EST. 1944 PALOS HEIGHTS PUBLIC LIBRARY

BOARD OF TRUSTEES MEETING AGENDA

August 20, 2026

CALL TO ORDER:	6:30pm
ROLL CALL:	
WELCOME OF GUESTS:	
PUBLIC COMMENT:	
MINUTES OF MEETING:	Approval of the minutes of the June 18, 2026 regular meeting
TREASURER'S REPORT:	Approval of the General Fund bills for June 2026 for $231,382.27 Approval of the Treasurer's report for the month ending June 30, 2026 Approval of the General Fund bills for July 2026 for $165,581.88 Approval of the Treasurer's report for the month ending July 31, 2026
PRESIDENT'S REPORT	
DIRECTOR'S REPORT	
CORRESPONDENCE	
COMMITTEE REPORTS:	Budget & Finance – John Peltz Building & Grounds – Steve Foertsch Ethics Officer – Susan Snow Friends of the Library Liaison – Sue Jankowski Long Range Planning – Sue Jankowski Nominating – Hilary Rhodes Personnel – Dianne Key Policy – Rose Zubik
UNFINISHED BUSINESS:	
NEW BUSINESS:	1. Approval of Payment to D. Kersey Construction for $73,701.50 2. Discussion of Slate of Officers for 2026-2027
ADJOURNMENT	
NEXT MEETING:	Thursday, September 17, 2026

The Palos Heights Public Library is subject to the requirements of the Americans with Disabilities Act of 1990. Individuals with disabilities who plan to attend this meeting and who require certain accommodations in order to allow them to observe and/or participate in this meeting, or who have questions regarding the accessibility of the meeting or the facilities, please contact Jesse Blazek, 708-448-1473.

June Palos Heights Library Board Meeting
Palos Heights Public Library
June 18, 2026 Minutes

1. The meeting was called to order at 6:30pm by President Rose Zubik. The following trustees were present: Hilary Rhodes, Sue Jankowski, Susan Snow, Maria Koeppen, John Peltz, Dianne Key and Rose Zubik. Patrick Keough and Steve Foertsch were absent.
2. Also present was Jesse Blazek, Library Director, Terry Fleckenstein, Business Manager and Tina Ruszala, Head of Youth & Teen Services.
3. No members of the public attended and there was no public comment.
4. Trustee Key moved to approve the minutes of the April regular board meeting. The minutes were approved unanimously by a voice vote.
5. Trustee Now moved to approve the minutes of the May special meeting. The minutes were approved unanimously by a voice vote.
6. **Treasurer's Report**
    a. Trustee Peltz moved to approve the General Fund bills for April 2026 for $158,257.62. The motion was approved unanimously by a roll call vote.
    b. Trustee Peltz moved to approve the Treasurer's report for the month ending April 30, 2026. The motion was approved unanimously by a roll call vote.
    c. Trustee Peltz moved to approve the General Fund bills for May 2026 for $248,849.18. The motion was approved unanimously by a roll call vote.
    d. Trustee Peltz moved to approve the Treasurer's report for the month ending May 31, 2026. The motion was approved unanimously by a roll call vote.
7. There was no President's report.
8. **Director's Report:** In addition to the written report, Jesse reported:
    a. The city of Palos Heights is requesting that all public officials who have not completed **Open Meetings Act training** in the past 5 years re-take the official OMA training course online and submit certificates to the city. Trustees should try to complete this training by July 31st.
    b. The bad storms last week caused a library power outage for 1.5 days, and the library was closed. When reopened on Friday, many local community members happily utilized the library for their services.
    c. Interviews are underway for the open Head of Public Services position and there are several strong candidates.

9. Trustee Snow reminded trustees that the Illinois Library Association has a **Library Trustee Membership** that the Palos Heights Library will pay for. The ILA Annual Conference (held in Peoria this year in October) offers many sessions that can be very informative for the trustees. Trustee Snow encouraged all the trustees to consider attending. Board approval would be required by the September board meeting for interested trustees.
10. **Friends of the Library** Summer Book Sale is July 31 - August 4. The Friends are in need of donations and volunteers at the sale.
11. **Personnel Committee** - Trustees will receive Jesse's evaluation in the coming weeks and it needs to be filled out and returned to Trustee Key by Monday August 3rd.
12. **Policy Committee**
    a. Trustee Snow motioned to approve the revisions to the **VHS Conversion Policy**. The motion passed with a voice vote.
    b. Trustee Snow motioned to approve the revisions to the **Use of Personal Vehicles Policy**. The motion passed with a voice vote.
13. Trustee Snow moved to approve **payment to D. Kersey Construction** for $60,368.40. The work is almost complete and there will be a final balance to approve at our August meeting. On a roll call vote, the motion passed.
14. Trustee Rhodes moved to approve the **2026-2027 Non-Resident Card Fee** using the Tax Bill Method, as that has been working well. The motion passed on a roll call vote.
15. Director Blazek invited the board of trustees (and families) to join the Library employees on the **4th of July for the Palos Heights Parade.** The parade is at noon, and everyone meets at 11am near BMO Harris bank on the east side of Harlem.
16. Trustee Rhodes motioned to adjourn, and President Zubik adjourned the meeting at 7:10pm.
17. The next board meeting is August 20th at 6:30pm.

Minutes recorded by Hilary Rhodes, Secretary

EST. 1944

PALOS HEIGHTS PUBLIC LIBRARY

BOARD MOTIONS APPROVED
06/18/2026

JUNE 2026		AMOUNT	PAGE(s)
MOTION TO APPROVE GENERAL FUND BILL LIST FOR THE MONTH OF:	JUNE	$231,382.27	6.1 TO 6.4
MOTION TO APPROVE SPECIAL RESERVES FUND BILL LIST FOR THE MONTH OF:			
MOTION TO APPROVE TREASURER'S REPORT FOR THE MONTH ENDING:	6/30/2026	N/A	1

JULY 2026		AMOUNT	PAGE(s)
MOTION TO APPROVE GENERAL FUND BILL LIST FOR THE MONTH OF:	JULY	$165,581.88	6.1 TO 6.4
MOTION TO APPROVE SPECIAL RESERVES FUND BILL LIST FOR THE MONTH OF:			
MOTION TO APPROVE TREASURER'S REPORT FOR THE MONTH ENDING:	7/31/2026	N/A	1

PALOS HEIGHTS PUBLIC LIBRARY

EST. 1944

STATEMENT OF FUND BALANCES
MONTH ENDING: JUNE, 2026

	GENERAL	SPECIAL RESERVE	TOTAL
REVENUES			
PROPERTY TAXES	$88,853.20		$88,853.20
CORPORATE REPLACEMENT TAX	$0.00		$0.00
DIRECT REVENUES			
FRONT DESK			
» Fines/Lost/Damaged	$144.95		$144.95
» Non Resident Cards	$0.00		$0.00
» Miscellaneous	$174.13		$174.13
MISCELLANEOUS REIMBURSEMENTS			
» Book Sale	$1,048.45		$1,048.45
» Miscellaneous	$1,484.00		$1,484.00
DONATIONS/GIFTS			$0.00
» Restricted	$125.00		$125.00
» Annual Fundraising	$789.62		$789.62
» Planned Giving (Trusts/Wills)	$0.00		$0.00
COPIER	$805.15		$805.15
GRANTS	$0.00		$0.00
INTEREST	$1,717.56	$1.98	$1,719.54
TOTAL REVENUES	**$95,142.06**	**$1.98**	**$95,144.04**
EXPENDITURES			
PERSONNEL SERVICES			
» Operational Salaries	$83,779.86		$83,779.86
» Employee Benefits	$30,059.26		$30,059.26
» Staff & Board Development	$65.90		$65.90
CONTRACTUAL SERVICES	$10,411.86		$10,411.86
BUILDING MAINTENANCE	$5,979.17		$5,979.17
INSURANCE	$0.00		$0.00
UTILITIES	$5,734.56		$5,734.56
SUPPLIES	$1,976.95		$1,976.95
CAPITAL EXPENSES	$0.00		$0.00
MEDIA	$18,699.82		$18,699.82
REIMBURSEMENTS	$2,177.74		$2,177.74
SR PROJECTS	$72,497.15		$72,497.15
TOTAL EXPENDITURES	**$231,382.27**	**$0.00**	**$231,382.27**
REVENUES OVER EXPENDITURES			
EXCESS (DIFICIENCY)	-$136,240.21	$1.98	-$136,238.23
OTHER FINANCING SOURCES (USES)			
**Tansfer in	$300.00	$0.00	$300.00
**Transfer out	$0.00	$0.00	$0.00
**Adjustments	$0.00	$0.00	$0.00
TOTAL OTHER FINANCING SOURCES	**$300.00**	**$0.00**	**$300.00**
NET CHANGE IN FUND BALANCES	-$135,940.21	$1.98	-$135,938.23
FUND BALANCES, BEGINNING OF MONTH	$874,242.60	$3,188.77	$877,431.37
END OF MONTH	**$738,302.39**	**$3,190.75**	**$741,493.14**

**Check 23205 Voided - Program cancelled due to power outage

PALOS HEIGHTS PUBLIC LIBRARY

EST. 1944

GENERAL FUND

BUDGETARY COMPARISON SCHEDULE
MONTH ENDING: JUNE 2026

	BUDGETED AMOUNTS Original	Final	Actual	Variance With Final Budget	Balance %
REVENUES					
PROPERTY TAXES	$2,034,093.53	$2,034,093.53	$1,890,573.72	$143,519.81	92.94%
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	$1,074.55	$925.45	53.73%
Cards - Non Resident Only	$1,200.00	$1,200.00	$197.68	$1,002.32	16.47%
Miscellaneous	$4,000.00	$4,000.00	$2,321.34	$1,678.66	58.03%
MISCELLANEOUS REIMBURSEMENTS					
Book Sale	$13,000.00	$13,000.00	$7,880.80	$5,119.20	60.62%
Miscellaneous	$17,000.00	$17,000.00	$9,091.76	$7,908.24	53.48%
DONATIONS / GIFTS					
Restricted	$1,500.00	$1,500.00	$357.50	$1,142.50	23.83%
Unrestricted	$1,000.00	$1,000.00	$1,466.78	-$466.78	146.68%
Planned Giving	$15,000.00	$15,000.00	$0.00	$15,000.00	0.00%
COPIER	$5,500.00	$5,500.00	$4,057.55	$1,442.45	73.77%
GRANTS	$17,800.30	$17,800.30	$0.00	$17,800.30	0.00%
INTEREST	$30,050.00	$30,050.00	$14,278.92	$15,771.08	47.52%
TOTAL REVENUES	**$2,154,643.83**	**$2,154,643.83**	**$1,941,480.75**	**$213,163.08**	**90.11%**
PERSONNEL SERVICES					
Operational Salaries	$1,047,436.28	$1,047,436.28	$526,105.09	-$521,331.19	-49.77%
Employee Benefits	$368,490.77	$368,490.77	$183,298.27	-$185,192.50	-50.26%
Staff & Board Development	$12,000.00	$12,000.00	$7,211.35	-$4,788.65	-39.91%
CONTRACTUAL SERVICES	$192,638.27	$192,638.27	$82,929.82	-$109,708.45	-56.95%
BUILDING MAINTENANCE	$52,478.82	$52,478.82	$23,141.15	-$29,337.67	-55.90%
INSURANCE	$28,129.32	$28,129.32	$24,511.52	-$3,617.80	-12.86%
UTILITIES	$67,048.16	$67,048.16	$24,388.87	-$42,659.29	-63.62%
SUPPLIES	$25,600.00	$25,600.00	$11,325.55	-$14,274.45	-55.76%
CAPITAL EXPENSES	$141,721.91	$141,721.91	$0.00	-$141,721.91	-100.00%
MEDIA	$169,800.00	$169,800.00	$74,090.04	-$95,709.96	-56.37%
REIMBURSEMENTS	$49,300.30	$49,300.30	$281,519.93	$232,219.63	471.03%
SR PROJECTS	$288,732.00	$288,732.00	$137,069.90	-$151,662.10	-52.53%
TOTAL EXPENDITURES	**$2,443,375.83**	**$2,443,375.83**	**$1,375,591.49**	**-$1,067,784.34**	**-43.70%**
REVENUES OVER EXPENDITURES - EXCESS (DEFICIENCY)	**-$288,732.00**	**-$288,732.00**	**$565,889.26**	**-$854,621.26**	
OTHER FINANCING USES					
Transfer In			$300.00		
Transfer Out (Special Reserve Transfer)			$0.00		
TOTAL OTHER FINANCING USES			**$300.00**		
NET CHANGE IN FUND BALANCE			$566,189.26		
FUND BALANCE					
BEGINNING OF YEAR			$171,863.13		
YTD MONTH ENDING			**$738,052.39**		

PALOS HEIGHTS PUBLIC LIBRARY
EST. 1944

GENERAL FUND

BUDGETARY COMPARISON OF EXPENDITURES
MONTH ENDING: JUNE 2026

		BUDGET 2026	CURRENT MONTH	EXPENDITURES Y.T.D.	REMAINING BALANCE	PERCENTAGE REMAINING
PERSONNEL SERVICES						
OPERATIONAL SALARIES						
4311	SALARIED EMPLOYEES	$824,632.84	$67,414.47	$415,179.51	$409,453.33	49.65%
4312	HOURLY EMPLOYEES	$217,503.44	$16,365.39	$110,115.58	$107,387.86	49.37%
4313	ADDITIONAL COMPENSATION	$5,300.00	$0.00	$810.00	$4,490.00	84.72%
TOTAL OPERATIONAL SALARIES		**$1,047,436.28**	**$83,779.86**	**$526,105.09**	**$521,331.19**	**49.77%**
EMPLOYEE BENEFITS						
4331	ILL. MUNI. RETIREMENT FUND	$86,917.74	$6,986.32	$43,163.34	$43,754.40	50.34%
4332	SOCIAL SECURITY - FICA	$79,723.43	$6,352.14	$39,810.13	$39,913.30	50.06%
4333	INSURANCE	$200,649.60	$16,720.80	$100,324.80	$100,324.80	50.00%
4334	CLOTHING	$1,200.00	$0.00	$0.00	$1,200.00	100.00%
TOTAL EMPLOYEE BENEFITS		**$368,490.77**	**$30,059.26**	**$183,298.27**	**$185,192.50**	**50.26%**
STAFF & BOARD DEVELOPMENT						
4351	MEMBERSHIP FEES	$2,600.00	$0.00	$2,460.00	$140.00	5.38%
4352	BOARD DEVELOPMENT	$800.00	$0.00	$75.00	$725.00	90.63%
4353	ADMINISTRATOR	$500.00	$0.00	$200.00	$300.00	60.00%
4354	PROFESSIONAL STAFF	$6,000.00	$0.00	$3,124.98	$2,875.02	47.92%
4355	SUPPORT STAFF	$1,000.00	$0.00	$814.65	$185.35	18.54%
4356	MILEAGE REIMBURSEMENT	$1,100.00	$65.90	$536.72	$563.28	51.21%
TOTAL STAFF & BOARD DEVELOPMENT		**$12,000.00**	**$65.90**	**$7,211.35**	**$4,788.65**	**39.91%**
GROUP TOTAL PERSONNEL SERVICES		**$1,427,927.05**	**$113,905.02**	**$716,614.71**	**$711,312.34**	**49.81%**
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	$306.00	$1,694.00	84.70%
4363	CONSULTANT FEES	$500.00	$225.00	$357.24	$142.76	28.55%
4364	APPRAISAL	$650.00	$0.00	$630.00	$20.00	3.08%
4365	ACCOUNTANT	$4,950.00	$0.00	$1,825.00	$3,125.00	63.13%
TOTAL PROFESSIONAL SERVICES		**$15,800.00**	**$225.00**	**$8,818.24**	**$6,981.76**	**44.19%**
OUTSIDE SERVICES						
4412	PAYROLL SERVICES	$4,400.00	$278.86	$1,950.36	$2,449.64	55.67%
4414	ALARM	$3,300.00	$744.00	$2,478.00	$822.00	24.91%
4416	MAINTENANCE	$40,000.00	$3,098.01	$20,836.18	$19,163.82	47.91%
4417	SWAN	$29,000.00	$0.00	$14,053.43	$14,946.57	51.54%
4418	TECHNOLOGY	$42,000.00	$4,317.59	$10,277.72	$31,722.28	75.53%
TOTAL OUTSIDE SERVICES		**$118,700.00**	**$8,438.46**	**$49,595.69**	**$69,104.31**	**58.22%**
PRINTING						
4424	NEWSLETTER PRINTING	$20,138.27	$0.00	$6,393.10	$13,745.17	68.25%
TOTAL PRINTING		**$20,138.27**	**$0.00**	**$6,393.10**	**$13,745.17**	**68.25%**
PROGRAMMING						
4451	YOUTH & TEEN PROGRAMMING	$11,000.00	$1,059.96	$5,881.52	$5,118.48	46.53%
4452	PUBLIC SERVICES PROGRAMMING	$14,000.00	$295.51	$8,318.36	$5,681.64	40.58%
4454	GENERAL PROGRAMMING	$10,000.00	$33.99	$3,313.90	$6,686.10	66.86%
TOTAL PROGRAMMING		**$35,000.00**	**$1,389.46**	**$17,513.78**	**$17,486.22**	**49.96%**
PUBLIC RELATIONS						
4461	Public Relations	$3,000.00	$358.94	$609.01	$2,390.99	79.70%
TOTAL PUBLIC RELATIONS		**$3,000.00**	**$358.94**	**$609.01**	**$2,390.99**	**79.70%**
GROUP TOTAL CONTRACTUAL SERVICES		**$192,638.27**	**$10,411.86**	**$82,929.82**	**$109,708.45**	**56.95%**

