



	GENERAL	SPECIAL RESERVE	TOTAL
REVENUES			
PROPERTY TAXES	\$5,388.59		\$5,388.59
CORPORATE REPLACEMENT TAX	\$0.00		\$0.00
DIRECT REVENUES			
FRONT DESK			
» Fines/Lost/Damaged	\$751.53		\$751.53
» Non Resident Cards	\$0.00		\$0.00
» Miscellaneous	\$329.74		\$329.74
MISCELLANEOUS REIMBURSEMENTS			
» Book Sale	\$938.75		\$938.75
» Miscellaneous	\$1,230.69		\$1,230.69
DONATIONS/GIFTS			
» Restricted	\$25.00		\$25.00
» Annual Fundraising	\$66.80		\$66.80
» Planned Giving (Trusts/Wills)	\$0.00		\$0.00
COPIER	\$851.70		\$851.70
GRANTS	\$0.00		\$0.00
INTEREST	\$1,227.12	\$1.97	\$1,229.09
TOTAL REVENUES	\$10,809.92	\$1.97	\$10,811.89
EXPENDITURES			
PERSONNEL SERVICES			
» Operational Salaries	\$75,798.87		\$75,798.87
» Employee Benefits	\$25,258.39		\$25,258.39
» Staff & Board Development	-\$658.07		-\$658.07
CONTRACTUAL SERVICES	\$12,268.40		\$12,268.40
BUILDING MAINTENANCE	\$4,146.96		\$4,146.96
INSURANCE	\$0.00		\$0.00
UTILITIES	\$1,828.89		\$1,828.89
SUPPLIES	\$2,453.56		\$2,453.56
CAPITAL EXPENSES	\$18,395.70		\$18,395.70
MEDIA	\$10,124.53		\$10,124.53
REIMBURSEMENTS	\$3,245.56		\$3,245.56
SR PROJECTS	\$0.00		\$0.00
TOTAL EXPENDITURES	\$152,862.79	\$0.00	\$152,862.79
REVENUES OVER EXPENDITURES			
EXCESS (DIFICIENCY)	-\$142,052.87	\$1.97	-\$142,050.90
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	\$0.00
TOTAL OTHER FINANCING SOURCES	\$0.00	\$0.00	\$0.00
NET CHANGE IN FUND BALANCES	-\$142,052.87	\$1.97	-\$142,050.90
FUND BALANCES, BEGINNING OF MONTH	\$554,881.54	\$3,170.82	\$558,052.36
END OF MONTH	\$412,828.67	\$3,172.79	\$416,001.46



PALOS HEIGHTS
PUBLIC LIBRARY

GENERAL FUND
BUDGETARY COMPARISON SCHEDULE
MONTH ENDING: SEPTEMBER 2025

	BUDGETED AMOUNTS		Actual	Variance	Balance %
	Original	Final		With Final Budget	
REVENUES					
PROPERTY TAXES	\$1,984,410.78	\$1,984,410.78	\$1,026,979.04	\$957,431.74	51.75%
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	\$2,320.68	\$179.32	92.83%
Cards - Non Resident Only	\$1,800.00	\$1,800.00	\$1,034.27	\$765.73	57.46%
Miscellaneous	\$3,500.00	\$3,500.00	\$2,838.13	\$661.87	81.09%
MISCELLANEOUS REIMBURSEMENTS					
Book Sale	\$11,000.00	\$11,000.00	\$12,694.00	-\$1,694.00	115.40%
Miscellaneous	\$12,784.00	\$12,784.00	\$11,465.55	\$1,318.45	89.69%
DONATIONS / GIFTS					
Restricted	\$1,000.00	\$1,000.00	\$1,225.00	-\$225.00	122.50%
Unrestricted	\$15,000.00	\$15,000.00	\$1,254.71	\$13,745.29	8.36%
Planned Giving	\$15,000.00	\$15,000.00	\$0.00	\$15,000.00	0.00%
COPIER	\$4,000.00	\$4,000.00	\$6,322.25	-\$2,322.25	158.06%
GRANTS	\$17,800.30	\$17,800.30	\$17,800.30	\$0.00	100.00%
INTEREST	\$30,075.00	\$30,075.00	\$22,161.39	\$7,913.61	73.69%
TOTAL REVENUES	\$2,123,870.08	\$2,123,870.08	\$1,120,757.56	\$1,003,112.52	52.77%
PERSONNEL SERVICES					
Operational Salaries	\$1,008,943.42	\$1,008,943.42	\$719,785.05	-\$289,158.37	-28.66%
Employee Benefits	\$319,423.19	\$319,423.19	\$230,027.29	-\$89,395.90	-27.99%
Staff & Board Development	\$11,800.00	\$11,800.00	\$10,027.66	-\$1,772.34	-15.02%
CONTRACTUAL SERVICES	\$192,077.83	\$192,077.83	\$131,828.28	-\$60,249.55	-31.37%
BUILDING MAINTENANCE	\$51,121.59	\$51,121.59	\$41,384.78	-\$9,736.81	-19.05%
INSURANCE	\$25,279.51	\$25,279.51	\$25,572.11	\$292.60	1.16%
UTILITIES	\$12,890.20	\$12,890.20	\$9,110.80	-\$3,779.40	-29.32%
SUPPLIES	\$28,620.00	\$28,620.00	\$19,522.74	-\$9,097.26	-31.79%
CAPITAL EXPENSES	\$195,523.97	\$195,523.97	\$85,659.92	-\$109,864.05	-56.19%
MEDIA	\$170,585.00	\$170,585.00	\$108,016.37	-\$62,568.63	-36.68%
REIMBURSEMENTS	\$48,894.37	\$48,894.37	\$43,762.80	-\$5,131.57	-10.50%
SR PROJECTS	\$58,711.00	\$58,711.00	\$61,834.33	\$3,123.33	5.32%
TOTAL EXPENDITURES	\$2,123,870.08	\$2,123,870.08	\$1,486,532.13	-\$637,337.95	-30.01%
REVENUES OVER EXPENDITURES - EXCESS (DEFICIENCY)	\$0.00	\$0.00	-\$365,774.57	\$365,774.57	
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			-\$365,774.57		
FUND BALANCE					
BEGINNING OF YEAR			\$603,369.11		
YTD MONTH ENDING			\$237,594.54		
			-\$734,050.69		



