



PALOS HEIGHTS
PUBLIC LIBRARY

BOARD OF TRUSTEES MEETING AGENDA

September 17, 2026

- CALL TO ORDER: 6:30pm
- ROLL CALL:
- WELCOME OF GUESTS:
- PUBLIC COMMENT:
- MINUTES OF MEETING: Approval of the minutes of the August 20, 2026 regular meeting
- TREASURER'S REPORT: Approval of the General Fund bills for August 2026 for \$234,414.85
Approval of the Treasurer's report for the month ending Aug. 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 \$14,108.50
2. Approval of FY2027 Annual Budget
3. Approval of FY2026 Annual Levy, Resolution #260917-1
4. Approval of Slate of Officers for 2026-2027
5. Approval to Display "Windows of Palos Heights" from Public Arts Commission
- ADJOURNMENT
- NEXT MEETING: Thursday, October 15, 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.

August Palos Heights Library Board Meeting

August 20, 2026 Minutes

1. The meeting was called to order at 6:33pm by Treasurer John Peltz, presiding as president for this meeting in Rose Zubik and Patrick Keough's absence. The following trustees were present: Hilary Rhodes, Sue Jankowski, Susan Snow, Maria Koeppen, John Peltz, Dianne Key and Steve Foertsch. Patrick Keough and Rose Zubik were absent.
2. Also present were Jesse Blazek, Library Director, Kara Kohn, Head of Public Services, Lorena Rodriguez, Head of Technical Services, Yasmin Ayyad, Youth & Teen Librarian, and Alison Jagielo, Youth & Teen Librarian.
3. No members of the public attended and there was no public comment.
4. Trustee Key moved to approve the minutes of the June regular board meeting. The minutes were approved unanimously by a voice vote.
5. **Treasurer's Report**
 - a. Trustee Peltz moved to approve the General Fund bills for June 2026 for \$231,382.27. Trustee Snow seconded, and the motion was approved unanimously by a roll call vote.
 - b. Trustee Peltz moved to approve the Treasurer's report for the month ending June 30, 2026. Trustee Snow seconded, and the motion was approved unanimously by a roll call vote.
 - c. Trustee Snow moved to approve the General Fund bills for July 2026 for \$165,581.88. Trustee Key seconded and the motion was approved unanimously by a roll call vote.
 - d. Trustee Peltz moved to approve the Treasurer's report for the month ending July 31, 2026. The motion was approved unanimously by a roll call vote.
6. There was no President's report.
7. **Director's Report:** In addition to the written report, Jesse reported:
 - a. Budget update, we should start to see distributions in late September from the next round of tax bills. Hoping to see the county's system functioning up to capacity by January/February.
 - b. DAR Tree Planting Ceremony at the library in recognition of America 250 will be on September 19, 11:30am - all are encouraged to attend.
8. **Budget & Finance** - next committee meeting will be September 1st.
9. **Buildings & Grounds** - next committee meeting will be September 1st.
10. **Ethics** - Reminder to do your Open Meetings training if you have not yet

completed it.

11. **Friends of the Library** - The Friends do not meet in the summer, but Sept 9th at 3pm is the next meeting. *A Novel Idea* will be held at 2pm beforehand. All are welcome! Lou Malnatis night for The Friends is also September 19th.

12. **Personnel Committee**

- a. Trustee Key has received five evaluations from the board and Jesse will get copies of those.
- b. Insurance Policies for full-time employees are being looked at, and will be evaluated further by Jesse and the committee.

13. **Building Envelope Project:** Our owner's representative, Dan Ellanardo reported on the building envelope project, and shared with us that the project is mostly wrapped.

- a. Reminded us that there is a three year warranty on everything from the date of substantial completion (June 5th, 2026).
- b. The building permit is closed, as final inspection is complete, and the village was very easy to work with.
- c. Final testing is complete and went very well. Testing reports will also be included in closing documents.

14. Trustee Snow moved to approve **payment to D. Kersey Construction** for \$73,701.50. There is one more invoice coming, and final payment will be sent when all the closing documents are completed. Trustee Foertsch seconded, and on a roll call vote, the motion passed.

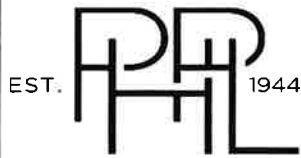
15. The Slate of Officers is presented as follows:

- a. President - Rose Zubik
- b. Vice President - Patrick Keough
- c. Secretary - Hilary Rhodes
- d. Treasurer - John Peltz

16. Trustee Peltz adjourned the meeting at 7:15pm.

17. The next board meeting is September 17th at 6:30pm.

Minutes recorded by Hilary Rhodes, Secretary



PALOS HEIGHTS
PUBLIC LIBRARY

BOARD MOTIONS APPROVED
09/17/2026

AUGUST 2026		AMOUNT	PAGE(s)
MOTION TO APPROVE GENERAL FUND BILL LIST FOR THE MONTH OF:	AUGUST	\$234,414.85	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:	8/31/2026	N/A	1



PALOS HEIGHTS
PUBLIC LIBRARY

STATEMENT OF FUND BALANCES
MONTH ENDING: AUGUST, 2026

	GENERAL	SPECIAL RESERVE	TOTAL
REVENUES			
PROPERTY TAXES	\$28,760.60		\$28,760.60
CORPORATE REPLACEMENT TAX	\$0.00		\$0.00
DIRECT REVENUES			
FRONT DESK			
» Fines/Lost/Damaged	\$449.59		\$449.59
» Non Resident Cards	\$285.36		\$285.36
» Miscellaneous	\$156.75		\$156.75
MISCELLANEOUS REIMBURSEMENTS			
» Book Sale	\$4,791.55		\$4,791.55
» Miscellaneous	\$1,578.89		\$1,578.89
DONATIONS/GIFTS			\$0.00
» Restricted	\$489.38		\$489.38
» Annual Fundraising	\$230.45		\$230.45
» Planned Giving (Trusts/Wills)	\$0.00		\$0.00
COPIER	\$1,004.40		\$1,004.40
GRANTS	\$20,515.60		\$20,515.60
INTEREST	\$1,143.53	\$2.00	\$1,145.53
TOTAL REVENUES	\$59,406.10	\$2.00	\$59,408.10
EXPENDITURES			
PERSONNEL SERVICES			
» Operational Salaries	\$78,839.51		\$78,839.51
» Employee Benefits	\$27,683.63		\$27,683.63
» Staff & Board Development	\$1,204.29		\$1,204.29
CONTRACTUAL SERVICES	\$12,812.68		\$12,812.68
BUILDING MAINTENANCE	\$5,666.89		\$5,666.89
INSURANCE	\$0.00		\$0.00
UTILITIES	\$8,610.87		\$8,610.87
SUPPLIES	\$3,456.90		\$3,456.90
CAPITAL EXPENSES	\$0.00		\$0.00
MEDIA	\$17,501.04		\$17,501.04
REIMBURSEMENTS	\$1,883.70		\$1,883.70
SR PROJECTS	\$76,755.34		\$76,755.34
TOTAL EXPENDITURES	\$234,414.85	\$0.00	\$234,414.85
REVENUES OVER EXPENDITURES			
EXCESS (DIFICIENCY)	-\$175,008.75	\$2.00	-\$175,006.75
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	-\$175,008.75	\$2.00	-\$175,006.75
FUND BALANCES, BEGINNING OF MONTH	\$599,526.53	\$3,192.80	\$602,719.33
END OF MONTH	\$424,517.78	\$3,194.80	\$427,712.58



PALOS HEIGHTS PUBLIC LIBRARY

GENERAL FUND BUDGETARY COMPARISON SCHEDULE MONTH ENDING: AUGUST 2026

	BUDGETED AMOUNTS			Variance	
	Original	Final	Actual	With Final Budget	Balance %
REVENUES					
PROPERTY TAXES	\$2,034,093.53	\$2,034,093.53	\$1,941,074.78	\$93,018.75	95.43%
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	\$1,729.14	\$270.86	86.46%
Cards - Non Resident Only	\$1,200.00	\$1,200.00	\$1,004.01	\$195.99	83.67%
Miscellaneous	\$4,000.00	\$4,000.00	\$2,780.59	\$1,219.41	69.51%
MISCELLANEOUS REIMBURSEMENTS					
Book Sale	\$13,000.00	\$13,000.00	\$13,410.60	-\$410.60	103.16%
Miscellaneous	\$17,000.00	\$17,000.00	\$12,059.65	\$4,940.35	70.94%
DONATIONS / GIFTS					
Restricted	\$1,500.00	\$1,500.00	\$1,342.38	\$157.62	89.49%
Unrestricted	\$1,000.00	\$1,000.00	\$1,263.43	-\$263.43	126.34%
Planned Giving	\$15,000.00	\$15,000.00	\$0.00	\$15,000.00	0.00%
COPIER	\$5,500.00	\$5,500.00	\$5,482.25	\$17.75	99.68%
GRANTS	\$17,800.30	\$17,800.30	\$20,515.60	-\$2,715.30	115.25%
INTEREST	\$30,050.00	\$30,050.00	\$16,850.29	\$13,199.71	56.07%
TOTAL REVENUES	\$2,154,643.83	\$2,154,643.83	\$2,027,692.87	\$126,950.96	94.11%
PERSONNEL SERVICES					
Operational Salaries	\$1,047,436.28	\$1,047,436.28	\$681,215.46	-\$366,220.82	-34.96%
Employee Benefits	\$368,490.77	\$368,490.77	\$237,731.60	-\$130,759.17	-35.49%
Staff & Board Development	\$12,000.00	\$12,000.00	\$8,655.80	-\$3,344.20	-27.87%
CONTRACTUAL SERVICES	\$192,638.27	\$192,638.27	\$115,232.38	-\$77,405.89	-40.18%
BUILDING MAINTENANCE	\$52,478.82	\$52,478.82	\$33,208.47	-\$19,270.35	-36.72%
INSURANCE	\$28,129.32	\$28,129.32	\$24,511.52	-\$3,617.80	-12.86%
UTILITIES	\$67,048.16	\$67,048.16	\$38,498.24	-\$28,549.92	-42.58%
SUPPLIES	\$25,600.00	\$25,600.00	\$16,382.03	-\$9,217.97	-36.01%
CAPITAL EXPENSES	\$141,721.91	\$141,721.91	\$0.00	-\$141,721.91	-100.00%
MEDIA	\$169,800.00	\$169,800.00	\$104,412.60	-\$65,387.40	-38.51%
REIMBURSEMENTS	\$49,300.30	\$49,300.30	\$287,997.32	\$238,697.02	484.17%
SR PROJECTS	\$288,732.00	\$288,732.00	\$227,742.80	-\$60,989.20	-21.12%
TOTAL EXPENDITURES	\$2,443,375.83	\$2,443,375.83	\$1,775,588.22	-\$667,787.61	-27.33%
REVENUES OVER EXPENDITURES - EXCESS (DEFICIENCY)	-\$288,732.00	-\$288,732.00	\$252,104.65	-\$540,836.65	
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			\$252,104.65		
FUND BALANCE					
BEGINNING OF YEAR			\$171,863.13		
YTD MONTH ENDING			\$423,967.78		



