00	\$2,370.00	\$30.00	1.25%
4352 BOARD DEVELOPMENT	\$800.00	\$0.00	\$310.00	\$490.00	61.25%
4353 ADMINISTRATOR	\$500.00	\$0.00	\$488.99	\$11.01	2.20%
4354 PROFESSIONAL STAFF	\$6,000.00	\$81.71	\$3,576.03	\$2,423.97	40.40%
4355 SUPPORT STAFF	\$1,000.00	\$0.00	\$919.35	\$80.65	8.07%
4356 MILEAGE REIMBURSEMENT	\$1,100.00	\$59.64	\$524.92	\$575.08	52.28%
TOTAL STAFF & BOARD DEVELOPMENT	\$11,800.00	\$466.35	\$8,189.29	\$3,610.71	30.60%
GROUP TOTAL PERSONNEL SERVICES	\$1,340,166.61	\$101,660.52	\$755,441.47	\$584,725.14	43.63%
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	\$833.00	\$1,167.00	58.35%
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	\$2,695.00	\$2,255.00	45.56%
TOTAL PROFESSIONAL SERVICES	\$15,550.00	\$365.00	\$9,072.39	\$6,477.61	41.66%
OUTSIDE SERVICES					
4412 PAYROLL SERVICES	\$5,040.00	\$265.40	\$2,149.64	\$2,890.36	57.35%
4414 ALARM	\$3,600.00	\$0.00	\$2,500.00	\$1,100.00	30.56%
4416 MAINTENANCE	\$40,500.00	\$5,638.82	\$22,415.32	\$18,084.68	44.65%
4417 SWAN	\$30,000.00	\$7,009.75	\$20,671.25	\$9,328.75	31.10%
4418 TECHNOLOGY	\$40,000.00	\$5,182.84	\$18,335.10	\$21,664.90	54.16%
TOTAL OUTSIDE SERVICES	\$119,140.00	\$18,096.81	\$66,071.31	\$53,068.69	44.54%
PRINTING					
4424 NEWSLETTER PRINTING	\$19,387.83	\$0.00	\$9,589.65	\$9,798.18	50.54%
TOTAL PRINTING	\$19,387.83	\$0.00	\$9,589.65	\$9,798.18	50.54%
PROGRAMMING					
4451 YOUTH & TEEN PROGRAMMING	\$11,000.00	\$528.64	\$8,159.89	\$2,840.11	25.82%
4452 PUBLIC SERVICES PROGRAMMING	\$14,000.00	\$197.00	\$9,332.86	\$4,667.14	33.34%
4454 GENERAL PROGRAMMING	\$10,000.00	\$573.55	\$3,373.86	\$6,626.14	66.26%
TOTAL PROGRAMMING	\$35,000.00	\$1,299.19	\$20,866.61	\$14,133.39	40.38%
PUBLIC RELATIONS					
4461 Public Relations	\$3,000.00	\$22.98	\$1,376.88	\$1,623.12	54.10%
TOTAL PUBLIC RELATIONS	\$3,000.00	\$22.98	\$1,376.88	\$1,623.12	54.10%
GROUP TOTAL CONTRACTUAL SERVICES	\$192,077.83	\$19,783.98	\$106,976.84	\$85,100.99	44.31%