**PALOS HEIGHTS
PUBLIC LIBRARY**

GENERAL FUND

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

	BUDGET 2025	CURRENT MONTH	EXPENDITURES Y.T.D.	REMAINING BALANCE	PERCENTAGE REMAINING
PERSONNEL SERVICES					
OPERATIONAL SALARIES					
4311 SALARIED EMPLOYEES	\$774,582.04	\$58,724.16	\$551,518.08	\$223,063.96	28.80%
4312 HOURLY EMPLOYEES	\$229,111.38	\$17,074.71	\$167,591.97	\$61,519.41	26.85%
4313 ADDITIONAL COMPENSATION	\$5,250.00	\$0.00	\$675.00	\$4,575.00	87.14%
TOTAL OPERATIONAL SALARIES	\$1,008,943.42	\$75,798.87	\$719,785.05	\$289,158.37	28.66%
EMPLOYEE BENEFITS					
4331 ILL. MUNI. RETIREMENT FUND	\$84,082.63	\$6,284.48	\$58,408.03	\$25,674.60	30.53%
4332 SOCIAL SECURITY - FICA	\$76,778.12	\$5,746.71	\$54,554.02	\$22,224.10	28.95%
4333 INSURANCE	\$157,362.44	\$13,227.20	\$116,683.24	\$40,679.20	25.85%
4334 CLOTHING	\$1,200.00	\$0.00	\$382.00	\$818.00	68.17%
TOTAL EMPLOYEE BENEFITS	\$319,423.19	\$25,258.39	\$230,027.29	\$89,395.90	27.99%
STAFF & BOARD DEVELOPMENT					
4351 MEMBERSHIP FEES	\$2,400.00	\$0.00	\$2,858.99	-\$458.99	-19.12%
4352 BOARD DEVELOPMENT	\$800.00	\$0.00	\$310.00	\$490.00	61.25%
4353 ADMINISTRATOR	\$500.00	\$0.00	\$500.00	\$0.00	0.00%
4354 PROFESSIONAL STAFF	\$6,000.00	-\$928.46	\$4,607.05	\$1,392.95	23.22%
4355 SUPPORT STAFF	\$1,000.00	\$80.65	\$1,000.00	\$0.00	0.00%
4356 MILEAGE REIMBURSEMENT	\$1,100.00	\$189.74	\$751.62	\$348.38	31.67%
TOTAL STAFF & BOARD DEVELOPMENT	\$11,800.00	-\$658.07	\$10,027.66	\$1,772.34	15.02%
GROUP TOTAL PERSONNEL SERVICES	\$1,340,166.61	\$100,399.19	\$959,840.00	\$380,326.61	28.38%
CONTRACTUAL SERVICES					
PROFESSIONAL SERVICES					
4361 AUDIT FEES	\$7,450.00	\$0.00	\$7,450.00	\$0.00	0.00%
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	\$3,425.00	\$1,525.00	30.81%
TOTAL PROFESSIONAL SERVICES	\$15,550.00	\$365.00	\$11,802.39	\$3,747.61	24.10%
OUTSIDE SERVICES					
4412 PAYROLL SERVICES	\$5,040.00	\$262.26	\$2,677.30	\$2,362.70	46.88%
4414 ALARM	\$3,600.00	\$744.00	\$3,244.00	\$356.00	9.89%
4416 MAINTENANCE	\$40,500.00	\$2,916.32	\$28,247.96	\$12,252.04	30.25%
4417 SWAN	\$30,000.00	\$0.00	\$20,671.25	\$9,328.75	31.10%
4418 TECHNOLOGY	\$40,000.00	\$5,186.96	\$28,390.05	\$11,609.95	29.02%
TOTAL OUTSIDE SERVICES	\$119,140.00	\$9,109.54	\$83,230.56	\$35,909.44	30.14%
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	\$671.18	\$9,970.02	\$1,029.98	9.36%
4452 PUBLIC SERVICES PROGRAMMING	\$14,000.00	\$1,181.00	\$10,813.86	\$3,186.14	22.76%
4454 GENERAL PROGRAMMING	\$10,000.00	\$854.74	\$4,957.98	\$5,042.02	50.42%
TOTAL PROGRAMMING	\$35,000.00	\$2,706.92	\$25,741.86	\$9,258.14	26.45%
PUBLIC RELATIONS					
4461 Public Relations	\$3,000.00	\$86.94	\$1,463.82	\$1,536.18	51.21%
TOTAL PUBLIC RELATIONS	\$3,000.00	\$86.94	\$1,463.82	\$1,536.18	51.21%
GROUP TOTAL CONTRACTUAL SERVICES	\$192,077.83	\$12,268.40	\$131,828.28	\$60,249.55	31.37%