PALOS HEIGHTS
PUBLIC LIBRARY

GENERAL FUND
BUDGETARY COMPARISON OF EXPENDITURES
MONTH ENDING: AUGUST 2026

	BUDGET 2026	CURRENT MONTH	EXPENDITURES Y.T.D.	REMAINING BALANCE	PERCENTAGE REMAINING
PERSONNEL SERVICES					
OPERATIONAL SALARIES					
4311 SALARIED EMPLOYEES	\$824,632.84	\$62,135.26	\$537,812.50	\$286,820.34	34.78%
4312 HOURLY EMPLOYEES	\$217,503.44	\$16,704.25	\$142,592.96	\$74,910.48	34.44%
4313 ADDITIONAL COMPENSATION	\$5,300.00	\$0.00	\$810.00	\$4,490.00	84.72%
TOTAL OPERATIONAL SALARIES	\$1,047,436.28	\$78,839.51	\$681,215.46	\$366,220.82	34.96%
EMPLOYEE BENEFITS					
4331 ILL. MUNI. RETIREMENT FUND	\$86,917.74	\$6,460.57	\$55,529.39	\$31,388.35	36.11%
4332 SOCIAL SECURITY - FICA	\$79,723.43	\$5,894.86	\$51,174.93	\$28,548.50	35.81%
4333 INSURANCE	\$200,649.60	\$15,328.20	\$131,027.28	\$69,622.32	34.70%
4334 CLOTHING	\$1,200.00	\$0.00	\$0.00	\$1,200.00	100.00%
TOTAL EMPLOYEE BENEFITS	\$368,490.77	\$27,683.63	\$237,731.60	\$130,759.17	35.49%
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	\$1,165.00	\$4,499.98	\$1,500.02	25.00%
4355 SUPPORT STAFF	\$1,000.00	\$0.00	\$814.65	\$185.35	18.54%
4356 MILEAGE REIMBURSEMENT	\$1,100.00	\$39.29	\$606.17	\$493.83	44.89%
TOTAL STAFF & BOARD DEVELOPMENT	\$12,000.00	\$1,204.29	\$8,655.80	\$3,344.20	27.87%
GROUP TOTAL PERSONNEL SERVICES	\$1,427,927.05	\$107,727.43	\$927,602.86	\$500,324.19	35.04%
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	\$57.22	\$414.46	\$85.54	17.11%
4364 APPRAISAL	\$650.00	\$0.00	\$630.00	\$20.00	3.08%
4365 ACCOUNTANT	\$4,950.00	\$365.00	\$2,920.00	\$2,030.00	41.01%
TOTAL PROFESSIONAL SERVICES	\$15,800.00	\$422.22	\$10,072.46	\$5,727.54	36.25%
OUTSIDE SERVICES					
4412 PAYROLL SERVICES	\$4,400.00	\$362.35	\$2,585.88	\$1,814.12	41.23%
4414 ALARM	\$3,300.00	\$0.00	\$2,578.00	\$722.00	21.88%
4416 MAINTENANCE	\$40,000.00	\$2,923.01	\$26,682.20	\$13,317.80	33.29%
4417 SWAN	\$29,000.00	\$0.00	\$21,372.43	\$7,627.57	26.30%
4418 TECHNOLOGY	\$42,000.00	\$5,318.99	\$17,853.74	\$24,146.26	57.49%
TOTAL OUTSIDE SERVICES	\$118,700.00	\$8,604.35	\$71,072.25	\$47,627.75	40.12%
PRINTING					
4424 NEWSLETTER PRINTING	\$20,138.27	\$3,196.55	\$12,786.20	\$7,352.07	36.51%
TOTAL PRINTING	\$20,138.27	\$3,196.55	\$12,786.20	\$7,352.07	36.51%
PROGRAMMING					
4451 YOUTH & TEEN PROGRAMMING	\$11,000.00	\$486.63	\$7,457.31	\$3,542.69	32.21%
4452 PUBLIC SERVICES PROGRAMMING	\$14,000.00	\$0.00	\$8,648.36	\$5,351.64	38.23%
4454 GENERAL PROGRAMMING	\$10,000.00	\$102.93	\$3,794.79	\$6,205.21	62.05%
TOTAL PROGRAMMING	\$35,000.00	\$589.56	\$19,900.46	\$15,099.54	43.14%
PUBLIC RELATIONS					
4461 Public Relations	\$3,000.00	\$0.00	\$1,401.01	\$1,598.99	53.30%
TOTAL PUBLIC RELATIONS	\$3,000.00	\$0.00	\$1,401.01	\$1,598.99	53.30%
GROUP TOTAL CONTRACTUAL SERVICES	\$192,638.27	\$12,812.68	\$115,232.38	\$77,405.89	40.18%



PALOS HEIGHTS PUBLIC LIBRARY

GENERAL FUND

BUDGETARY COMPARISON OF EXPENDITURES MONTH ENDING: AUGUST 2026

		BUDGET 2026	CURRENT MONTH	EXPENDITURES Y.T.D.	REMAINING BALANCE	PERCENTAGE REMAINING
BUILDING MAINTENANCE						
REPAIRS & MAINTENANCE						
4431	PEST CONTROL	\$825.48	\$82.56	\$556.38	\$269.10	32.60%
4432	HEATING/COOLING SERVICE	\$13,000.00	\$1,563.59	\$6,410.09	\$6,589.91	50.69%
4434	BUILDING REPAIRS	\$13,000.00	\$1,110.00	\$12,144.62	\$855.38	6.58%
4436	LAWN MAINTENANCE	\$10,053.30	\$2,184.74	\$6,429.38	\$3,623.92	36.05%
4437	SNOW REMOVAL	\$7,280.04	\$0.00	\$1,860.00	\$5,420.04	74.45%
TOTAL REPAIRS & MAINTENANCE		\$44,158.82	\$4,940.89	\$27,400.47	\$16,758.35	37.95%
EQUIPMENT MAINTENANCE						
4531	COPIER	\$8,100.00	\$726.00	\$5,808.00	\$2,292.00	28.30%
4533	OTHER EQUIPMENT	\$220.00	\$0.00	\$0.00	\$220.00	100.00%
TOTAL EQUIPMENT MAINTENANCE		\$8,320.00	\$726.00	\$5,808.00	\$2,512.00	30.19%
GROUP TOTAL BUILDING MAINTENANCE		\$52,478.82	\$5,666.89	\$33,208.47	\$19,270.35	36.72%
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	\$7,073.07	\$31,260.92	\$23,739.08	43.16%
4472	WATER	\$2,640.00	\$641.33	\$1,699.76	\$940.24	35.62%
4473	GAS	\$1,300.00	\$0.00	\$0.00	\$1,300.00	100.00%
4474	TELEPHONE/FAX	\$2,400.00	\$236.67	\$1,629.88	\$770.12	32.09%
4475	INTERNET/LOCAL AREA NET	\$5,708.16	\$659.80	\$3,907.68	\$1,800.48	31.54%
GROUP TOTAL UTILITIES		\$67,048.16	\$8,610.87	\$38,498.24	\$28,549.92	42.58%
SUPPLIES						
OFFICE SUPPLIES						
4511	PUBLIC SERVICES SUPPLIES	\$1,000.00	\$0.00	\$384.01	\$615.99	61.60%
4512	YOUTH & TEEN SERVICES SUPPLIES	\$2,000.00	\$214.97	\$781.21	\$1,218.79	60.94%
4514	BUSINESS OFFICE SUPPLIES	\$3,200.00	\$238.50	\$2,362.65	\$837.35	26.17%
4515	TECHNICAL SERVICES SUPPLIES	\$3,000.00	\$1,054.70	\$2,913.01	\$86.99	2.90%
4516	CIRCULATION SUPPLIES	\$3,050.00	\$87.50	\$1,203.27	\$1,846.73	60.55%
4518	LOCAL HISTORY SUPPLIES	\$500.00	\$0.00	\$107.59	\$392.41	78.48%
4519	HOSPITALITY SUPPLIES	\$1,200.00	\$0.00	\$316.09	\$883.91	73.66%
TOTAL OFFICE SUPPLIES		\$13,950.00	\$1,595.67	\$8,067.83	\$5,882.17	42.17%
JANITORIAL/CLEANING SUPPLIES						
4541	MAINTENANCE/CLEANING SUPPLIES	\$5,600.00	\$459.85	\$3,902.46	\$1,697.54	30.31%
TOTAL JANITORIAL/CLEANINGSUPPLIES		\$5,600.00	\$459.85	\$3,902.46	\$1,697.54	30.31%
MAILING EXPENSES & FEES						
4551	POSTAGE & HANDLING	\$650.00	\$111.38	\$421.74	\$228.26	35.12%
4553	BULK FEES & PERMITS	\$5,400.00	\$1,290.00	\$3,990.00	\$1,410.00	26.11%
TOTAL OFFICE EXPENSE		\$6,050.00	\$1,401.38	\$4,411.74	\$1,638.26	27.08%
GROUP TOTAL SUPPLIES		\$25,600.00	\$3,456.90	\$16,382.03	\$9,217.97	36.01%
CAPITAL EXPENSES						
4631	SPECIAL RESERVES REPLENISHMENT	\$141,721.91	\$0.00	\$0.00	\$141,721.91	100.00%
GROUP TOTAL CAPITAL EXPENSES		\$141,721.91	\$0.00	\$0.00	\$141,721.91	100.00%