EST. 1944 PALOS HEIGHTS PUBLIC LIBRARY

BUDGETARY COMPARISON OF EXPENDITURES
MONTH ENDING: JUNE 2026

		BUDGET 2026	CURRENT MONTH	EXPENDITURES Y.T.D.	REMAINING BALANCE	PERCENTAGE REMAINING
BUILDING MAINTENANCE						
REPAIRS & MAINTENANCE						
4431	PEST CONTROL	$825.48	$82.56	$391.26	$434.22	52.60%
4432	HEATING/COOLING SERVICE	$13,000.00	$2,711.50	$2,711.50	$10,288.50	79.14%
4434	BUILDING REPAIRS	$13,000.00	$1,439.24	$10,742.62	$2,257.38	17.36%
4436	LAWN MAINTENANCE	$10,053.30	$1,019.87	$3,079.77	$6,973.53	69.37%
4437	SNOW REMOVAL	$7,280.04	$0.00	$1,860.00	$5,420.04	74.45%
TOTAL REPAIRS & MAINTENANCE		**$44,158.82**	**$5,253.17**	**$18,785.15**	**$25,373.67**	**57.46%**
EQUIPMENT MAINTENANCE						
4531	COPIER	$8,100.00	$726.00	$4,356.00	$3,744.00	46.22%
4533	OTHER EQUIPMENT	$220.00	$0.00	$0.00	$220.00	100.00%
TOTAL EQUIPMENT MAINTENANCE		**$8,320.00**	**$726.00**	**$4,356.00**	**$3,964.00**	**47.64%**
GROUP TOTAL BUILDING MAINTENANCE		**$52,478.82**	**$5,979.17**	**$23,141.15**	**$29,337.67**	**55.90%**
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	$3,759.65	$18,925.67	$36,074.33	65.59%
4472	WATER	$2,640.00	$158.37	$1,058.43	$1,581.57	59.91%
4473	GAS	$1,300.00	$0.00	$0.00	$1,300.00	100.00%
4474	TELEPHONE/FAX	$2,400.00	$205.38	$1,156.89	$1,243.11	51.80%
4475	INTERNET/LOCAL AREA NET	$5,708.16	$1,611.16	$3,247.88	$2,460.28	43.10%
GROUP TOTAL UTILITIES		**$67,048.16**	**$5,734.56**	**$24,388.87**	**$42,659.29**	**63.62%**
SUPPLIES						
OFFICE SUPPLIES						
4511	PUBLIC SERVICES SUPPLIES	$1,000.00	$128.08	$305.87	$694.13	69.41%
4512	YOUTH & TEEN SERVICES SUPPLIES	$2,000.00	$267.76	$566.24	$1,433.76	71.69%
4514	BUSINESS OFFICE SUPPLIES	$3,200.00	$22.22	$1,811.56	$1,388.44	43.39%
4515	TECHNICAL SERVICES SUPPLIES	$3,000.00	$136.58	$1,377.38	$1,622.62	54.09%
4516	CIRCULATION SUPPLIES	$3,050.00	$59.84	$1,002.42	$2,047.58	67.13%
4518	LOCAL HISTORY SUPPLIES	$500.00	$0.00	$107.59	$392.41	78.48%
4519	HOSPITALITY SUPPLIES	$1,200.00	$0.00	$299.99	$900.01	75.00%
TOTAL OFFICE SUPPLIES		**$13,950.00**	**$614.48**	**$5,471.05**	**$8,478.95**	**60.78%**
JANITORIAL/CLEANING SUPPLIES						
4541	MAINTENANCE/CLEANING SUPPLIES	$5,600.00	$424.22	$2,894.81	$2,705.19	48.31%
TOTAL JANITORAL/CLEANINGSUPPLIES		**$5,600.00**	**$424.22**	**$2,894.81**	**$2,705.19**	**48.31%**
MAILING EXPENSES & FEES						
4551	POSTAGE & HANDLING	$650.00	$38.25	$259.69	$390.31	60.05%
4553	BULK FEES & PERMITS	$5,400.00	$900.00	$2,700.00	$2,700.00	50.00%
TOTAL OFFICE EXPENSE		**$6,050.00**	**$938.25**	**$2,959.69**	**$3,090.31**	**51.08%**
GROUP TOTAL SUPPLIES		**$25,600.00**	**$1,976.95**	**$11,325.55**	**$14,274.45**	**55.76%**
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%**

MEDIA -LIBRARY SUPPLIES

EST. 1944 PALOS HEIGHTS PUBLIC LIBRARY

GENERAL FUND

BUDGETARY COMPARISON OF EXPENDITURES
MONTH ENDING: JUNE 2026

		BUDGET 2026	CURRENT MONTH	EXPENDITURES Y.T.D.	REMAINING BALANCE	PERCENTAGE REMAINING
4710A	DATABASES - Adult	$25,000.00	$440.00	$6,531.79	$18,468.21	73.87%
4710B	DATABASES -Youth	$4,700.00	$0.00	$1,946.80	$2,753.20	58.58%
4711	PERIODICALS	$11,000.00	$1,094.80	$1,455.59	$9,544.41	86.77%
4714	LARGE PRINT	$5,750.00	$457.91	$2,075.10	$3,674.90	63.91%
4715	BOOKS - Adult	$31,000.00	$2,437.40	$11,411.36	$19,588.64	63.19%
4715B	FOREIGN LANGUAGE ADULT	$2,500.00	$0.00	$0.00	$2,500.00	100.00%
4716	BOOKS - Youth	$33,500.00	$11,007.85	$21,046.47	$12,453.53	37.17%
4717	VIDEOS - Adult	$4,300.00	$398.14	$1,637.12	$2,662.88	61.93%
4718	VIDEOS - Youth	$1,100.00	$0.00	$467.84	$632.16	57.47%
4719	AUDIOBOOKS/PLAYAWAYS - Adult	$2,300.00	$280.88	$1,067.54	$1,232.46	53.59%
4720	AUDIOBOOKS/PLAYAWAYS - Youth	$4,050.00	$68.99	$579.92	$3,470.08	85.68%
4721	SOFTWARE	$10,500.00	$120.00	$5,723.24	$4,776.76	45.49%
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	$101.72	$794.86	$205.14	20.51%
4725A	E-BOOKS - Adult	$13,000.00	$923.45	$7,745.25	$5,254.75	40.42%
4725B	E-AUDIOBOOKS - ADULT	$14,000.00	$1,368.68	$8,914.72	$5,085.28	36.32%
4726	EBOOKS - Youth	$3,500.00	$0.00	$2,692.44	$807.56	23.07%
GROUP TOTAL MEDIA		**$169,800.00**	**$18,699.82**	**$74,090.04**	**$95,709.96**	**56.37%**
MISCELLANEOUS - REIMBURSEMENTS						
4900	MISCELLANEOUS	$17,000.00	$1,389.00	$259,213.49	-$242,213.49	-1424.79%
4902	PER CAPITA / OTHER GRANTS	$17,800.30	$755.91	$18,035.91	-$235.61	-1.32%
4904	FRIENDS - BOOK SALES	$13,000.00	$0.00	$4,003.10	$8,996.90	69.21%
4906a	RESTRICTED DONATIONS	$1,500.00	$32.83	$267.43	$1,232.57	82.17%
GROUP TOTAL MISCELLANEOUS REIMBURSEMENTS		**$49,300.30**	**$2,177.74**	**$281,519.93**	**-$232,219.63**	**-471.03%**
SPECIAL RESERVE PROJECTS						
7001	SPECIAL RESERVE - PROJECTS	$288,732.00	$72,497.15	$137,069.90	$151,662.10	**52.53%**
GROUP TOTAL SPECIAL RESERVES - PROJECTS		**$288,732.00**	**$72,497.15**	**$137,069.90**	**$151,662.10**	**52.53%**
TOTAL EXPENDITURES		**$2,443,375.83**	**$231,382.27**	**$1,375,591.49**	**$1,067,784.34**	**43.70%**

PALOS HEIGHTS PUBLIC LIBRARY

EST. 1944

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

Type	Date	Num	Memo		Amount
Amazon					
06/01/2026	Expense	AMAZON PORTAL	1CRQ-X7WV-F9L3 C cell batteries	4434 Building Repairs	$14.24
06/01/2026	Expense	AMAZON PORTAL	1QHW-W9CG-VDHW Toilet paper (3) 48 rolls	4541 Maintenance/Cleaning Supplies	$84.64
06/01/2026	Expense	AMAZON PORTAL	1QTK-1YLC-CP7F Multi fold towels (2)	4541 Maintenance/Cleaning Supplies	$80.29
06/01/2026	Expense	AMAZON PORTAL	1QQ3-XPCH-TPVF Supplies	4511 Public Services - Supplies	$40.90
06/01/2026	Expense	AMAZON PORTAL	1HDL-NVLL-F3KX Bookmarks	4511 Public Services - Supplies	$39.96
06/01/2026	Expense	AMAZON PORTAL	19QM-4NM3-MHQN Supplies	4514 Business Office - Supplies	$14.38
06/01/2026	Expense	AMAZON PORTAL	1KKF-WT7W-WXFY Wireless Supplies	4512 Youth & Teen - Supplies	$129.60
06/01/2026	Expense	AMAZON PORTAL	1QXY-CD7X-X3RY SRP Decorations	4451 Youth & Teen Programming	$49.12
06/09/2026	Expense	AMAZON PORTAL	1QDV-TPQN-MRMF Parade Bags/Veterans Bags	4461 Public Relations	$35.99
06/09/2026	Expense	AMAZON PORTAL	1HY7-4MGR-3PDW Parade bubbles	4461 Public Relations	$25.99
06/09/2026	Expense	AMAZON PORTAL	1LNH-YWJT-KYVK Parade 30 lb suckers /beads/mini bubbles	4461 Public Relations	$296.96
06/09/2026	Expense	AMAZON PORTAL	1PNT-913P-R9GM (2) 6' folding tables	4724 Gadgets & Gizmos	$101.72
06/09/2026	Expense	AMAZON PORTAL	1769-W41R-QWVQ (2) monitor arms for circ	4418 Technology	$139.98
06/09/2026	Expense	AMAZON PORTAL	1P7J=RPWL-MCDY SRP Books	4451 Youth & Teen Programming	$534.86
06/09/2026	Expense	AMAZON PORTAL	1GTQ-7RYX-NPFQ Office Supplies	4512 Youth & Teen - Supplies	$127.54
06/10/2026	Expense	AMAZON PORTAL	1CCV-HXTM-MTJL Surface dock (2) display port	4418 Technology	$857.91
06/10/2026	Expense	AMAZON PORTAL	1RRF-GRMY-JVY1 Spice Club	4511 Public Services - Supplies	$17.26
06/17/2026	Expense	AMAZON PORTAL	1374-WWFN-7KWY Circ Supplies	4516 Circulation - Supplies	$32.42
06/10/2026	Expense	AMAZON PORTAL	1MDK-XGJW-KVP3	4514 Business Office - Supplies	$4.99
06/10/2026	Expense	AMAZON PORTAL	199V-7VD1-LV7K 2 OZ CUPS	4511 Public Services - Supplies	$29.96
06/10/2026	Expense	AMAZON PORTAL	19NT-VPFR-VMGW Battery Back up	4902 Grants	$31.60
06/30/2026	Expense	AMAZON PORTAL	1CQH-73MQ-VCR4 Parade	4454 General Programming	$33.99
06/30/2026	Expense	AMAZON PORTAL	11TJ-FGFT-KFPP Circ Supplies	4516 Circulation - Supplies	$27.42
06/30/2026	Expense	AMAZON PORTAL	1LVX-9XX301K31 SWW/Halloran	4906a Reimb. - Restricted Donations	$32.83
06/30/2026	Expense	AMAZON PORTAL	1XDK-4NLD-YFMD Tech Supplies	4515 Technical Services - Supplies	$33.51
06/30/2026	Expense	AMAZON PORTAL	1LFC-C7JG-RXPR Toilet Paper (3)	4541 Maintenance/Cleaning Supplies	$84.64
06/30/2026	Expense	AMAZON PORTAL	1NPK-NJCX-91YY Multifold Towels (2)	4541 Maintenance/Cleaning Supplies	$80.29
06/30/2026	Expense	AMAZON PORTAL	1TTG-DTGK-4MQG June26	4512 Youth & Teen - Supplies	$45.61
06/30/2026	Expense	AMAZON PORTAL	Credit Memo for returned items	4512 Youth & Teen - Supplies	-$34.99
06/30/2026	Expense	AMAZON PORTAL	1CQH-73MQ-NJJX Hard drive brackets	4902 Grants	$59.99
Total for Amazon					**$3,053.60**
Anderson Pest Solutions					
06/18/2026	Check	6431	Invoice 97859595	4431 Pest Control	$78.06
06/18/2026	Check	6431	Environmental & Safety Surcharge	4431 Pest Control	$4.50
Total for Anderson Pest Solutions					**$82.56**
At&T - Fiber Line					
06/01/2026	Check	6409	Invoice 1505006113	4475 Internet	$805.58
06/24/2026	Check	6433	Invoice 5854247113	4475 Internet	$805.58
Total for At&T - Fiber Line					**$1,611.16**
Big Run Wolf Ranch					
06/03/2026	Check	23213	6.12.26 Wildlife Presentation	4451 Youth & Teen Programming	$450.00
Total for Big Run Wolf Ranch					**$450.00**
Building Technology Consultants, Inc.					
06/03/2026	Check	6417	Invoice 14589 Construction Phase	7001 Special Reserves Projects	$2,800.00
Total for Building Technology Consultants, Inc.					**$2,800.00**
CDW Government, Inc.					
06/17/2026	Check	6427	Invoice AJIY2I APC back up 850VA	4902 Grants	$144.02
Total for CDW Government, Inc.					**$144.02**

PALOS HEIGHTS PUBLIC LIBRARY

EST. 1944

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

Type	Date	Num	Memo		Amount
Children's Plus Inc.					
	06/03/2026 Check	6416	Invoice 279731	4716 Books - Youth	$9,476.67
Total for Children's Plus Inc.					**$9,476.67**
City Of Palos Heights IMRF					
	06/30/2026 Check	23221	06 June Payment	4331 IMRF Ill. Muni. Ret. Fund	$6,986.32
	06/30/2026 Journal Entry	JE 260408	4.5%	4311 Salaried Employees	$3,033.66
	06/30/2026 Journal Entry	JE 260408	4.5%	4312 Hourly Employees	$167.84
	06/30/2026 Journal Entry	JE 260409	VIMRF	4311 Salaried Employees	$1,488.94
Total for City Of Palos Heights IMRF					**$11,676.76**
City of Palos Hts. - Water Bill					
	06/30/2026 Check	6452	Monthly bill	4472 Water	$158.37
Total for City of Palos Hts. - Water Bill					**$158.37**
ComEd					
	06/17/2026 Check	6428	Billing through 6.3.26	4471 Power	$3,759.65
Total for ComEd					**$3,759.65**
Cosmopolitan Building Services					
	06/08/2026 Check	6419	06 June 26 Janitorial Services Invoice 6661	4416 Maintenance	$2,722.50
Total for Cosmopolitan Building Services					**$2,722.50**
D. Kersey Construction Co.					
	06/26/2026 Check	23216	Application payment #2	7001 Special Reserves Projects	$60,368.40
Total for D. Kersey Construction Co.					**$60,368.40**
Everest Paving, LLC					
	06/15/2026 Check	6424	Dep. Sealcoating 7.19.26	7001 Special Reserves Projects	$2,473.00
Total for Everest Paving, LLC					**$2,473.00**
GT Mechanical					
	06/01/2026 Expense	ACH GT	23012388 Preventative Maintenance 1 of 2	4432 Heating/Cooling Service	$2,400.00
	06/17/2026 Expense	ACH GT	23012560 Chiller in alarm	4432 Heating/Cooling Service	$311.50
Total for GT Mechanical					**$2,711.50**
Homer Tree Care, Inc.					
	06/17/2026 Check	6429	Invoice 64821 Storm clean up	7001 Special Reserves Projects	$1,000.00
Total for Homer Tree Care, Inc.					**$1,000.00**
HR Source					
	06/01/2026 Check	6411	25086 Library Supplemental Report	4363 Consultant Fees	$225.00
Total for HR Source					**$225.00**
Independent Construction Services					
	06/05/2026 Check	6418	Invoice 1767 Water Infiltration Project	7001 Special Reserves Projects	$1,703.75
Total for Independent Construction Services					**$1,703.75**
INFOBIP VOICE, INC					
	06/15/2026 Check	6426	Invoice 97652	4474 Telephone/FAX	$105.06
Total for INFOBIP VOICE, INC					**$105.06**
Ingram					
	06/03/2026 Check	6413	05 May 26	4714 Large Print Books	$457.91
	06/03/2026 Check	6413	05 May 26	4715 Books - Adult	$2,446.74
	06/03/2026 Check	6413	05 May 26	4716 Books - Youth	$1,531.18
	06/03/2026 Check	6413	04 Apr 26 Credit	4715 Books - Adult	-$9.34
Total for Ingram					**$4,426.49**
LEAF (Copier Lease)					
	06/03/2026 Expense	ACH LEAF	Copier Lease payment 8	4531 Copier	$726.00
Total for LEAF (Copier Lease)					**$726.00**

PALOS HEIGHTS PUBLIC LIBRARY

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

Type	Date		Num	Memo		Amount
Libraries First						
	06/15/2026	Check	6425	Museum Adventure Pass 2026	4710a Databases (Adult)	$440.00
Total for Libraries First						**$440.00**
LIMRiCC-Employees						
	06/05/2026	Expense	ACH LIM	Retiree Reimb. for Medical Coverage	4900 Miscellaneous - Reimbursements	$1,389.00
	06/05/2026	Journal Entry	JE 260406	Employee Paid Benefits	4311 Salaried Employees	$745.35
	06/05/2026	Expense	ACH LIM	05 MAY 26	4333 Insurance	$16,720.80
Total for LIMRiCC-Employees						**$18,855.15**
Midwest Tape - 19730						
	06/03/2026	Check	6414	05 May 26	4717 Videos - Adult	$398.14
	06/03/2026	Check	6414	05 May 26	4719 Audiobooks - Adult	$280.88
Total for Midwest Tape - 19730						**$679.02**
Motion Picture Licensing Corporation						
	06/10/2026	Check	6423	MPLC Umbrella 8/1/26 to 7/31/27	4452 Public Services Programming	$295.51
Total for Motion Picture Licensing Corporation						**$295.51**
NIR Roof Care, Inc						
	06/18/2026	Check	6432	Invoice 186348 Storm / branch imbedded flat roof.	4434 Building Repairs	$985.00
Total for NIR Roof Care, Inc						**$985.00**
Old National Bank - MasterCard						
	06/05/2026	Expense	MasterCard	Google Fi/Sip	4474 Telephone/FAX	$100.32
	06/05/2026	Expense	MasterCard	OCLC	4551 Postage & Handling	$12.75
	06/05/2026	Expense	MasterCard	Duo	4721 Software	$120.00
	06/05/2026	Expense	MasterCard	Disney Plus/Spotify	4451 Youth & Teen Programming	$25.98
	06/05/2026	Expense	MasterCard	Sun Times 52 weeks	4711 Periodicals	$1,079.81
	06/05/2026	Expense	MasterCard	Barrons Monthly Fee	4711 Periodicals	$14.99
	06/05/2026	Expense	MasterCard	Template	4514 Business Office - Supplies	$2.85
	06/05/2026	Expense	MasterCard	Label Match Tech Supplies	4515 Technical Services - Supplies	$103.07
Total for Old National Bank - MasterCard						**$1,459.77**
Otis Elevator						
	06/01/2026	Expense	OTIS PORTAL	Invoice F100316216 One time charge for fuel impact	4416 Maintenance	$175.00
	06/17/2026	Expense	OTIS PORTAL	Invoice 100402359594	4416 Maintenance	$200.51
Total for Otis Elevator						**$375.51**
OverDrive, Inc.						
	06/08/2026	Check	6420	01658CO26118934	4725A E-Books - Adult	$82.50
	06/08/2026	Check	6420	01658MA26180741	4725A E-Books - Adult	$27.50
	06/08/2026	Check	6420	01658MA26180742	4725B E-Audiobooks - Adult	$38.00
	06/08/2026	Check	6420	01658CP26144458	4725B E-Audiobooks - Adult	$83.60
	06/17/2026	Check	6430	01658CO26201692	4725A E-Books - Adult	$813.45
	06/17/2026	Check	6430	01658CO26201691	4725B E-Audiobooks - Adult	$1,247.08
Total for OverDrive, Inc.						**$2,292.13**
Paylocity Payroll Billing						
	06/25/2026	Expense	PAYLOCITY	Check date 5.26.26 Check date 6.08.26	4412 Payroll Services	$278.86
Total for Paylocity Payroll Billing						**$278.86**
Paylocity Payroll Taxes						
	06/12/2026	Expense	PAYLOCITY	Check date 06.12.26	4311 Salaried Employees	$6,553.99
	06/12/2026	Expense	PAYLOCITY	Check date 06.12.26	4332 FICA Social Security	$3,011.15
	06/12/2026	Expense	PAYLOCITY	Check date 06.12.26	4312 Hourly Employees	$1,322.66
	06/26/2026	Expense	PAYLOCITY	Check date 06.26.26	4311 Salaried Employees	$7,797.31
	06/26/2026	Expense	PAYLOCITY	Check date 06.26.26	4332 FICA Social Security	$3,340.99
	06/26/2026	Expense	PAYLOCITY	Check date 06.26.26	4312 Hourly Employees	$1,270.53
Total for Paylocity Payroll Taxes						**$23,296.63**

