



**PALOS HEIGHTS
PUBLIC LIBRARY**

**BOARD MOTIONS APPROVED
04/16/2026**

MARCH 2026		AMOUNT	PAGE(s)
MOTION TO APPROVE GENERAL FUND BILL LIST FOR THE MONTH OF:	MARCH	\$159,229.85	6.1 TO 6.5
MOTION TO APPROVE SPECIAL RESERVES FUND BILL LIST FOR THE MONTH OF:	 	 	
MOTION TO APPROVE TREASURER'S REPORT FOR THE MONTH ENDING:	3/31/2026	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	\$332.00		\$332.00
» Non Resident Cards	\$197.68		\$197.68
» Miscellaneous	\$662.51		\$662.51
MISCELLANEOUS REIMBURSEMENTS			
» Book Sale	\$1,121.25		\$1,121.25
» Miscellaneous	\$1,389.00		\$1,389.00
DONATIONS/GIFTS			\$0.00
» Restricted	\$232.50		\$232.50
» Annual Fundraising	\$76.01		\$76.01
» Planned Giving (Trusts/Wills)	\$0.00		\$0.00
COPIER	\$818.45		\$818.45
GRANTS	\$0.00		\$0.00
INTEREST	\$3,077.94	\$2.04	\$3,079.98
TOTAL REVENUES	\$7,907.34	\$2.04	\$7,909.38
EXPENDITURES			
PERSONNEL SERVICES			
» Operational Salaries	\$80,259.28		\$80,259.28
» Employee Benefits	\$29,394.20		\$29,394.20
» Staff & Board Development	\$729.69		\$729.69
CONTRACTUAL SERVICES	\$14,605.76		\$14,605.76
BUILDING MAINTENANCE	\$726.00		\$726.00
INSURANCE	\$0.00		\$0.00
UTILITIES	\$2,959.21		\$2,959.21
SUPPLIES	\$2,496.06		\$2,496.06
CAPITAL EXPENSES	\$0.00		\$0.00
MEDIA	\$14,339.36		\$14,339.36
REIMBURSEMENTS	\$7,697.22		\$7,697.22
SR PROJECTS	\$6,023.07		\$6,023.07
TOTAL EXPENDITURES	\$159,229.85	\$0.00	\$159,229.85
REVENUES OVER EXPENDITURES			
EXCESS (DIFICIENCY)	-\$151,322.51	\$2.04	-\$151,320.47
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	-\$151,322.51	\$2.04	-\$151,320.47
FUND BALANCES, BEGINNING OF MONTH	\$1,383,749.31	\$3,182.71	\$1,386,932.02
END OF MONTH	\$1,232,426.80	\$3,184.75	\$1,235,611.55



**PALOS HEIGHTS
PUBLIC LIBRARY**

**GENERAL FUND
BUDGETARY COMPARISON SCHEDULE
MONTH ENDING: MARCH 2026**

	BUDGETED AMOUNTS		Actual	Variance	Balance %
	Original	Final		With Final Budget	
REVENUES					
PROPERTY TAXES	\$2,034,093.53	\$2,034,093.53	\$1,764,811.97	\$269,281.56	86.76%
CORPORATE REPLACEMENT TAX	\$12,500.00	\$12,500.00	\$10,180.15	\$2,319.85	81.44%
DIRECT REVENUES					
FRONT DESK					
Fines/Lost/Damaged	\$2,000.00	\$2,000.00	\$798.30	\$1,201.70	39.92%
Cards - Non Resident Only	\$1,200.00	\$1,200.00	\$197.68	\$1,002.32	16.47%
Miscellaneous	\$4,000.00	\$4,000.00	\$1,525.28	\$2,474.72	38.13%
MISCELLANEOUS REIMBURSEMENTS					
Book Sale	\$13,000.00	\$13,000.00	\$5,448.35	\$7,551.65	41.91%
Miscellaneous	\$17,000.00	\$17,000.00	\$4,775.26	\$12,224.74	28.09%
DONATIONS / GIFTS					
Restricted	\$1,500.00	\$1,500.00	\$232.50	\$1,267.50	15.50%
Unrestricted	\$1,000.00	\$1,000.00	\$303.97	\$696.03	30.40%
Planned Giving	\$15,000.00	\$15,000.00	\$0.00	\$15,000.00	0.00%
COPIER	\$5,500.00	\$5,500.00	\$1,944.80	\$3,555.20	35.36%
GRANTS	\$17,800.30	\$17,800.30	\$0.00	\$17,800.30	0.00%
INTEREST	\$30,050.00	\$30,050.00	\$7,722.83	\$22,327.17	25.70%
TOTAL REVENUES	\$2,154,643.83	\$2,154,643.83	\$1,797,941.09	\$356,702.74	83.44%
PERSONNEL SERVICES					
Operational Salaries	\$1,047,436.28	\$1,047,436.28	\$240,466.83	-\$806,969.45	-77.04%
Employee Benefits	\$368,490.77	\$368,490.77	\$88,040.97	-\$280,449.80	-76.11%
Staff & Board Development	\$12,000.00	\$12,000.00	\$3,614.48	-\$8,385.52	-69.88%
CONTRACTUAL SERVICES	\$192,638.27	\$192,638.27	\$53,398.23	-\$139,240.04	-72.28%
BUILDING MAINTENANCE	\$52,478.82	\$52,478.82	\$7,822.93	-\$44,655.89	-85.09%
INSURANCE	\$28,129.32	\$28,129.32	\$24,511.52	-\$3,617.80	-12.86%
UTILITIES	\$67,048.16	\$67,048.16	\$10,212.68	-\$56,835.48	-84.77%
SUPPLIES	\$25,600.00	\$25,600.00	\$5,422.14	-\$20,177.86	-78.82%
CAPITAL EXPENSES	\$141,721.91	\$141,721.91	\$0.00	-\$141,721.91	-100.00%
MEDIA	\$169,800.00	\$169,800.00	\$30,262.81	-\$139,537.19	-82.18%
REIMBURSEMENTS	\$49,300.30	\$49,300.30	\$266,421.03	\$217,120.73	440.40%
SR PROJECTS	\$288,732.00	\$288,732.00	\$7,228.80	-\$281,503.20	-97.50%
TOTAL EXPENDITURES	\$2,443,375.83	\$2,443,375.83	\$737,402.42	-\$1,705,973.41	-69.82%
REVENUES OVER EXPENDITURES - EXCESS (DEFICIENCY)	-\$288,732.00	-\$288,732.00	\$1,060,538.67	-\$1,349,270.67	
OTHER FINANCING USES					
Transfer In			\$25.00		
Transfer Out (Special Reserve Transfer)			\$0.00		
TOTAL OTHER FINANCING USES			\$25.00		
NET CHANGE IN FUND BALANCE			\$1,060,563.67		
FUND BALANCE					
BEGINNING OF YEAR			\$171,863.13		
YTD MONTH ENDING			\$1,232,426.80		