**PALOS HEIGHTS
PUBLIC LIBRARY**

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

		BUDGET 2026	CURRENT MONTH	EXPENDITURES Y.T.D.	REMAINING BALANCE	PERCENTAGE REMAINING
4710A	DATABASES - Adult	\$25,000.00	\$6,640.00	\$14,420.78	\$10,579.22	42.32%
4710B	DATABASES - Youth	\$4,700.00	\$0.00	\$3,032.92	\$1,667.08	35.47%
4711	PERIODICALS	\$11,000.00	\$281.49	\$2,350.07	\$8,649.93	78.64%
4714	LARGE PRINT	\$5,750.00	\$411.82	\$2,994.33	\$2,755.67	47.92%
4715	BOOKS - Adult	\$31,000.00	\$2,793.27	\$16,603.82	\$14,396.18	46.44%
4715B	FOREIGN LANGUAGE ADULT	\$2,500.00	\$0.00	\$140.68	\$2,359.32	94.37%
4716	BOOKS - Youth	\$33,500.00	\$4,393.60	\$26,027.30	\$7,472.70	22.31%
4717	VIDEOS - Adult	\$4,300.00	\$302.38	\$1,995.86	\$2,304.14	53.58%
4718	VIDEOS - Youth	\$1,100.00	\$130.90	\$616.07	\$483.93	43.99%
4719	AUDIOBOOKS/PLAYAWAYS - Adult	\$2,300.00	\$345.87	\$1,564.35	\$735.65	31.98%
4720	AUDIOBOOKS/PLAYAWAYS - Youth	\$4,050.00	\$62.99	\$777.89	\$3,272.11	80.79%
4721	SOFTWARE	\$10,500.00	\$320.00	\$6,522.12	\$3,977.88	37.88%
4722	REALIA	\$1,000.00	\$0.00	\$0.00	\$1,000.00	100.00%
4723A	VIDEO GAMES - Youth	\$1,600.00	\$0.00	\$746.08	\$853.92	53.37%
4724	GADGETS & GIZMOS	\$1,000.00	\$33.86	\$828.72	\$171.28	17.13%
4725A	E-BOOKS - Adult	\$13,000.00	\$956.20	\$10,346.26	\$2,653.74	20.41%
4725B	E-AUDIOBOOKS - ADULT	\$14,000.00	\$828.66	\$12,680.41	\$1,319.59	9.43%
4726	EBOOKS - Youth	\$3,500.00	\$0.00	\$2,764.94	\$735.06	21.00%
GROUP TOTAL MEDIA		\$169,800.00	\$17,501.04	\$104,412.60	\$65,387.40	38.51%
MISCELLANEOUS - REIMBURSEMENTS						
4900	MISCELLANEOUS	\$17,000.00	\$1,621.82	\$262,324.31	-\$245,324.31	-1443.08%
4902	PER CAPITA / OTHER GRANTS	\$17,800.30	\$0.00	\$20,515.60	-\$2,715.30	-15.25%
4904	FRIENDS - BOOK SALES	\$13,000.00	\$0.00	\$4,628.10	\$8,371.90	64.40%
4906a	RESTRICTED DONATIONS	\$1,500.00	\$261.88	\$529.31	\$970.69	64.71%
GROUP TOTAL MISCELLANEOUS REIMBURSEMENTS		\$49,300.30	\$1,883.70	\$287,997.32	-\$238,697.02	-484.17%
SPECIAL RESERVE PROJECTS						
7001	SPECIAL RESERVE - PROJECTS	\$288,732.00	\$76,755.34	\$227,742.80	\$60,989.20	21.12%
GROUP TOTAL SPECIAL RESERVES - PROJECTS		\$288,732.00	\$76,755.34	\$227,742.80	\$60,989.20	21.12%
TOTAL EXPENDITURES		\$2,443,375.83	\$234,414.85	\$1,775,588.22	\$667,787.61	27.33%



PALOS HEIGHTS PUBLIC LIBRARY

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

Type	Date	Num	Memo	Amount
Adducci Vega Financial Group, LLC				
08/14/2026	Check	6478	07 July 2026 Invoice 202073884	4365 Accountant
Total for Adducci Vega Financial Group, LLC				\$365.00
Amazon				
08/05/2026	Expense	AMAZON	1YL7-WVG3-KYDR Supplies	4514 Business Office - Supplies
08/05/2026	Expense	AMAZON	197J-3C67-3FPJ YTS Aug 26	4512 Youth & Teen - Supplies
08/11/2026	Expense	AMAZON	113G-HNXV-NXFK Envelopes	4514 Business Office - Supplies
08/11/2026	Expense	AMAZON	1Q9J-37XQ-HPTJ Acrylic holders	4516 Circulation - Supplies
08/19/2026	Expense	AMAZON	11CG-1CV4-HL9D Supplies	4516 Circulation - Supplies
08/19/2026	Expense	AMAZON	1T44-M6RD-M33J Batteries	4541 Maintenance/Cleaning Supplies
08/19/2026	Expense	AMAZON	1K9W-JH7Y-LYVT Supplies	4514 Business Office - Supplies
08/19/2026	Expense	AMAZON	1HHP-XQ9W-MRM3 Wipes	4516 Circulation - Supplies
08/19/2026	Expense	AMAZON	1DMG-11GX-DNNY Batteries	4541 Maintenance/Cleaning Supplies
08/21/2026	Expense	AMAZON	1FM4-N191-6GMV Air freshener 12	4541 Maintenance/Cleaning Supplies
08/24/2026	Expense	AMAZON	1K9W-JH7Y-M33C Frederick/Tracy	4906a Reimb. - Restricted Donations
08/24/2026	Expense	AMAZON	161Q-39RM-7WMF Anna's Lemonade Stand	4906a Reimb. - Restricted Donations
08/24/2026	Expense	AMAZON	1DD4-L9PF-Q1TX Anna's Lemonade Stand	4906a Reimb. - Restricted Donations
08/25/2026	Expense	AMAZON	1R3M-31V1-V4TG Toilet paper (3)	4541 Maintenance/Cleaning Supplies
08/25/2026	Expense	AMAZON	1M69-FCRQ-VP67 Multifold Towels (4)	4541 Maintenance/Cleaning Supplies
08/25/2026	Expense	AMAZON	1766-61MN-M1WG Fan Con	4454 General Programming
08/26/2026	Expense	AMAZON	1PRK-476G-1D7Q	4514 Business Office - Supplies
08/31/2026	Expense	AMAZON	1KT3-F1T3-FCLJ	4515 Technical Services - Supplies
08/31/2026	Expense	AMAZON	1VWM-Y1KQ-CVG1	4724 Gadgets & Gizmos
08/31/2026	Expense	AMAZON	19TR-NNKM-4H7Y	4724 Gadgets & Gizmos
08/31/2026	Expense	AMAZON	1P1R-3NMW-JFTX YTS FALL	4451 Youth & Teen Programming
Total for Amazon				\$1,686.39
Anderson Pest Solutions				
08/11/2026	Check	6475	Invoice 101544659	4431 Pest Control
Total for Anderson Pest Solutions				\$82.56
Association of IL School Library Educators				
08/31/2026	Check	6494	TR Membership to AISLE	4354 Professional Staff
Total for Association of IL School Library Educators				\$65.00
At&T - Fiber Line				
08/24/2026	Check	6487	Invoice 8511059110	4475 Internet
Total for At&T - Fiber Line				\$659.80
Building Technology Consultants, Inc.				
08/03/2026	Check	6467	Invoice 14718 Construction Phase	7001 Special Reserves Projects
Total for Building Technology Consultants, Inc.				\$1,646.90
CDW Government, Inc.				
08/31/2026	Check	6493	Invoice AK7L16X UPS Backup AV cabinet Meeting Room	4418 Technology
Total for CDW Government, Inc.				\$198.99
Children's Plus Inc.				
08/05/2026	Check	6473	Invoice 286356	4716 Books - Youth
Total for Children's Plus Inc.				\$21.95
City Of Palos Heights IMRF				
08/31/2026	Journal Entry	JE 260414	4.5%	4311 Salaried Employees
08/31/2026	Journal Entry	JE 260414	4.5%	4312 Hourly Employees
08/31/2026	Journal Entry	JE 260415	VIMRF	4311 Salaried Employees
08/31/2026	Check	23231	08 August Payment	4331 IMRF Ill. Muni. Ret. Fund
Total for City Of Palos Heights IMRF				\$10,910.07