PALOS HEIGHTS PUBLIC LIBRARY

EST. 1944

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

Type	Date	Num	Memo		Amount
Paylocity Payroll Net					
06/12/2026	Expense	PAYLOCITY	Check date 06.12.26	4311 Salaried Employees	$22,254.26
06/12/2026	Expense	PAYLOCITY	Check date 06.12.26	4312 Hourly Employees	$6,974.46
06/12/2026	Expense	PAYLOCITY	EN homebound deliveries	4356 Mileage Reimbursement	$14.87
06/12/2026	Expense	PAYLOCITY	LC mileage Reaching Forward	4356 Mileage Reimbursement	$22.40
06/26/2026	Expense	PAYLOCITY	Check date 06.26.26	4311 Salaried Employees	$25,540.96
06/26/2026	Expense	PAYLOCITY	Check date 06.26.26	4312 Hourly Employees	$6,629.90
06/26/2026	Expense	PAYLOCITY	EN homebound deliveries	4356 Mileage Reimbursement	$8.63
06/26/2026	Expense	PAYLOCITY	MM mileage Reaching Forward	4356 Mileage Reimbursement	$20.00
Total for Paylocity Payroll Net					**$61,465.48**
Petty Cash					
06/02/2026	Check	23212	OCLC postage	4551 Postage & Handling	$25.50
Total for Petty Cash					**$25.50**
Playaway Products					
06/03/2026	Check	6415	Invoice 535025	4720 Audiobooks/Playaways - Youth	$68.99
Total for Playaway Products					**$68.99**
Quality Alarm System, Inc.					
06/09/2026	Check	6421	Invoice 163620 July - Sept 2026 Alarm Service	4414 Alarm	$744.00
Total for Quality Alarm System, Inc.					**$744.00**
R. DiFoggio & Sam					
06/24/2026	Check	6434	Invoice 46175 Floor drains 1st fl. back up	4434 Building Repairs	$440.00
Total for R. DiFoggio & Sam					**$440.00**
Roy Erikson Outdoor Maintenance					
06/01/2026	Check	6412	Invoice 07-51643	4436 Lawn Maintenance	$1,019.87
Total for Roy Erikson Outdoor Maintenance					**$1,019.87**
Truty, Marcin					
06/01/2026	Expense	ACH	05 MAY IT SERVICES 26-05	4902 Grants	$520.30
06/01/2026	Expense	ACH	05 MAY IT SERVICES 26-05	4418 Technology	$3,319.70
Total for Truty, Marcin					**$3,840.00**
U.S. Post Office					
06/03/2026	Check	23214	Newsletter postage	4553 Bulk Fees & Permits	$900.00
Total for U.S. Post Office					**$900.00**
Veteran's Energy Team					
06/09/2026	Check	6422	Invoice 1522 Materials/lights	7001 Special Reserves Projects	$26,113.00
06/09/2026	Check	6422	Installation of lights	7001 Special Reserves Projects	$9,145.00
06/09/2026	Check	6422	Credit from ComEd	7001 Special Reserves Projects	-$31,106.00
Total for Veteran's Energy Team					**$4,152.00**
Warehouse Direct					
06/01/2026	Check	6410	Large Liners (2)	4541 Maintenance/Cleaning Supplies	$94.36
Total for Warehouse Direct					**$94.36**
			TOTAL CHECKS FOR BOARD APPROVAL		**$231,382.27**

EST. 1944 | PALOS HEIGHTS PUBLIC LIBRARY

SCHEDULE OF FUND BALANCES
BY FINANCIAL INSTITUTION
June 30, 2026

	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	$9,104.54	$863,742.86	$1,195.20	$200.00	$572.09	$2,616.68	$877,431.37
WITHDRAWLS	($231,382.27)						($231,382.27)
TRANSFERS	$50,000.00	($50,000.00)					
	$60,000.00	($60,000.00)					
	$75,000.00	($75,000.00)					$0.00
	$60,000.00	($60,000.00)					
DEPOSITS	375.05	$36,830.10					
	309.60	$52,023.10					
	206.90						
	95.00						
	50.00						
	$1,389.00						
	$363.20						
	$500.00						$93,424.50
	$200.00						
	$25.00						
	$305.20						
	$100.00						
	$346.05						
	$306.30						
ADJUSTMENTS	$300.00					$1.98	$301.98
INTEREST EARNED	$2.63	$1,711.29	$3.64	N/A	N/A		$1,717.56
ENDING BALANCE	$27,596.20	$709,307.35	$1,198.84	$200.00	$572.09	$2,618.66	**$741,493.14**
TOTALS	**$738,302.39 GENERAL FUND**				**$3,190.75 SPECIAL RESERVES FUND**		**$741,493.14 TOTAL FUND BALANCE**
INTEREST RATES	0.05%	2.750%	3.763%	N/A	N/A	0.920%	

TOTAL FUND BALANCE MONTH ENDING: JUNE, 2026
$741,493.14

ADJUSTMENTS

Check 23205 Voided - Program cancelled due to power outage.

PALOS HEIGHTS PUBLIC LIBRARY
EST. 1944

STATEMENT OF FUND BALANCES
MONTH ENDING: JULY, 2026

	GENERAL	SPECIAL RESERVE	TOTAL
REVENUES			
PROPERTY TAXES	$21,740.46		$21,740.46
CORPORATE REPLACEMENT TAX	$0.00		$0.00
DIRECT REVENUES			
FRONT DESK			
» Fines/Lost/Damaged	$205.00		$205.00
» Non Resident Cards	$520.97		$520.97
» Miscellaneous	$302.50		$302.50
MISCELLANEOUS REIMBURSEMENTS			
» Book Sale	$738.25		$738.25
» Miscellaneous	$1,389.00		$1,389.00
DONATIONS/GIFTS			$0.00
» Restricted	$61.70		$61.70
» Annual Fundraising	$0.00		$0.00
» Planned Giving (Trusts/Wills)	$0.00		$0.00
COPIER	$420.30		$420.30
GRANTS	$0.00		$0.00
INTEREST	$1,427.84	$2.05	$1,429.89
TOTAL REVENUES	**$26,806.02**	**$2.05**	**$26,808.07**
EXPENDITURES			
PERSONNEL SERVICES			
» Operational Salaries	$76,270.86		$76,270.86
» Employee Benefits	$26,749.70		$26,749.70
» Staff & Board Development	$240.16		$240.16
CONTRACTUAL SERVICES	$19,489.88		$19,489.88
BUILDING MAINTENANCE	$4,400.43		$4,400.43
INSURANCE	$0.00		$0.00
UTILITIES	$5,498.50		$5,498.50
SUPPLIES	$1,599.58		$1,599.58
CAPITAL EXPENSES	$0.00		$0.00
MEDIA	$12,821.52		$12,821.52
REIMBURSEMENTS	$4,593.69		$4,593.69
SR PROJECTS	$13,917.56		$13,917.56
TOTAL EXPENDITURES	**$165,581.88**	**$0.00**	**$165,581.88**
REVENUES OVER EXPENDITURES			
EXCESS (DIFICIENCY)	-$138,775.86	$2.05	-$138,773.81
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	-$138,775.86	$2.05	-$138,773.81
FUND BALANCES, BEGINNING OF MONTH	$738,302.39	$3,190.75	$741,493.14
END OF MONTH	**$599,526.53**	**$3,192.80**	**$602,719.33**

EST. 1944 | PALOS HEIGHTS PUBLIC LIBRARY

GENERAL FUND

BUDGETARY COMPARISON SCHEDULE
MONTH ENDING: JULY 2026

	BUDGETED AMOUNTS Original	Final	Actual	Variance With Final Budget	Balance %
REVENUES					
PROPERTY TAXES	$2,034,093.53	$2,034,093.53	$1,912,314.18	$121,779.35	94.01%
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	$1,279.55	$720.45	63.98%
Cards - Non Resident Only	$1,200.00	$1,200.00	$718.65	$481.35	59.89%
Miscellaneous	$4,000.00	$4,000.00	$2,623.84	$1,376.16	65.60%
MISCELLANEOUS REIMBURSEMENTS					
Book Sale	$13,000.00	$13,000.00	$8,619.05	$4,380.95	66.30%
Miscellaneous	$17,000.00	$17,000.00	$10,480.76	$6,519.24	61.65%
DONATIONS / GIFTS					
Restricted	$1,500.00	$1,500.00	$357.50	$1,142.50	23.83%
Unrestricted	$1,000.00	$1,000.00	$1,528.48	-$528.48	152.85%
Planned Giving	$15,000.00	$15,000.00	$0.00	$15,000.00	0.00%
COPIER	$5,500.00	$5,500.00	$4,477.85	$1,022.15	81.42%
GRANTS	$17,800.30	$17,800.30	$0.00	$17,800.30	0.00%
INTEREST	$30,050.00	$30,050.00	$15,706.76	$14,343.24	52.27%
TOTAL REVENUES	**$2,154,643.83**	**$2,154,643.83**	**$1,968,286.77**	**$186,357.06**	**91.35%**
PERSONNEL SERVICES					
Operational Salaries	$1,047,436.28	$1,047,436.28	$602,375.95	-$445,060.33	-42.49%
Employee Benefits	$368,490.77	$368,490.77	$210,047.97	-$158,442.80	-43.00%
Staff & Board Development	$12,000.00	$12,000.00	$7,451.51	-$4,548.49	-37.90%
CONTRACTUAL SERVICES	$192,638.27	$192,638.27	$102,419.70	-$90,218.57	-46.83%
BUILDING MAINTENANCE	$52,478.82	$52,478.82	$27,541.58	-$24,937.24	-47.52%
INSURANCE	$28,129.32	$28,129.32	$24,511.52	-$3,617.80	-12.86%
UTILITIES	$67,048.16	$67,048.16	$29,887.37	-$37,160.79	-55.42%
SUPPLIES	$25,600.00	$25,600.00	$12,925.13	-$12,674.87	-49.51%
CAPITAL EXPENSES	$141,721.91	$141,721.91	$0.00	-$141,721.91	-100.00%
MEDIA	$169,800.00	$169,800.00	$86,911.56	-$82,888.44	-48.82%
REIMBURSEMENTS	$49,300.30	$49,300.30	$286,113.62	$236,813.32	480.35%
SR PROJECTS	$288,732.00	$288,732.00	$150,987.46	-$137,744.54	-47.71%
TOTAL EXPENDITURES	**$2,443,375.83**	**$2,443,375.83**	**$1,541,173.37**	**-$902,202.46**	**-36.92%**
REVENUES OVER EXPENDITURES - EXCESS (DEFICIENCY)	**-$288,732.00**	**-$288,732.00**	**$427,113.40**	**-$715,845.40**	
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			$427,113.40		
FUND BALANCE					
BEGINNING OF YEAR			$171,863.13		
YTD MONTH ENDING			**$598,976.53**		

EST. 1944 PALOS HEIGHTS PUBLIC LIBRARY

GENERAL FUND

BUDGETARY COMPARISON OF EXPENDITURES
MONTH ENDING: JULY 2026

		BUDGET 2026	CURRENT MONTH	EXPENDITURES Y.T.D.	REMAINING BALANCE	PERCENTAGE REMAINING
PERSONNEL SERVICES						
OPERATIONAL SALARIES						
4311	SALARIED EMPLOYEES	$824,632.84	$60,497.73	$475,677.24	$348,955.60	42.32%
4312	HOURLY EMPLOYEES	$217,503.44	$15,773.13	$125,888.71	$91,614.73	42.12%
4313	ADDITIONAL COMPENSATION	$5,300.00	$0.00	$810.00	$4,490.00	84.72%
TOTAL OPERATIONAL SALARIES		**$1,047,436.28**	**$76,270.86**	**$602,375.95**	**$445,060.33**	**42.49%**
EMPLOYEE BENEFITS						
4331	ILL. MUNI. RETIREMENT FUND	$86,917.74	$5,905.48	$49,068.82	$37,848.92	43.55%
4332	SOCIAL SECURITY - FICA	$79,723.43	$5,469.94	$45,280.07	$34,443.36	43.20%
4333	INSURANCE	$200,649.60	$15,374.28	$115,699.08	$84,950.52	42.34%
4334	CLOTHING	$1,200.00	$0.00	$0.00	$1,200.00	100.00%
TOTAL EMPLOYEE BENEFITS		**$368,490.77**	**$26,749.70**	**$210,047.97**	**$158,442.80**	**43.00%**
STAFF & BOARD DEVELOPMENT						
4351	MEMBERSHIP FEES	$2,600.00	$0.00	$2,460.00	$140.00	5.38%
4352	BOARD DEVELOPMENT	$800.00	$0.00	$75.00	$725.00	90.63%
4353	ADMINISTRATOR	$500.00	$0.00	$200.00	$300.00	60.00%
4354	PROFESSIONAL STAFF	$6,000.00	$210.00	$3,334.98	$2,665.02	44.42%
4355	SUPPORT STAFF	$1,000.00	$0.00	$814.65	$185.35	18.54%
4356	MILEAGE REIMBURSEMENT	$1,100.00	$30.16	$566.88	$533.12	48.47%
TOTAL STAFF & BOARD DEVELOPMENT		**$12,000.00**	**$240.16**	**$7,451.51**	**$4,548.49**	**37.90%**
GROUP TOTAL PERSONNEL SERVICES		**$1,427,927.05**	**$103,260.72**	**$819,875.43**	**$608,051.62**	**42.58%**
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	$408.00	$1,592.00	79.60%
4363	CONSULTANT FEES	$500.00	$102.00	$357.24	$142.76	28.55%
4364	APPRAISAL	$650.00	$0.00	$630.00	$20.00	3.08%
4365	ACCOUNTANT	$4,950.00	$730.00	$2,555.00	$2,395.00	48.38%
TOTAL PROFESSIONAL SERVICES		**$15,800.00**	**$832.00**	**$9,650.24**	**$6,149.76**	**38.92%**
OUTSIDE SERVICES						
4412	PAYROLL SERVICES	$4,400.00	$273.17	$2,223.53	$2,176.47	49.47%
4414	ALARM	$3,300.00	$100.00	$2,578.00	$722.00	21.88%
4416	MAINTENANCE	$40,000.00	$2,923.01	$23,759.19	$16,240.81	40.60%
4417	SWAN	$29,000.00	$7,319.00	$21,372.43	$7,627.57	26.30%
4418	TECHNOLOGY	$42,000.00	$2,257.03	$12,534.75	$29,465.25	70.16%
TOTAL OUTSIDE SERVICES		**$118,700.00**	**$12,872.21**	**$62,467.90**	**$56,232.10**	**47.37%**
PRINTING						
4424	NEWSLETTER PRINTING	$20,138.27	$3,196.55	$9,589.65	$10,548.62	52.38%
TOTAL PRINTING		**$20,138.27**	**$3,196.55**	**$9,589.65**	**$10,548.62**	**52.38%**
PROGRAMMING						
4451	YOUTH & TEEN PROGRAMMING	$11,000.00	$1,089.16	$6,970.68	$4,029.32	36.63%
4452	PUBLIC SERVICES PROGRAMMING	$14,000.00	$330.00	$8,648.36	$5,351.64	38.23%
4454	GENERAL PROGRAMMING	$10,000.00	$377.96	$3,691.86	$6,308.14	63.08%
TOTAL PROGRAMMING		**$35,000.00**	**$1,797.12**	**$19,310.90**	**$15,689.10**	**44.83%**
PUBLIC RELATIONS						
4461	Public Relations	$3,000.00	$792.00	$1,401.01	$1,598.99	53.30%
TOTAL PUBLIC RELATIONS		**$3,000.00**	**$792.00**	**$1,401.01**	**$1,598.99**	**53.30%**
GROUP TOTAL CONTRACTUAL SERVICES		**$192,638.27**	**$19,489.88**	**$102,419.70**	**$90,218.57**	**46.83%**

EST. 1944 PALOS HEIGHTS PUBLIC LIBRARY

GENERAL FUND

BUDGETARY COMPARISON OF EXPENDITURES
MONTH ENDING: JULY 2026

		BUDGET 2026	CURRENT MONTH	EXPENDITURES Y.T.D.	REMAINING BALANCE	PERCENTAGE REMAINING
BUILDING MAINTENANCE						
REPAIRS & MAINTENANCE						
4431	PEST CONTROL	$825.48	$82.56	$473.82	$351.66	42.60%
4432	HEATING/COOLING SERVICE	$13,000.00	$2,135.00	$4,846.50	$8,153.50	62.72%
4434	BUILDING REPAIRS	$13,000.00	$292.00	$11,034.62	$1,965.38	15.12%
4436	LAWN MAINTENANCE	$10,053.30	$1,164.87	$4,244.64	$5,808.66	57.78%
4437	SNOW REMOVAL	$7,280.04	$0.00	$1,860.00	$5,420.04	74.45%
TOTAL REPAIRS & MAINTENANCE		**$44,158.82**	**$3,674.43**	**$22,459.58**	**$21,699.24**	**49.14%**
EQUIPMENT MAINTENANCE						
4531	COPIER	$8,100.00	$726.00	$5,082.00	$3,018.00	37.26%
4533	OTHER EQUIPMENT	$220.00	$0.00	$0.00	$220.00	100.00%
TOTAL EQUIPMENT MAINTENANCE		**$8,320.00**	**$726.00**	**$5,082.00**	**$3,238.00**	**38.92%**
GROUP TOTAL BUILDING MAINTENANCE		**$52,478.82**	**$4,400.43**	**$27,541.58**	**$24,937.24**	**47.52%**
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	$5,262.18	$24,187.85	$30,812.15	56.02%
4472	WATER	$2,640.00	$0.00	$1,058.43	$1,581.57	59.91%
4473	GAS	$1,300.00	$0.00	$0.00	$1,300.00	100.00%
4474	TELEPHONE/FAX	$2,400.00	$236.32	$1,393.21	$1,006.79	41.95%
4475	INTERNET/LOCAL AREA NET	$5,708.16	$0.00	$3,247.88	$2,460.28	43.10%
GROUP TOTAL UTILITIES		**$67,048.16**	**$5,498.50**	**$29,887.37**	**$37,160.79**	**55.42%**
SUPPLIES						
OFFICE SUPPLIES						
4511	PUBLIC SERVICES SUPPLIES	$1,000.00	$78.14	$384.01	$615.99	61.60%
4512	YOUTH & TEEN SERVICES SUPPLIES	$2,000.00	$0.00	$566.24	$1,433.76	71.69%
4514	BUSINESS OFFICE SUPPLIES	$3,200.00	$312.59	$2,124.15	$1,075.85	33.62%
4515	TECHNICAL SERVICES SUPPLIES	$3,000.00	$480.93	$1,858.31	$1,141.69	38.06%
4516	CIRCULATION SUPPLIES	$3,050.00	$113.35	$1,115.77	$1,934.23	63.42%
4518	LOCAL HISTORY SUPPLIES	$500.00	$0.00	$107.59	$392.41	78.48%
4519	HOSPITALITY SUPPLIES	$1,200.00	$16.10	$316.09	$883.91	73.66%
TOTAL OFFICE SUPPLIES		**$13,950.00**	**$1,001.11**	**$6,472.16**	**$7,477.84**	**53.60%**
JANITORIAL/CLEANING SUPPLIES						
4541	MAINTENANCE/CLEANING SUPPLIES	$5,600.00	$547.80	$3,442.61	$2,157.39	38.52%
TOTAL JANITORAL/CLEANINGSUPPLIES		**$5,600.00**	**$547.80**	**$3,442.61**	**$2,157.39**	**38.52%**
MAILING EXPENSES & FEES						
4551	POSTAGE & HANDLING	$650.00	$50.67	$310.36	$339.64	52.25%
4553	BULK FEES & PERMITS	$5,400.00	$0.00	$2,700.00	$2,700.00	50.00%
TOTAL OFFICE EXPENSE		**$6,050.00**	**$50.67**	**$3,010.36**	**$3,039.64**	**50.24%**
GROUP TOTAL SUPPLIES		**$25,600.00**	**$1,599.58**	**$12,925.13**	**$12,674.87**	**49.51%**
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%**