**PALOS HEIGHTS
PUBLIC LIBRARY**

**GENERAL FUND
BUDGETARY COMPARISON OF EXPENDITURES
MONTH ENDING: MARCH 2026**

	BUDGET 2026	CURRENT MONTH	EXPENDITURES Y.T.D.	REMAINING BALANCE	PERCENTAGE REMAINING
PERSONNEL SERVICES					
OPERATIONAL SALARIES					
4311 SALARIED EMPLOYEES	\$824,632.84	\$63,179.98	\$188,325.82	\$636,307.02	77.16%
4312 HOURLY EMPLOYEES	\$217,503.44	\$17,079.30	\$52,141.01	\$165,362.43	76.03%
4313 ADDITIONAL COMPENSATION	\$5,300.00	\$0.00	\$0.00	\$5,300.00	100.00%
TOTAL OPERATIONAL SALARIES	\$1,047,436.28	\$80,259.28	\$240,466.83	\$806,969.45	77.04%
EMPLOYEE BENEFITS					
4331 ILL. MUNI. RETIREMENT FUND	\$86,917.74	\$6,597.16	\$19,673.62	\$67,244.12	77.37%
4332 SOCIAL SECURITY - FICA	\$79,723.43	\$6,076.24	\$18,204.95	\$61,518.48	77.16%
4333 INSURANCE	\$200,649.60	\$16,720.80	\$50,162.40	\$150,487.20	75.00%
4334 CLOTHING	\$1,200.00	\$0.00	\$0.00	\$1,200.00	100.00%
TOTAL EMPLOYEE BENEFITS	\$368,490.77	\$29,394.20	\$88,040.97	\$280,449.80	76.11%
STAFF & BOARD DEVELOPMENT					
4351 MEMBERSHIP FEES	\$2,600.00	\$100.00	\$400.00	\$2,200.00	84.62%
4352 BOARD DEVELOPMENT	\$800.00	\$0.00	\$75.00	\$725.00	90.63%
4353 ADMINISTRATOR	\$500.00	\$0.00	\$0.00	\$500.00	100.00%
4354 PROFESSIONAL STAFF	\$6,000.00	\$328.93	\$2,389.98	\$3,610.02	60.17%
4355 SUPPORT STAFF	\$1,000.00	\$263.60	\$654.65	\$345.35	34.54%
4356 MILEAGE REIMBURSEMENT	\$1,100.00	\$37.16	\$94.85	\$1,005.15	91.38%
TOTAL STAFF & BOARD DEVELOPMENT	\$12,000.00	\$729.69	\$3,614.48	\$8,385.52	69.88%
GROUP TOTAL PERSONNEL SERVICES	\$1,427,927.05	\$110,383.17	\$332,122.28	\$1,095,804.77	76.74%
CONTRACTUAL SERVICES					
PROFESSIONAL SERVICES					
4361 AUDIT FEES	\$7,700.00	\$0.00	\$5,700.00	\$2,000.00	25.97%
4362 LEGAL FEES	\$2,000.00	\$0.00	\$0.00	\$2,000.00	100.00%
4363 CONSULTANT FEES	\$500.00	\$59.72	\$132.24	\$367.76	73.55%
4364 APPRAISAL	\$650.00	\$0.00	\$0.00	\$650.00	100.00%
4365 ACCOUNTANT	\$4,950.00	\$365.00	\$1,095.00	\$3,855.00	77.88%
TOTAL PROFESSIONAL SERVICES	\$15,800.00	\$424.72	\$6,927.24	\$8,872.76	56.16%
OUTSIDE SERVICES					
4412 PAYROLL SERVICES	\$4,400.00	\$287.40	\$1,130.38	\$3,269.62	74.31%
4414 ALARM	\$3,300.00	\$744.00	\$1,734.00	\$1,566.00	47.45%
4416 MAINTENANCE	\$40,000.00	\$2,923.01	\$11,892.15	\$28,107.85	70.27%
4417 SWAN	\$29,000.00	\$7,009.75	\$14,019.50	\$14,980.50	51.66%
4418 TECHNOLOGY	\$42,000.00	\$0.00	\$4,720.00	\$37,280.00	88.76%
TOTAL OUTSIDE SERVICES	\$118,700.00	\$10,964.16	\$33,496.03	\$85,203.97	71.78%
PRINTING					
4424 NEWSLETTER PRINTING	\$20,138.27	\$0.00	\$3,196.55	\$16,941.72	84.13%
TOTAL PRINTING	\$20,138.27	\$0.00	\$3,196.55	\$16,941.72	84.13%
PROGRAMMING					
4451 YOUTH & TEEN PROGRAMMING	\$11,000.00	\$655.61	\$2,913.85	\$8,086.15	73.51%
4452 PUBLIC SERVICES PROGRAMMING	\$14,000.00	\$1,243.50	\$5,458.40	\$8,541.60	61.01%
4454 GENERAL PROGRAMMING	\$10,000.00	\$1,072.57	\$1,160.96	\$8,839.04	88.39%
TOTAL PROGRAMMING	\$35,000.00	\$2,971.68	\$9,533.21	\$25,466.79	72.76%
PUBLIC RELATIONS					
4461 Public Relations	\$3,000.00	\$245.20	\$245.20	\$2,754.80	91.83%
TOTAL PUBLIC RELATIONS	\$3,000.00	\$245.20	\$245.20	\$2,754.80	91.83%
GROUP TOTAL CONTRACTUAL SERVICES	\$192,638.27	\$14,605.76	\$53,398.23	\$139,240.04	72.28%