**PALOS HEIGHTS
PUBLIC LIBRARY**

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

	BUDGET 2025	CURRENT MONTH	EXPENDITURES Y.T.D.	REMAINING BALANCE	PERCENTAGE REMAINING
BUILDING MAINTENANCE					
REPAIRS & MAINTENANCE					
4431 PEST CONTROL	\$856.68	\$68.79	\$611.33	\$245.35	28.64%
4432 HEATING/COOLING SERVICE	\$13,000.00	\$0.00	\$13,000.00	\$0.00	0.00%
4434 BUILDING REPAIRS	\$12,000.00	\$630.00	\$10,624.86	\$1,375.14	11.46%
4436 LAWN MAINTENANCE	\$10,053.30	\$956.63	\$6,520.73	\$3,532.57	35.14%
4437 SNOW REMOVAL	\$6,751.61	\$1,860.00	\$3,627.00	\$3,124.61	46.28%
TOTAL REPAIRS & MAINTENANCE	\$42,661.59	\$3,515.42	\$34,383.92	\$8,277.67	19.40%
EQUIPMENT MAINTENANCE					
4531 COPIER	\$8,220.00	\$631.54	\$6,794.61	\$1,425.39	17.34%
4533 OTHER EQUIPMENT	\$240.00	\$0.00	\$206.25	\$33.75	14.06%
TOTAL EQUIPMENT MAINTENANCE	\$8,460.00	\$631.54	\$7,000.86	\$1,459.14	17.25%
GROUP TOTAL BUILDING MAINTENANCE	\$51,121.59	\$4,146.96	\$41,384.78	\$9,736.81	19.05%
INSURANCE					
4441 BLDG. & CONTENTS/GLASS/LIMRICC	\$23,451.56	\$0.00	\$23,420.11	\$31.45	0.13%
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	\$25,572.11	-\$292.60	-1.16%
UTILITIES					
4472 WATER	\$3,000.00	\$828.59	\$2,413.96	\$586.04	19.53%
4473 GAS	\$2,000.00	\$0.00	\$0.00	\$2,000.00	100.00%
4474 TELEPHONE/FAX	\$2,369.60	\$194.72	\$1,573.61	\$795.99	33.59%
4475 INTERNET/LOCAL AREA NET	\$5,520.60	\$805.58	\$5,123.23	\$397.37	7.20%
GROUP TOTAL UTILITIES	\$12,890.20	\$1,828.89	\$9,110.80	\$3,779.40	29.32%
SUPPLIES					
OFFICE SUPPLIES					
4511 PUBLIC SERVICES SUPPLIES	\$1,000.00	\$126.15	\$921.13	\$78.87	7.89%
4512 YOUTH & TEEN SERVICES SUPPLIES	\$2,000.00	\$677.19	\$1,917.18	\$82.82	4.14%
4514 BUSINESS OFFICE SUPPLIES	\$3,200.00	\$341.26	\$2,450.32	\$749.68	23.43%
4515 TECHNICAL SERVICES SUPPLIES	\$6,000.00	\$651.32	\$4,265.11	\$1,734.89	28.91%
4516 CIRCULATION SUPPLIES	\$3,050.00	\$0.00	\$1,102.15	\$1,947.85	63.86%
4518 LOCAL HISTORY SUPPLIES	\$500.00	\$0.00	\$0.00	\$500.00	100.00%
4519 HOSPITALITY SUPPLIES	\$1,200.00	\$104.45	\$559.99	\$640.01	53.33%
TOTAL OFFICE SUPPLIES	\$16,950.00	\$1,900.37	\$11,215.88	\$5,734.12	33.83%
JANITORIAL/CLEANING SUPPLIES					
4541 MAINTENANCE/CLEANING SUPPLIES	\$5,350.00	\$524.14	\$4,639.95	\$710.05	13.27%
TOTAL JANITORIAL/CLEANING SUPPLIES	\$5,350.00	\$524.14	\$4,639.95	\$710.05	13.27%
MAILING EXPENSES & FEES					
4551 POSTAGE & HANDLING	\$650.00	\$29.05	\$388.29	\$261.71	40.26%
4553 BULK FEES & PERMITS	\$5,670.00	\$0.00	\$3,278.62	\$2,391.38	42.18%
TOTAL OFFICE EXPENSE	\$6,320.00	\$29.05	\$3,666.91	\$2,653.09	41.98%
GROUP TOTAL SUPPLIES	\$28,620.00	\$2,453.56	\$19,522.74	\$9,097.26	31.79%
CAPITAL EXPENSES					
4631 SPECIAL RESERVES REPLENISHMENT	\$195,523.97	\$18,395.70	\$85,659.92	\$109,864.05	56.19%
GROUP TOTAL CAPITAL EXPENSES	\$195,523.97	\$18,395.70	\$85,659.92	\$109,864.05	56.19%