MEDIA -LIBRARY SUPPLIES

GENERAL FUND

BUDGETARY COMPARISON OF EXPENDITURES
MONTH ENDING: JULY 2026

		BUDGET 2026	CURRENT MONTH	EXPENDITURES Y.T.D.	REMAINING BALANCE	PERCENTAGE REMAINING
4710A	DATABASES - Adult	$25,000.00	$1,248.99	$7,780.78	$17,219.22	68.88%
4710B	DATABASES -Youth	$4,700.00	$1,086.12	$3,032.92	$1,667.08	35.47%
4711	PERIODICALS	$11,000.00	$612.99	$2,068.58	$8,931.42	81.19%
4714	LARGE PRINT	$5,750.00	$507.41	$2,582.51	$3,167.49	55.09%
4715	BOOKS - Adult	$31,000.00	$2,399.19	$13,810.55	$17,189.45	55.45%
4715B	FOREIGN LANGUAGE ADULT	$2,500.00	$140.68	$140.68	$2,359.32	94.37%
4716	BOOKS - Youth	$33,500.00	$587.23	$21,633.70	$11,866.30	35.42%
4717	VIDEOS - Adult	$4,300.00	$56.36	$1,693.48	$2,606.52	60.62%
4718	VIDEOS - Youth	$1,100.00	$17.33	$485.17	$614.83	55.89%
4719	AUDIOBOOKS/PLAYAWAYS - Adult	$2,300.00	$150.94	$1,218.48	$1,081.52	47.02%
4720	AUDIOBOOKS/PLAYAWAYS - Youth	$4,050.00	$134.98	$714.90	$3,335.10	82.35%
4721	SOFTWARE	$10,500.00	$478.88	$6,202.12	$4,297.88	40.93%
4722	REALIA	$1,000.00	$0.00	$0.00	$1,000.00	100.00%
4723A	VIDEO GAMES - Youth	$1,600.00	$746.08	$746.08	$853.92	53.37%
4724	GADGETS & GIZMOS	$1,000.00	$0.00	$794.86	$205.14	20.51%
4725A	E-BOOKS - Adult	$13,000.00	$1,644.81	$9,390.06	$3,609.94	27.77%
4725B	E-AUDIOBOOKS - ADULT	$14,000.00	$2,937.03	$11,851.75	$2,148.25	15.34%
4726	EBOOKS - Youth	$3,500.00	$72.50	$2,764.94	$735.06	21.00%
GROUP TOTAL MEDIA		**$169,800.00**	**$12,821.52**	**$86,911.56**	**$82,888.44**	**48.82%**
MISCELLANEOUS - REIMBURSEMENTS						
4900	MISCELLANEOUS	$17,000.00	$100.00	$260,702.49	-$243,702.49	-1433.54%
4902	PER CAPITA / OTHER GRANTS	$17,800.30	$1,389.00	$20,515.60	-$2,715.30	-15.25%
4904	FRIENDS - BOOK SALES	$13,000.00	$2,179.69	$4,628.10	$8,371.90	64.40%
4906a	RESTRICTED DONATIONS	$1,500.00	$925.00	$267.43	$1,232.57	82.17%
GROUP TOTAL MISCELLANEOUS REIMBURSEMENTS		**$49,300.30**	**$4,593.69**	**$286,113.62**	**-$236,813.32**	**-480.35%**
SPECIAL RESERVE PROJECTS						
7001	SPECIAL RESERVE - PROJECTS	$288,732.00	$13,917.56	$150,987.46	$137,744.54	**47.71%**
GROUP TOTAL SPECIAL RESERVES - PROJECTS		**$288,732.00**	**$13,917.56**	**$150,987.46**	**$137,744.54**	**47.71%**
TOTAL EXPENDITURES		**$2,443,375.83**	**$165,581.88**	**$1,541,173.37**	**$902,202.46**	**36.92%**

EST. 1944

PALOS HEIGHTS PUBLIC LIBRARY

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

Type	Date	Num	Memo		Amount
Adducci Vega Financial Group, LLC					
07/14/2026	Check	6456	05 May 2026 Invoice 202072600	4365 Accountant	365.00
07/14/2026	Check	6456	06 June 2026 Invoice 202073207	4365 Accountant	365.00
Total for Adducci Vega Financial Group, LLC					**$730.00**
Amazon					
07/06/2026	Expense	AMAZON PORTAL	1GPQ-1PLQ-T67Y Supplies	4511 Public Services - Supplies	72.68
07/10/2026	Expense	AMAZON PORTAL	1GNH-P7NM-6FX3 Supplies	4511 Public Services - Supplies	5.46
07/10/2026	Expense	AMAZON PORTAL	1G49-CTXC-X4QH Keyboard/Mouse	4418 Technology	32.99
07/10/2026	Expense	AMAZON PORTAL	1JYX-QTX6-GYMK SRP BOOKS2	4451 Youth & Teen Programming	515.82
07/15/2026	Expense	AMAZON PORTAL	1YNX-3LGX-HMPR Creamer	4519 Hospitality - Supplies	16.10
07/15/2026	Expense	AMAZON PORTAL	1YNM-J7LW-CYGW Video Games July 26	4723B Video Games - Youth	706.20
07/15/2026	Expense	AMAZON PORTAL	1QY3-JRN7-7YYX Multi fold towels (1)	4541 Maintenance/Cleaning Supplies	42.26
07/15/2026	Expense	AMAZON PORTAL	13GX-`WQ9-M7TR Fan Con	4454 General Programming	271.21
07/24/2026	Expense	AMAZON PORTAL	1T4J-Y6CH-MLJX Tech Supplies	4515 Technical Services - Supplies	46.66
07/24/2026	Expense	AMAZON PORTAL	1KKF-DH6J-1GX7 Video Games Jul26	4723B Video Games - Youth	39.88
07/24/2026	Expense	AMAZON PORTAL	14LK-LCG4-GHW6 Multifold Towels (4)	4541 Maintenance/Cleaning Supplies	160.59
07/24/2026	Expense	AMAZON PORTAL	1G99-VR7K-XTNR Baby Changing liners (500)	4541 Maintenance/Cleaning Supplies	47.52
07/24/2026	Expense	AMAZON PORTAL	1MML-4T6Q-H6KR Toilet paper	4541 Maintenance/Cleaning Supplies	86.37
07/31/2026	Expense	AMAZON PORTAL	4516 Circ Supplies	4516 Circulation - Supplies	113.35
07/31/2026	Expense	AMAZON PORTAL	Poster photo paper (2)	4514 Business Office - Supplies	116.63
Total for Amazon					**$2,273.72**
Anderson Pest Solutions					
07/14/2026	Check	6457	Invoice 99943899	4431 Pest Control	78.06
07/14/2026	Check	6457	Environmental & Safety Surcharge	4431 Pest Control	4.50
Total for Anderson Pest Solutions					**$82.56**
Book Page					
07/01/2026	Check	6435	Book Page Print 12 shipments	4461 Public Relations	792.00
Total for Book Page					**$792.00**
Building Technology Consultants, Inc.					
07/07/2026	Check	6450	Invoice 14662 Construction Phase	7001 Special Reserves Projects	4,008.40
Total for Building Technology Consultants, Inc.					**$4,008.40**
CDW Government, Inc.					
07/07/2026	Check	6447	Server back up	7001 Special Reserves Projects	1,620.65
Total for CDW Government, Inc.					**$1,620.65**
Children's Plus Inc.					
07/07/2026	Check	6440	Invoice 283597	4716 Books - Youth	24.73
Total for Children's Plus Inc.					**$24.73**
City Of Palos Heights IMRF					
07/31/2026	Check	23224	07 July Payment	4331 IMRF Ill. Muni. Ret. Fund	5,905.48
07/31/2026	Journal Entry	JE 260410	VIMRF	4311 Salaried Employees	1,488.94
07/31/2026	Journal Entry	JE 260411	4.5%	4311 Salaried Employees	2,538.35
07/31/2026	Journal Entry	JE 260411	4.5%	4312 Hourly Employees	167.84
Total for City Of Palos Heights IMRF					**$10,100.61**
ComEd					
07/14/2026	Check	6458	Billing through 7.2.26	4471 Power	5,262.18
Total for ComEd					**$5,262.18**

PALOS HEIGHTS PUBLIC LIBRARY

EST. 1944

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

Type	Date	Num	Memo		Amount
Cosmopolitan Building Services					
07/10/2026	Check	6454	07July 26 Janitorial Services Invoice 6662	4416 Maintenance	2,722.50
Total for Cosmopolitan Building Services					**$2,722.50**
Demco					
07/07/2026	Check	6441	Invoice 7824302	4515 Technical Services - Supplies	107.67
Total for Demco					**$107.67**
Everest Paving, LLC					
07/24/2026	Check	6462	Final Sealcoating 7.19.26	7001 Special Reserves Projects	2,473.00
Total for Everest Paving, LLC					**$2,473.00**
Grasso Graphics					
07/06/2026	Check	6439	July/Aug Newsletters	4424 Newsletter Printing	3,196.55
Total for Grasso Graphics					**$3,196.55**
GT Mechanical					
07/24/2026	Expense	ACH GT	to Compressor B	4432 Heating/Cooling Service	2,135.00
Total for GT Mechanical					**$2,135.00**
Independent Construction Services					
07/07/2026	Check	6448	Invoice 1785 Water Infiltration Project	7001 Special Reserves Projects	1,232.50
Total for Independent Construction Services					**$1,232.50**
INFOBIP VOICE, INC					
07/15/2026	Check	6460	Invoice 99194	4474 Telephone/FAX	105.06
Total for INFOBIP VOICE, INC					**$105.06**
Ingram					
07/07/2026	Check	6442	06 June 26	4714 Large Print Books	507.41
07/07/2026	Check	6442	06 June 26	4715 Books - Adult	2,399.19
07/07/2026	Check	6442	06 June 26	4716 Books - Youth	562.50
Total for Ingram					**$3,469.10**
JR Midwest Irrigation Co.					
07/06/2026	Check	6438	Invoice 2921 Start up	4436 Lawn Maintenance	145.00
Total for JR Midwest Irrigation Co.					**$145.00**
Klein, Thorpe And Jenkins					
07/07/2026	Check	6449	Services through 05.31.26 Insurance question	4362 Legal Fees	102.00
Total for Klein, Thorpe And Jenkins					**$102.00**
Layman, Jez					
07/01/2026	Check	23219	7.23.26 Wax Seal Art Program	4452 Public Services Programming	330.00
Total for Layman, Jez					**$330.00**
LEAF (Copier Lease)					
07/01/2026	Expense	ACH LEAF (Copier)	Copier Lease payment 9	4531 Copier	726.00
Total for LEAF (Copier Lease)					**$726.00**
LIMRiCC-Employees					
07/07/2026	Expense	ACH LIM	Retiree Reimb. for Medical Coverage	4900 Miscellaneous - Reimbursements	1,389.00
07/07/2026	Journal Entry	JE 260407	Employee Paid Benefits	4311 Salaried Employees	733.52
07/07/2026	Expense	ACH LIM	07 July 26	4333 Insurance	15,328.20
Total for LIMRiCC-Employees					**$17,450.72**
Lynch, Terrence					
07/01/2026	Check	23217	7.7.26 Uncle Sam Wants You	4904 Reimb. - Friends Book Sales	300.00
Total for Lynch, Terrence					**$300.00**
Lynn Rymarz					
07/01/2026	Check	23220	7.28.26 Alexander Hamilton - Void Power outage	4904 Reimb. - Friends Book Sales	0.00
Total for Lynn Rymarz					**$0.00**

PALOS HEIGHTS PUBLIC LIBRARY

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

Type	Date	Num	Memo		Amount
Midwest Tape - 19730					
07/07/2026	Check	6444	06 June 26	4717 Videos - Adult	56.36
07/07/2026	Check	6444	06 June 26	4719 Audiobooks - Adult	150.94
Total for Midwest Tape - 19730					**$207.30**
Midwest Tape - 19996					
07/07/2026	Check	6443	06 June 26	4718 Videos - Youth	17.33
Total for Midwest Tape - 19996					**$17.33**
Nikki Rung					
07/10/2026	Check	23222	7.10.26 Sing & Soar with Nany Nikki!	4451 Youth & Teen Programming	525.00
Total for Nikki Rung					**$525.00**
Old National Bank - MasterCard					
07/08/2026	Expense	MasterCard	Google Fi/Sip	4474 Telephone/FAX	131.26
07/08/2026	Expense	MasterCard	OCLC	4551 Postage & Handling	50.67
07/08/2026	Expense	MasterCard	Duo	4721 Software	120.00
07/08/2026	Expense	MasterCard	Disney Plus/Spotify	4451 Youth & Teen Programming	25.98
07/08/2026	Expense	MasterCard	Barrons Monthly Fee	4711 Periodicals	14.99
07/08/2026	Expense	MasterCard	HR Source Dept of One Meetings	4354 Professional Staff	210.00
07/08/2026	Expense	MasterCard	(3) AWE keyboards	4418 Technology	143.73
07/08/2026	Expense	MasterCard	Copy Paper	4514 Business Office - Supplies	195.96
07/08/2026	Expense	MasterCard	Tech Supplies Venmill/ID Label	4515 Technical Services - Supplies	326.60
07/08/2026	Expense	MasterCard	Maint supplies	4541 Maintenance/Cleaning Supplies	32.30
07/08/2026	Expense	MasterCard	Dropbox renewal	4721 Software	119.88
07/08/2026	Expense	MasterCard	Glowforge renewal	4721 Software	239.00
07/08/2026	Expense	MasterCard	Back up UPS for server	7001 Special Reserves Projects	4,583.01
07/08/2026	Expense	MasterCard	Jimmy Johns Matts going away lunch	4454 General Programming	106.75
07/08/2026	Expense	MasterCard	Gift card reimb Running for Kicks SRP	4900A REIMBURSEMENTS	100.00
Total for Old National Bank - MasterCard					**$6,400.13**
Otis Elevator					
07/15/2026	Expense	OTIS PORTAL	Invoice 100402394278	4416 Maintenance	200.51
Total for Otis Elevator					**$200.51**
OverDrive, Inc.					
07/07/2026	Check	6446	01658CO26227324	4725A E-Books - Adult	1,644.81
07/07/2026	Check	6446	01658CO26227322	4725B E-Audiobooks - Adult	1,287.03
07/15/2026	Check	6459	01658DA26237774	4726 E-Books - Youth	72.50
Total for OverDrive, Inc.					**$3,004.34**
Paylocity Payroll Billing					
07/23/2026	Expense	PAYLOCITY	Check date 6.23.26	4412 Payroll Services	85.16
07/23/2026	Expense	PAYLOCITY	Check date 7.06.26	4412 Payroll Services	83.49
07/23/2026	Expense	PAYLOCITY	Advanced	4412 Payroll Services	104.52
07/23/2026	Expense	PAYLOCITY	taken out had to refile taxes)	4311 Salaried Employees	4,035.00
Total for Paylocity Payroll Billing					**$4,308.17**
Paylocity Payroll Net					
07/10/2026	Expense	PAYLOCITY	Check date 07.10.26	4311 Salaried Employees	20,226.73
07/10/2026	Expense	PAYLOCITY	Check date 07.10.26	4312 Hourly Employees	6,560.61
07/10/2026	Expense	PAYLOCITY	EN homebound deliveries	4356 Mileage Reimbursement	16.97
07/24/2026	Expense	PAYLOCITY	Check date 07.24.26	4311 Salaried Employees	19,397.75
07/24/2026	Expense	PAYLOCITY	Check date 07.24.26	4312 Hourly Employees	6,538.99
07/24/2026	Expense	PAYLOCITY	EN homebound deliveries	4356 Mileage Reimbursement	13.19
07/24/2026	Expense	PAYLOCITY	LR & DS check on power in bldg. 2 times	4414 Alarm	100.00
07/24/2026	Expense	PAYLOCITY	MKK Target graham cracker art	4451 Youth & Teen Programming	22.36
Total for Paylocity Payroll Net					**$52,876.60**

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

Type	Date	Num	Memo		Amount
Paylocity Payroll Taxes					
07/10/2026	Expense	PAYLOCITY	Check date 07.10.26	4311 Salaried Employees	6,124.98
07/10/2026	Expense	PAYLOCITY	Check date 07.10.26	4332 FICA Social Security	2,775.99
07/10/2026	Expense	PAYLOCITY	Check date 07.10.26	4312 Hourly Employees	1,237.89
07/24/2026	Expense	PAYLOCITY	Check date 07.24.26	4311 Salaried Employees	5,952.46
07/24/2026	Expense	PAYLOCITY	Check date 07.24.26	4332 FICA Social Security	2,693.95
07/24/2026	Expense	PAYLOCITY	Check date 07.24.26	4312 Hourly Employees	1,267.80
Total for Paylocity Payroll Taxes					**$20,053.07**
Playaway Products					
07/07/2026	Check	6445	Invoice 537330	4720 Audiobooks/Playaways - Youth	65.99
07/07/2026	Check	6445	Invoice 538407	4720 Audiobooks/Playaways - Youth	68.99
Total for Playaway Products					**$134.98**
ProQuest					
07/07/2026	Check	6451	Invoice 70947607 Culture Grams	4710a Databases (Adult)	1,248.99
Total for ProQuest					**$1,248.99**
RAILS					
07/01/2026	Check	6437	Invoice 15922 Brainfuse	4710b Databases (Youth)	1,086.12
07/31/2026	Check	6464	Invoice 16210 Digital Tribune	4711 Periodicals	540.00
07/31/2026	Check	6465	Invoice 16341 Palace Project	4725B E-Audiobooks - Adult	1,650.00
Total for RAILS					**$3,276.12**
R. DiFoggio & Sam					
07/08/2026	Check	6453	Invoice 46349 Sloan diaphragm kit 2nd fl YTS toilet	4434 Building Repairs	292.00
Total for R. DiFoggio & Sam					**$292.00**
Roy Erikson Outdoor Maintenance					
07/01/2026	Check	6436	Invoice 07-52049	4436 Lawn Maintenance	1,019.87
Total for Roy Erikson Outdoor Maintenance					**$1,019.87**
Sawa Books					
07/31/2026	Check	6463	IN001926 Arabic books	4715b Foreign Language - Adult	140.68
Total for Sawa Books					**$140.68**
Southwest Regional Publishing, LLC					
07/10/2026	Check	6455	Account Number 768 Renewal	4711 Periodicals	58.00
Total for Southwest Regional Publishing, LLC					**$58.00**
SWAN					
07/07/2026	Expense	ACH SWAN	Invoice 12711 Fees July - September	4417 SWAN/OCLC	7,319.00
Total for SWAN					**$7,319.00**
Truty, Marcin					
07/07/2026	Expense	ACH MARCIN	06 JUNE IT SERVICES 26-06	4902 Grants	2,479.69
07/07/2026	Expense	ACH MARCIN	06 JUNE IT SERVICES 26-06	4418 Technology	2,080.31
Total for Truty, Marcin					**$4,560.00**
United States Treasury					
07/08/2026	Check	23223	Form 720	4333 Insurance	46.08
Total for United States Treasury					**$46.08**
Warehouse Direct					
07/15/2026	Check	6461	Large Liners (3)	4541 Maintenance/Cleaning Supplies	145.62
07/15/2026	Check	6461	Small Liners (1)	4541 Maintenance/Cleaning Supplies	33.14
Total for Warehouse Direct					**$178.76**
William Hazelgrove					
07/01/2026	Check	23218	7.14.26 Henry Knox's Noble Train	4904 Reimb. - Friends Book Sales	325.00
Total for William Hazelgrove					**$325.00**
			TOTAL CHECKS FOR BOARD APPROVAL		**$165,581.88**

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PALOS HEIGHTS PUBLIC LIBRARY

SCHEDULE OF FUND BALANCES
BY FINANCIAL INSTITUTION
July 31, 2026

	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	$27,596.20	$709,307.35	$1,198.84	$200.00	$572.09	$2,618.66	$741,493.14
WITHDRAWLS	($165,581.88)						($165,581.88)
TRANSFERS	$60,000.00	($60,000.00)					$0.00
	$40,000.00	($40,000.00)					
	$50,000.00	($50,000.00)					
DEPOSITS	1,389.00	$21,740.46					$25,378.18
	2,248.72						
ADJUSTMENTS							$0.00
INTEREST EARNED	$2.21	$1,421.86	$3.77	N/A	N/A	$2.05	$1,429.89
ENDING BALANCE	$15,654.25	$582,469.67	$1,202.61	$200.00	$572.09	$2,620.71	**$602,719.33**
TOTALS	**$599,526.53 GENERAL FUND**				**$3,192.80 SPECIAL RESERVES FUND**		**$602,719.33 TOTAL FUND BALANCE**
INTEREST RATES	0.05%	2.750%	3.767%	N/A	N/A	0.920%	

TOTAL FUND BALANCE MONTH ENDING: JULY, 2026
$602,719.33

PALOS HEIGHTS PUBLIC LIBRARY

EST. 1944

DIRECTOR'S REPORT

Palos Heights Public Library Board of Trustees Meeting
June 18, 2026

Library News

It has been one wild and crazy summer around here! We've had celebrations, storms, departures, arrivals, and meetings galore.