**PALOS HEIGHTS
PUBLIC LIBRARY**

**GENERAL FUND
BUDGETARY COMPARISON OF EXPENDITURES
MONTH ENDING: MARCH 2026**

	BUDGET 2026	CURRENT MONTH	EXPENDITURES Y.T.D.	REMAINING BALANCE	PERCENTAGE REMAINING
BUILDING MAINTENANCE					
REPAIRS & MAINTENANCE					
4431 PEST CONTROL	\$825.48	\$0.00	\$143.58	\$681.90	82.61%
4432 HEATING/COOLING SERVICE	\$13,000.00	\$0.00	\$0.00	\$13,000.00	100.00%
4434 BUILDING REPAIRS	\$13,000.00	\$0.00	\$3,641.35	\$9,358.65	71.99%
4436 LAWN MAINTENANCE	\$10,053.30	\$0.00	\$0.00	\$10,053.30	100.00%
4437 SNOW REMOVAL	\$7,280.04	\$0.00	\$1,860.00	\$5,420.04	74.45%
TOTAL REPAIRS & MAINTENANCE	\$44,158.82	\$0.00	\$5,644.93	\$38,513.89	87.22%
EQUIPMENT MAINTENANCE					
4531 COPIER	\$8,100.00	\$726.00	\$2,178.00	\$5,922.00	73.11%
4533 OTHER EQUIPMENT	\$220.00	\$0.00	\$0.00	\$220.00	100.00%
TOTAL EQUIPMENT MAINTENANCE	\$8,320.00	\$726.00	\$2,178.00	\$6,142.00	73.82%
GROUP TOTAL BUILDING MAINTENANCE	\$52,478.82	\$726.00	\$7,822.93	\$44,655.89	85.09%
INSURANCE					
4441 BLDG. & CONTENTS/GLASS/LIMRICC	\$25,762.12	\$0.00	\$22,157.52	\$3,604.60	13.99%
4443 DISABILITY (WORKMEN'S COMP)	\$2,367.20	\$0.00	\$2,354.00	\$13.20	0.56%
GROUP TOTAL INSURANCE	\$28,129.32	\$0.00	\$24,511.52	\$3,617.80	12.86%
UTILITIES					
4471 POWER	\$55,000.00	\$2,235.70	\$8,004.11	\$46,995.89	85.45%
4472 WATER	\$2,640.00	\$158.37	\$567.86	\$2,072.14	78.49%
4473 GAS	\$1,300.00	\$0.00	\$0.00	\$1,300.00	100.00%
4474 TELEPHONE/FAX	\$2,400.00	\$222.46	\$492.45	\$1,907.55	79.48%
4475 INTERNET/LOCAL AREA NET	\$5,708.16	\$342.68	\$1,148.26	\$4,559.90	79.88%
GROUP TOTAL UTILITIES	\$67,048.16	\$2,959.21	\$10,212.68	\$56,835.48	84.77%
SUPPLIES					
OFFICE SUPPLIES					
4511 PUBLIC SERVICES SUPPLIES	\$1,000.00	\$57.35	\$57.35	\$942.65	94.27%
4512 YOUTH & TEEN SERVICES SUPPLIES	\$2,000.00	\$93.07	\$298.48	\$1,701.52	85.08%
4514 BUSINESS OFFICE SUPPLIES	\$3,200.00	\$314.47	\$878.29	\$2,321.71	72.55%
4515 TECHNICAL SERVICES SUPPLIES	\$3,000.00	\$562.86	\$830.41	\$2,169.59	72.32%
4516 CIRCULATION SUPPLIES	\$3,050.00	\$235.53	\$307.95	\$2,742.05	89.90%
4518 LOCAL HISTORY SUPPLIES	\$500.00	\$0.00	\$0.00	\$500.00	100.00%
4519 HOSPITALITY SUPPLIES	\$1,200.00	\$299.99	\$299.99	\$900.01	75.00%
TOTAL OFFICE SUPPLIES	\$13,950.00	\$1,563.27	\$2,672.47	\$11,277.53	80.84%
JANITORIAL/CLEANING SUPPLIES					
4541 MAINTENANCE/CLEANING SUPPLIES	\$5,600.00	\$880.14	\$1,784.27	\$3,815.73	68.14%
TOTAL JANITORIAL/CLEANINGSUPPLIES	\$5,600.00	\$880.14	\$1,784.27	\$3,815.73	68.14%
MAILING EXPENSES & FEES					
4551 POSTAGE & HANDLING	\$650.00	\$52.65	\$65.40	\$584.60	89.94%
4553 BULK FEES & PERMITS	\$5,400.00	\$0.00	\$900.00	\$4,500.00	83.33%
TOTAL OFFICE EXPENSE	\$6,050.00	\$52.65	\$965.40	\$5,084.60	84.04%
GROUP TOTAL SUPPLIES	\$25,600.00	\$2,496.06	\$5,422.14	\$20,177.86	78.82%
CAPITAL EXPENSES					
4631 SPECIAL RESERVES REPLENISHMENT	\$141,721.91	\$0.00	\$0.00	\$141,721.91	100.00%
GROUP TOTAL CAPITAL EXPENSES	\$141,721.91	\$0.00	\$0.00	\$141,721.91	100.00%