**PALOS HEIGHTS
PUBLIC LIBRARY**

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

	BUDGET 2025	CURRENT MONTH	EXPENDITURES Y.T.D.	REMAINING BALANCE	PERCENTAGE REMAINING
MEDIA - LIBRARY SUPPLIES					
4710A DATABASES - Adult	\$25,000.00	\$0.00	\$14,148.24	\$10,851.76	43.41%
4710B DATABASES - Youth	\$4,700.00	\$1,160.00	\$4,529.82	\$170.18	3.62%
4711 PERIODICALS	\$12,000.00	\$513.71	\$2,335.75	\$9,664.25	80.54%
4714 LARGE PRINT	\$5,250.00	\$413.78	\$2,692.72	\$2,557.28	48.71%
4715 BOOKS - Adult	\$32,900.00	\$2,379.58	\$18,695.24	\$14,204.76	43.18%
4716 BOOKS - Youth	\$33,000.00	\$3,009.39	\$22,717.88	\$10,282.12	31.16%
4717 VIDEOS - Adult	\$4,000.00	\$252.65	\$2,450.01	\$1,549.99	38.75%
4718 VIDEOS - Youth	\$800.00	\$80.97	\$505.29	\$294.71	36.84%
4719 AUDIOBOOKS/PLAYAWAYS - Adult	\$2,000.00	\$204.96	\$1,135.75	\$864.25	43.21%
4720 AUDIOBOOKS/PLAYAWAYS - Youth	\$3,750.00	\$0.00	\$3,685.67	\$64.33	1.72%
4721 SOFTWARE	\$10,188.15	\$439.80	\$7,501.89	\$2,686.26	26.37%
4722 REALIA	\$1,000.00	\$0.00	\$306.02	\$693.98	69.40%
4723A VIDEO GAMES - Youth	\$1,300.00	\$138.88	\$1,221.14	\$78.86	6.07%
4724 GADGETS & GIZMOS	\$1,000.00	\$23.95	\$472.15	\$527.85	52.79%
4725A E-BOOKS - Adult	\$12,000.00	\$761.66	\$10,281.57	\$1,718.43	14.32%
4725B E-AUDIOBOOKS - ADULT	\$14,000.00	\$745.20	\$11,967.43	\$2,032.57	14.52%
4726 EBOOKS - Youth	\$3,500.00	\$0.00	\$3,369.80	\$130.20	3.72%
4727 PRESS READER	\$4,196.85	\$0.00	\$0.00	\$4,196.85	100.00%
GROUP TOTAL MEDIA	\$170,585.00	\$10,124.53	\$108,016.37	\$62,568.63	36.68%
MISCELLANEOUS - REIMBURSEMENTS					
4900 MISCELLANEOUS	\$19,094.07	\$1,332.59	\$11,197.79	\$7,896.28	41.35%
4902 PER CAPITA / OTHER GRANTS	\$17,800.30	\$0.00	\$17,800.30	\$0.00	0.00%
4904 FRIENDS - BOOK SALES	\$11,000.00	\$1,865.64	\$13,527.89	-\$2,527.89	-22.98%
4906a RESTRICTED DONATIONS	\$1,000.00	\$47.33	\$1,236.82	-\$236.82	-23.68%
GROUP TOTAL MISCELLANEOUS REIMBURSEMENTS	\$48,894.37	\$3,245.56	\$43,762.80	\$5,131.57	10.50%
SPECIAL RESERVE PROJECTS					
7001 SPECIAL RESERVE - PROJECTS	\$58,711.00	\$0.00	\$61,834.33	-\$3,123.33	-5.32%
GROUP TOTAL SPECIAL RESERVES - PROJECTS	\$58,711.00	\$0.00	\$61,834.33	-\$3,123.33	-5.32%
TOTAL EXPENDITURES	\$2,123,870.08	\$152,862.79	\$1,486,532.13	\$637,337.95	30.01%