Budget Update

There's a lot to cover here, but the news is mostly good. There are no surprises with our cash flow. Even with the substantial construction bills coming due, we have funds on hand to make it through most of October. The County has rolled out its Bridge Fund Program to provide no interest loans to taxpayer-funded entities. While municipal libraries, as pass-through or "paper" taxing districts, aren't able to apply directly, the City of Palos Heights is able to apply for those funds on our behalf. I've been working with the City's Finance Director and Manager to make this happen. This loan would be an immediate infusion of two-months of expenses, which should more than get us through to the point when the next round of distributions is happening. As you'll see below, it turns out that we might not actually need this bridge loan, but we are moving forward out of prudence.

I was asked to join the weekly call between Suburban Cook County school superintendents and library directors and representative of the Cook County President's Office. These meetings started up a few months ago in response to the outcry from schools and libraries about the lack of communication around the property tax issues. They have been incredibly productive! Not only is it a chance for us to be updated by those who are working directly with the various offices in the county to get the next round of tax bills out, but it's been a valuable opportunity for the President's Office to learn about our concerns and the various circumstances that different types of libraries find themselves in. For example, it was through these meetings that the President's Office learned just how vital the reporting module is to all of us. I'm not sure why that wasn't obvious to them in the first place, but it just wasn't something that they understood as being important to our operations.

Of note from recent meetings is that the Assessor's Office has finished with their part of processing the next round of tax bills, and the necessary information was sent to the Treasurer's Office on August 3rd. This was an important milestone in the process. If there are no major bumps in the road in the coming weeks, we can expect those bills to be finalized and published around September 1st. Then there will be about a two-week delay between when the first payments are made to the County and when the County turns those funds around for distribution to us. So tentatively, the hope is that we will start seeing distributions come in mid-September. I've also been tasked with contacting library directors in financially distressed communities to make sure they're aware of the bridge fund program and to put them in touch with

Building Envelope Project

The building envelope repair is almost-but-not-quite complete. The repair work is complete, and the building looks as it should. We've had a few storms and no leakage, so hopefully we are in the clear moving forward. I'm told that Kersey is still waiting on some warranties and hasn't completed the required landscaping repairs yet. So we're making another large payment to them this month, but there will still be a small amount to close out this project to be paid in September.

Staffing Changes

Our new Head of Public Services, Kara Kohn, started the last week of July. Kara was far and away our first choice to fill this position, and I am beyond delighted that she agreed to join us. She spent the past four years working remotely for ProQuest, which is a major vendor of online resources for all types of libraries. Prior to that, she was the Head of Adult Services at the Plainfield Public Library for five years where she oversaw a 10-person department at a busy and high-performing library. She has excellent leadership skills, is extremely organized, has tremendous professionalism, and is everything that we want in our Head of Public Services. She immediately hit it off with our Management Team and with her new staff, and she's going to do amazing things for us!

This summer also saw the unexpected departures of our Assistant Head of Youth and Teen Services, Carla Dinnocenzo, and one of our Youth and Teen Librarians, Claire Ewers. Both left for extremely attractive positions at other libraries. Carla in particular has made a well-deserved step forward in her career. She is now the Head of Youth Services at the Lemont Public Library. While dealing with so many high-profile departures could be demoralizing, I believe the key takeaway with Matt, Carla, and Claire is that we are doing a great job of training high-quality librarians who other library professionals see as rising stars in the profession.

The silver lining here is that we've made three great hires. In addition to Kara, our Youth and Teen Services Department has hired Yasmin Ayyad and Alison Jagielo. They are both incredibly bright and experienced young professionals who bring a lot to the table. While I won't say that we're better off than we were before, our YTS department will not miss a beat with Yasmin and Alison on the team.

Staff In-Service

While I'm talking about staff, we had our semi-annual in-service on Friday, August 14th. We had a productive day discussing topics like online safety (both for ourselves and when working with patrons) and working through some more of Ryan Dowd's Homeless Training. We also had some fun and games and got to know our new staff members a bit more. This continues to be extremely valuable time for our staff.

Trinity Christian College Update

You might have heard that Chicago Christian Schools has agreed to purchase a large chunk of the Trinity campus. However, there is still a large portion of the campus that remains unclaimed at this point, including the library building. I told you that I was invited to tour the property with other City leaders a few months ago. I sat down with the Mayor and the City Manager last month to discuss the viability of the library taking over Trinity's library building. While it's a larger building that is in great shape, I shared my honest opinion that it probably doesn't make much sense for us to try to move in over there. The biggest issues are that I estimate that somewhere north of $2 million of renovations would need to take place prior to us moving in, given the building's current lack of a suitable children's area and large meeting space. Also at issue are what would happen with our current building given its limited market appeal and the long-term budgetary requirements of maintaining a much larger property. It's just not a reasonable project without a few million dollars of outside funding. I don't believe they were surprised by my response. The Mayor made the comment that he wanted to make sure the opportunity was offered to the Library before going in a different direction with it. And this is me making you aware that we're being offered this opportunity. I have been asked to attend another meeting this Friday to continue the discussion about the fate of this property. I'm not sure what the City is considering at this point, but I'm happy to keep listening, lending moral support, and keeping an open mind. The Mayor is fully aware that I'm not the one who would make any decision related to such a move, and I will continue to keep you updated on this situation.

Summer Storms

As you're all well aware, we have had a few more rounds of significant storms this summer. You'll recall that we had our power knocked out for a few days in June, immediately prior to that month's meeting. Another storm in mid-July did the same. We were without power for two-and-a-half days again. When the power came back up this time, we were relieved to find that everything was fine on the IT side. But we seemed to blow the switch that controls the parking lot lights. It's not an expensive fix, but it was a small nuisance. Then there was another round of storms in early August, but we escaped with little more than some flickering lights for once. All of this and the fact that it seems that bigger storms are becoming the norm has me thinking again about the desirability of a generator, which we discussed about a decade ago. But that is an expensive project that is neither a necessity nor likely to be in the budget in the next few years. We need to be saving up for replacing the roof, which will need to happen at some point in the next couple of years.

DAR Tree Donation

I was approached by members of the DAR Swallow Cliff Chapter, which meets regularly in our building, about the possibility of planting a tree in honor of America 250. My initial reaction was, "Great! I love planting more trees!" They thought it would be a nice gesture considering the momentous anniversary and the symbolism of the tree. The catch is that they really want to plant a white oak. The white oak is the state tree of Illinois, obviously, and the oak is also our national tree. It's also a species that stands a decent chance of still being around in 250 years for the quincentennial. So there's lots of symbolism behind the white oak choice, but it's also a very large species. We just don't have many places on our property where a tree that large would make sense, aside from places currently occupied by similarly large trees. But we did end up identifying a location near the pollinator garden where I think it will be a nice addition to Francine's Forest. After reaching out to a few of you for immediate reactions, and hearing no major concerns, let them know that we could move forward with the project. The plan is to get the tree planted in the next few weeks with a formal dedication at their first Fall meeting on September 19th. I'll have more information for you as we get closer to that date, and I hope that you'll be able to attend!

Other News

I have quick updates on a number of other small items. Our young IT consultant, Donivin, is getting married on December 13th, which is the date that we had planned for our annual holiday party. A number of staff are planning to attend his wedding, so we have landed on a new date for the party. This year's party will take place at Kefi on Sunday, December 6th at 5:30pm. We will send out formal invitations closer to the date, but please mark your calendars!

I attended the semi-annual meeting of LIRA, our corporate insurance pool. The pool continues to outperform the marketplace, and Gallagher continues to secure rates better than we're seeing for other libraries in the open market. Unfortunately, the proliferation of major storm events continues to drive major inflation in the sector. While it's well below the industry average at this point, we've been told to prepare for a premium increase of 8-10% for next year.

As we typically do, the library had a contingent march in the July 4th parade. It was a lot of fun, as usual, with bubbles streaming down the road in our collective wake. Thanks to John and Maria for marching with us!

The Friends held their semi-annual book sale the first week of August, and it was another huge success! In four short days they raised just shy of $3,400 for the library. Also, the next Friends meeting is coming up on Wednesday, September 9th at 3pm preceded by another edition of A Novel Idea, in which some of our intrepid librarians will be on hand to discuss favorite books and authors. Please plan to join us at 2pm in the Reading Room if you're able!

This year marks the 25th anniversary of 9/11, and the City is dedicating a new memorial. There will be a ceremony at Memorial Park next to City Hall on the morning of September 11th, tentatively planned for 7:30am. I'll update you when those plans have been finalized, if you're interested in attending.

Finally, you probably remember Anna Kolkmeier, the sweet little girl who raised funds for the library with her lemonade stand last year. Well, she's done it again! She had her lemonade stand the last weekend of July and donated another $275 to the library. I've been corresponding with her mother about how to recognize her work and her gift this year. (I mean, how many plaques does a 6-year-old really want?) I think we're going to put together a little article to go in the November/December edition of the PageTurner, which I hope will be something that she'll be excited to see.

Upcoming Events

- Thursday, August 20th – Budget & Finance Committee Meeting, 5:30 pm
- Thursday, August 20th – Regular Board Meeting, 6:30 pm
- Thursday, September 17th – Regular Board Meeting, 6:30 pm
- Saturday, September 19th – DAR Tree Dedication, 11:30 am

- Saturday, September 26th – Fan Con, all day

Agenda Items

Item 1: Kersey Construction Pay Application 2

I thought we would be making our final payments to Kersey this month, but it turns out they're still dragging on a few of the final details. So there will be one more small payment to close out this project in September.

Recommendation: I recommend that you approve payment to D. Kersey Construction in the amount of $73,701.50.

Item 2: Officer Nominations

The Board's Nominating Committee chair has put together a slate of officers for the upcoming 2026-2027 term. All current officers have agreed to accept nominations for their positions for another year, so the proposed slate is as follows:

President – Rose Zubik

Vice President – Patrick Keough

Secretary – Hilary Rhodes

Treasurer – John Peltz

Anyone else who is interested is welcome to throw their hat in the ring as well. The formal election will take place at our September meeting.

Recommendation: No action is needed at this time.

Respectfully submitted,
Jesse Blazek
Library Director

PALOS HEIGHTS PUBLIC LIBRARY
EST. 1944

CIRCULATION DEPARTMENT REPORT
June 2026

At the Desk:

18 online library cards were issued to residents.

28 directional questions were answered by the Circulation staff.

12 patrons used Curveside pickup.

Department Highlights:

Beth attended the Farmers Market on 6/10 and Mickey attended on 6/24. We sold children's picture books from the Friends book sale and made $20 on 6/10 and $42.00 on 6/24.

Patrons have been visiting the library looking for Library Adventure Passport stamps, assuming we are participating in the program. Since we are not participating, Circulation staff have been handing out stickers and candy as a goodwill gesture to ensure patrons still have a positive experience.

Mickey & Dora created t-shirts on the Cricut for the 4th of July parade.

Beth lead Lunch Bunch Book Discussion of *History Matters* by David McCullough attended by 12 people.

Beth continued to work with the PHWC Libraries & Education Committee on ideas for their participation in the National Night Out event on 8/4.

Beth updated handouts for library card signup & SWAN app download instructions.

Beth created handouts for the upcoming blood drive.

Beth is working on updating the shelving manual.

Beth set up a Furry Readers program for Bethshan on July 7.

Social Media:

Beth created Facebook and Instagram posts for Kindness Corner & the Soccer display.

Beth posted the pickleball video we made last month.

Beth, Dora, Christina, Cheryl and Mary Kate made & posted a video featuring our Adventure kit from Gadgets & Gizmos.

Meetings:

6/1- Management Team meeting

6/1- One on One with Jesse

6/15- One on One with Jesse

6/17 – SWAN Circulation Networking Group meeting

Respectfully submitted,
Beth Stevens
Head of Circulation

CIRCULATION STATISTICS FOR JUNE 2026

	Jun-26	YTD 26	Jun-25	YTD 25
Adult Circulation				
Books	3,638	19,966	3,870	20,711
Video	374	2,800	507	2,743
Audio	183	1,121	381	1,415
Periodicals	108	1,240	120	892
Other Formats	24	107	37	132
In House	79	7,652	75	444
Total Adult Circulation	**4,406**	**32,886**	**4,999**	**26,337**
Youth Circulation				
Books	4,849	23,894	4,824	25,695
Audio	42	190	65	304
Teen Circulation				
Books	331	1,193	367	1,717
Audio	4	22	4	20
Youth & Teen Circulation				
Video	119	1,022	174	695
Periodicals	17	86	16	112
Other Formats	61	397	104	652
In House Use	1,052	5,015	1,013	5,496
Total Youth & Teen Circulation	**6,475**	**31,819**	**6,567**	**34,691**
Gadgets & Gizmos	**23**	**69**	**46**	**106**
Electronic Circulation				
eBooks (Media On Demand)	1,163	7,143	1,252	7,219
eAudio (Media On Demand)	1,138	6,443	974	5,475
eBooks (Palace Project)	76	375	105	533
eAudio (Palace Project)	56	200	53	366
Kanopy (Visits)	320	4,145	-	
Kanopy (Plays)	85	766	-	
Periodicals (Overdrive)	386	2,158	366	2,082
Periodicals (PressReader)	-	-	4	66
Chicago Tribune Website (Views)	51	1,571	-	-
Chicago Tribune E-Edition (Views)	10,077	39,671	-	-
Total Electronic Circulation	13,352	62,472	2,754	15,775
TOTAL CIRCULATION	**24,256**	**127,246**	**14,366**	**76,909**

ILL - Received	1,191	8,251	1,386	6,482
ILL - Sent	1,026	6,754	889	4,892
Reciprocal Borrowing	1,383	10,504	2,106	7,196
Online Renewals	95	419	111	459
Self-Checkout	4,643	21,352	4,853	24,284
Computer Usage				
Library Workstation Sessions	427	2,542	484	2,755
Wireless Sessions	1,218	6,338	1,029	6,341
Total Sessions	1,645	10,294	1,513	9,744
# of People Using the Library	10,318	57,418	9,521	55,454

Homebound Deliveries	**Current Month**	**Full Year**
Patrons Serviced	9	
Visits	21	120
Items	70	535

Museum Pass Program	**Current Month**	**Full Year**
Total Passes	33	83

Library Cards Issued					
Patron Types	Month's Start	Renewed	New	Deleted	Cards to Date
Resident	4,536	54	37	5	4,622
Non-Resident/Trinity/Business/Bethshan	95	1	0	-	96
Cards for Kids	61	10	3	-	74

PALOS HEIGHTS PUBLIC LIBRARY

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CIRCULATION DEPARTMENT REPORT
July 2026

At the Desk:

18 online library cards were issued to residents.

22 directional questions were answered by the Circulation staff.

10 patrons used Curveside pickup.

Department Highlights:

Beth attended the Farmers Market on 7/8 and Cheryl attended on 7/22. We sold children's picture books from the Friends Book Sale and made $18 on 7/8 and $22.00 on 7/22.

Beth, Dora, Mickey, Crys, Cheryl and Joyce participated in the Fourth of July parade.

Dora, Crys, and Cheryl came in on Wednesday 7/29 to help me check in the book drop items and process the RAILS shipment after the power outage. I greatly appreciated their extra effort.

Beth lead Lunch Bunch Book Discussion of *Marriage at Sea* by Sophie Elmhirst attended by 10 people.

Beth is working on updating the shelving manual.

Bethshan residents came to the library on July 7 to read books to the dogs from the Furry Readers organization.

Social Media:

Beth created social media posts for the Model Car display, the Fourth of July parade, Friends of the Library Book Sale, power outage updates and the patron hold update.

Beth posted photos of the Bicentennial Quilt with Eleanor Youngs family.

Beth posted Anna's Lemonade stand donation photo.

Beth updated MessageBee this month to promote the book sale.

Dora posted FanCon information.

Meetings:

7/1-Beth and Lorena meet with the family of Eleanor Young to discuss the history of the Bicentennial Quilt.