**PALOS HEIGHTS
PUBLIC LIBRARY**

**GENERAL FUND
BUDGETARY COMPARISON OF EXPENDITURES
MONTH ENDING: MARCH 2026**

	BUDGET 2026	CURRENT MONTH	EXPENDITURES Y.T.D.	REMAINING BALANCE	PERCENTAGE REMAINING
4710A DATABASES - Adult	\$25,000.00	\$0.00	\$5,291.79	\$19,708.21	78.83%
4710B DATABASES -Youth	\$4,700.00	\$1,100.00	\$1,100.00	\$3,600.00	76.60%
4711 PERIODICALS	\$11,000.00	\$179.40	\$179.40	\$10,820.60	98.37%
4714 LARGE PRINT	\$5,750.00	\$656.21	\$760.23	\$4,989.77	86.78%
4715 BOOKS - Adult	\$31,000.00	\$2,709.61	\$2,877.19	\$28,122.81	90.72%
4715B FOREIGN LANGUAGE ADULT	\$2,500.00	\$0.00	\$0.00	\$2,500.00	100.00%
4716 BOOKS - Youth	\$33,500.00	\$3,965.36	\$3,965.36	\$29,534.64	88.16%
4717 VIDEOS - Adult	\$4,300.00	\$490.56	\$513.51	\$3,786.49	88.06%
4718 VIDEOS - Youth	\$1,100.00	\$0.00	\$0.00	\$1,100.00	100.00%
4719 AUDIOBOOKS/PLAYAWAYS - Adult	\$2,300.00	\$210.92	\$302.88	\$1,997.12	86.83%
4720 AUDIOBOOKS/PLAYAWAYS - Youth	\$4,050.00	\$0.00	\$0.00	\$4,050.00	100.00%
4721 SOFTWARE	\$10,500.00	\$2,937.74	\$5,363.24	\$5,136.76	48.92%
4722 REALIA	\$1,000.00	\$0.00	\$0.00	\$1,000.00	100.00%
4723A VIDEO GAMES - Youth	\$1,600.00	\$0.00	\$0.00	\$1,600.00	100.00%
4724 GADGETS & GIZMOS	\$1,000.00	\$77.16	\$93.15	\$906.85	90.69%
4725A E-BOOKS - Adult	\$13,000.00	\$1,030.82	\$4,838.15	\$8,161.85	62.78%
4725B E-AUDIOBOOKS - ADULT	\$14,000.00	\$981.58	\$4,977.91	\$9,022.09	64.44%
4726 EBOOKS - Youth	\$3,500.00	\$0.00	\$0.00	\$3,500.00	100.00%
GROUP TOTAL MEDIA	\$169,800.00	\$14,339.36	\$30,262.81	\$139,537.19	82.18%
MISCELLANEOUS - REIMBURSEMENTS					
4900 MISCELLANEOUS	\$17,000.00	\$2,096.76	\$254,874.76	-\$237,874.76	-1399.26%
4902 PER CAPITA / OTHER GRANTS	\$17,800.30	\$4,160.00	\$8,640.00	\$9,160.30	51.46%
4904 FRIENDS - BOOK SALES	\$13,000.00	\$1,233.37	\$2,699.18	\$10,300.82	79.24%
4906a RESTRICTED DONATIONS	\$1,500.00	\$207.09	\$207.09	\$1,292.91	86.19%
GROUP TOTAL MISCELLANEOUS REIMBURSEMENTS	\$49,300.30	\$7,697.22	\$266,421.03	-\$217,120.73	-440.40%
SPECIAL RESERVE PROJECTS					
7001 SPECIAL RESERVE - PROJECTS	\$288,732.00	\$6,023.07	\$7,228.80	\$281,503.20	97.50%
GROUP TOTAL SPECIAL RESERVES - PROJECTS	\$288,732.00	\$6,023.07	\$7,228.80	\$281,503.20	97.50%
TOTAL EXPENDITURES	\$2,443,375.83	\$159,229.85	\$737,402.42	\$1,705,973.41	69.82%