**PALOS HEIGHTS
PUBLIC LIBRARY**

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

	BUDGET 2024	CURRENT MONTH	EXPENDITURES Y.T.D.	REMAINING BALANCE	PERCENTAGE REMAINING
BUILDING MAINTENANCE					
REPAIRS & MAINTENANCE					
4431 PEST CONTROL	\$856.68	\$68.79	\$473.75	\$382.93	44.70%
4432 HEATING/COOLING SERVICE	\$13,000.00	\$0.00	\$13,000.00	\$0.00	0.00%
4434 BUILDING REPAIRS	\$12,000.00	\$599.95	\$8,797.36	\$3,202.64	26.69%
4436 LAWN MAINTENANCE	\$10,053.30	\$1,025.58	\$4,607.47	\$5,445.83	54.17%
4437 SNOW REMOVAL	\$6,751.61	\$0.00	\$1,767.00	\$4,984.61	73.83%
TOTAL REPAIRS & MAINTENANCE	\$42,661.59	\$1,694.32	\$28,645.58	\$14,016.01	32.85%
EQUIPMENT MAINTENANCE					
4531 COPIER	\$8,220.00	\$631.54	\$4,898.44	\$3,321.56	40.41%
4533 OTHER EQUIPMENT	\$240.00	\$0.00	\$206.25	\$33.75	14.06%
TOTAL EQUIPMENT MAINTENANCE	\$8,460.00	\$631.54	\$5,104.69	\$3,355.31	39.66%
GROUP TOTAL BUILDING MAINTENANCE	\$51,121.59	\$2,325.86	\$33,750.27	\$17,371.32	33.98%
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	\$317.25	\$1,585.37	\$1,414.63	47.15%
4473 GAS	\$2,000.00	\$0.00	\$0.00	\$2,000.00	100.00%
4474 TELEPHONE/FAX	\$2,369.60	\$163.24	\$1,177.23	\$1,192.37	50.32%
4475 INTERNET/LOCAL AREA NET	\$5,520.60	\$0.00	\$3,428.37	\$2,092.23	37.90%
GROUP TOTAL UTILITIES	\$12,890.20	\$480.49	\$6,190.97	\$6,699.23	51.97%
SUPPLIES					
OFFICE SUPPLIES					
4511 PUBLIC SERVICES SUPPLIES	\$1,000.00	\$37.83	\$741.93	\$258.07	25.81%
4512 YOUTH & TEEN SERVICES SUPPLIES	\$2,000.00	\$18.23	\$1,146.77	\$853.23	42.66%
4514 BUSINESS OFFICE SUPPLIES	\$3,200.00	\$159.96	\$2,019.70	\$1,180.30	36.88%
4515 TECHNICAL SERVICES SUPPLIES	\$6,000.00	\$498.94	\$2,965.56	\$3,034.44	50.57%
4516 CIRCULATION SUPPLIES	\$3,050.00	\$109.05	\$1,058.03	\$1,991.97	65.31%
4518 LOCAL HISTORY SUPPLIES	\$500.00	\$0.00	\$0.00	\$500.00	100.00%
4519 HOSPITALITY SUPPLIES	\$1,200.00	\$0.00	\$370.66	\$829.34	69.11%
TOTAL OFFICE SUPPLIES	\$16,950.00	\$824.01	\$8,302.65	\$8,647.35	51.02%
JANITORIAL/CLEANING SUPPLIES					
4541 MAINTENANCE/CLEANING SUPPLIES	\$5,350.00	\$496.79	\$3,813.47	\$1,536.53	28.72%
TOTAL JANITORIAL/CLEANINGSUPPLIES	\$5,350.00	\$496.79	\$3,813.47	\$1,536.53	28.72%
MAILING EXPENSES & FEES					
4551 POSTAGE & HANDLING	\$650.00	\$43.86	\$322.96	\$327.04	50.31%
4553 BULK FEES & PERMITS	\$5,670.00	\$0.00	\$2,400.00	\$3,270.00	57.67%
TOTAL OFFICE EXPENSE	\$6,320.00	\$43.86	\$2,722.96	\$3,597.04	56.92%
GROUP TOTAL SUPPLIES	\$28,620.00	\$1,364.66	\$14,839.08	\$13,780.92	48.15%
CAPITAL EXPENSES					
4631 SPECIAL RESERVES REPLENISHMENT	\$195,523.97	\$15,227.84	\$56,163.80	\$139,360.17	71.28%
GROUP TOTAL CAPITAL EXPENSES	\$195,523.97	\$15,227.84	\$56,163.80	\$139,360.17	71.28%