**PALOS HEIGHTS
PUBLIC LIBRARY**

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

Type	Date	Num	Memo	Amount
Adducci Vega Financial Group, LLC				
09/12/2025	Check	6190	08 August Reconciliation Invoice 202063895	365.00
Total for Adducci Vega Financial Group, LLC				\$365.00
Amazon				
09/03/2025	Expense	AMAZON PORTAL	1X6G-Y4P4-4GGN Tech monitor and scanner	4418 Technology 237.07
09/03/2025	Expense	AMAZON PORTAL	1RR3-CKQW-DGLC Tech surface dock	4418 Technology 229.89
09/03/2025	Expense	AMAZON PORTAL	1RX7-X19P-963N Kirby Switch	4723B Video Games - Youth 79.00
09/05/2025	Expense	AMAZON PORTAL	1QH1-RXNW-J7G1 Surface keyboard	4511 Public Services - Supplies 117.61
09/08/2025	Expense	AMAZON PORTAL	1FHL-J6K1-C1PF	4511 Public Services - Supplies 8.54
09/08/2025	Expense	AMAZON PORTAL	1J9W-KRWJ-CYHX Caulk Gun	4541 Maintenance/Cleaning Supplies 10.16
09/09/2025	Expense	AMAZON PORTAL	1767-9MDP-CQFD Poster Printer ink	4514 Business Office - Supplies 193.89
09/10/2025	Expense	AMAZON PORTAL	1RGR-CT3P-MRD7 Base Caulk	4541 Maintenance/Cleaning Supplies 6.58
09/10/2025	Expense	AMAZON PORTAL	1VM3-PRKT-R3HL Novel Idea book giveaway	4900 Miscellaneous - Reimbursements 11.51
09/10/2025	Expense	AMAZON PORTAL	1CJ1-6HTJ-M63P Novel Idea book giveaway	4900 Miscellaneous - Reimbursements 9.69
09/12/2025	Expense	AMAZON PORTAL	1K3M-V7YM-6R67 Fan Con	4454 General Programming 18.88
09/12/2025	Expense	AMAZON PORTAL	134G-TKY1-NYFH Video Games Jun25	4723B Video Games - Youth 59.88
09/15/2025	Expense	AMAZON PORTAL	1WQG-FFXD-DMY1 (1) multifold towels	4541 Maintenance/Cleaning Supplies 41.49
09/15/2025	Expense	AMAZON PORTAL	1WQG-FFXD-DMY1 (1) Toilet paper	4541 Maintenance/Cleaning Supplies 8.98
09/19/2025	Expense	AMAZON PORTAL	1FPT-LKJ-7CAP Hot cups	4519 Hospitality - Supplies 104.45
09/19/2025	Expense	AMAZON PORTAL	16KY-WCJY-4XMP Wisinski from Southwest Womens Club	4906a Reimb. - Restricted Donations 14.84
09/19/2025	Expense	AMAZON PORTAL	1JW3-VVVM-FN69 Fan Con	4454 General Programming 13.68
09/16/2025	Expense	AMAZON PORTAL	1WPJ-MWHG-9VXW Wisinski from Southwest Womens Club	4906a Reimb. - Restricted Donations 15.99
09/16/2025	Expense	AMAZON PORTAL	1LYG-PN6D-CMN9 Wet floor cones	4541 Maintenance/Cleaning Supplies 27.99
09/17/2025	Expense	AMAZON PORTAL	1MRC-71Y7-4P9X Reimb. Book	4900 Miscellaneous - Reimbursements 16.50
09/17/2025	Expense	AMAZON PORTAL	1WVK-4LQX-4QCJ	4512 Youth & Teen - Supplies 129.16
09/18/2025	Expense	AMAZON PORTAL	19WL-446L-74QL	4514 Business Office - Supplies 65.45
09/18/2025	Expense	AMAZON PORTAL	1HN6-N96W-4PH6 Fab Lab	4904 Reimb. - Friends Book Sales 160.64
09/18/2025	Expense	AMAZON PORTAL	1W47-HXPT-77JJ Supplies	4515 Technical Services - Supplies 68.58
09/22/2025	Expense	AMAZON PORTAL	1H7J-7J6K-69V7 2cs Copy Paper	4514 Business Office - Supplies 81.92
09/23/2025	Expense	AMAZON PORTAL	1F4V-VRT9-3J9H (1) Multifold towel	4541 Maintenance/Cleaning Supplies 37.03
09/23/2025	Expense	AMAZON PORTAL	1F4V-VRT9-3J9H Toilet paper	4541 Maintenance/Cleaning Supplies 37.40
09/25/2025	Expense	AMAZON PORTAL	1GNN-LDXW-DGXM FAN CON	4454 General Programming 61.46
09/25/2025	Expense	AMAZON PORTAL	1WHP-JF7N-6VKD Wisinski from Southwest Womens Club	4906a Reimb. - Restricted Donations 16.50
09/29/2025	Expense	AMAZON PORTAL	1H43-1XHJ-TFJD (1) Multifold towels	4541 Maintenance/Cleaning Supplies 40.15
09/29/2025	Expense	AMAZON PORTAL	1RRW-411M-R7WM (8) 12PK Toilet paper	4541 Maintenance/Cleaning Supplies 65.66
09/29/2025	Expense	AMAZON PORTAL	1MCG-9367-LG9R Hot cups for hot chocolate	4454 General Programming 153.84
09/29/2025	Expense	AMAZON PORTAL	1PN4-RF1G-61Q1 (12) Cans of hot chocolate	4454 General Programming 92.40
9/30/2025	Expense	AMAZON PORTAL	179W-CVLF-FPP3	4715 Books - Adult 41.80
9/30/2025	Expense	AMAZON PORTAL	1931-FD3T-FLNG Switch Case	4724 Gadgets & Gizmos 23.95
Total for Amazon				\$2,302.56
Anderson Pest Solutions				
09/12/2025	Check	6192	Invoice 92904601	4431 Pest Control 68.79
Total for Anderson Pest Solutions				\$68.79
At&T - Fiber Line				
09/25/2025	Check	6199	7625407017	4475 Internet 805.58
Total for At&T - Fiber Line				\$805.58
Baker & Taylor L5346512 Youth Books				
09/03/2025	Check	6182	08 Aug YTS	4716 Books - Youth 7.79
09/03/2025	Check	6182	08 Aug shipping	4716 Books - Youth 0.23
Total for Baker & Taylor L5346512 Youth Books				\$8.02
Building Technology Consultants, Inc.				
09/23/2025	Check	6198	Invoice 14070 Window Design completion 90%	4631 Contingency / Special Reserves Replenishment 8,775.00
Total for Building Technology Consultants, Inc.				\$8,775.00
Catherine Suchy				
09/03/2025	Check	23136	9.18.25 Miniature Library Craft	4452 Public Services Programming 181.00
Total for Catherine Suchy				\$181.00
CIT				
09/08/2025	Check	6186	Invoice 47749933	4531 Copier 631.54
Total for CIT				\$631.54
City Of Palos Heights IMRF				
09/29/2025	Check		09 September Payment	4331 IMRF III. Muni. Ret. Fund 6,284.48
09/30/2025	Journal Entry	111	4.5%	4311 Salaried Employees 2,642.60
09/30/2025	Journal Entry	111	4.5%	4312 Hourly Employees 237.27
09/30/2025	Journal Entry	112	VIMRF	4311 Salaried Employees 1,440.40
Total for City Of Palos Heights IMRF				\$10,604.75