**PALOS HEIGHTS
PUBLIC LIBRARY**

**GENERAL FUND - EXPENDITURE SUMMARY
CHECKS FOR BOARD APPROVAL
MONTH ENDING: MARCH 2026**

Type	Date	Num	Memo	Amount
Adducci Vega Financial Group, LLC				
03/13/2026	Check	6339	02 February 2026 Invoice 202068735	4365 Accountant
				<u>\$365.00</u>
Total for Adducci Vega Financial Group, LLC				\$365.00
Amazon				
03/02/2026	Expense	AMAZON PORTAL	1KYH-T3RT-DFTM Supplies	4511 Public Services - Supplies
				\$6.99
03/02/2026	Expense	AMAZON PORTAL	1RVX-MPTL-DLMC Coffee cups (500)	4519 Hospitality - Supplies
				\$79.99
03/02/2026	Expense	AMAZON PORTAL	1Y63-Q4P9-C7TF Supplies	4514 Business Office - Supplies
				\$33.99
03/02/2026	Expense	AMAZON PORTAL	19RQ-3NJG-RKDX Hand sanitizer (3)	4541 Maintenance/Cleaning Supplies
				\$22.64
03/04/2026	Expense	AMAZON PORTAL	1FXY-TK9F-JYCM Spring	4451 Youth & Teen Programming
				\$41.79
03/04/2026	Expense	AMAZON PORTAL	17YK-T7FW-DG9P PO 1878 Full metal Vol 3	4715 Books - Adult
				\$8.48
03/04/2026	Expense	AMAZON PORTAL	1XJT-WHDT-6PG6 Shopping Cart for in house use	7001 Special Reserves Projects
				\$97.84
03/04/2026	Expense	AMAZON PORTAL	13YX-7YFR-G4R1 wipes (16) Spray way (12)	4541 Maintenance/Cleaning Supplies
				\$130.76
03/04/2026	Expense	AMAZON PORTAL	1NYN-39L1-961V The Marian	4717 Videos - Adult
				\$14.46
03/10/2026	Expense	AMAZON PORTAL	1GKT-3D33-M4TG Supplies	4514 Business Office - Supplies
				\$25.92
03/11/2026	Expense	AMAZON PORTAL	1R3F-4J93-6GXC Supplies	4516 Circulation - Supplies
				\$28.83
03/16/2026	Expense	AMAZON PORTAL	1Q7C-VJYP-9YNC COFFEE, TEA, NAPKINS	4519 Hospitality - Supplies
				\$220.00
03/16/2026	Expense	AMAZON PORTAL	1F94-QC4V-LR6F MARCH SUPPLIES	4512 Youth & Teen - Supplies
				\$93.07
03/16/2026	Expense	AMAZON PORTAL	1GV4-6WR4+M7WX BOX O RAGS (8)	4541 Maintenance/Cleaning Supplies
				\$112.49
03/16/2026	Expense	AMAZON PORTAL	11RL-C6R9-MDNR TOILET PAPER	4541 Maintenance/Cleaning Supplies
				\$59.98
03/16/2026	Expense	AMAZON PORTAL	11RL-C6R9-MDNR MULTI FOLD TOWELS (1)	4541 Maintenance/Cleaning Supplies
				\$39.97
03/16/2026	Expense	AMAZON PORAL	14CH-FXPJ-9QKH Bubble Mailers	4511 Public Services - Supplies
				\$39.41
03/16/2026	Expense	AMAZON PORTAL	1CHG-7VVF-KLML Baby changing liners	4541 Maintenance/Cleaning Supplies
				\$41.91
03/18/2026	Expense	AMAZON PORTAL	1RNG-CMY7-YPKQ TOILET PAPER	4541 Maintenance/Cleaning Supplies
				\$55.58
03/18/2026	Expense	AMAZON PORTAL	1YQ4-PW6R-RDP3 GORILLA CLEAR GLUE	4541 Maintenance/Cleaning Supplies
				\$7.84
03/18/2026	Expense	AMAZON PORTAL	1LH6-3M43-XLXQ SUPER GLUE	4541 Maintenance/Cleaning Supplies
				\$8.98
03/18/2026	Expense	AMAZON PORTAL	1DQY-X331-3GRD FAB LAB	4904 Reimb. - Friends Book Sales
				\$53.37
03/23/2026	Expense	AMAZON PORTAL	1NK7-MLVC-VDQ1 DVD Sinners	4717 Videos - Adult
				\$12.86
03/25/2026	Expense	AMAZON PORTAL	14NJ-HXP1-WWHL	4717 Videos - Adult
				\$58.72
03/25/2026	Expense	AMAZON PORTAL	14CK-LCCP-FMMX	4514 Business Office - Supplies
				\$50.51
03/25/2026	Expense	AMAZON PORTAL	1Q34-H3GF-YF4Q	4516 Circulation - Supplies
				\$72.36
03/27/2026	Expense	AMAZON PORTAL	1PY6-1HHP-M36V	4541 Maintenance/Cleaning Supplies
				\$37.97
03/27/2026	Expense	AMAZON PORTAL	11RF-363V-P4R1 DONATION BOOKS	4906a Reimb. - Restricted Donations
				\$191.15
03/27/2026	Expense	AMAZON PORTAL	1PRV-D49W-L9C7 - REPLACEMENT BOOK	4906a Reimb. - Restricted Donations
				\$15.94
03/30/2026	Expense	AMAZON PORTAL	114TL-FVQR-JWVK (SRP BABIES)	4451 Youth & Teen Programming
				\$207.84
03/30/2026	Expense	AMAZON PORTAL	1RRG-MQKM-M64D Circ Supplies	4516 Circulation - Supplies
				\$45.89
03/30/2026	Expense	AMAZON PORTAL	1JRG-9TJQ-MXQ9 NLW	4454 General Programming
				\$23.48
03/30/2026	Expense	AMAZON PORTAL	1CLQ-PLLC-9NP9 MULTI FOLD TOWELS (2)	4541 Maintenance/Cleaning Supplies
				\$75.94
03/30/2026	Expense	AMAZON PORTAL	1H1C-NW16-MMNY PS SUPPLIES	4511 Public Services - Supplies
				<u>\$10.95</u>
Total for Amazon				\$2,027.90
At&T - Fiber Line				
03/25/2026	Check	6349	Invoice 6737083111	4475 Internet
				<u>\$342.68</u>
Total for At&T - Fiber Line				\$342.68
Building Technology Consultants, Inc.				
03/06/2026	Check	6334	Invoice 14344 Pre Construction 25%	7001 Special Reserves Projects
				\$825.00
03/06/2026	Check	6334	Invoice 14417 Pre Construction 50%	7001 Special Reserves Projects
				\$1,375.00
03/06/2026	Check	6334	Invoice 14344 Reimbursable Expense	7001 Special Reserves Projects
				<u>\$150.00</u>
Total for Building Technology Consultants, Inc.				\$2,350.00