PALOS HEIGHTS PUBLIC LIBRARY

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

Type	Date	Num	Memo	Amount
City of Palos Hts. - Water Bill				
08/10/2026	Check	23225	Monthly bill	4472 Water \$220.20
08/17/2026	Check	6482	Monthly bill	4472 Water \$421.13
Total for City of Palos Hts. - Water Bill				\$641.33
ComEd				
08/18/2026	Check	6483	Billing through 8.3.26	4471 Power \$7,073.07
Total for ComEd				\$7,073.07
Cosmopolitan Building Services				
08/05/2026	Check	6474	08 Aug Janitorial Services Invoice 6663	4416 Maintenance \$2,722.50
Total for Cosmopolitan Building Services				\$2,722.50
Demco				
08/31/2026	Check	6490	Invoice 7847706	4515 Technical Services - Supplies \$264.73
Total for Demco				\$264.73
D. Kersey Construction Co.				
08/21/2026	Check	23229	Application payment #3	7001 Special Reserves Projects \$73,701.50
Total for D. Kersey Construction Co.				\$73,701.50
Grasso Graphics				
08/26/2026	Check	6489	Sept/Oct Newsletters	4424 Newsletter Printing \$3,196.55
Total for Grasso Graphics				\$3,196.55
GT Mechanical				
08/14/2026	Expense	ACH GT	23103314 8.3.26 Chiller Alarm	4432 Heating/Cooling Service \$610.34
08/14/2026	Expense	ACH GT	23013305 8.5.26 Chiller under charged	4432 Heating/Cooling Service \$641.75
08/21/2026	Expense	ACH GT	23013356 Overcurrent alarm reset	4432 Heating/Cooling Service \$311.50
Total for GT Mechanical				\$1,563.59
Imaging Office Systems, Inc.				
08/31/2026	Check	6492	Digital hosting reel annual cost	4710a Databases (Adult) \$2,900.00
Total for Imaging Office Systems, Inc.				\$2,900.00
Independent Construction Services				
08/11/2026	Check	6476	Invoice 1802 Water Infiltration Project	7001 Special Reserves Projects \$435.00
Total for Independent Construction Services				\$435.00
INFOBIP VOICE, INC				
08/17/2026	Check	6481	Invoice 100699	4474 Telephone/FAX \$105.08
Total for INFOBIP VOICE, INC				\$105.08
Ingram				
08/05/2026	Check	6468	07 July 26	4714 Large Print Books \$411.82
08/05/2026	Check	6468	07 July 26	4715 Books - Adult \$2,793.27
08/05/2026	Check	6468	07 July 26	4716 Books - Youth \$4,371.65
Total for Ingram				\$7,576.74
JR Midwest Irrigation Co.				
08/14/2026	Check	6479	Invoice 2975 Start up	4436 Lawn Maintenance \$145.00
Total for JR Midwest Irrigation Co.				\$145.00
LEAF (Copier Lease)				
08/01/2026	Expense	ACH LEAF	Copier Lease payment 10	4531 Copier \$726.00
Total for LEAF (Copier Lease)				\$726.00
LIMRiCC-Employees				
08/17/2026	Expense	ACH LIM	Retiree Reimb. for Medical Coverage	4900 Miscellaneous - Reimbursements \$1,389.00
08/17/2026	Journal Entry	JE 260412	Employee Paid Benefits	4311 Salaried Employees \$733.52
08/17/2026	Expense	ACH LIM	08 Aug 26	4333 Insurance \$15,328.20
Total for LIMRiCC-Employees				\$17,450.72



PALOS HEIGHTS
PUBLIC LIBRARY

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

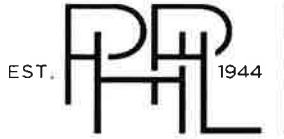
Type	Date	Num	Memo	Amount
Midwest Tape - 19730				
08/05/2026	Check	6472	07 July 26 4717 Videos - Adult	\$302.38
08/05/2026	Check	6472	07 July 26 4719 Audiobooks - Adult	\$335.88
Total for Midwest Tape - 19730				\$638.26
Midwest Tape - 19996				
08/05/2026	Check	6469	07 July 26 4718 Videos - Youth	\$130.90
Total for Midwest Tape - 19996				\$130.90
Midwest Tape - 2000007243				
08/05/2026	Check	6470	07 July 26 4719 Audiobooks - Adult	\$9.99
Total for Midwest Tape - 2000007243				\$9.99
NIR Roof Care, Inc				
08/11/2026	Check	6477	Invoice 187187 Roof repair 4434 Building Repairs	\$1,110.00
Total for NIR Roof Care, Inc				\$1,110.00
Old National Bank - MasterCard				
08/17/2026	Expense	MasterCard	Google Fi/Sip 4474 Telephone/FAX	\$131.59
08/17/2026	Expense	MasterCard	OCLC 4551 Postage & Handling	\$36.68
08/17/2026	Expense	MasterCard	Duo 4721 Software	\$120.00
08/17/2026	Expense	MasterCard	Disney Plus/Spotify 4451 Youth & Teen Programming	\$25.98
08/17/2026	Expense	MasterCard	Barrons Monthly Fee 4711 Periodicals	\$14.99
08/17/2026	Expense	MasterCard	Maint supplies swiffer 4541 Maintenance/Cleaning Supplies	\$38.86
08/17/2026	Expense	MasterCard	Cubebac up annual renewal 4721 Software	\$200.00
08/17/2026	Expense	MasterCard	Kpop template Fan Con 4454 General Programming	\$2.87
08/17/2026	Expense	MasterCard	ILA Library & JB dues 4354 Professional Staff	\$425.00
08/17/2026	Expense	MasterCard	7.10.26 Kick into Art Sukun Art 4451 Youth & Teen Programming	\$277.50
08/17/2026	Expense	MasterCard	Postage 4551 Postage & Handling	\$74.70
08/17/2026	Expense	MasterCard	Chicago Tribune 4711 Periodicals	\$266.50
08/17/2026	Expense	MasterCard	CD reimb. placed order by mistake 4900 Miscellaneous - Reimbursements	\$22.67
08/17/2026	Expense	MasterCard	KD Northwestern Memorial 4900 Miscellaneous - Reimbursements	\$232.82
Total for Old National Bank - MasterCard				\$1,870.16
Otis Elevator				
08/19/2026	Expense	OTIS PORTAL	Invoice 100402425331 4416 Maintenance	\$200.51
Total for Otis Elevator				\$200.51
OverDrive, Inc.				
08/21/2026	Check	6485	01658CO26260257 4725A E-Books - Adult	\$956.20
08/21/2026	Check	6485	01658CO26260256 4725B E-Audiobooks - Adult	\$828.66
Total for OverDrive, Inc.				\$1,784.86
Paylocity Payroll Billing				
08/25/2026	Expense	PAYLOCITY	Check date 7.20.26 4412 Payroll Services	\$81.82
08/25/2026	Expense	PAYLOCITY	Check date 8.4.26 4412 Payroll Services	\$85.16
08/25/2026	Expense	PAYLOCITY	Advanced 4412 Payroll Services	\$110.21
08/25/2026	Expense	PAYLOCITY	Check date 8.17.26 4412 Payroll Services	\$85.16
Total for Paylocity Payroll Billing				\$362.35
Paylocity Payroll Taxes				
08/07/2026	Expense	PAYLOCITY	Check date 08.07.26 4311 Salaried Employees	\$6,053.88
08/07/2026	Expense	PAYLOCITY	Check date 08.07.26 4332 FICA Social Security	\$2,799.18
08/07/2026	Expense	PAYLOCITY	Check date 08.07.26 4312 Hourly Employees	\$1,282.70
08/20/2026	Expense	PAYLOCITY	Check date 08.21.26 4311 Salaried Employees	\$6,816.71
08/20/2026	Expense	PAYLOCITY	Check date 08.21.26 4332 FICA Social Security	\$3,095.68
08/20/2026	Expense	PAYLOCITY	Check date 08.21.26 4312 Hourly Employees	\$1,312.81
08/24/2026	Expense	PAYLOCITY	Check date 08.24.26 CD Vacation payout 4311 Salaried Employees	\$226.27
Total for Paylocity Payroll Taxes				\$21,587.23