**PALOS HEIGHTS
PUBLIC LIBRARY**

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

Type	Date	Num	Memo	Amount
City of Palos Hts. - Water Bill				
09/08/2025	Check	23140	Monthly bill	4472 Water 526.27
09/17/2025	Check	6195	Monthly bill	4472 Water 302.32
Total for City of Palos Hts. - Water Bill				\$828.59
ComEd				
09/12/2025	Check	6191	Billing through 9.3.25	4631 Contingency / Special Reserves Replenishment 5,106.95
Total for ComEd				\$5,106.95
Cosmopolitan Building Services				
09/09/2025	Check	6187	09 Sept 25 Janitorial Services Invoice 6652	4416 Maintenance 2,722.50
Total for Cosmopolitan Building Services				\$2,722.50
Crosstown Exotics				
09/03/2025	Check	23138	9.13.25 Reptile Show	4451 Youth & Teen Programming 350.00
Total for Crosstown Exotics				\$350.00
Demco				
09/03/2025	Check	6178	Invoice 7679779	4515 Technical Services - Supplies 196.60
Total for Demco				\$196.60
Everest Snow Management				
9/30/2025	Check	6200	Invoice SO166887	4437 Snow Removal 1,860.00
Total for Everest Snow Management				\$1,860.00
Griffin Museum of Science & Industry				
09/03/2025	Check	6177	10.09.25 Mobile Crime Lab	4451 Youth & Teen Programming 298.20
Total for Griffin Museum of Science & Industry				\$298.20
GT Mechanical				
09/10/2025	Expense	ACH GT	23009988 Internal filter chiller circuit B	4631 Contingency / Special Reserves Replenishment 2,980.00
Total for GT Mechanical				\$2,980.00
Independent Construction Services				
09/05/2025	Check	6185	Invoice 1630	4631 Contingency / Special Reserves Replenishment 253.75
Total for Independent Construction Services				\$253.75
Ingram				
09/03/2025	Check	6179	08 Aug Invoices	4714 Large Print Books 407.82
09/03/2025	Check	6179	08 Aug Invoices	4715 Books - Adult 2,307.66
09/03/2025	Check	6179	08 Aug Invoices	4716 Books - Youth 1,417.56
09/03/2025	Check	6179	08 Aug Pre processing large print	4515 Technical Services - Supplies 4.95
09/03/2025	Check	6179	08 Aug Pre processing adult books	4515 Technical Services - Supplies 113.85
09/03/2025	Check	6179	08 Aug Pre processing youth books	4515 Technical Services - Supplies 65.34
09/03/2025	Check	6179	08 Aug Shipping	4714 Large Print Books 5.96
09/03/2025	Check	6179	08 Aug Shipping	4715 Books - Adult 30.12
09/03/2025	Check	6179	08 Aug Shipping	4716 Books - Youth 23.92
Total for Ingram				\$4,377.18
LIMRICC-Employees				
09/05/2025	Expense	ACH LIM	Retiree Reimb. for Medical Coverage	4900 Miscellaneous - Reimbursements 1,198.00
09/05/2025	Journal Entry	109	Employee Paid Benefits	4311 Salaried Employees 678.49
09/05/2025	Expense	ACH LIM	09 SEP 25	4333 Insurance 13,227.20
Total for LIMRICC-Employees				\$15,103.69
Lynn Rymarz				
09/03/2025	Check	23137	9.30.25 Zelda Fitzgerald : This side of paradise	4452 Public Services Programming 300.00
Total for Lynn Rymarz				\$300.00
Michalski, Brian				
09/03/2025	Check	23134	9.9.25 Spin Around the Globe	4452 Public Services Programming 375.00
Total for Michalski, Brian				\$375.00
Midwest Tape - 19730				
09/03/2025	Check	6180	08 Aug Invoices	4717 Videos - Adult 252.65
09/03/2025	Check	6180	08 Aug Invoices	4719 Audiobooks - Adult 204.96
09/03/2025	Check	6180	08 Aug pre processing 4717	4515 Technical Services - Supplies 28.55
09/03/2025	Check	6180	08 Aug pre processing 4719	4515 Technical Services - Supplies 11.96
Total for Midwest Tape - 19730				\$498.12
Midwest Tape - 19996				
09/03/2025	Check	6181	08 Aug Invoices	4718 Videos - Youth 80.97
09/03/2025	Check	6181	08 Aug pre processing	4515 Technical Services - Supplies 7.02
Total for Midwest Tape - 19996				\$87.99
Nicole Moscinski				
09/03/2025	Check	23139	9.27.25 Fan Con face painting	4454 General Programming 500.00
Total for Nicole Moscinski				\$500.00