**PALOS HEIGHTS
PUBLIC LIBRARY**

**GENERAL FUND - EXPENDITURE SUMMARY
CHECKS FOR BOARD APPROVAL
MONTH ENDING: MARCH 2026**

Type	Date	Num	Memo	Amount	
Charles N. Billington					
03/30/2026	Check	23191	4.30.26 When the White Sox were really Good	4452 Public Services Programming	\$200.00
Total for Charles N. Billington				\$200.00	
City Of Palos Heights IMRF					
03/30/2026	Check	23193	03 March Payment	4331 IMRF Ill. Muni. Ret. Fund	\$6,597.16
03/30/2026	Journal Entry	133	4.5%	4311 Salaried Employees	\$2,583.84
03/30/2026	Journal Entry	133	4.5%	4312 Hourly Employees	\$439.32
03/30/2026	Journal Entry	134	VIMRF	4311 Salaried Employees	\$1,488.94
Total for City Of Palos Heights IMRF				\$11,109.26	
City of Palos Hts - Miscellaneous					
03/30/2026	Check	23192	Concert in the Park	4454 General Programming	\$1,000.00
Total for City of Palos Hts - Miscellaneous				\$1,000.00	
City of Palos Hts. - Water Bill					
03/20/2026	Check	6342	Monthly bill	4472 Water	\$158.37
Total for City of Palos Hts. - Water Bill				\$158.37	
ComEd					
03/10/2026	Check	6336	Billing through 3.4.26	4471 Power	\$2,235.70
Total for ComEd				\$2,235.70	
Cosmopolitan Building Services					
03/09/2026	Check	6335	03 Mar 26 Janitorial Services Invoice 6658	4416 Maintenance	\$2,722.50
Total for Cosmopolitan Building Services				\$2,722.50	
Demco					
03/04/2026	Check	6331	Invoice 7771382	4515 Technical Services - Supplies	\$562.86
Total for Demco				\$562.86	
DEO Consulting					
03/27/2026	Check	6350	SR Kickoff Balloon Entertainer	4904 Reimb. - Friends Book Sales	\$645.00
Total for DEO Consulting				\$645.00	
Education Station LLC					
03/17/2026	Check	6343	Education Station Renewal 4.15.26 to 4.14.27	4710b Databases (Youth)	\$250.00
Total for Education Station LLC				\$250.00	
Hugo Colin					
03/13/2026	Check	6340	Replacement check for CK23157 written 12.01.25	4900 Miscellaneous - Reimbursements	\$525.00
Total for Hugo Colin				\$525.00	
Illinois Library Association					
03/19/2026	Check	6345	M. Klasen Membership	4351 Membership Fees	\$100.00
Total for Illinois Library Association				\$100.00	
Independent Construction Services					
03/13/2026	Check	6338	Invoice 1721 Contract Processing	7001 Special Reserves Projects	\$543.75
Total for Independent Construction Services				\$543.75	
Ingram					
03/04/2026	Check	6333	02 Feb 26	4714 Large Print Books	\$656.21
03/04/2026	Check	6333	02 Feb 26	4715 Books - Adult	\$2,722.01
03/04/2026	Check	6333	02 Feb 26	4716 Books - Youth	\$3,977.75
03/04/2026	Check	6333	02 Feb 26	4716 Books - Youth	-\$12.39
03/04/2026	Check	6333	02 Feb 26	4715 Books - Adult	-\$20.88
Total for Ingram				\$7,322.70	
LEAF (Copier Lease)					
03/02/2026	Expense	ACH LEAF	Copier Lease payment 5	4531 Copier	\$726.00
Total for LEAF (Copier Lease)				\$726.00	