**PALOS HEIGHTS
PUBLIC LIBRARY**

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

	BUDGET 2024	CURRENT MONTH	EXPENDITURES Y.T.D.	REMAINING BALANCE	PERCENTAGE REMAINING	
MEDIA -LIBRARY SUPPLIES						
4710A	DATABASES - Adult	\$25,000.00	\$7,755.75	\$14,148.24	\$10,851.76	43.41%
4710B	DATABASES -Youth	\$4,700.00	\$1,500.00	\$3,119.82	\$1,580.18	33.62%
4711	PERIODICALS	\$12,000.00	\$734.01	\$1,635.65	\$10,364.35	86.37%
4714	LARGE PRINT	\$5,250.00	\$388.43	\$1,723.64	\$3,526.36	67.17%
4715	BOOKS - Adult	\$32,900.00	\$3,286.07	\$12,973.28	\$19,926.72	60.57%
4716	BOOKS - Youth	\$33,000.00	\$3,509.39	\$16,727.57	\$16,272.43	49.31%
4717	VIDEOS - Adult	\$4,000.00	\$248.90	\$1,933.46	\$2,066.54	51.66%
4718	VIDEOS - Youth	\$800.00	\$124.45	\$347.86	\$452.14	56.52%
4719	AUDIOBOOKS/PLAYAWAYS - Adult	\$2,000.00	\$236.95	\$885.80	\$1,114.20	55.71%
4720	AUDIOBOOKS/PLAYAWAYS - Youth	\$3,750.00	\$1,150.82	\$1,256.96	\$2,493.04	66.48%
4721	SOFTWARE	\$10,188.15	\$478.88	\$6,742.09	\$3,446.06	33.82%
4722	REALIA	\$1,000.00	\$0.00	\$306.02	\$693.98	69.40%
4723A	VIDEO GAMES - Youth	\$1,300.00	\$237.93	\$1,082.26	\$217.74	16.75%
4724	GADGETS & GIZMOS	\$1,000.00	\$0.00	\$388.91	\$611.09	61.11%
4725A	E-BOOKS - Adult	\$12,000.00	\$957.55	\$8,687.33	\$3,312.67	27.61%
4725B	E-AUDIOBOOKS - ADULT	\$14,000.00	\$2,292.53	\$9,914.04	\$4,085.96	29.19%
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%
GROUP TOTAL MEDIA		\$170,585.00	\$22,901.66	\$85,059.76	\$85,525.24	50.14%
MISCELLANEOUS - REIMBURSEMENTS						
4900	MISCELLANEOUS	\$19,094.07	\$1,198.00	\$8,496.77	\$10,597.30	55.50%
4902	PER CAPITA / OTHER GRANTS	\$17,800.30	\$0.00	\$17,800.30	\$0.00	0.00%
4904	FRIENDS - BOOK SALES	\$11,000.00	\$850.00	\$11,662.25	-\$662.25	-6.02%
4906a	RESTRICTED DONATIONS	\$1,000.00	\$74.56	\$1,189.49	-\$189.49	-18.95%
GROUP TOTAL MISCELLANEOUS REIMBURSEMENTS		\$48,894.37	\$2,122.56	\$39,148.81	\$9,745.56	19.93%
SPECIAL RESERVE PROJECTS						
7001	SPECIAL RESERVE - PROJECTS	\$58,711.00	\$725.00	\$57,950.80	\$760.20	1.29%
GROUP TOTAL SPECIAL RESERVES - PROJECTS		\$58,711.00	\$725.00	\$57,950.80	\$760.20	1.29%
TOTAL EXPENDITURES		\$2,123,870.08	\$166,592.57	\$1,180,322.91	\$943,547.17	44.43%