PALOS HEIGHTS PUBLIC LIBRARY

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

Type	Date	Num	Memo	Amount	
Paylocity Payroll Net					
08/07/2026	Expense	PAYLOCITY	Check date 08.07.26	4311 Salaried Employees	\$20,327.73
08/07/2026	Expense	PAYLOCITY	Check date 08.07.26	4312 Hourly Employees	\$6,785.22
08/07/2026	Expense	PAYLOCITY	EN homebound deliveries	4356 Mileage Reimbursement	\$11.55
08/07/2026	Expense	PAYLOCITY	CD Tie Dye Program	4451 Youth & Teen Programming	\$7.98
08/07/2026	Expense	PAYLOCITY	CV Spirit Committee	4454 General Programming	\$21.99
08/20/2026	Expense	PAYLOCITY	Check date 08.21.26	4311 Salaried Employees	\$22,916.69
08/20/2026	Expense	PAYLOCITY	Check date 08.21.26	4312 Hourly Employees	\$7,155.68
08/20/2026	Expense	PAYLOCITY	EN homebound deliveries	4356 Mileage Reimbursement	\$18.24
08/20/2026	Expense	PAYLOCITY	KK Mileage	4356 Mileage Reimbursement	\$9.50
08/20/2026	Expense	PAYLOCITY	CD Reimb. purchase	4900A REIMBURSEMENTS	-\$22.67
08/24/2026	Expense	PAYLOCITY	Check date 08.24.26 CD Vacation payout	4311 Salaried Employees	\$778.80
Total for Paylocity Payroll Net					\$58,010.71
People Facts					
08/31/2026	Check	6496	AJ Background Check	4363 Consultant Fees	\$57.22
Total for People Facts					\$57.22
Playaway Products					
08/05/2026	Check	6471	Invoice 541159	4720 Audiobooks/Playaways - Youth	\$62.99
Total for Playaway Products					\$62.99
RAILS					
08/21/2026	Check	6486	Consumer Reports/Library Aware	4710a Databases (Adult)	\$3,740.00
Total for RAILS					\$3,740.00
R. DiFoggio & Sam					
08/14/2026	Check	6480	Invoice 46863 YTS manual flush valves (2)	7001 Special Reserves Projects	\$971.94
Total for R. DiFoggio & Sam					\$971.94
Roy Erikson Outdoor Maintenance					
08/03/2026	Check	6466	Invoice 07-52211	4436 Lawn Maintenance	\$1,019.87
08/31/2026	Check	6495	Invoice 07-52451	4436 Lawn Maintenance	\$1,019.87
Total for Roy Erikson Outdoor Maintenance					\$2,039.74
The Library Store					
08/31/2026	Check	6491	Invoice 803117 Supplies	4515 Technical Services - Supplies	\$548.24
Total for The Library Store					\$548.24
Truty, Marcin					
08/03/2026	Expense	ACH MARCIN	07 JULY IT SERVICES 26-07	4418 Technology	\$5,120.00
Total for Truty, Marcin					\$5,120.00
U.S. Postal Service					
08/25/2026	Check	6488	Permit Imprint Fee Annual	4553 Bulk Fees & Permits	\$390.00
Total for U.S. Postal Service					\$390.00
U.S. Post Office					
08/14/2026	Check	23228	Newsletter postage	4553 Bulk Fees & Permits	\$900.00
Total for U.S. Post Office					\$900.00
Warehouse Direct					
08/19/2026	Check	6484	Small Liners (2)	4541 Maintenance/Cleaning Supplies	\$66.28
Total for Warehouse Direct					\$66.28
Wright to Learn					
08/14/2026	Check	23227	Staff In Service Training 8/14/25	4354 Professional Staff	\$675.00
Total for Wright to Learn					\$675.00
TOTAL CHECKS FOR BOARD APPROVAL					\$234,414.85



PALOS HEIGHTS PUBLIC LIBRARY

SCHEDULE OF FUND BALANCES BY FINANCIAL INSTITUTION August 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	\$15,654.25	\$582,469.67	\$1,202.61	\$200.00	\$572.09	\$2,620.71	\$602,719.33
WITHDRAWALS	(\$234,414.85)						(\$234,414.85)
TRANSFERS	\$50,000.00	(\$50,000.00)					\$0.00
	\$70,000.00	(\$70,000.00)					
	\$60,000.00	(\$60,000.00)					
	\$73,701.50	(\$73,701.50)					
DEPOSITS	\$2,505.50	\$4,568.03					\$58,262.57
	\$1,389.00	\$12,294.07					
	\$703.55	\$11,898.50					
	\$670.61						
	\$438.60						
	\$416.80						
	\$277.38						
	\$200.00						
	\$105.74						
	\$84.15						
	\$888.00						
	\$349.95						
	\$299.04						
	\$12.00						
	\$446.05						
	\$200.00						
	\$20,515.60						
ADJUSTMENTS							\$0.00
INTEREST EARNED	\$2.35	\$1,137.33	\$3.85	N/A	N/A	\$2.00	\$1,145.53
ENDING BALANCE	\$64,445.22	\$358,666.10	\$1,206.46	\$200.00	\$572.09	\$2,622.71	\$427,712.58
TOTALS	\$424,517.78 GENERAL FUND				\$3,194.80 SPECIAL RESERVES FUND		\$427,712.58 TOTAL FUND BALANCE
INTEREST RATES	0.50%	2.650%	3.785%	N/A	N/A	0.820%	

TOTAL FUND BALANCE MONTH ENDING: AUG, 2026
\$427,712.58



PALOS HEIGHTS
PUBLIC LIBRARY

DIRECTOR'S REPORT

Palos Heights Public Library Board of Trustees Meeting
September 17, 2026

Library News

Budget Update

Tax bills went out as expected on September 1st with a due date of October 1st. This is welcome news! Depending on how quickly people start making those payments, we can expect to see distributions starting up any day now. We currently have enough funds on hand to get us to the end of October, so there shouldn't be an issue in terms of hitting zero balance before significant distributions resume. On the off chance that this doesn't turn out to be the case, I plan to approach the City about moving forward with a tax anticipation loan.

The coalition of school and library administrators continues to meet with representatives from the County President's Office on a weekly basis. While there is still significant frustration about the lack of reporting on any funds issued in the past year, at least bills are out and money is set to flow again. The President's Office continues to pressure other involved parties to get the system fixed. While there is still some way to go, progress continues.

Building Envelope Project

The building envelope project is now formally complete. Kersey has submitted all documentation to close out the project. In the storms that we've had in the past few months, there has been no sign of water intrusion. While I wish we had been able to use that money on some other projects, it's good to know that this problem appears to be solved. Now, and with our 2027 budget, I hope that we can begin rebuilding our reserve fund in earnest.

DAR Tree Dedication

Everything is in place for the formal dedication ceremony on Saturday for the tree that the Swallow Cliff Chapter of the Daughters of the American Revolution has donated to the library. The tree was planted last week and looks fantastic! The dedication plaque also looks quite sharp, and I think this will be a nice addition to our landscape for many years to come.

I hope that you will all join us on Saturday at 11:30 am for the dedication! There will be a brief ceremony followed by some light refreshments.

Upcoming Events

- 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
- Thursday, October 15th – Building & Grounds Committee Meeting, 5:30 pm
- Thursday, October 15th – Regular Board Meeting, 6:30 pm

Agenda Items

Item 1: Kersey Construction Pay Application 4

Kersey has fulfilled their final obligations in terms of providing us with lien waivers and warranty information, so we are ready to make the final payment and close out this project.

Recommendation: I recommend that you approve final payment to D. Kersey Construction in the amount of \$14,108.50.

Item 2: FY2027 Budget

Please see the separate Budget Narrative document along with the FY2027 Budget document in this month's packet for a detailed discussion of the proposed budget.

Recommendation: I recommend that you approve the FY2027 Budget as proposed.

Item 3: FY2026 Levy

The levy for fiscal year 2026 will be collected and distributed to the Library in 2027. As such, we have built the FY2026 levy to account for the funds needed for the Library's budgeted operations in 2027. The amounts in the levy document match up with those in the revenue section of the proposed FY2027 Budget. This levy incorporates a 3.40% increase to the Library's Corporate levy and an increase to the total levy of 3.42%. This is a responsible levy that matches the current rate of inflation without unnecessarily attempting to blindly maximize the levy amount to the statutorily allowed level.

Recommendation: I recommend that you approve Resolution 260917-1 authorizing the Library's FY2026 levy.

Item 4: Officer Election

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 (2nd consecutive term)

Vice President – Patrick Keough (2nd consecutive term)

Secretary – Hilary Rhodes (3rd consecutive term)

Treasurer – John Peltz (3rd consecutive term)

Recommendation: I recommend that you approve the slate of officers as presented.

Item 5: PAC Artwork

The Palos Heights Public Arts Commission has given us a framed picture titled "Windows of Palos Heights" and asked us to hang it in the library. It's nicely done and portrays nine different locations around Palos Heights (including the library). Per our Gifts and Donations Policy, I or the Board can accept or decline such in-kind gifts. When it comes to artwork to be displayed in the library, I like to get Board feedback when practical. So I'm bringing this to you for approval. If you believe this is suitable for display, we will discuss where it should go. If you don't think this is suitable, it will be returned to the Public Arts Commission.



In my opinion, this is a good-looking piece of art that captures a snapshot of a few prominent locations in town. I believe this would be a suitable addition to our local history collection, and it could easily be put on display in our Local History Room.

Recommendation: I recommend that you approve the slate of officers as presented.

Respectfully submitted,
Jesse Blazek
Library Director



PALOS HEIGHTS
PUBLIC LIBRARY

CIRCULATION DEPARTMENT REPORT

August 2026

At the Desk:

16 online library cards were issued to residents.

23 directional questions were answered by the Circulation staff.

3 patrons used Curveside pickup.

Department Highlights:

Beth attended the Farmers Market on 8/5 and Dora attended on 8/19. We sold children's picture books from the Friends Book Sale and made \$47 on 8/19. Carla presented Storytime on 8/5.

Beth attended the National Night Out with the Palos Heights Woman's Club on 8/4.

Beth led Lunch Bunch Book Discussion of *Murderland: Crime and Bloodlust in the Time of Serial Killers* by Caroline Fraser attended by 12 people.

Bethshan residents visited the library on 8/11 to read books to the dogs from the Furry Readers organization.

Beth helped Kara with the Shredding Event on 8/22

Social Media:

Beth created social media posts for the Lego display, Friends of the Library Book Sale, Farmers Market and Kindness Corner.

Beth updated MessageBee this month to promote the Lou Malnati's promotion.

Meetings:

8/3- One on One with Jesse.

8/4- Meet with PHWC Library and Education Committee.

8/12- Social Media meeting.

8/18 - One on One with Jesse.

Beth did one on one meetings with all Circ staff this month.

Continuing Education:

8/14- Beth, Dora, Crys, Karen M., Karen D., Joyce and Mickey attended our in-service.