**PALOS HEIGHTS
PUBLIC LIBRARY**

**GENERAL FUND - EXPENDITURE SUMMARY
CHECKS FOR BOARD APPROVAL
MONTH ENDING: MARCH 2026**

Type	Date	Num	Memo	Amount
LIMRICC-Employees				
03/06/2026	Expense	ACH LIM	Retiree Reimb. for Medical Coverage	4900 Miscellaneous - Reimbursements \$1,389.00
03/06/2026	Journal Entry	132	Employee Paid Benefits	4311 Salaried Employees \$831.19
03/06/2026	Expense	ACH LIM	03 MAR 26	4333 Insurance \$16,720.80
Total for LIMRICC-Employees				\$18,940.99
Mary Beth Sexton				
03/17/2026	Check	6344	Card making class supplies	4452 Public Services Programming \$164.00
Total for Mary Beth Sexton				\$164.00
Meescan, Inc				
03/04/2026	Check	23186	INV-R 2601560 Renewal Tier 2	4721 Software \$2,622.00
Total for Meescan, Inc				\$2,622.00
Midwest Tape - 19730				
03/04/2026	Check	6332	02 Feb 26	4719 Audiobooks - Adult \$210.92
03/04/2026	Check	6332	02 Feb 26	4717 Videos - Adult \$404.52
Total for Midwest Tape - 19730				\$615.44
Old National Bank - MasterCard				
03/04/2026	Expense	MasterCard	InService Food	4355 Support Staff \$263.60
03/04/2026	Expense	MasterCard	InService Food	4354 Professional Staff \$263.60
03/04/2026	Expense	MasterCard	Mayor luncheon (3) Staff	4354 Professional Staff \$36.00
03/04/2026	Expense	MasterCard	ATLAS Muppet	4354 Professional Staff \$23.18
03/04/2026	Expense	MasterCard	C2E2	4354 Professional Staff \$6.15
03/04/2026	Expense	MasterCard	Google Fi/Sip	4474 Telephone/FAX \$131.14
03/04/2026	Expense	MasterCard	OCLC	4551 Postage & Handling \$52.65
03/04/2026	Expense	MasterCard	Duo	4721 Software \$120.00
03/04/2026	Expense	MasterCard	BookSale Jimmy Johns	4900 Miscellaneous - Reimbursements \$128.26
03/04/2026	Expense	MasterCard	Tumblebooks	4710b Databases (Youth) \$850.00
03/04/2026	Expense	MasterCard	Door keys 6	7001 Special Reserves Projects \$120.00
03/04/2026	Expense	MasterCard	Cricut design space annual fee	4721 Software \$119.88
03/04/2026	Expense	MasterCard	Creative Bug annual fee	4721 Software \$75.86
03/04/2026	Expense	MasterCard	Daily Southtown 26 weeks	4711 Periodicals \$179.40
03/04/2026	Expense	MasterCard	Multifold towels/clean smart	4541 Maintenance/Cleaning Supplies \$80.12
03/04/2026	Expense	MasterCard	Circ Supplies	4516 Circulation - Supplies \$88.45
03/04/2026	Expense	MasterCard	Poster printer ink	4514 Business Office - Supplies \$204.05
03/04/2026	Expense	MasterCard	Movie license Bullfrog split lake katherine	4452 Public Services Programming \$54.50
03/04/2026	Expense	MasterCard	Movie license Bullfrog - split lake katherine	4900A REIMBURSEMENTS \$54.50
03/04/2026	Expense	MasterCard	Background check	4363 Consultant Fees \$59.72
03/04/2026	Expense	MasterCard	Mobile Media Lab Griffin Museum of Science	4451 Youth & Teen Programming \$380.00
03/04/2026	Expense	MasterCard	Disney Plus/Spotify	4451 Youth & Teen Programming \$25.98
03/04/2026	Expense	MasterCard	Get well flowers S. Snow	4461 Public Relations \$125.13
03/04/2026	Expense	MasterCard	Facebook boost booksale	4461 Public Relations \$10.07
Total for Old National Bank - MasterCard				\$3,452.24
Otis Elevator				
03/17/2026	Expense	OTIS PORTAL	Invoice 10042263269	4416 Maintenance \$200.51
Total for Otis Elevator				\$200.51
OverDrive, Inc.				
03/23/2026	Check	6347	01658CO26076730	4725B E-Audiobooks - Adult \$981.58
03/23/2026	Check	6347	01658CO26076728	4725A E-Books - Adult \$1,030.82
Total for OverDrive, Inc.				\$2,012.40