**PALOS HEIGHTS
PUBLIC LIBRARY**

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

Type	Date	Num	Memo	Amount
Adducci Vega Financial Group, LLC				
07/11/2025	Check	6131	06 June Reconciliation Invoice 202063004	4365 Accountant
				\$365.00
Total for Adducci Vega Financial Group, LLC				
Amazon				
07/02/2025	Expense	AMAZON PORTAL	1CHQ-9QLQ-YCTH Toilet paper	4541 Maintenance/Cleaning Supplies
				\$148.00
07/02/2025	Expense	AMAZON PORTAL	1CHQ-9QLQ-YCTH (3) Multifold Towels	4541 Maintenance/Cleaning Supplies
				\$40.15
07/02/2025	Expense	AMAZON PORTAL	1Y1J-QQGF-RFTV Bubbles	4454 General Programming
				\$50.80
07/03/2025	Expense	AMAZON PORTAL	1Q3F-ND11-9YJ4 TECH	4515 Technical Services - Supplies
				\$128.89
07/03/2025	Expense	AMAZON PORTAL	1GLN-GVQH-9VFFK	4454 General Programming
				\$9.96
07/07/2025	Expense	AMAZON PORTAL	1W4F-JPIC-TWM7 In Service	4354 Professional Staff
				\$81.71
07/07/2025	Expense	AMAZON PORTAL	1MP6-C9J9-KPRV Community Events	4461 Public Relations
				\$22.98
07/09/2025	Expense	AMAZON PORTAL	1NGQ-WNYK-JV63	4516 Circulation - Supplies
				\$77.07
07/09/2025	Expense	AMAZON PORTAL	1HKP-PH1C-GGGY Summer Reading	4451 Youth & Teen Programming
				\$24.61
07/09/2025	Expense	AMAZON PORTAL	1KYR-LXLP-VM1M	4511 Public Services - Supplies
				\$37.83
07/09/2025	Expense	AMAZON PORTAL	1LDQ-N6VR-GPX1	4454 General Programming
				\$9.99
07/09/2025	Expense	AMAZON PORTAL	1Y9K-K1NT-VMXV Video Games Jun25	4723B Video Games - Youth
				\$39.99
07/09/2025	Expense	AMAZON PORTAL	1W6V-67QW-GKWC June Supplies	4512 Youth & Teen - Supplies
				\$18.23
07/15/2025	Expense	AMAZON PORTAL	1K1V-CHW1-VJ3Q	4516 Circulation - Supplies
				\$31.98
07/15/2025	Expense	AMAZON PORTAL	1JQV-D9GL-DP6P Baby liners (1)	4541 Maintenance/Cleaning Supplies
				\$60.00
07/15/2025	Expense	AMAZON PORTAL	19HP-DLYM-HYYW (2) Safeguard liquid soap	4541 Maintenance/Cleaning Supplies
				\$93.72
07/15/2025	Expense	AMAZON PORTAL	17HG-N6RY-YWV7 Night shade	4715 Books - Adult
				\$14.00
07/18/2025	Expense	AMAZON PORTAL	1RP9-1RJD-W91Q Video Games Jun25	4723B Video Games - Youth
				\$49.94
07/18/2025	Expense	AMAZON PORTAL	14RH-3J4N-9D1X Fan Con	4454 General Programming
				\$301.95
07/18/2025	Expense	AMAZON PORTAL	14DN-4JFC-LYDK (1) Multi fold towel	4541 Maintenance/Cleaning Supplies
				\$35.27
07/21/2025	Expense	AMAZON PORTAL	1NQV-LGVY-HCYW Bugs & SRP	4451 Youth & Teen Programming
				\$201.26
07/22/2025	Expense	AMAZON PORTAL	14D7-LD6T-NYTV Copy Paper (4)	4514 Business Office - Supplies