**PALOS HEIGHTS
PUBLIC LIBRARY**

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

Type	Date	Num	Memo	Amount
Oak Lawn Public Library				
09/12/2025	Check	6189	TR 11,14.25 Seminar Administrators	4354 Professional Staff 75.00
Total for Oak Lawn Public Library				\$75.00
Otis Elevator				
09/17/2025	Expense	OTIS PORTAL	Invoice 100402067403	4416 Maintenance 193.82
Total for Otis Elevator				\$193.82
OverDrive, Inc.				
09/18/2025	Check	6196	01658CO2580122	4725A E-Books - Adult 761.66
09/18/2025	Check	6196	01658CO2580126	4725B E-Audiobooks - Adult 745.20
Total for OverDrive, Inc.				\$1,506.86
Old National Bank - MasterCard				
09/05/2025	Expense	MasterCard	Disney Plus Monthly Fee	4451 Youth & Teen Programming 10.99
09/05/2025	Expense	MasterCard	SIP, Google Fi	4474 Telephone/FAX 116.43
09/05/2025	Expense	MasterCard	OCLC	4551 Postage & Handling 29.05
09/05/2025	Expense	MasterCard	Duo	4721 Software 120.00
09/05/2025	Expense	MasterCard	Zoom Workplace Pro Annual renewal	4721 Software 319.80
09/05/2025	Expense	MasterCard	Painting Circ	4434 Building Repairs 630.00
09/05/2025	Expense	MasterCard	In Service	4354 Professional Staff 341.54
09/05/2025	Expense	MasterCard	In Service	4355 Support Staff 80.65
09/05/2025	Expense	MasterCard	Spotify	4451 Youth & Teen Programming 11.99
09/05/2025	Expense	MasterCard	Garbage can w/dolly replacement	4541 Maintenance/Cleaning Supplies 89.92
09/05/2025	Expense	MasterCard	Booksale lunch reimb	4900 Miscellaneous - Reimbursements 80.70
09/05/2025	Expense	MasterCard	Facebook boost book sale	4461 Public Relations 9.00
09/05/2025	Expense	MasterCard	Refrigerator replacement staff lounge (ABT)	4631 Contingency / Special Reserves Replenishment 1,280.00
09/05/2025	Expense	MasterCard	Mood Pencils YTS	4512 Youth & Teen - Supplies 548.03
09/05/2025	Expense	MasterCard	Flowers for Chris	4461 Public Relations 77.94
09/05/2025	Expense	MasterCard	Chicago Sun Times 52 weeks	4711 Periodicals 513.71
Total for Old National Bank - MasterCard				\$4,259.75
Paylocity Payroll Billing				
09/05/2025	Expense	PAYLOCITY	Check date 9.5.25	4412 Payroll Services 80.10
09/19/2025	Expense	PAYLOCITY	Check date 9.19.25	4412 Payroll Services 182.16
Total for Paylocity Payroll Billing				\$262.26
Paylocity Payroll Net				
09/05/2025	Expense	PAYLOCITY	Check date 9.5.25	4311 Salaried Employees 20,551.20
09/05/2025	Expense	PAYLOCITY	Check date 9.5.25	4312 Hourly Employees 7,216.00
09/05/2025	Expense	PAYLOCITY	EN homebound deliveries	4356 Mileage Reimbursement 16.07
09/05/2025	Expense	PAYLOCITY	CD Spirit Committee Ice Cream	4454 General Programming 14.48
09/19/2025	Expense	PAYLOCITY	Check date 9.19.25	4311 Salaried Employees 21,065.17
09/19/2025	Expense	PAYLOCITY	Check date 9.19.25	4312 Hourly Employees 6,993.26
09/19/2025	Expense	PAYLOCITY	EN homebound deliveries	4356 Mileage Reimbursement 11.83
09/19/2025	Expense	PAYLOCITY	LR Laconi	4356 Mileage Reimbursement 75.46
09/19/2025	Expense	PAYLOCITY	Swan Expo LR JY	4356 Mileage Reimbursement 11.20
09/19/2025	Expense	PAYLOCITY	TR Laconi	4356 Mileage Reimbursement 75.18
09/19/2025	Expense	PAYLOCITY	BS Reimb from FOTL Novel Idea cookies	4900 Miscellaneous - Reimbursements 16.19
Total for Paylocity Payroll Net				\$56,046.04
Paylocity Payroll Taxes				
09/05/2025	Expense	PAYLOCITY	Check date 9.5.25	4311 Salaried Employees 6,090.89
09/05/2025	Expense	PAYLOCITY	Check date 9.5.25	4332 FICA Social Security 2,857.08
09/05/2025	Expense	PAYLOCITY	Check date 9.5.25	4312 Hourly Employees 1,326.17
09/19/2025	Expense	PAYLOCITY	Check date 9.19.25	4311 Salaried Employees 6,255.41
09/19/2025	Expense	PAYLOCITY	Check date 9.19.25	4332 FICA Social Security 2,889.63
09/19/2025	Expense	PAYLOCITY	Check date 9.19.25	4312 Hourly Employees 1,302.01
Total for Paylocity Payroll Taxes				\$20,721.19
Peerless Network, Inc				
09/15/2025	Check	6193	Invoice 82792	4474 Telephone/FAX 78.29
Total for Peerless Network, Inc				\$78.29
Penworthy				
09/04/2025	Check	6183	Invoice 0610559-IN	4716 Books - Youth 1,559.89
Total for Penworthy				\$1,559.89
Quality Alarm System, Inc.				
09/09/2025	Check	6188	Invoice 159436 Alarm Services Oct to Dec	4414 Alarm 744.00
Total for Quality Alarm System, Inc.				\$744.00