**PALOS HEIGHTS
PUBLIC LIBRARY**

**GENERAL FUND - EXPENDITURE SUMMARY
CHECKS FOR BOARD APPROVAL
MONTH ENDING: MARCH 2026**

Type	Date	Num	Memo	Amount	
Pack, William					
03/30/2026	Check	23190	4.28.26 The Mind Readers	4452 Public Services Programming	\$325.00
Total for Pack, William				\$325.00	
Palos Heights Woman's Club					
03/17/2026	Check	23187	Dues Beth Stevens	4461 Public Relations	\$55.00
03/17/2026	Check	23187	Dues Lyndsey Caliendo	4461 Public Relations	\$55.00
Total for Palos Heights Woman's Club				\$110.00	
Paylocity Payroll Billing					
03/30/2026	Expense	PAYLOCITY	Check date 3.2.26	4412 Payroll Services	\$81.67
03/30/2026	Expense	PAYLOCITY	Check date 3.20.26	4412 Payroll Services	\$183.73
03/30/2026	Expense	PAYLOCITY	Annual Fee year end	4412 Payroll Services	\$22.00
Total for Paylocity Payroll Billing				\$287.40	
Paylocity Payroll Net					
03/06/2026	Expense	PAYLOCITY	Check date 03.06.26	4311 Salaried Employees	\$22,189.54
03/06/2026	Expense	PAYLOCITY	Check date 03.06.26	4312 Hourly Employees	\$6,985.52
03/06/2026	Expense	PAYLOCITY	EN homebound deliveries	4356 Mileage Reimbursement	\$11.49
03/20/2026	Expense	PAYLOCITY	Check date 03.20.26	4311 Salaried Employees	\$22,820.20
03/20/2026	Expense	PAYLOCITY	Check date 03.20.26	4312 Hourly Employees	\$6,991.12
03/20/2026	Expense	PAYLOCITY	EN homebound deliveries	4356 Mileage Reimbursement	\$15.95
03/20/2026	Expense	PAYLOCITY	CD South Holland PL	4356 Mileage Reimbursement	\$9.72
03/20/2026	Expense	PAYLOCITY	Spirit Committee Pi Day	4454 General Programming	\$27.50
03/20/2026	Expense	PAYLOCITY	Bubble Wands Parade	4454 General Programming	\$21.59
03/20/2026	Expense	PAYLOCITY	Giant KerPlunk	4724 Gadgets & Gizmos	\$77.16
Total for Paylocity Payroll Net				\$59,149.79	
Paylocity Payroll Taxes					
03/06/2026	Expense	PAYLOCITY	Check date 03.06.26	4311 Salaried Employees	\$6,532.87
03/06/2026	Expense	PAYLOCITY	Check date 03.06.26	4332 FICA Social Security	\$3,006.36
03/06/2026	Expense	PAYLOCITY	Check date 03.06.26	4312 Hourly Employees	\$1,334.95
03/20/2026	Expense	PAYLOCITY	Check date 03.20.26	4311 Salaried Employees	\$6,733.40
03/20/2026	Expense	PAYLOCITY	Check date 03.20.26	4332 FICA Social Security	\$3,069.88
03/20/2026	Expense	PAYLOCITY	Check date 03.20.26	4312 Hourly Employees	\$1,328.39
Total for Paylocity Payroll Taxes				\$22,005.85	
Peerless Network, Inc					
03/16/2026	Check	6341	Invoice 92887	4474 Telephone/FAX	\$91.32
Total for Peerless Network, Inc				\$91.32	
Precious One Designs					
03/30/2026	Check	23188	4.7.26 Jewelry upcycled	4452 Public Services Programming	\$200.00
Total for Precious One Designs				\$200.00	
Quality Alarm System, Inc.					
03/10/2026	Check	6337	Invoice 162241 April - June 2026 Alarm Service	4414 Alarm	\$744.00
Total for Quality Alarm System, Inc.				\$744.00	
Record -A-Hit-Entertainment					
03/23/2026	Check	6348	5.30.26 Obstacle Course Inflatable	4904 Reimb. - Friends Book Sales	\$535.00
Total for Record -A-Hit-Entertainment				\$535.00	
Stanley Access Tech LLC					
03/19/2026	Check	6346	Exterior & Interior bottom latch replacement	7001 Special Reserves Projects	\$2,911.48
Total for Stanley Access Tech LLC				\$2,911.48	
SWAN					
03/16/2026	Expense	ACH SWAN	Invoice 12545 SWAN Fees April-June 2026	4417 SWAN/OCLC	\$7,009.75
Total for SWAN				\$7,009.75	



**PALOS HEIGHTS
PUBLIC LIBRARY**

**GENERAL FUND - EXPENDITURE SUMMARY
CHECKS FOR BOARD APPROVAL
MONTH ENDING: MARCH 2026**

Type	Date	Num	Memo	Amount	
Truty, Marcin					
03/02/2026	Expense	ACH Marcin	02 FEB IT SERVICES 26-02	4902 Grants	\$4,160.00
Total for Truty, Marcin				\$4,160.00	
Warehouse Direct					
03/27/2026	Check	6351	Small Liners (2)	4541 Maintenance/Cleaning Supplies	\$64.42
03/27/2026	Check	6351	Large Liners (3)	4541 Maintenance/Cleaning Supplies	\$141.54
Total for Warehouse Direct				\$205.96	
Wenstrup, Gary					
03/30/2026	Check	23189	4.9.26 History of the Rolling Stones	4452 Public Services Programming	\$300.00
Total for Wenstrup, Gary				\$300.00	
TOTAL CHECKS FOR BOARD APPROVAL				\$159,229.85	



**PALOS HEIGHTS
PUBLIC LIBRARY**

**SCHEDULE OF FUND BALANCES
BY FINANCIAL INSTITUTION
March 31, 2026**

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	\$43,431.06	\$1,338,934.20	\$1,184.05	\$200.00	\$572.09	\$2,610.62	\$1,386,932.02
WITHDRAWALS	(\$159,229.85)						(\$159,229.85)
TRANSFERS	\$50,000.00	(\$50,000.00)					\$0.00
	\$60,000.00	(\$60,000.00)					
	\$60,000.00	(\$60,000.00)					
DEPOSITS	\$28.00						\$4,829.40
	\$1,389.00						
	\$200.00						
	\$351.10						
	\$443.35						
	\$194.25						
	\$305.45						
	\$971.79						
	\$451.55						
	\$494.91						
ADJUSTMENTS							\$0.00
INTEREST EARNED	\$0.86	\$3,073.32	\$3.76	N/A	N/A	\$2.04	\$3,079.98
ENDING BALANCE	\$59,031.47	\$1,172,007.52	\$1,187.81	\$200.00	\$572.09	\$2,612.66	\$1,235,611.55
TOTALS	\$1,232,426.80 GENERAL FUND				\$3,184.75 SPECIAL RESERVES FUND		\$1,235,611.55 TOTAL FUND BALANCE
INTEREST RATES	0.02%	2.850%	3.782%	N/A	N/A	0.920%	

TOTAL FUND BALANCE MONTH ENDING: MARCH, 2026

\$1,235,611.55