				\$159.96
07/23/2025	Expense	AMAZON PORTAL	1XGD-WNFM-D74J Power grommet	4418 Technology
				\$62.84
07/23/2025	Expense	AMAZON PORTAL	147J-GGRH-3VNV Video Games Jun25	4723B Video Games - Youth
				\$69.00
07/25/2025	Expense	AMAZON PORTAL	11HR-3LJC-166C 4451 Bugs & SRP	4451 Youth & Teen Programming
				\$33.94
07/29/2025	Expense	AMAZON PORTAL	1674-HJDL-DLYY (6) Toilet Paper	4541 Maintenance/Cleaning Supplies
				\$49.25
07/29/2025	Expense	AMAZON PORTAL	1DRG-WW7H-9DF1 (1) Multifold Towels	4541 Maintenance/Cleaning Supplies
				\$33.51
07/29/2025	Expense	AMAZON PORTAL	1K6X-D14-94PH First Aid supplies	4541 Maintenance/Cleaning Supplies
				\$36.89
07/29/2025	Expense	AMAZON PORTAL	11LX-WFFFDN-47QV PHWC - Wolan	4906a Reimb. - Restricted Donations
				\$29.47
07/29/2025	Expense	AMAZON PORTAL	1DV6-VYWC-4LDW Video Games Jun25	4723B Video Games - Youth
				\$79.00
Total for Amazon				
American Library Assoc - Membership				
07/11/2025	Check	6132	ALA Library Membership Dues	4351 Membership Fees
				\$325.00
Total for American Library Assoc - Membership				
Anderson Pest Solutions				
07/02/2025	Check	6119	Invoice 80194806	4431 Pest Control
				\$68.79
Total for Anderson Pest Solutions				
ATLAS				
07/29/2025	Check	6140	ATLAS Membership Renewal 2024-2025	4631 Contingency / Special Reserves Replenishment
				\$50.00
Total for ATLAS				
Baker & Taylor L5346512 Youth Books				
07/03/2025	Expense	6124	06 June YTS	4716 Books - Youth
				\$39.25
Total for Baker & Taylor L5346512 Youth Books				
Children's Plus Inc.				
07/30/2025	Check	6141	Invoice 263711	4716 Books - Youth
				\$51.39
Total for Children's Plus Inc.				
CIT				
07/09/2025	Check	6128	Invoice 47394015	4531 Copier
				\$631.54
Total for CIT				
City Of Palos Heights IMRF				
07/31/2025	Check	23126	07 July Payment	2053 FT- Employee Contribution IMRF
				\$2,642.60
07/31/2025	Check	23124	07 July Payment	2054 PT -Employee Contribution IMRF
				\$240.69
07/31/2025	Check	23124	07 July Payment	2055 Employee Paid Vol. IMRF
				\$1,440.40
07/31/2025	Check	23126	07 July Payment	4331 IMRF III. Muni. Ret. Fund
				\$6,291.92
Total for City Of Palos Heights IMRF				
City of Palos Hts. - Water Bill				
07/18/2025	Check	6134	Monthly bill - Irrigation system active	4472 Water
				\$317.25
Total for City of Palos Hts. - Water Bill				
ComEd				
07/18/2025	Check	6137	Billing through 7.6.25	4631 Contingency / Special Reserves Replenishment
				\$6,426.10
Total for ComEd				