8/22- Beth, Dora and Crys attended SWAN Expo.

Respectfully submitted,

Beth Stevens

Head of Circulation

CIRCULATION STATISTICS FOR August 2026

	Aug-26	YTD 26	Aug-25	YTD 25
Adult Circulation				
Books	3,773	27,289	3,831	28,684
Video	370	3,509	492	3,756
Audio	233	1,561	346	2,087
Periodicals	195	1,592	114	1,168
Other Formats	27	151	20	175
In House	83	793	99	664
Total Adult Circulation	4,681	34,895	4,902	36,534
Youth Circulation				
Books	3,948	32,208	4,439	35,147
Audio	34	283	33	381
Teen Circulation				
Books	251	1,533	320	2,477
Audio	4	26	2	22
Youth & Teen Circulation				
Video	222	1,507	251	1,571
Periodicals	7	110	23	161
Other Formats	86	557	97	830
In House Use	798	7,015	704	6,959
Total Youth & Teen Circulation	5,350	43,239	5,869	47,548
Gadgets & Gizmos	22	123	31	167
Electronic Circulation				
eBooks (Media On Demand)	1,206	9,666	1,156	9,660
eAudio (Media On Demand)	1,236	8,878	1,021	7,555
eBooks (Palace Project)	99	531	64	699
eAudio (Palace Project)	63	310	93	515
Kanopy (Visits)	506	5,043	-	
Kanopy (Plays)	145	1,024	-	
Periodicals (Overdrive)	338	2,922	371	2,784
Periodicals (PressReader)	-	-	-	100
Chicago Tribune Website (Views)	272	1,947	5,689	5,943
Chicago Tribune E-Edition (Views)	13,825	62,731	-	
Total Electronic Circulation	17,690	93,052	8,394	27,256
TOTAL CIRCULATION	27,743	171,309	19,165	111,338
ILL - Received	1,205	9,506	1,446	9,557
ILL - Sent	939	7,783	973	6,956
Reciprocal Borrowing	1,044	11,727	1,276	9,675
Online Renewals	79	536	61	621
Self-Checkout	3,673	25,543	4,211	33,506
Computer Usage				
Library Workstation Sessions	471	3,450	430	3,674
Wireless Sessions	1,185	8,555	937	8,608
Total Sessions	1,656	3,419	1,367	12,930
# of People Using the Library	9,444	76,966	9,007	79,829
Homebound Deliveries			Current Month	Full Year
Patrons Served			12	
Visits			25	181
Items			66	702
Museum Pass Program			Current Month	Full Year
Total Passes			40	164

Library Cards Issued					
Patron Types	Month's Start	Renewed	New	Deleted	Cards to Date
Resident	4,713	57	35	1	4,804
Non-Resident/Trinity/Business/Bethshan	97	-	0		97
Cards for Kids	75	2	2	-	79

Public Services Monthly Report August 2026

Overview

This monthly report highlights the work of the Public Services team, including Librarians Christina, Emily, Lyndsey, and Sue, along with Department Head Kara. Together, we provide a broad range of services, programs, and resources that support the residents of Palos Heights and extend our reach to the wider community. Showcased below is our ongoing commitment to connecting people with information, opportunities, and exceptional public service.

Library Resources Highlights

Museum Adventure Pass

40 passes

Most Popular Pass

Brookfield Zoo
22 passes

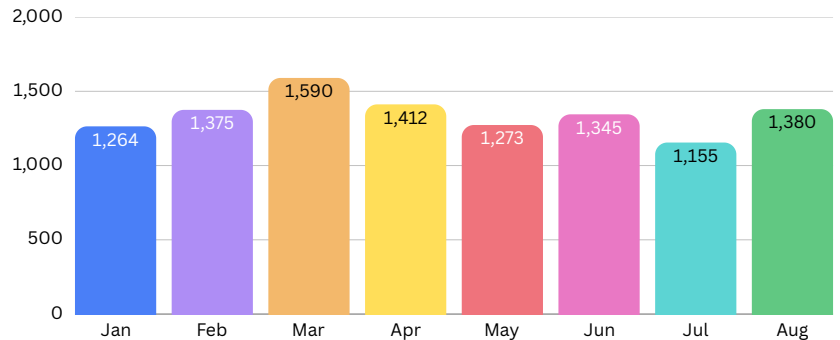
Kanopy Streaming Video

85 plays

Visits **320**

New users **5**

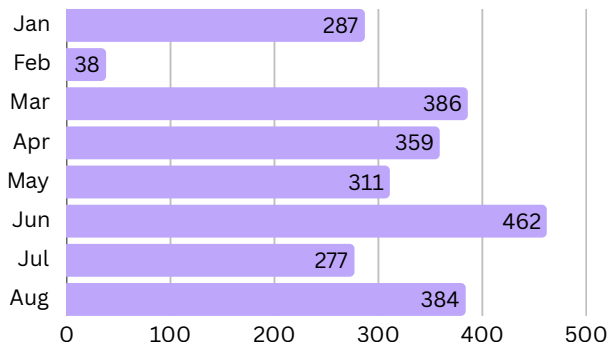
Reference Questions Asked



Increase over previous month

↑ **+19% reference questions**

Program Attendance



Homebound Deliveries

Items

66

Visits

25

Patrons

12

Featured Adult Programs



Sharing Seinfeld

Attendees shared their favorite episodes, scenes, and characters with other like-minded Seinfeld fans. Presented at **no cost to the Library** by a local community member.



Weekly Mah Jongg

27 players in August



Paper Shredding & Pill Drop Off Event

167 cars passed through

Sponsored by
Palos Heights Public Library,
Lake Katherine,
and the City of Palos Heights

Staff Activities

- One of our regular patrons shared that he doesn't know what he would do without the computer assistance **Lyndsey** provides, which was especially meaningful feedback.
- Inspired by the loss of several notable figures this year, **Emily** created a thoughtful display, In Memoriam, featuring works by and about individuals whose contributions left a lasting impact on literature, culture, and public life.
- Christina** presented LinkedIn Basics to a smaller audience which allowed for individual help. As economic uncertainty and workforce changes continue to affect many community members, the library remains committed to supporting job seekers through practical workforce development programs.
- Several first-time attendees at **Lyndsey's** Vinyl Record Club expressed how much they enjoyed the program and said they planned to spread the word to others, suggesting continued growth and interest in the group.
- At the August 19 Farmers Market, **Sue** engaged with attendees, shared information about library programs and services, and strengthened the library's presence in the community. One memorable interaction came when a regular patron enthusiastically recommended a book to her, making her feel like a familiar and trusted part of the library family.
- Kara's** first month with the library has been focused on building a strong foundation through an in-depth exploration of library policies, procedures, and services. At the same time, she has begun cultivating relationships with key community partners, including the Women's Club, Kris Kringle Committee, and Green Team, helping to strengthen the library's connections and visibility throughout the community.



In Memoriam Display

Patron Feedback

Monthly Spice Club

Researched, prepared and organized by
PS Librarian Emily

"Just wanted to let you know that today I made Al Roker's Shrimp Tikka Masala. It turned out fantastic and it is a recipe that I will be keeping and will make quite often...This dish was truly delicious. I can definitely understand why his family requests that it be made for them so often. Thank you so much for this great recipe."



PUBLIC SERVICES - MONTHLY STATISTICS

August 2026

PROGRAMMING	HYBRID	IN HOUSE	TOTAL # PROGRAMS	COST	ATTENDANCE	REFERENCE QUESTIONS		
Paid	0	0	0	\$0.00	0	Reference	Computer	Directional
Free	0	3	3	N/A	177	594	435	351
Book Discussions	0	6	6	N/A	31	TOTAL		1,380
Movie			1	\$0	5	HOMEBOUND DELIVERIES		
Passive Programs			3		62			
IN HOUSE CLUBS						# Patrons	# Visits	# Items
Mah Jongg			3	N/A	27	12	25	66
Needle Crafters			3	N/A	23	BOOK-A-LIBRARIAN # Sessions		
Scrabble			3	N/A	54			
COMPUTER TRAINING - LAB			2	N/A	5	2		
TOTAL PROGRAMMING			15	\$0	384			
DATE	TIME	HYBRID	PAID: ADULT PROGRAMMING			REGISTERED	COST	ATTENDANCE

DATE	TIME	COMPUTER TRAINING - LAB	REGISTERED	COST	ATTENDANCE
08/03/26	2:00 pm	Computer Basics	2	N/A	3
08/10/26	2:00 pm	LinkedIn Basics	2	N/A	2
Date	Time	Passive Programs	Registered	Cost	Attendance
		Puzzle Table		N/A	41
		Project of the Month		N/A	1
		Spice Club	8	N/A	20



PALOS HEIGHTS
PUBLIC LIBRARY

TECHNICAL SERVICES DEPARTMENT REPORT

AUGUST 2026

Department Highlights:

Tech Services has started processing print materials in-house and Lorena developed a new workflow for each staff member to have designated tasks. This new workflow should allow for streamlined efficiency and will adjust as needed.

Lorena created a flyer for staff to join in on saying farewell to Carla on her last day.

Lorena replaced the Gadgets & Gizmos Connect4 bag with a rolling bag to make it easier for patrons to checkout.

Lorena edited the Fan Con images and scheduled each post on the library's social media platforms. She also helped Nikki and Dora create an oversized banner for the Circulation desk and the poster schedule of activities. Lorena also ordered items for crafts and different activities.

Nikki has been attending Fan Con meetings, helping with items before the big event. She has been prepping crafts, creating images in Canva, and helping develop superhero activities with Lorena. Nikki has also been working with Dora, creating large action signs for the library windows.