7/20- One on One with Jesse

7/22- Management Team meeting

Respectfully submitted,
Beth Stevens
Head of Circulation

CIRCULATION STATISTICS FOR JULY 2026

	Jul-26	YTD 26	Jul-25	YTD 25
Adult Circulation				
Books	3,550	23,516	4,142	24,853
Video	339	3,139	521	3,264
Audio	207	1,328	326	1,741
Periodicals	157	1,397	162	1,054
Other Formats	17	124	25	155
In House	61	713	121	565
Total Adult Circulation	**4,331**	**30,217**	**5,297**	**31,632**
Youth Circulation				
Books	4,366	28,260	5,013	30,708
Audio	59	249	47	348
Teen Circulation				
Books	340	1,533	440	1,320
Audio	4	26	-	20
Youth & Teen Circulation				
Video	263	1,285	355	1,320
Periodicals	17	103	26	138
Other Formats	74	471	81	733
In House Use	1,202	6,217	759	6,255
Total Youth & Teen Circulation	**6,327**	**38,144**	**4,975**	**41,679**
Gadgets & Gizmos	**32**	**101**	**30**	**136**
Electronic Circulation				
eBooks (Media On Demand)	1,317	8,460	1,285	8,504
eAudio (Media On Demand)	1,199	7,642	56	422
eBooks (Palace Project)	57	432	102	635
eAudio (Palace Project)	50	250	1,059	6,534
Kanopy (Visits)	392	4,537	-	
Kanopy (Plays)	113	879	-	
Periodicals (Overdrive)	376	2,534	331	2,413
Periodicals (PressReader)	-	-	-	100
Chicago Tribune Website (Views)	104	1,675	-	-
Chicago Tribune E-Edition (Views)	9,235	48,906	-	-
Total Electronic Circulation	12,843	75,315	2,754	18,608
TOTAL CIRCULATION	**23,501**	**143,777**	**13,056**	**92,055**

ILL - Received	1,255	9,506	1,629	8,111
ILL - Sent	1,029	7,783	1,097	5,986
Reciprocal Borrowing	1,223	11,727	1,203	8,399
Online Renewals	117	536	101	560
Self-Checkout	4,191	25,543	5,011	29,295
Computer Usage				
Library Workstation Sessions	437	2,979	489	3,244
Wireless Sessions	1,032	7,370	1,330	7,671
Total Sessions	1,469	11,763	1,819	11,563
# of People Using the Library	10,107	67,522	10,347	70,750

Homebound Deliveries	**Current Month**	**Full Year**
Patrons Serviced	11	
Visits	36	156
Items	101	636

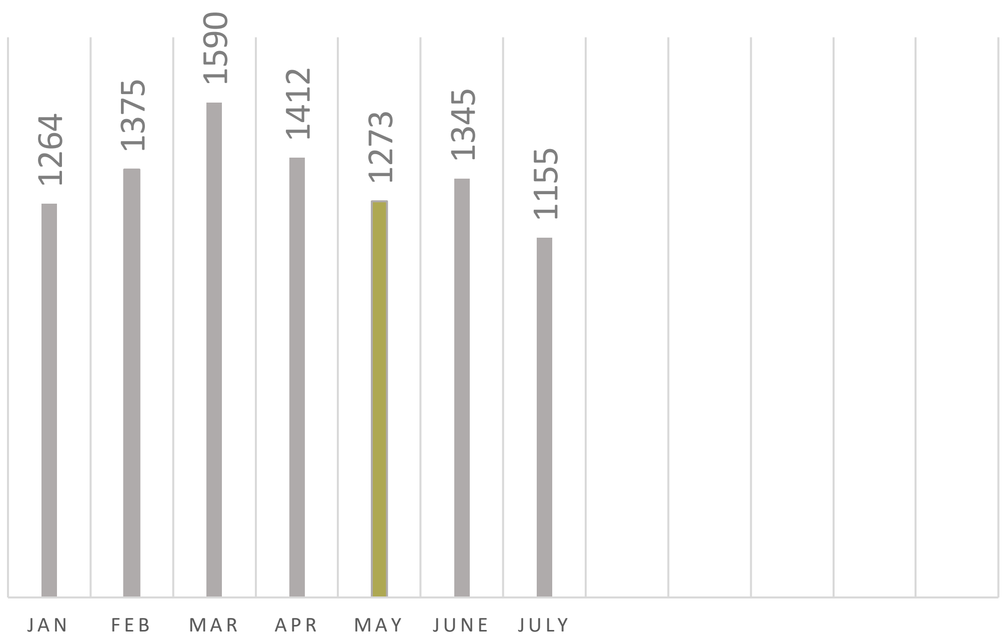
Museum Pass Program	**Current Month**	**Full Year**
Total Passes	41	124

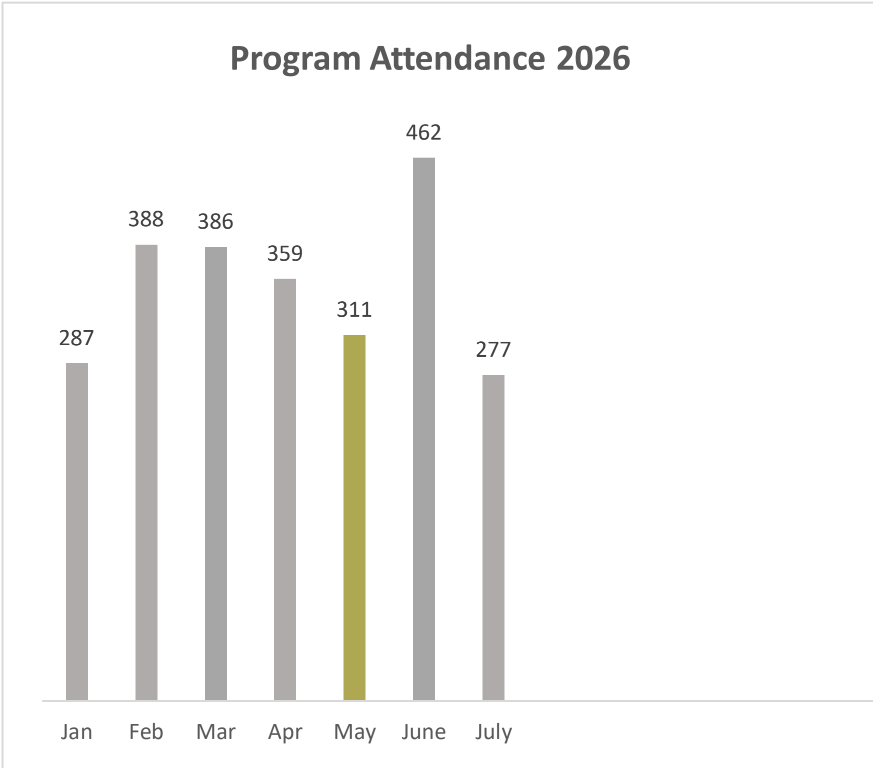
Library Cards Issued

Patron Types	Month's Start	Renewed	New	Deleted	Cards to Date
Resident	4,622	49	40	2	4,713
Non-Resident/Trinity/Business/Bethshan	96	1	0		97
Cards for Kids	74	1	0	-	75

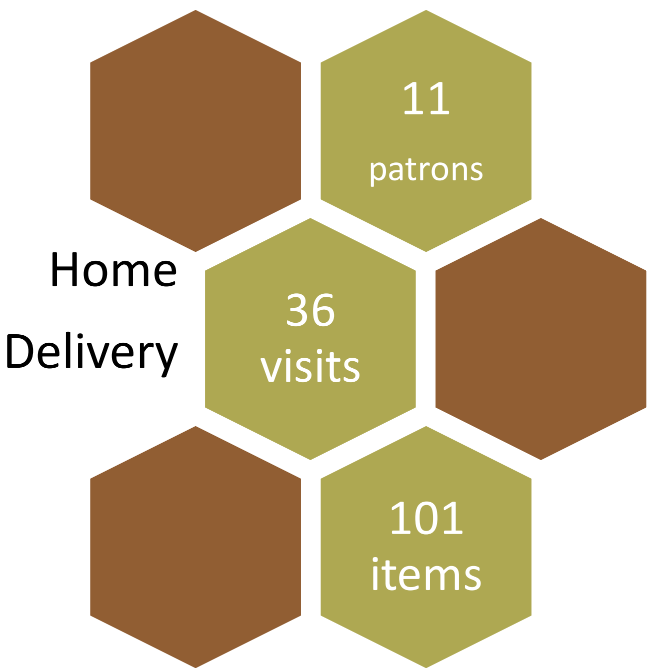
Public Services Department Report
July 2026

PS Reference Questions





Program Attendance 2026
287
388
386
359
311
462
277
Jan
Feb
Mar
Apr
May
June
July



11
patrons
Home
Delivery
36
visits
101
items

Public Services Department Highlights - July

- **Community Outreach & FanCon Planning**
  Christina represented the Library at the Palos Heights Farmers Market on July 22, connecting with community members and promoting Library services and upcoming events. She also played a key role in planning the Library's upcoming **FanCon** celebration, collaborating with staff to develop a full day of activities for patrons of all ages. Planned attractions include:
  - All-day craft activities
  - Children's welcome goodie bags
  - Arcade room
  - Interactive scavenger hunt
  - Bobalicious Boba Tea
  - Caricature artists
  - *Great Minds* Escape Room
  - Mario Kart tournament

  FanCon is shaping up to be an exciting, multi-generational event that will bring together readers, gamers, creators, and fandom enthusiasts from across the community.

- **Collection Development & Maintenance**
  Emily devoted much of July to collection management initiatives. She coordinated fiction weeding efforts across the department while also completing a thorough review of the Mystery collection. Regular weeding is an essential component of maintaining a vibrant library collection, improving discoverability, ensuring information remains current and relevant, and creating space for new and popular materials.

  In addition, Emily continues to monitor patron demand for digital resources, adding ebook and e-audiobook copies and licenses as needed to reduce wait times and improve access. To celebrate the season with a bit of fun, she also created a festive **"Christmas in July"** display that attracted patron interest and browsing.

  Sue's engaging "Summer of Love" display showcased a variety of romance titles, offering patrons the perfect reading selections for beach vacations or relaxing indoors during the summer heat. She also contributed to the creation of the library's America 250 display, helping highlight this important national commemoration.

- **Digital Literacy & Adult Services**
  Lyndsey presented a hands-on **Libby** training session for seven patrons, helping attendees learn how to access ebooks, audiobooks, and digital magazines through the Library's Media on Demand platform. Programs such as these continue to support digital literacy and maximize patron use of the Library's online resources.

Due to the July power outage, the monthly **Vinyl Record Club** meeting was cancelled. The group will reconvene on August 26, when participants will share their "sunniest tracks" as a celebration of the final days of summer.

- **Program Update**
  Unfortunately, the highly anticipated **America 250: The Hamiltons** program was cancelled because of the July power outage. The presentation would have explored the life of Founding Father Alexander Hamilton through the perspective of his wife, Eliza Hamilton. The event has been successfully rescheduled for **November 3**, and all 60+ registered patrons were automatically transferred to the new date, preserving strong community interest in the program.

PUBLIC SERVICES - MONTHLY STATISTICS
June 2026

PROGRAMMING	HYBRID	IN HOUSE	TOTAL # PROGRAMS	COST	ATTENDANCE
Paid	0	7	7	$2,100.00	165
Free	0	1	1	N/A	9
Book Discussions	0	5	5	N/A	23
Movie			1	$0	7
Passive Programs			3		91
IN HOUSE CLUBS					
Mah Jongg			5	N/A	46
Needle Crafters			5	N/A	33
Scrabble			5	N/A	77
COMPUTER TRAINING - LAB			2	N/A	11
TOTAL PROGRAMMING			**21**	**$2,100**	**462**

REFERENCE QUESTIONS		
Reference	Computer	Directional
543	451	351
	TOTAL	**1,345**

HOMEBOUND DELIVERIES		
# Patrons	# Visits	# Items
9	**21**	**70**

BOOK-A-LIBRARIAN # Sessions
8

DATE	TIME	HYBIRD	PAID: ADULT PROGRAMMING	REGISTERED	COST	ATTENDANCE
06/02/26	7:00 pm	no	Arizona: the Roads Less Traveled	33	$250.00	28
06/04/26	7:00 pm	no	Sound Bath Meditation	30	$350.00	18
06/09/26	6:00 pm	no	Art Workshop	10	$200.00	10
06/11/26	7:00 pm	no	World Cup (cancelled due to weather)	n/a	n/a	n/a
06/16/26	7:00 pm	no	Professor Moptop - Blues Brothers	32	$300.00	24
06/25/26	7:00 pm	no	Summer Cuisine w/ chef Susan Maddox	50	$375.00	42
06/30/26	7:00 pm	no	Dave Rudolf Beach Party	39	$625.00	43

DATE	TIME	HYBIRD	FREE: ADULT PROGRAMMING	REGISTERED	COST	ATTENDANCE
06/23/26	1:00 pm	No	Money Smart for Older Adults	19	N/A	9
	pm				N/A	
					N/A	
					N/A	

DATE	TIME	HYBRID	DISCUSSION PROGRAMS	REGISTERED	COST	ATTENDANCE
06/08/26	12:00 pm	No	LunchBunch Book Club	N/A	N/A	12
06/10/26	7:00 pm	No	Horror Book Club (cancelled bc of weather)	N/A	N/A	n/a
06/16/26	2:00 pm	No	TeaTime Book Discussion	N/A	N/A	3
06/24/26	3:00 pm	No	Senior Book Club	N/A	N/A	4
06/24/26	6:30 pm	no	Vinyl Record Club	10	N/A	4

DATE	TIME	MOVIES	REGISTERED	COST	ATTENDANCE
06/12/26	2:00 pm	Friday Matinee: Peyton Place	10	N/A	7

DATE	TIME	MAH JONGG	REGISTERED	COST	ATTENDANCE
06/02/26	12:00 pm	Mah Jongg	N/A	N/A	8
06/09/26	12:00 pm	Mah Jongg	N/A	N/A	9
06/16/26	12:00 pm	Mah Jongg	N/A	N/A	9
06/23/26	12:00 pm	Mah Jongg	N/A	N/A	12
06/30/26	12:00 pm	MAH JONGG	n/a	n/a	8

DATE	TIME	NEEDLE CRAFTERS	REGISTERED	COST	ATTENDANCE
06/02/26	10:00 am	Needle Crafters	N/A	N/A	6
06/09/26	10:00 am	Needle Crafters	N/A	N/A	7
06/16/26	10:00 am	Needle Crafters	N/A	N/A	6
06/23/26	10:00 am	Needle Crafters	N/A	N/A	8
06/30/26	10:00 am	NEEDLE CRAFTERS	N/A	N/A	6

DATE	TIME	SCRABBLE	REGISTERED	COST	ATTENDANCE
06/02/26	10:00 am	Scrabble	N/A	N/A	15
06/09/26	10:00 am	Scrabble	N/A	N/A	17
06/16/26	10:00 am	Scrabble	N/A	N/A	15
06/23/26	10:00 am	Scrabble	N/A	N/A	15
06/30/26	10:00 am	Scrabble	N/A	N/A	15

DATE	TIME	COMPUTER TRAINING - LAB	REGISTERED	COST	ATTENDANCE
06/01/26	2:00 pm	Intro to Ancestry Library	8	N/A	4
06/08/26	2:00 pm	Windows 11 basics	8	N/A	7

Date	Time	Passive Programs	Registered	Cost	Attendance
		Puzzle Table		N/A	64
		Project of the Month		N/A	2
		Spice Club	17	N/A	25

PUBLIC SERVICES - MONTHLY STATISTICS
July 2026

PROGRAMMING	HYBRID	IN HOUSE	TOTAL # PROGRAMS	COST	ATTENDANCE
Paid	0	4	4	$955.00	72
Free	0	1	1	N/A	15
Book Discussions	0	5	5	N/A	17
Movie			1	$0	14
Passive Programs			3		64
IN HOUSE CLUBS					
Mah Jongg			4	N/A	21
Needle Crafters			4	N/A	22
Scrabble			4	N/A	44
COMPUTER TRAINING - LAB			2	N/A	8
TOTAL PROGRAMMING			**18**	**$955**	**277**

REFERENCE QUESTIONS		
Reference	Computer	Directional
460	391	304
	TOTAL	**1,155**

HOMEBOUND DELIVERIES		
# Patrons	# Visits	# Items
11	**36**	**101**

BOOK-A-LIBRARIAN # Sessions
6

DATE	TIME	HYBRID	PAID: ADULT PROGRAMMING	REGISTERED	COST	ATTENDANCE
07/07/26	7:00 pm	no	America 250: Women of Independece	32	$300.00	32
07/14/26	7:00 pm	no	America 250: Henry Knox's Noble Train	36	$325.00	30
07/23/26	7:00 pm	no	Wax Seals	15	$330.00	10
07/28/26	7:00 pm	no	America 250: The Hamiltons **CANCELLED**	N/A	N/A	N/A

DATE	TIME	HYBIRD	FREE: ADULT PROGRAMMING	REGISTERED	COST	ATTENDANCE
07/21/26	7:00 pm	No	Fight Elder Fraud	15	N/A	15
					N/A	
					N/A	
					N/A	

DATE	TIME	HYBRID	DISCUSSION PROGRAMS	REGISTERED	COST	ATTENDANCE
07/13/26	12:00 pm	No	LunchBunch Book Club	N/A	N/A	9
07/08/26	7:00 pm	No	Horror Book Club (cancelled bc of weather)	N/A	N/A	5
07/21/26	2:00 pm	No	TeaTime Book Discussion	N/A	N/A	3
07/29/26	3:00 pm	No	Senior Book Club CANCELLED	N/A	N/A	N/A
07/29/26	6:30 pm	no	Vinyl Record Club CANCELLED	N/A	N/A	N/A

DATE	TIME	MOVIES	REGISTERED	COST	ATTENDANCE
07/10/26	2:00 pm	Friday Matinee: Jackie	16	N/A	14

DATE	TIME	MAH JONGG	REGISTERED	COST	ATTENDANCE
07/07/26	12:00 pm	Mah Jongg	N/A	N/A	4
07/14/26	12:00 pm	Mah Jongg	N/A	N/A	10
07/21/26	12:00 pm	Mah Jongg	N/A	N/A	7
07/28/26	12:00 pm	Mah Jongg CANCELLED	N/A	N/A	N/A

DATE	TIME	NEEDLE CRAFTERS	REGISTERED	COST	ATTENDANCE
07/07/26	10:00 am	Needle Crafters	N/A	N/A	7
07/14/26	10:00 am	Needle Crafters	N/A	N/A	8
07/21/26	10:00 am	Needle Crafters	N/A	N/A	7
07/28/26	10:00 am	Needle Crafters CANCELLED	N/A	N/A	N/A

DATE	TIME	SCRABBLE	REGISTERED	COST	ATTENDANCE

07/07/26	10:00 am	Scrabble	N/A	N/A	16
07/14/26	10:00 am	Scrabble	N/A	N/A	11
07/21/26	10:00 am	Scrabble	N/A	N/A	17
07/28/26	10:00 am	Scrabble CANCELLED	N/A	N/A	N/A

DATE	TIME	COMPUTER TRAINING - LAB	REGISTERED	COST	ATTENDANCE
07/06/26	2:00 pm	Introduction to Libby	8	N/A	7
07/20/26	2:00 pm	Facebook Basics	2	N/A	1

Date	Time	Passive Programs	Registered	Cost	Attendance
		Puzzle Table		N/A	39
		Project of the Month		N/A	0
		Spice Club	16	N/A	25

PALOS HEIGHTS PUBLIC LIBRARY

TECHNICAL SERVICES DEPARTMENT REPORT JUNE 2026

Department Highlights:

Spirit Committee: Lorena made up the staff bulletin board, asking what staff is reading over the summer. Staff members can either write down the title, or decorate a page with the book cover.

Lorena updated the Tech tickets and Repair tickets, merging to one complete Repair Ticket for staff clarity.

Lorena cataloged and processed two new tables for patron use. Creating new checkout cards and spray painting the library logo onto the tables.

Lorena also cataloged and added the new Gadgets & Gizmos recreation item: Tetris Tumble XL. Nikki helped process and create the checkout and display cards on Canva.

Nikki has been attending Fan Con meetings, helping plan the upcoming event. She has been using Canva to create social media posts for future promotion.

Marilyn and Nikki continue to work on the second half of the YA fiction series project, updating item information in Workflows and replacing spine labels to reflect series volume.