PALOS HEIGHTS PUBLIC LIBRARY

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

Type	Date	Num	Memo	Amount
Cosmopolitan Building Services				
07/07/2025	Check	6124	07 July 25 Invoice 6650	4416 Maintenance \$2,722.50
07/31/2025	Check	6143	05 May 25 Janitorial Services	4416 Maintenance \$2,722.50
Total for Cosmopolitan Building Services				\$5,445.00
GT Mechanical				
07/02/2025	Expense	ACH GT	23009102 Chiller down 6.23.25	4631 Contingency / Special Reserves Replenishment \$269.50
07/03/2025	Expense	ACH GT	23009261 Chiller Circuit B oil filter	4631 Contingency / Special Reserves Replenishment \$4,780.00
07/07/2025	Expense	ACH GT	23008068 Boiler #1 flow switch PRV strainer screen & gaskets	4631 Contingency / Special Reserves Replenishment \$3,702.24
Total for GT Mechanical				\$8,751.74
Imaging Office Systems, Inc.				
07/02/2025	Check	6118	Digital hosting reel annual cost	4710a Databases (Adult) \$2,900.00
Total for Imaging Office Systems, Inc.				\$2,900.00
Independent Construction Services				
07/07/2025	Check	6125	Invoice 1599	7001 Special Reserves Projects \$725.00
Total for Independent Construction Services				\$725.00
Ingram				
07/03/2025	Check	6121	06 June Invoices	4714 Large Print Books \$385.11
07/03/2025	Check	6121	06 June Invoices	4715 Books - Adult \$3,245.81
07/03/2025	Check	6121	06 June Invoices	4716 Books - Youth \$3,407.36
07/03/2025	Check	6121	06 June Pre processing large print	4515 Technical Services - Supplies \$1.98
07/03/2025	Check	6121	06 June Pre processing adult books	4515 Technical Services - Supplies \$149.49
07/03/2025	Check	6121	06 June Pre processing youth books	4515 Technical Services - Supplies \$156.42
07/03/2025	Check	6121	06 June Shipping	4714 Large Print Books \$3.32
07/03/2025	Check	6121	06 June Shipping	4715 Books - Adult \$26.26
07/03/2025	Check	6121	06 June Shipping	4716 Books - Youth \$11.39
07/03/2025	Check	6121	YTS Koronkowski	4906a Reimb. - Restricted Donations \$21.46
07/03/2025	Check	6121	Pre processing Koronkowski	4515 Technical Services - Supplies \$1.98
07/03/2025	Check	6121	YTS Koronkowski Shipping	4906a Reimb. - Restricted Donations \$0.25
07/03/2025	Check	6121	Adult Koronkowski	4906a Reimb. - Restricted Donations \$22.60
07/03/2025	Check	6121	Pre processing Koronkowski	4515 Technical Services - Supplies \$0.99
07/03/2025	Check	6121	Adult Koronkowski Shipping	4906a Reimb. - Restricted Donations \$0.78
Total for Ingram				\$7,435.20
LIMRICC-Employees				
07/07/2025	Expense	ACH LIM	Retiree Reimb. for Medical Coverage	4900 Miscellaneous - Reimbursements \$1,198.00
07/07/2025	Expense	ACH LIM	Employee Paid Benefits	2050 Employee Paid LIMRICC \$678.49
07/07/2025	Expense	ACH LIM	06 June 25	4333 Insurance \$13,227.20
Total for LIMRICC-Employees				\$15,103.69
Mary Beth Sexton				
07/22/2025	Check	6139	Christmas in July	4452 Public Services Programming \$197.00
Total for Mary Beth Sexton				\$197.00
Midwest Tape - 19730				
07/03/2025	Check	6122	06 June Invoices	4717 Videos - Adult \$248.90
07/03/2025	Check	6122	06 June Invoices	4719 Audiobooks - Adult \$236.95
07/03/2025	Check	6122	06 June pre processing 4717	4515 Technical Services - Supplies \$32.54
07/03/2025	Check	6122	06 June pre processing 4719	4515 Technical Services - Supplies \$14.95
Total for Midwest Tape - 19730				\$533.34
Midwest Tape - 19996				
07/03/2025	Check	6123	06 June Invoices	4718 Videos - Youth \$124.45
07/03/2025	Check	6123	06 June pre processing	4515 Technical Services - Supplies \$11.70
Total for Midwest Tape - 19996				\$136.15
Old National Bank - MasterCard				
07/03/2025	Expense	MasterCard	Disney Plus Monthly Fee	4451 Youth & Teen Programming \$10.99
07/03/2025	Expense	MasterCard	SIP, Google Fi	4474 Telephone/FAX \$85.74
07/03/2025	Expense	MasterCard	OCLC	4551 Postage & Handling \$43.86
07/03/2025	Expense	MasterCard	Duo	4721 Software \$120.00
07/03/2025	Expense	MasterCard	11.24.25 Noahs Ark	4451 Youth & Teen Programming \$257.84
07/03/2025	Expense	MasterCard	Dino Jump - Summer Reading Kickoff	4454 General Programming \$200.85
07/03/2025	Expense	MasterCard	Chicago Tribune 26 weeks	4711 Periodicals \$136.01
07/03/2025	Expense	MasterCard	Dropbox renewal	4721 Software \$119.88
07/03/2025	Expense	MasterCard	Growforge annual renewal	4721 Software \$239.00
07/03/2025	Expense	MasterCard	Hornbeam Tree replacement - FOTL	4904 Reimb. - Friends Book Sales \$850.00
07/03/2025	Expense	MasterCard	Flowers for cement planter	4436 Lawn Maintenance \$68.95
07/03/2025	Expense	MasterCard	5 Ballasts for parking lot poles	4434 Building Repairs \$599.95
Total for Old National Bank - MasterCard				\$2,733.07