Marilyn and Nikki completed the YA fiction series project. Nikki has been working on the second half of the YA graphic novels series project, updating call numbers and spine labels to include series titles and volume.

Marilyn has continued working on a periodical binder for our magazine collection in Adult and YTS. This will include detailed information for any periodical that has had claims, credits, and/or account extensions.

Jalal has been learning and adjusting to the new workflow and has been focusing on perfecting his designated tasks.

The Tech Services department all attended the Staff In-service. They learned new information regarding cybersecurity, trained on encounters with unhoused library patrons, and had fun doing team building exercises.

Meetings and Training:

August 4 – Fan Con meeting

August 17 – Dept. Head lunch

August 18 – RAILS: Invisible Labor to Line Items

August 18 – Fan Con meeting

August 25 – SWAN Fireside Chat

Processing Statistics:

Adult	Ordered Items	Added Items
Print	170	116
Audiobook	3	1
Video	8	4
Kit	-	-
Periodical	-	53

Youth & Teen	Ordered Items	Added Items
Print	40	291
Audiobook	-	-
Video	-	5
Kit	-	-
Periodical	-	9

Discarded Items	Adult	Youth & Teen
Print	160	80
Audiobook/CD	2	-
Video	8	17
Kit	-	1
Periodical	103	13

Library Services:

	Jan.	Feb.	Mar.	Apr.	May	Jun.	Jul.	Aug.
Laminating Service*	1	-	1	-	-	1	4	3
VHS Conversion	-	11	-	-	4	-	4	33

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

Respectfully submitted,
Lorena Rodriguez
Head of Technical Services

YOUTH & TEEN SERVICES DEPARTMENT REPORT

AUGUST 2026

Highlights of the Month:



This month's Nature Hour was about sounds found in nature. We read stories, made animal sounds, and went on a hike to listen for more sounds.



Mary Kate had a great time with some tweens making a 3D Heart with cardstock on the Cricut. She also had a fun time with littles making Paw Patrol and dinosaur crafts for the new movie.



Arabic Story time was a fun-filled morning of creativity, movement, and learning. Amani had a wonderful time with the children creating their own bears using noodles and glue. We read all about bears, danced with bubbles, and practiced learning our colors using colorful scarves.

Meetings and Department News:

This month, the library welcomed Alison to the Youth and Teen Department! She has experience with children in a school setting and will be the department's Outreach Coordinator.

Booklist: Fall Youth Preview Part I – Mary Kate watched this webinar on 08/08, Yasmin on 08/24.

Social Media Meeting – Mary Kate attended this meeting on 08/12.

Staff In-Service – Everyone in YTS attended on 08/14.

Fan Con Meeting – Mary Kate attended this meeting on 08/18.

Booklist: Challenging Minds, Changing Hearts: The Power of Middle Grade Coming of Age Tales – Mary Kate watched this webinar on 08/19, Alison on 8/20, Yasmin on 8/24.

Booklist: Great Graphic Novels: Graphic Novels Book Buzz Part 1 – Mary Kate watched this webinar on 08/22.

Booklist: Graphic Jam: Graphic Novels Book Buzz Part 2 – Mary Kate watched this webinar on 08/22.

Booklist: Fall & Winter Picture Books – Yasmin and Alison watched this webinar on 8/21.

IYSI – Tina led a board meeting on 08/21.

Booklist: Random House Children's Books Fall 2026 Preview – Yasmin watched this webinar on 8/24.

Article: Public Libraries: A Space for Family Engagement – Alison read on 8/24.

Article: Get Out of the Library: Embedding Librarians in Our Communities – Alison read on 8/24.

Article: Bridgebuilding Case Study: District of Columbia Public Library – Alison read on 8/24.

WebJunction: Messy on Purpose – The Power of Playful Learning for Children – Yasmin watched this webinar on 8/26.

WebJunction: Teen Services That Matter: Designing Supportive Library Experiences – Yasmin watched this webinar on 8/26 & 8/27.

Outreach:

Farmer's Market Story Time – Carla provided her last story time on 08/05.

Respectfully submitted,
Tina Ruzala
Head of Youth & Teen Services

Statistics:

PROGRAMMING	TOTAL	ATTENDANCE	COST	REFERENCE QUESTIONS		
Free Youth Programming/Training	8	126		Reference	Computer	Directional
Free Tween/Teen Programming	2	37		233	48	128
Youth Paid Programming	0	0		TOTAL	409	
Tween/Teen Paid Programming	0	0		PASSIVE PROGRAMMING		
TOTAL PROGRAMMING	10	163		Craft	Teen	Activity
OUTREACH/SCHOOL VISITS	# VISITS	# SESSIONS	ATTENDANCE	0	46	3
TOTAL OUTREACH	0	2	12	TOTAL	49	

DATE	TIME	FREE: YOUTH PROGRAMMING / TRAINING /CLUBS	ATTENDANCE
08/06/26	11:30 am	Frog Story Time	25
08/07/26	10:00 am	Nature Hour	34
08/07/26	11:30 am	Arabic Story Time	24
08/10/26	5:00 pm	Tween Book Box	8
08/10/26	4:00 pm	3D Bird	2
08/11/26	4:00 pm	Chalk Art	3
08/12/26	4:30 pm	Furry Readers	8
08/13/26	11:30 am	Pups & Dinos	22

DATE	TIME	TWEEN/TEEN - PROGRAMMING / TRAINING /CLUBS	ATTENDANCE
08/01/26	5:00 pm	Volunteens	32
08/04/26	4:00 pm	Cricut 3D Heart	5

FREE: YOUTH PASSIVE PROGRAMMING	ATTENDANCE
Teen Gaming - Nintendo Switch	45
Tonies Listening Station	3
Travel Kit	0
FabLab - Plant Marker	3

OUTREACH & SCHOOL VISITS			
DATE	ORGANIZATION	# SESSIONS	ATTENDANCE
08/05/26	Farmer's Market & Story Time	2	12



September 9, 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. 4
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. 4 from D Kersey Construction Company (DKersey) for the referenced project. This application for payment constitutes DKersey's final application for payment.

This application for payment is for the amount of \$14,108.50 and covers the balance of work and release of the retainage. Please note that this application for payment also includes the unused allowance credit in Change Order No. 1 which will serve as the final change order.

The application for payment also includes the following attachments:

1. Contractor's Affidavit of Payment of Debts and Claims
2. Consent of Surety to Final Payment
3. Harco National Insurance Company Power of Attorney
4. Contractor's Affidavit of Release of Liens



Mr. Jesse Blazek
BTC Project No. 25-158
September 9, 2026
Page 2 of 3

5. Final lien waivers from DKersey, Alloy Architectural Solutions, and Ornelas Construction Company. We recommend you review these lien waivers to ensure that they are consistent with your requirements and will properly protect the Library from liens related to this project.

Attached separately are the close-out documents provided by DKersey. These documents include general project information and the following warranties and maintenance recommendations:

1. A 3-year warranty from DKersey covering material and labor for items not covered under the warranties listed below;
2. A 3-year warranty from Ornelas Construction Company covering material and labor for work related to the weather-resistive barrier flashing;
3. A 5-year warranty from GCP Applied Technologies, Inc. covering material defects in the Perm-A-Barrier flashing membrane;
4. A 3-year warranty from Alloy Architectural Solutions covering material and labor for work related to joint sealants;
5. A 3-year warranty from Alloy Architectural Solutions covering material and labor for work related to the metal wall panels;
6. A 3-year warranty from Alloy Architectural Solutions covering material and labor for work related to sheet metal flashings;
7. A 20-year warranty from DOW Silicones Corporation covering material defects in the sealants;
8. A 30-year warranty from PAC-CLAD covering the aluminum panel materials combined with a 35-year warranty covering the aluminum coating;
9. Cleaning and maintenance guide of Sherwin-Williams Fluoropolymer Coatings;
10. Cleaning recommendations for Alcoa Architectural Products aluminum panels.

Based on our knowledge of work, we recommend this application for payment be paid in full. To comply with the provision of the Agreement between Palos Height Public Library and DKersey, this payment should be made prior to October 4, 2026; 30 days after BTC received the supporting documentation from DKersey. Payment of this Application for Payment will constitute final completion of the work.



Mr. Jesse Blazek
BTC Project No. 25-158
September 9, 2026
Page 3 of 3

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.

A handwritten signature in black ink, appearing to read 'Chris Kottra'.