Marilyn has started a periodical binder for our magazine collection in Adult and YTS. Each title will have corresponding account information and include previous claims.

Jalal met with Lorena to begin training on searching and printing order invoices through our vendor site, Ingram. He also updated the juvenile non-fiction holiday collection by adding holiday stickers to help with patron browsing.

Meetings and Training:

June 1 – Management Team meeting

June 9 – RAILS Roundtable: Library Demographics

June 15 – 1 on 1 with Jalal

June 17 – Head of PS interview

June 23 – Tech Services meeting

June 29 – 1 on 1 with Jalal

June 30 – SWAN Fireside Chat

Processing Statistics:

Adult	Ordered Items	Added Items
Print	125	217
Audiobook	3	5
Video	6	6
Kit	-	3
Periodical	-	52

Youth & Teen	Ordered Items	Added Items
Print	-	242
Audiobook	-	-
Video	-	1
Kit	-	-
Periodical	-	6

Discarded Items	Adult	Youth & Teen
Print	121	15
Audiobook/CD	2	-
Video	1	17
Kit	-	-
Periodical	72	12

Library Services:

	Jan.	Feb.	Mar.	Apr.	May	Jun.
Laminating Service*	1	-	1	-	-	1
VHS Conversion	-	11	-	-	4	-

* Data for laminating services are total number of pieces laminated.

Respectfully submitted,
Lorena Rodriguez
Head of Technical Services

PALOS HEIGHTS PUBLIC LIBRARY

EST. 1944

TECHNICAL SERVICES DEPARTMENT REPORT JULY 2026

Department Highlights:

Spirit Committee: Lorena made a flyer asking staff to share their school pictures as it's back to school time. She also made up a fun "All About Me" form to fill out and include their photo.

Lorena created a new book repair ticket specifying the type of repair required, creating clarity for Tech Services staff.

Lorena and Beth met with the daughter of the librarian that made our Centennial Quilt! We received more information on how the quilt came to be along with photos of the woman who made it happen. It was a wonderful experience.

Lorena shelved all of the children's and young adult books in the Bookstore for the Friends of the Library book sale.

With the help from Nikki, Lorena was able to fix Tech's disc repair machine. She created a schedule to help keep the lines clear, prolonging the life of the hose.

Nikki has been attending Fan Con meetings, helping plan the upcoming event. She has been prepping crafts for the youth, teen, and adult crafts. Lorena has re-joined the committee to help prepare for the big event.

Marilyn and Nikki have completed the YA fiction series project! Nikki has begun the YA graphic novel series project, updating call numbers and spine labels with series and volume numbers.

Jalal met with Lorena for more training on book repairs with the various book tape options. He also updated more of the juvenile fiction books for second to third grade reading levels.

Meetings and Training:

July 1 – Bicentennial Quilt meeting

July 16 – 1 on 1 training with Jalal

July 20 – RAILS RDA and Marc21

July 21 – 1 on 1 with Jesse

July 22 – Management Team meeting

Processing Statistics:

Adult	Ordered Items	Added Items
Print	184	128
Audiobook	4	4
Video	9	10
Kit	-	-
Periodical	-	26

Youth & Teen	Ordered Items	Added Items
Print	760	25
Audiobook	-	-
Video	24	-
Kit	-	-
Periodical	-	9

Discarded Items	Adult	Youth & Teen
Print	665	39
Audiobook/CD	-	-
Video	-	3
Kit	1	-
Periodical	48	8

Library Services:

	Jan.	Feb.	Mar.	Apr.	May	Jun.	Jul.
Laminating Service*	1	-	1	-	-	1	4
VHS Conversion	-	11	-	-	4	-	4

* Data for laminating services are total number of pieces laminated.

Respectfully submitted,
Lorena Rodriguez
Head of Technical Services

EST. 1944 PALOS HEIGHTS PUBLIC LIBRARY

YOUTH & TEEN SERVICES DEPARTMENT REPORT JUNE 2026

Highlights of the Month:

We've had a great start to the summer reading program with over 600 registrants in the first month! Children and teens have been excited about receiving soccer themed reading logs. We've received so many logs decorated to represent their favorite soccer team competing in the World Cup.



Tweens in grades 4-8 shared their excitement for the World Cup by following a long a video to make their own 3D soccer ball cut out on the Cricut. Kids in grades 3-5 loved gluing and painting their own birdhouses printed on the Glowforge!




Kids in grades K-3 had a blast in in Ping Pong Maze and loved racing as different animals in Sportz Ball. A tween was already planning what they were going to hide in their cake box while decorating it.


In Jolie's Panda Day program, children ages 2-5 had a great time using their creativity as they made their own panda headbands, making a sweet panda craft and enjoyed getting "messy" in our water table!

Meetings and Department News:

The Youth and Teen Department said goodbye to Claire this month as she moved to take on a supervisory role in teen services at another library. We are excited to welcome Yasmin to the department in July.

Management Team Meeting – Tina attended on 06/01.

SLJ: Day of Dialog – Carla watched this event on 06/06.

Fan Con Meeting – Carla attended the meetings on 06/09 and 06/23 and Claire attended the meeting on 06/09.

One-On-One – Tina met with Jesse on 06/15.

Booklist: Reycraft Books Fall 2026 New Releases -Stories That Inspire Growth, Knowledge & Lifelong Learning – Carla watched this webinar on 06/22.

SLJ: Panel to Page: Spring Graphic Novels for Patrons of All Ages – Mary Kate watched this webinar on 06/27.

Booklist: Promising Picture Books – Mary Kate watched this webinar on 06/27.

Outreach:

Sandbox School – Claire visited this preschool on 06/08 to present and story time and promote the summer reading program.

Farmer’s Market – Mary Kate attended the farmer’s market on 06/10.

Respectfully submitted,
Tina Ruszala
Head of Youth & Teen Services

Statistics:

PROGRAMMING	TOTAL	ATTENDANCE	COST
Free Youth Programming/Training	24	829	
Free Tween/Teen Programming	6	202	
Youth Paid Programming	1	70	$450
Tween/Teen Paid Programming	1	4	$380
TOTAL PROGRAMMING	**32**	**1105**	**$830**
OUTREACH/SCHOOL VISITS	**# VISITS**	**# SESSIONS**	**ATTENDANCE**
TOTAL OUTREACH		**2**	**50**

REFERENCE QUESTIONS		
Reference	Computer	Directional
154	51	92
TOTAL	**297**	
PASSIVE PROGRAMMING		
Craft	Teen	Activity
325	296	53
TOTAL	**674**	

DATE	TIME		FREE: YOUTH PROGRAMMING / TRAINING /CLUBS	ATTENDANCE
06/01/26	4:00	pm	Glowforge Birdhouse	3
06/02/26	4:00	pm	Ping Pong Maze	3
06/06/26	11:30	am	Tales for Twos	14
06/06/26	1:00	pm	Kindergarten Ready!	31
06/04/26	11:30	am	Little Wigglers	18
06/04/26	4:00	pm	Mini Ice Cream Carts	5
06/05/26	1:30	pm	Arabic Story Time	20
06/08/26	5:00	pm	STEAM: Fun with Pandas	16
06/09/26	4:00	pm	Sportz Ball	12
06/10/26	5:00	pm	Tween Book Box	9
06/10/26	11:30	am	Tales for Twos	10
06/10/26	1:00	pm	Kindergarten Ready!	30
06/10/26	4:30	pm	Furry Readers	0
06/11/26	11:30	am	Little Wigglers	0
06/16/26	4:00	pm	Toy Party	11
06/17/26	11:30	am	Tales for Twos	16
06/17/26	1:00	pm	Kindergarten Ready!	20
06/17/26	4:00	pm	Junk Journal Club	5
06/18/26	11:30	am	Little Wigglers	28
06/23/26	4:00	pm	Facts & Crafts USA	9
06/24/26	11:30	am	Tales for Twos	11
06/24/26	1:00	pm	Kindergarten Ready!	18
06/25/26	11:30	am	Little Wigglers	15
06/26/26	10:00	am	Nature Hour - cancelled	0
June			SRP Registrants Birth - Grade 5	525

DATE	TIME		FREE TWEEN/TEEN - PROGRAMMING /CLUBS	ATTENDANCE
06/01/26	5:00	pm	Volunteens	46
06/15/26	4:00	pm	3D Soccer Ball	5
06/18/26	4:00	pm	Video Game Club: Mario Kart Competition	5
06/22/26	5:00	pm	Claw Tote Bags	6
06/30/26	4:00	pm	Cricut Birthday Cake	3
June			SRP Teen Registrants	137

DATE	TIME		PAID YOUTH - PROGRAMMING	COST	ATTENDANCE
06/12/26	11:00	am	Big Run Wolf Ranch	$450	70

DATE	TIME		PAID TWEEN/TEEN - PROGRAMMING	COST	ATTENDANCE
06/12/26	2:00	pm	MSI: Mobile Lab	$380	4

FREE: YOUTH PASSIVE PROGRAMMING	ATTENDANCE
Teen Gaming - Nintendo Switch	80
FabLab - Dad Gift Tags	29
Travel Kits	0
Passive Activity - World Cup	27
Tonies Listening Station	15
Book Talk Friday - The Genie Game by Jordan Ifueko and The 26-Story Treeho	1
Teen Book Talk Friday - Wild Darling by Alexandra Moody and Six Must Die b	3
Book Talk Friday - Our Fair Share by Sarah Marie Jett	5
Teen Book Talk Friday - How the Other Half Die by P.C. Roscoe	5
Book Talk Friday - The Spark Experiment by Matthew Manning and Matthew I	5
Teen Book Talk Friday - Young World by Soman Chainani	3
Craft - Donut	35
Teen Craft - Summer Word Search	40
Craft - Ice Cream Cone	70
Teen Craft - How to Draw a Minion	40
Craft - Frog	110
Teen Craft - Summer Word Scramble	55
Craft - Soccer Player	110
Teen Craft - Fruit Bookmark	41

OUTREACH & SCHOOL VISITS

DATE	ORGANIZATION	# SESSIONS	Attendance
06/08/26	Sandbox Day Camp: SRP Promotion and Storytime	1	20
06/10/26	Farmer's Market	1	30

EST. 1944

PALOS HEIGHTS
PUBLIC LIBRARY

YOUTH & TEEN SERVICES DEPARTMENT REPORT
JULY 2026

Highlights of the Month:

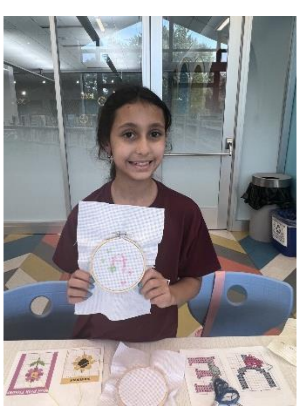
We've had a great summer reading program with over 700! Children and teens have been excited to receive prizes and pick out a book to keep. Many participants didn't want the fun to end and chose to participate in the YTS Bingo Challenge to earn more prizes!



Kids in Grades K-3 sang Moana songs and made crafts for the Moana Celebration! Tweens in grades 4-8 crafted their own designs in the Sharpie Tie Die program.

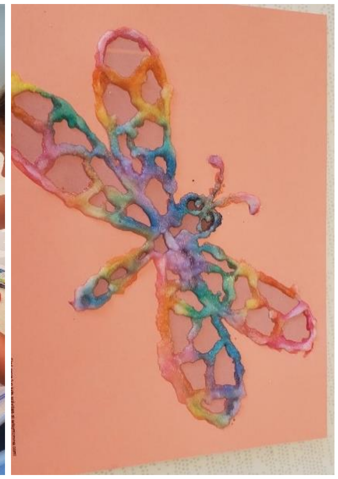


Mary Kate and tweens had a great time making graham cracker art! We used colored frosting, gold fish, and M&M's.




During Amani's cross-stitching club, the children had a wonderful time where they learned the basics of creating an "X" stitch, made new friends, and completing their own personalized keepsake projects featuring the first letter of their names. The event was so successful that we have decided to make this a regular monthly program!






In Jolie's Salt Painting butterflies program, children in grades K-3 had a great time making their own butterflies by using glue, sprinkling some salt and adding watercolor paints to their designs!

Meetings and Department News:

This month, the library welcomed Yasmin to the Youth and Teen Department! She has experience with children and teens from her time at the Roselle Public Library and the Oswego Public Library. She has lots of great ideas and can't wait to do begin doing programs in September!

Booklist: Fall Youth Preview Part I – Carla watched this webinar on 07/06.

Fan Con Meeting – Carla attended this meeting on 07/07.

Outreach:

Farmers Market – Mary Kate went to the farmers market on 07/08.

Library Visit – Mary Kate and Carla did a craft and tour with adults from The Hive on 07/22 and 07/27.

Red Cross Blood Drive – The library hosted a blood drive on 07/27.

Respectfully submitted,
Tina Ruszala
Head of Youth & Teen Services

Statistics:

PROGRAMMING	TOTAL	ATTENDANCE	COST
Free Youth Programming/Training	12	794	
Free Tween/Teen Programming	7	239	
Youth Paid Programming	1	55	$525
Tween/Teen Paid Programming	1	6	$555
TOTAL PROGRAMMING	**20**	**1094**	**$1,080**
OUTREACH/SCHOOL VISITS	**# VISITS**	**# SESSIONS**	**ATTENDANCE**
TOTAL OUTREACH	**2**	**1**	**46**

REFERENCE QUESTIONS		
Reference	Computer	Directional
224	55	110
TOTAL	**389**	
PASSIVE PROGRAMMING		
Craft	Teen	Activity
420	223	56
TOTAL	**699**	

DATE	TIME		FREE: YOUTH PROGRAMMING / TRAINING /CLUBS	ATTENDANCE
07/02/26	5:30	pm	Arabic Story Time	16
07/07/26	4:00	pm	Graham Cracker Art	2
07/08/26	4:30	pm	Furry Readers	10
07/13/26	5:00	pm	Salt Painting Butterflies	18
07/14/26	4:00	pm	Moana Celebration	12
07/16/26	11:30	am	Swimming Story Time	42
07/21/26	4:00	pm	Facts & Crafts: Bugs	2
07/22/26	11:30	am	Zoo Animals Story Time	28
07/24/26	10:00	am	Nature Hour	19
07/27/26	5:00	pm	STEAM: Sharks! - Power Outage	canceled
			SRP Bingo	84
			Summer Reading Participants Babies - 5th Grade	561

DATE	TIME		FREE TWEEN/TEEN - PROGRAMMING /CLUBS	ATTENDANCE
07/01/26	4:00	pm	Volunteens	37
07/06/26	4:00	pm	Beach Tumblers	15
07/10/26	5:00	pm	Teen Book Box	9
07/20/26	4:00	pm	Sharpie Tie Dye!	7
07/23/26	5:30	pm	Cross Stitch Club	10
07/30/26	5:30	pm	Cross Stitch Club	10
			Summer Reading Participants Grades 6-12	151

DATE	TIME		PAID YOUTH - PROGRAMMING	COST	ATTENDANCE
07/10/26	11:00	am	Sing & Soar with Nanny Nikki!	$525	55

DATE	TIME		PAID TWEEN/TEEN - PROGRAMMING	COST	ATTENDANCE
07/10/26	2:00	pm	Kick into Art - Soccer Art	$555	6

FREE: YOUTH PASSIVE PROGRAMMING	ATTENDANCE
Teen Gaming - Nintendo Switch	37
Tonies Listening Station	16
Passive Activity - Find the World Cup	20
Travel Kit	0
FabLab - Patriotic Quarter Hole Game	0
Craft - 4th of July Star	80
Teen Craft - 4th of July Crossword	20
Craft - Bee	70
Teen Craft - How to Draw Forky	30
Book Talk Friday - Roar by Varsha Bajaj	4
Teen Book Talk Friday - The Forgotten Lore by Diana Peterfreund	4
Book Talk Friday - The Mystery of the Stolen World Cup Trophy by Ange	12
Teen Book Talk Friday - A House of Vipers by Emma Jackson	7
Craft - Hot Dog	110
Teen Craft - Fish Origami	30
Craft - Boat	90
Teen Craft - Cootie Catcher	50
Book Talk Friday - Javier and the Cone of Uncertainty by K. A. Holt	2
Teen Book Talk Friday - Landing in Place by Sherine Hamdy	3
Book Talk Friday - Red River Rose by Carole Lindstrom	2
Teen Book Talk Friday - They Want Us Dead by C. L. Montblanc	2
Craft - Fish	70
Teen Craft - Marvel Word Search	40
Book Talk Friday - Styx and Stones by Gary D. Schmidt	0
Teen Book Talk Friday - Until Next Summer by Allison Ashley	0

OUTREACH & SCHOOL VISITS			
DATE	ORGANIZATION	# SESSIONS	ATTENDANCE
07/08/26	Farmer's Market	1	14
7/22/2026	Library Visit: The Hive	1	7
7/27/2026	Red Cross Blood Drive		19
07/27/26	Library Visit: The Hive	1	6

August 5, 2026

Via E-Mail: jblazek@phlibrary.org

Mr. Jesse Blazek
Palos Heights Public Library
12501 South 71st Avenue
Palos Heights, Illinois 60463

Re: Payment Application No. 3
Bay Window Facade Repairs
Palos Heights Public Library
BTC Project No. 25-158

Dear Mr. Blazek:

We have received and reviewed the attached Application for Payment No. 3 from D Kersey Construction Company (DKersey) for the referenced project.

This application for payment is in the amount of $73,701.50 and covers the work performed through July 31, 2026. In accordance with the provisions of the Agreement between Palos Height Public Library and DKersey, a retainage of $9,108.50 has been deducted from this application for payment.

Based on our review of this application for payment and knowledge of the project, we recommend a payment of $73,701.50 be issued to DKersey. This payment is due on September 5, 2026; 30 days after BTC received the application for payment. Once this payment is made, a balance of $14,108.50 will remain in the Contract Sum. This remaining amount includes $5,000 for site restoration and the balance of retainage.

Attached to the application for payment are partial waivers of lien. We recommend you review these waivers to ensure that it meets your requirements.

We appreciate the opportunity to be of service to you. If you have any questions, or if we can be of further assistance, please do not hesitate to call.

Sincerely,

Building Technology Consultants, Inc.

Christopher R. Kottra, PE, REWC, CCCA
Principal

Attachments: AIA Document G702 – Application and Certification for Payment
AIA Document G703 – Continuation Sheet
Partial Waivers of Lien

Copy to: Mr. Dan Eallonardo (Independent Construction Services)
Mr. Brian Kersey (DKersey)

TO OWNER:	PROJECT:	APPLICATION NO: 3	Distribution to:
Palos Heights Public Library	Bay Window Façade Repairs		
12501 South 71st Avenue	12501 South 71st Avenue	PERIOD TO: 7/31/2026	[ ] Owner
Palos Heights, IL 60463	Palos Heights, IL 60463		[X] Architect
FROM CONTRACTOR:	VIA ARCHITECT	CONTRACT DATE: 12/17/2025	[ ] Contractor
D Kersey Construction Company	Building Technology Consultants, Inc.		[ ] Field
4130 Timberlane Drive	1845 East Rand Road	PROJECT NOS: 25-158	[ ] Other
Northbrook, IL 60062	Arlington Heights, IL 60004		

CONTRACT FOR: General Construction

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract.
AIA Document G703™, Continuation Sheet, is attached.