**PALOS HEIGHTS
PUBLIC LIBRARY**

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

Type	Date	Num	Memo	Amount
Otis Elevator				
07/18/2025	Expense	OTIS PORTAL	Invoice 100402003198	4416 Maintenance
				\$193.82
Total for Otis Elevator				\$193.82
OverDrive, Inc.				
07/07/2025	Check	6126	01658CO25290739	4725A E-Books - Adult
				\$930.05
07/07/2025	Check	6126	01658CO25209740	4725B E-Audiobooks - Adult
				\$856.19
07/07/2025	Check	6126	01658MA25203892	4725A E-Books - Adult
				\$27.50
07/07/2025	Check	6126	01658MA25203891	4725B E-Audiobooks - Adult
				\$86.34
Total for OverDrive, Inc.				\$1,900.08
Paylocity Payroll Billing				
07/11/2025	Expense	PAYLOCITY	Check date 7.11.25	4412 Payroll Services
				\$81.67
07/25/2025	Expense	PAYLOCITY	Check date 7.25.25	4412 Payroll Services
				\$183.73
Total for Paylocity Payroll Billing				\$265.40
Paylocity Payroll Net				
07/11/2025	Expense	PAYLOCITY	Check date 7.11.25	4311 Salaried Employees
				\$20,551.24
07/11/2025	Expense	PAYLOCITY	Check date 7.11.25	4312 Hourly Employees
				\$6,982.12
07/11/2025	Expense	PAYLOCITY	EN homebound deliveries	4356 Mileage Reimbursement
				\$16.38
07/25/2025	Expense	PAYLOCITY	Check date 7.25.25	4311 Salaried Employees
				\$21,065.17
07/25/2025	Expense	PAYLOCITY	Check date 7.25.25	4312 Hourly Employees
				\$7,125.74
07/25/2025	Expense	PAYLOCITY	EN homebound deliveries	4356 Mileage Reimbursement
				\$6.16
07/25/2025	Expense	PAYLOCITY	TF Mileage	4356 Mileage Reimbursement
				\$37.10
Total for Paylocity Payroll Net				\$55,783.91
Paylocity Payroll Taxes				
07/11/2025	Expense	PAYLOCITY	Check date 7.11.25	4311 Salaried Employees
				\$6,090.85
07/11/2025	Expense	PAYLOCITY	Check date 7.11.25	4332 FICA Social Security
				\$2,845.31
07/11/2025	Expense	PAYLOCITY	Check date 7.11.25	4312 Hourly Employees
				\$1,406.21
07/25/2025	Expense	PAYLOCITY	Check date 7.25.25	4311 Salaried Employees
				\$6,255.41
07/25/2025	Expense	PAYLOCITY	Check date 7.25.25	4332 FICA Social Security
				\$2,907.64
07/25/2025	Expense	PAYLOCITY	Check date 7.25.25	4312 Hourly Employees
				\$1,401.54
Total for Paylocity Payroll Taxes				\$20,906.96
Peerless Network, Inc				
07/18/2025	Check	6135	Invoice 79193	4474 Telephone/FAX
				\$77.50
Total for Peerless Network, Inc				\$77.50
Playaway Products				
07/30/2025	Check	6142	Invoice 504515	4720 Audiobooks/Playaways - Youth
				\$1,150.82
Total for Playaway Products				\$1,150.82
ProQuest				
07/07/2025	Check	6127	Invoice 70902739 Culture Grams	4710a Databases (Adult)
				\$1,206.75
Total for ProQuest				\$1,206.75
RAILS				
07/09/2025	Check	6129	Consumer Reports - EBSCO DATABASE	4710a Databases (Adult)
				\$2,617.00
07/09/2025	Check	6129	Library Aware - EBSCO DATABASE	4710a Databases (Adult)
				\$1,032.00
07/09/2025	Check	6130	Chicago Tribune Digital 7.1.25 to 6.30.26	4711 Periodicals
				\$540.00
07/18/2025	Check	6136	eRead IL	4725B E-Audiobooks - Adult
				\$1,350.00
Total for RAILS				\$5,539.00
Roy Erikson Outdoor Maintenance				
07/02/2025	Check	6120	Invoice 07-43859	4436 Lawn Maintenance
				\$956.63
Total for Roy Erikson Outdoor Maintenance				\$956.63
Southwest Regional Publishing, LLC				
07/15/2025	Check	6133	Invoice 768 Renewal	4711 Periodicals
				\$58.00
Total for Southwest Regional Publishing, LLC				\$58.00
SWAN				
07/16/2025	Expense	ACH SWAN	Swan Fees 7.1.25 to 9.30.25	4417 SWAN/OCLC
				\$7,009.75
Total for SWAN				\$7,009.75
Truty, Marcin				
07/02/2025	Expense	ACH MT	06 June IT Services 25-06	4418 Technology
				\$5,120.00
Total for Truty, Marcin				\$5,120.00
Tutor.com				
07/21/2025	Check	6138	On Line Tutoring Program	4710b Databases (Youth)
				\$1,500.00
Total for Tutor.com				\$1,500.00
United States Treasury				
07/09/2025	Check	23125	Form 720	4333 Insurance
				\$41.64
Total for United States Treasury				\$41.64
TOTAL CHECKS FOR BOARD APPROVAL				\$166,592.57