PALOS HEIGHTS
PUBLIC LIBRARY

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

Type	Date	Num	Memo	Amount	
09/03/2025	Check	6176	Invoice 07-44312	4436 Lawn Maintenance	956.63
Total for Roy Erikson Outdoor Maintenance				\$956.63	
Scholastic Inc. Library					
09/05/2025	Check	6184	Scholastic GO	4710b Databases (Youth)	1,160.00
Total for Scholastic Inc. Library				\$1,160.00	
SWAN					
09/23/2025	Expense	ACH SWAN	Swan Expo 8 staff	4354 Professional Staff	155.00
09/23/2025	Expense	ACH SWAN	Swan Expo Reimb.	4904 Reimb. - Friends Book Sales	205.00
Total for SWAN				\$360.00	
The Library Store					
09/16/2025	Check	6194	Invoice 756167 Supplies	4515 Technical Services - Supplies	154.47
Total for The Library Store				\$154.47	
Truty, Marcin					
09/03/2025	Expense	ACH Marcin	08 Aug IT Services 25-08	4418 Technology	4,720.00
Total for Truty, Marcin				\$4,720.00	
Warehouse Direct					
09/23/2025	Check	6197	(2) Large Liner	4541 Maintenance/Cleaning Supplies	94.36
09/23/2025	Check	6197	(2) Small Liner	4541 Maintenance/Cleaning Supplies	64.42
Total for Warehouse Direct				\$158.78	
William Hazelgrove					
09/03/2025	Check	23135	9.11.25 Writing Gatsby	4452 Public Services Programming	325.00
Total for William Hazelgrove				\$325.00	
TOTAL CHECKS FOR BOARD APPROVAL				\$152,862.79	



**PALOS HEIGHTS
PUBLIC LIBRARY**

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

	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	\$12,390.37	\$541,130.57	\$1,160.60	\$200.00	\$572.09	\$2,598.73	\$558,052.36
WITHDRAWALS	(\$152,862.79)						(\$152,862.79)
TRANSFERS	\$40,000.00	(\$40,000.00)					\$0.00
	\$60,000.00	(\$60,000.00)					
	\$60,000.00	(\$60,000.00)					
	\$50,000.00	(\$50,000.00)					
DEPOSITS	\$1,198.00	\$5,388.59					\$9,582.80
	\$992.90						
	\$484.50						
	\$461.25						
	\$401.70						
	\$326.40						
	\$271.77						
	\$25.00						
	\$16.50						
	\$16.19						
ADJUSTMENTS							
INTEREST EARNED	\$1.00	\$1,221.94	\$4.18	N/A	N/A	\$1.97	\$1,229.09
ENDING BALANCE	\$73,722.79	\$337,741.10	\$1,164.78	\$200.00	\$572.09	\$2,600.70	\$416,001.46
TOTALS	\$412,828.67 GENERAL FUND				\$3,172.79 SPECIAL RESERVES FUND		\$416,001.46 TOTAL FUND BALANCE
INTEREST RATES	0.02%	3.650%	4.369%	N/A	N/A	0.930%	

TOTAL FUND BALANCE MONTH ENDING: SEPTEMBER 30, 2025

\$416,001.46