1. ORIGINAL CONTRACT SUM $ 192,580.00

2. NET CHANGE BY CHANGE ORDERS $ -5,410.00

3. CONTRACT SUM TO DATE (Line 1 +/- 2) $ 187,170.00

4. TOTAL COMPLETED & STORED TO DATE $ 182,170.00
(Column G on G703)

5. RETAINAGE:

a. 5.0% (Column D+E on G703) $ 9,108.50

b. 5.0% of Stored Material (Column F on G703) $

Total Retainage (Lines 5a + 5b or Total in Column I of G703) $ 9,108.50

6. TOTAL EARNED LESS RETAINAGE $ 173,061.50
(Line 4 minus Line 5 Total)

7. LESS PREVIOUS CERTIFICATES FOR PAYMENT
(Line 6 from prior Certificate) $ 99,360.00

8. CURRENT PAYMENT DUE $ 73,701.50

9. BALANCE TO FINISH, INCLUDING RETAINAGE
(Line 3 minus Line 6) $ 14,108.50

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner		
Total approved this Month		$5,410.00
TOTALS		$5,410.00
NET CHANGES by Change Order	-$5,410.00	

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown therein is now due.

CONTRACTOR:

By: Date: 8/3/2026

Douglas L Kersey President

State of: Illinois
County of: Cook
Subscribed and sworn to before me this 3rd day of August, 2026

Notary Public: Brian Douglas Kersey
My Commission expires: 8/9/2025

OFFICIAL SEAL
BRIAN DOUGLAS KERSEY
Notary Public, State of Illinois
Commission No. 994992
My Commission Expires
August 09, 2028

ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with Contract Documents, based on on-site observations and the data comprising application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED $ 73,701.50

(Attach explanation if amount certified differs from the amount applied for. Initial all figures on this Application and on the Continuation Sheet that are changed to conform to the amount certified.)

ARCHITECT:

By: Date: August 5, 2026

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner of Contractor under this Contract.

AIA® DOCUMENT G703™ - 1992 - CONTINUATION SHEET (Conforms with AIA® G702™ & G703™)

AIA Document G702™-1992, Application and Certificate for Payment or G732™-2009, Application and Certificate for Payment, Construction Manager as Advisier Edition, containing Contractor's signed certification is attached.
In tabulations below, amounts are in US dollars.
Use Column I on Contracts where variable retainage for line items may apply.

APPLICATION NO: 3
APPLICATION DATE: 8/3/2026
PERIOD TO: 7/31/2026
ARCHITECT'S PROJECT NO: 25-158

A	B	C	D	E	F	G		H	I
Item No.	Description of Work	Scheduled Value	Work Completed From Previous Application (D + E)	Work Completed This Period	Materials Presently Stored (Not In D of E)	Total Completed And Stored To Date (D + E + F)	% (G÷C)	Balance To Finish (C - G)	Retainage (if variable rate)
1	General Conditions - D Kersey	18,414.00	10,100.00	8,314.00		18,414.00	100%		920.70
2	Bond and Insurance - D Kersey	3,800.00	3,800.00			3,800.00	100%		190.00
3	Site Supervision - D Kersey	18,000.00	12,600.00	5,400.00		18,000.00	100%		900.00
4	Mobilization - D Kersey	3,800.00	3,800.00			3,800.00	100%		190.00
5	Overhead and Profit - D Kersey	26,000.00	14,300.00	11,700.00		26,000.00	100%		1,300.00
6	Demolition - D Kersey	6,116.00	6,116.00			6,116.00	100%		305.80
7	Demolition - Ornealas	10,800.00	10,800.00			10,800.00	100%		540.00
8	Carpentry and Flashing - Ornelas	8,884.00	8,884.00			8,884.00	100%		444.20
9	Metal Panels and Caulking - Alloy Arch.	80,566.00	40,000.00	40,566.00		80,566.00	100%		4,028.30
10	Site Restoration - D Kersey	5,000.00						5,000.00	
11	Operator Allowance for Inspection - D Kersey	1,200.00		1,200.00		1,200.00	100%		60.00
12	Allowance	10,000.00		10,000.00		10,000.00	100%		500.00
13									
14	Change Order #1								
15	Unforseen Demolition Work - Ornelas	5,040.00		5,040.00		5,040.00	100%		252.00
16	Allowance Credit - D Kersey	(10,000.00)		(10,000.00)		(10,000.00)	100%		(500.00)
17	Engineer's Lift time - Ornelas	750.00		750.00		750.00	100%		37.50
18	Credit Operator Allowance - D Kersey	(1,200.00)		(1,200.00)		(1,200.00)	100%		(60.00)
19									
20	Internal Contract Ajustment								
21	1.Ornelas Additional Demo	3,796.00		3,796.00		3,796.00	100%		189.80
22	1. D Kersey	(3,796.00)		(3,796.00)		(3,796.00)	100%		(189.80)
23	2. Alloy Architectural - ACM Panels	2,663.00		2,663.00		2,663.00	100%		133.15
24	2. D Kersey	(2,663.00)		(2,663.00)		(2,663.00)	100%		(133.15)
25									
26									
27									
28									
	SUBTOTAL PAGE 1	187,170.00	110,400.00	71,770.00		182,170.00	97%	5,000.00	9,108.50

AIA® DOCUMENT G703™ - 1992 - CONTINUATION SHEET (Conforms with AIA® G702™ & G703™)

AIA Document G702™-1992, Application and Certificate for Payment or G732™-2009, Application and Certificate for Payment, Construction Manager as Advisier Edition, containing Contractor's signed certification is attached.
In tabulations below, amounts are in US dollars.
Use Column I on Contracts where variable retainage for line items may apply.

APPLICATION NO: 2
APPLICATION DATE: 5/27/2026
PERIOD TO: 6/1/2026
ARCHITECT'S PROJECT NO: 25-158

A	B	C	D	E	F	G		H	I
Item No.	**Description of Work**	**Scheduled Value**	**Work Completed**		**Materials Presently Stored** *(Not In D of E)*	**Total Completed And Stored To Date** *(D + E + F)*	**%** *(G÷C)*	**Balance To Finish** *(C - G)*	**Retainage** *(if variable rate)*
			From Previous Application *(D + E)*	**This Period**					
1	General Conditions - D Kersey	68,900.00	44,486.00	23,414.00		67,900.00	99%	1,000.00	
2	Mobilization - D Kersey	4,000.00	4,000.00			4,000.00	100%		
3	Panel Removal - Ornelas	10,800.00	10,800.00			10,800.00	100%		
4	Flashing Repairs - Ornelas	8,884.00	3,042.00	5,842.00		8,884.00	100%		
5	Panel Reinstallation - Alloy	62,980.00	20,414.00	42,566.00		62,980.00	100%		
6	Engineer's access - D Kersey	1,200.00		1,200.00		1,200.00	100%		
7	Additional Work, T&M-Allowance D Kersey	10,000.00		10,000.00		10,000.00	100%		
8	Demobilization - D Kersey	4,000.00						4,000.00	
9									
10	Alternate #1 - P&P Bond	1,930.00	1,930.00			1,930.00	100%		
11	Alternate #2 - New Metal Panel Material - Alloy	19,586.00	19,586.00			19,586.00	100%		
12	Alternate #3 - P&P Bond (Alt. 2) - D Kersey	300.00	300.00			300.00	100%		
13									
14	Change Order #1 - Credit Unused Allowance	(5,410.00)		(5,410.00)		(5,410.00)			
15									
16									
17									
18									
19									
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26									
27									
28									
	SUBTOTAL PAGE 1	187,170.00	104,558.00	77,612.00		182,170.00	97%	5,000.00	

WAIVER OF LIEN TO DATE

STATE OF ILLINOIS
COUNTY OF COOK

TO WHOM IT MAY CONCERN:

WHEREAS the undersigned has been employed by the **PALOS HEIGHTS PUBLIC LIBRARY**

to furnish **BAY WINDOW FAÇADE REPAIRS**
work for the premises known as **PALOS HEIGHTS PUBLIC LIBRARY**
12501 S. 71st AVENUE, PALOS HEIGHTS, IL 60463
of which the **PALOS HEIGHTS PUBLIC LIBRARY**
is the owner.
The undersigned, for and in consideration of **SEVENTY-THREE THOUSAND, SEVEN HUNDRED ONE AND 50/00 DOLLARS**
($73,701.50) and other good and valuable considerations,
the receipt whereof is hereby acknowledged, do(es) hereby waive and release any and all lien of claim of, or right to, lien, under the statutes of the State of Illinois, relating to mechanics' liens, with respect to and on said above- described premises, and the improvements thereon, and on the material, fixtures, apparatus or machinery furnished, and on the moneys, funds or other considerations due or to become due from the owner, on account of all labor, services, material, fixtures, apparatus or machinery, furnished to this date by the undersigned for the above-described premises, INCLUDING EXTRAS.*

D Kersey Construction Co.
CORPORATE
SEAL
2012
Illinois

Date: **August 3, 2026**

Company Name: **D KERSEY CONSTRUCTION CO.**
Address: **4130 TIMBERLANE DRIVE**
NORTHBROOK, IL 60062

Signature and Title:
DOUGLAS L. KERSEY - PRESIDENT

*Extras include but are not limited to change orders, both oral and written, to the contract.

CONTRACTOR'S AFFIDAVIT

STATE OF ILLINOIS
COUNTY OF COOK

TO WHOM IT MAY CONCERN:
The undersigned **DOUGLAS L. KERSEY**
being duly sworn, deposes and says that he or she is **PRESIDENT**
of **D KERSEY CONSTRUCTION CO.**
who is the contractor furnishing **BAY WINDOW FAÇADE REPAIRS**
work on the building located at **12501 SOUTH 71st AVENUE, PALOS HEIGHTS, IL 60463**
owned by **PALOS HEIGHTS PUBLIC LIBRARY**
That the total amount of the contract including extras* is **ONE HUNDRED EIGHTY SEVEN THOUSAND, ONE HUNDRED SEVENTY AND 00/00 DOLLARS ($187,170.00)**
on which he or she has received payment of **NINETY-NINE THOUSAND, THREE HUNDRED SIXTY AND 00/00 DOLLARS ($99,360.00)**

prior to this payment. That all waivers are true, correct and genuine and delivered unconditionally and that there is no claim either legal or equitable to defeat the validity of said waivers. That the following are the names of all parties who have furnished material or labor, or both, for said work and all parties having contracts or sub-contracts for specific portions of said work or for material entering into the construction thereof and the amount due or to become due to each, and that the items mentioned include all labor a nd material required to complete said work according to plans and specification:

Names	For What	Contract Price	Amount Paid	This Payment	Balance Due
D Kersey Construction Co. 4130 Timberlane Drive, Northbrook, IL 60062	GCs, Bonds, Ins. Supervision	$ 74,671.00	$ 45,644.40	$ 20,543.05	$ 8,483.55
Alloy Architectural Solutions 2045 Janice Avenue, Melrose Park, IL 60160	Metal Panes Sealants	$ 83,229.00	$ 36,000.00	$ 43,067.55	$ 4,161.45
Ornelas Construction Company 12529 W Horseshoe Dr, New Lenox, IL 60451	Carpentry, Flashing	$ 29,270.00	$ 17,715.60	$ 10,090.90	$ 1,463.50
Total labor and material including extras* to complete.		$ 187,170.00	$ 99,360.00	$ 73,701.50	$ 14,108.50

That there are no other contracts for said work outstanding, and that there is nothing due or to become due to any person for material, labor or other work of any kind done or to be done upon or in connection with said work other than above stated.

Date: **August 3, 2026** Signature:
Subscribed and sworn to before me this **3rd** day of **AUGUST, 2026**

DOUGLAS L. KERSEY - PRESIDENT

*Extras include but are not limited to change orders, both oral and written, to the contract.

OFFICIAL SEAL
BRIAN DOUGLAS KERSEY
Notary Public, State of Illinois
Commission No. 994992
My Commission Expires
August 09, 2028

Notary Public

WAIVER OF LIEN TO DATE

STATE OF ILLINOIS
COUNTY OF COOK } SS

Gty # ______________
Escrow # ______________

TO WHOM IT MAY CONCERN:

WHEREAS the undersigned has been employed by **D KERSEY CONSTRUCTION CO.** to furnish ,Labor, Material & Equipment to Complete **METAL WALL PANEL & SHEET METAL** work for the premises known as **PALOS HEIGHT PUBLIC LIBRARY, 12501 S. 71st AVENUE, PALOS HEIGHTS, IL 60463** ,of which **PALOS HEIGHTS PUBLIC LIBRARY** ________ is the owner.

THE undersigned, for and in consideration the sum of **THIRTY-SIX THOUSAND AND 00/00 DOLLARS ($ 36,000.00)** and other good and valuable considerations, the receipt whereof is hereby acknowledged, do(es) hereby waive and release any and all lien of claim of, or right to, lien, under the statutes of the State of Illinois, relating to mechanics' liens, with respect to and on said above- described premises, and the improvements thereon, and on the material, fixtures, apparatus or machinery furnished, and on the moneys, funds or other considerations due or to become due from the owner, on account of all labor, services, material, fixtures, apparatus or machinery, furnished to this date by the undersigned for the above-described premises, INCLUDING EXTRAS.*

DATE : **8/5/2026** COMPANY NAME: **ALLOY ARCHITECTURAL SOLUTIONS**
ADDRESS:**2045 JANICE AVENUE, MELROSE PARK, IL 60160**

SIGNATURE AND TITLE: Dominic Dunlap
DOMINIC DUNLAP - PRESIDENT

*EXTRAS INCLUDE BUT ARE NOT LIMITED TO CHANGE ORDERS, BOTH ORAL AND WRITTEN, TO THE CONTRACT.

STATE OF ILLNIOIS
COUNTY OF COOK } SS

CONTRACTOR'S AFFIDAVIT

TO WHOM IT MAY CONCERN:
THE UNDERSIGNED, **DOMINIC DUNLAP** BEING DULY SWORN, DEPOSES AND SAYS THAT HE OR SHE IS **PRESIDENT** OF **ALLOY ARCHITECTURAL SOLUTIONS** WHO IS THE CONTRACTOR FURNISHING **METAL WALL PANELS AND SHEET METAL** WORK ON THE BUILDINGS LOCATED AT **12501 S. 71st AVENUE, PALOS HEIGHTS, IL 60463** OWNED BY **PALOS HEIGHTS PUBLIC LIBRARY**

That the total amount of the contract including extras* is **EIGTHTY THOUSAND, FIVE HUNDRED SIXTY-SIX AND /00 DOLLARS ($80,566.00)** on which he or she has received payment of **ZERO AND 00/00 DOLLARS ($0.00)** prior to this payment. That all waivers are true, correct and genuine and delivered unconditionally and that there is no claim either legal or equitable to defeat the validity of said waivers. That the following are the names and addresses of all parties who have furnished material or labor, or both, for said work and all parties having contracts or subcontracts for specific portions of said work or for material entering into the construction thereof and the amount due or to become due to each, and that the items mentioned include all labor and material required to complete said work according to plans and specification:

NAMES AND ADDRESSES	WHAT FOR	CONTRACT PRICE INCLDG EXTRAS*	AMOUNT PAID	THIS PAYMENT	BALANCE DUE
Alloy Architectural Solutions	Metal Wall Panels and Sheet Metal	$ 80,566.00	$ 0.00	$ 36,000.00	$44,566.00
All material taken from fully-paid stock and delivered to jobsite on a company vehicle. All labor is fully-paid. No rental equipment used on this project.					
TOTAL LABOR AND MATERIAL INCLUDING EXTRAS* TO COMPLETE.		$ 80,566.00	$ 0.00	$36,000.00	$44,566.00

That there are no other contracts for said work outstanding, and that there is nothing due or to become due to any person for material, labor or other work of any kind done or to be done upon or in connection with said other than above stated.

DATE: August 5, 2026 **SIGNATURE :** Dominic Dunlap

SUBSCRIBED AND SWORN TO BEFORE ME THIS **5th** DAY OF **August** 20 **26** .

*EXTRAS INCLUDE BUT ARE NOT LIMITED TO CHANGE ORDERS, BOTH ORAL AND WRITTEN, TO THE CONTRACT.

Vanessa Morales
NOTARY PUBLIC

f.1722 R5/96

Provided by Chicago Title Insurance Comany

OFFICIAL SEAL
VANESSA MORALES
Notary Public, State of Illinois
Commission No. 1026041
My Commission Expires February 24, 2030

PARTIAL WAIVER OF LIEN TO DATE

OCC Job #	25-6506
Contract#	

STATE OF ILLINOIS
COUNTY OF ____Will____________

WHEREAS the undersigned has been employed by D Kersey Construction Company
to furnish Labor & Material
for the premises known as Palos Heights Public Library
of which Palos Heights Public Library is the owner

THE undersigned for and in consideration of *Six Thousand Nine Hundred Fifteen Dollars and Sixty Cents*
(**$6,915.60**) Dollars, and other good and valuable considerations, the receipt whereof is hereby acknowledged and do(es) hereby waive and release any and all lien or claim of, or right to, lien, under the statues of the State of Illinois, relating to mechanics' liens, with respect to and on said above described premises, and the improvements thereon, and on the material, fixtures, apparatus or machinery furnished, and on the moneys, funds or other considerations due or to become due from the owner, on account of labor, services, material, fixtures, apparatus of machinery, furnished to this date by the undersigned for the above-described premises, INCLUDING EXTRAS.*

Date: August 3, 2026

Company Name: Ornelas Construction Company
Address: 12520 W Horseshoe Drive
New Lenox, IL 60451

Signature:
Title: President

*EXTRAS INCLUDE BUT ARE NOT LIMITED TO CHANGE ORDERS, BOTH ORAL AND WRITTEN, TO THE CONTRACT.

CONTRACTORS AFFIDAVIT

STATE OF ILLINOIS
COUNTY OF ___Will_____________

TO WHOM IT MAY CONCERN:

The undersigned, being duly sworn, deposes and says the he/she is the President
of the Ornelas Construction Company who is the contractor for Palos Heights Public Library
work on the structures located at 12501 S. 71st Avenue, Palos Heights, IL 60463
owned by Palos Heights Public Library

That the total amount of the contract including extras* is $19,684.00 on which he has received payment of $10,800.00 prior to this payment. That all waivers are true, correct and genuine and delivered unconditionally, and that there is no claim either legal or equitable to defeat the validity of said waivers. That the following are the names and addresses of all parties who have furnished material or labor, or both, for said work and all parties having contracts or sub contracts for specific portions of said work or for material entering into the construction thereof and the amount due or to become due to each, and that the items mentioned include all labor and material required to complete said work according to plans and specifications.

CONTRACTOR NAME	SCOPE OF WORK	CONTRACT PRICE INCLUDING EXTRAS*	PREVIOUS PAYMENT	THIS PAYMENT	BALANCE DUE
Ornelas Construction Company	Labor & Material	$19,684.00	$10,800.00	$6,915.60	$1,968.40
					$0.00
					$0.00
					$0.00
					$0.00
					$0.00
TOTAL LABOR AND MATERIAL		$19,684.00	$10,800.00	$6,915.60	$1,968.40

That there are no other contracts for said work outstanding, and that there is nothing due or to become due to any person for material, labor or other work of any kind done or to be done upon or in connection with said work other than above stated.

Subscribed and sworn to before me this August 3, 2026

Signature
Title: President

Notary Public

Official Seal
SHANNON R WHALEN
Notary Public, State of Illinois
Commission No. 985390
My Commission Expires January 11, 2028

*EXTRAS INCLUDE BUT ARE NOT LIMITED TO CHANGE ORDERS, BOTH ORAL