**PALOS HEIGHTS
PUBLIC LIBRARY**

**SCHEDULE OF FUND BALANCES
BY FINANCIAL INSTITUTION
July 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	\$24,747.66	\$807,028.13	\$1,151.92	\$200.00	\$572.09	\$2,594.67	\$836,294.47
WITHDRAWALS	(\$166,592.57)						(\$166,592.57)
TRANSFERS	\$40,000.00	(\$40,000.00)					\$0.00
	\$60,000.00	(\$60,000.00)					
	\$70,000.00	(\$70,000.00)					
DEPOSITS	\$299.90						\$3,127.82
	\$212.50						
	\$1,198.00						
	\$319.30						
	\$317.30						
	\$50.00						
	\$730.82						
ADJUSTMENTS							
INTEREST EARNED	\$1.04	\$2,209.71	\$4.34	N/A	N/A	\$2.03	\$2,217.12
ENDING BALANCE	\$31,283.95	\$639,237.84	\$1,156.26	\$200.00	\$572.09	\$2,596.70	\$675,046.84
TOTALS	\$671,878.05 GENERAL FUND				\$3,168.79 SPECIAL RESERVES FUND		\$675,046.84 TOTAL FUND BALANCE
INTEREST RATES	0.02%	3.820%	4.443%	N/A	N/A	0.910%	

**TOTAL FUND BALANCE MONTH ENDING: JULY 31, 2025
\$675,046.84**