Christopher R. Kottra, PE, REWC, RWC, CCCA
Principal

Attachments: AIA Document G702 – Application and Certification for Payment
AIA Document G703 – Continuation Sheet
Contractor Affidavits
Consent of Surety
Final LienWaivers

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



4130 Timberlane Dr.
Northbrook, IL 60062
847-919-4980 – Office
847-656-5002 – Fax
info@dkersey.com
www.dkersey.com

LETTER OF TRANSMITTAL

DATE:	September 4, 2026
DKCC Job No.	203
Architect Project No.	250035
TO:	Building Technology Consultants, Inc. Attn: Chris Kottra 1845 E. Rand Road, Suite L-100 Arlington Heights, IL 60005
RE:	Palos Heights Public Library Bay Window Façade Repairs 12501 S. 71 st Avenue, Palos Heights, IL 60463

WE ARE SENDING YOU THE FOLLOWING:

Copies	Date	Number	Description
1	9/1/2026		AIA G702/703 – Application for Payment #4
1	9/1/2026		AIA G706 – Contractor's Affidavit of Payment of Debts and Claimes
1			AIAG707 – Consent of Surety
1	9/1/2026		AIAG706A – Contractor's Affidavit of Release of Liens
1	9/1/2026		<u>FINAL WAIVERS</u> D Kersey Construction
1	9/1/2026		Alloy Architectural
1	8/31/2026		Ornelas Construction

These are transmitted as checked below: Remarks:

- ☐ For approval
☒ For your use
☐ As requested
☐ For review and comment
☒ Process for payment

SIGNED:



Brian D. Kersey, Project Manager

COMMERCIAL

INDUSTRIAL

INSTITUTIONAL

TO OWNER:
Palos Heights Public Library
12501 South 71st Avenue
Palos Heights, IL 60463
FROM CONTRACTOR:
D Kersey Construction Company
4130 Timberlane Drive
Northbrook, IL 60062

PROJECT:
Bay Window Façade Repairs
12501 South 71st Avenue
Palos Heights, IL 60463
VIA ARCHITECT
Building Technology Consultants, Inc.
1845 East Rand Road
Arlington Heights, IL 60004

APPLICATION NO: 4 Distribution to:
PERIOD TO: 8/31/2026 ☐ Owner
CONTRACT DATE: 12/17/2025 ☒ Architect
PROJECT NOS: 25-158 ☐ Contractor
☐ Field
☐ Other

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-\$ (Column G on G703)		187,170.00

5. RETAINAGE:

a.
(Column D+E on G703)
b. of Stored Material
(Column F on G703)

Total Retainage (Lines 5a + 5b or Total in Column I of G703)	\$	
6. TOTAL EARNED LESS RETAINAGE----- (Line 4 minus Line 5 Total)	\$	187,170.00
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate)-----	\$	173,061.50
8. CURRENT PAYMENT DUE-----	\$	14,108.50
9. BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 minus Line 6)	\$	

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner		\$5,410.00
Total approved this Month		
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: Douglas L Kersey Date: 9/1/2026

Douglas L Kersey, President

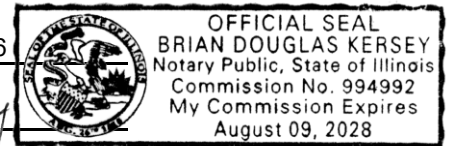
State of: Illinois

County of: Cook

Subscribed and sworn to before
me this 1st day of September, 2026

Notary Public:

My Commission expires: 8/9/2025



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 ----- \$ 14,108.50

(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: Christopher Kottra
2026.09.09

By: 11:36:58-05'00' Date: September 9, 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™)

Page 2 of 2 Pages

AIA Document G702™-1992, Application and Certificate for Payment or G732™-2009, Application and Certificate for Payment,

APPLICATION NO: 4

Construction Manager as Adviser Edition, containing Contractor's signed certification is attached.

APPLICATION DATE: 9/1/2026

In tabulations below, amounts are in US dollars.

PERIOD TO: 8/31/2026

Use Column I on Contracts where variable retainage for line items may apply.

ARCHITECT'S PROJECT NO: 25-158

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

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

Page 2 of 2 Pages

AIA Document G702™-1992, Application and Certificate for Payment or G732™-2009, Application and Certificate for Payment,

APPLICATION NO: 2

Construction Manager as Adviser Edition, containing Contractor's signed certification is attached.

APPLICATION DATE: 5/27/2026

In tabulations below, amounts are in US dollars.

PERIOD TO: 6/1/2026

Use Column I on Contracts where variable retainage for line items may apply.

ARCHITECT'S PROJECT NO: 25-158

A Item No.	B Description of Work	C Scheduled Value	D Work Completed		F Materials Presently Stored (Not In D of E)	G		H Balance To Finish (C - G)	I Retainage (if variable rate)
			From Previous Application (D + E)	This Period		Total Completed And Stored To Date (D + E + F)	% (G÷C)		
1	General Conditions - D Kersey	68,900.00	67,900.00	1,000.00		68,900.00	100%		
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	8,884.00			8,884.00	100%		
5	Panel Reinstallation - Alloy	62,980.00	62,980.00			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		4,000.00	100%		
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									
20									
21									
22									
23									
24									
25									
26									
27									
28									
SUBTOTAL PAGE 1		187,170.00	182,170.00	5,000.00		187,170.00	100%		

CONTRACTOR'S AFFIDAVIT OF PAYMENT OF DEBTS AND CLAIMS

AIA DOCUMENT G706

Distribution to:
OWNER ☐
ARCHITECT ☐
CONTRACTOR ☐
SURETY ☐
OTHER ☐

TO OWNER: Palos Heights Public Library
(Name and address) 12501 South 71st Avenue
Palos Heights, IL 60463

ARCHITECT'S PROJECT NUMBER: 25-158

CONTRACT FOR: General Work

CONTRACT DATED: December 17, 2025

PROJECT: Bay Window Façade Repairs
(Name and address) 12501 South 71st Avenue
Palos Heights, IL 60463

STATE OF: ILLINOIS
COUNTY OF: COOK

The undersigned hereby certifies that, except as listed below, payment has been made in full and all obligations have otherwise been satisfied for all materials and equipment furnished, for all work, labor, and services performed, and for all known indebtedness and claims against the Contractor for damages arising in any manner in connection with the performance of the Contract referenced above for which the Owner or Owner's property might in any way be held responsible or encumbered.

EXCEPTIONS:
NONE

SUPPORTING DOCUMENTS ATTACHED HERETO:

1. Consent of Surety to Final Payment. Whenever Surety is involved, Consent of Surety is required. AIA Document G707TM, Consent of Surety to Final Payment, may be used for this purpose.
Indicate Attachment: ☒ Yes ☐ No

The following supporting documents should be attached hereto if required by the Owner:

1. Contractor's Release or Waiver of Liens, conditional upon receipt of final payment
2. Separate Releases or Waivers of Liens from Subcontractors and material and equipment suppliers, to the extent required by the Owner, accompanied by a list thereof
3. Contractor's Affidavit of Release of Liens (AIA Document G706ATM)

CONTRACTOR:

(Name and address)
D Kersey Construction Co.
4130 Timberlane Drive
Northbrook, IL 60062

BY: _____

(Signature of authorized representative)

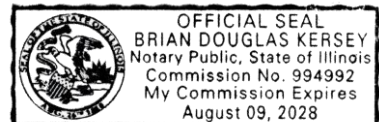
Douglas L. Kersey / President
(Printed name and title)

Subscribed and Sworn before me on this date:
September 1, 2026

Notary Public: _____

My Commission Expires: August 9, 2028

Notary Stamp:



CONSENT OF SURETY TO FINAL PAYMENT

AIA Document G707

OWNER	☐
ARCHITECT	☐
CONTRACTOR	☐
SURETY	☒
OTHER	☐

Bond No. 3003049

TO OWNER:

(Name and address)

Palos Heights Public Library
12051 South 71st Avenue
Palos Heights, IL 60463

PROJECT:

(Name and address)

Bay Window Facade Repairs- Palos Heights Public Library- 12501 South 71st Avenue- Palos Heights, Illinois 60463

ARCHITECT'S PROJECT NO.:

CONTRACT FOR: Bay Window Facade Repairs- Palos Heights Public Library- 12501 South 71st Avenue- Palos Heights, Illinois 60463

CONTRACT DATED: December 17, 2025

In accordance with the provisions of the Contract between the Owner and the Contractor as indicated above, the
(Insert name and address of Surety)

Harco National Insurance Company
4200 Six Forks Road, Suite 1400
Raleigh, NC 27609

, SURETY,

on bond of

(Insert name and address of Contractor)

D Kersey Construction Co.
4130 Timberlane Drive
Northbrook, IL 60062

, CONTRACTOR,

hereby approves of the final payment to the Contractor, and agrees that final payment to the Contractor shall not relieve the Surety of any of its obligations to

(Insert name and address of Owner)

Palos Heights Public Library
12051 South 71st Avenue
Palos Heights, IL 60463

, OWNER,

as set forth in said Surety's bond.

IN WITNESS WHEREOF, the Surety has hereunto set its hand on this date: September 3, 2026

(Insert in writing the month followed by the numeric date and year.)



Attest:

(Seal):

Jodie Sellers

Harco National Insurance Company

(Surety)

(Signature of authorized representative)

William T. Krumm, Attorney-in-Fact

(Printed name and title)

**POWER OF ATTORNEY
HARCO NATIONAL INSURANCE COMPANY
INTERNATIONAL FIDELITY INSURANCE COMPANY**

Member companies of IAT Insurance Group, Headquartered: 4200 Six Forks Rd, Suite 1400, Raleigh, NC 27609

Bond # 3003049

Principal D Kersey Construction Co.

Obligee Palos Heights Public Library

KNOW ALL MEN BY THESE PRESENTS: That **HARCO NATIONAL INSURANCE COMPANY**, a corporation organized and existing under the laws of the State of Illinois, and **INTERNATIONAL FIDELITY INSURANCE COMPANY**, a corporation organized and existing under the laws of the State of New Jersey, and having their principal offices located respectively in the cities of Rolling Meadows, Illinois and Newark, New Jersey, do hereby constitute and appoint

William T. Krumm

their true and lawful attorney(s)-in-fact to execute, seal and deliver for and on its behalf as surety, any and all bonds and undertakings, contracts of indemnity and other writings obligatory in the nature thereof, which are or may be allowed, required or permitted by law, statute, rule, regulation, contract or otherwise, including but not limited to Proposal Bonds and Consents of Surety, and the execution of such instrument(s) in pursuance of these presents, shall be as binding upon the said **HARCO NATIONAL INSURANCE COMPANY** and **INTERNATIONAL FIDELITY INSURANCE COMPANY**, as fully and amply, to all intents and purposes, as if the same had been duly executed and acknowledged by their regularly elected officers at their principal offices.

This Power of Attorney is executed, and may be revoked, pursuant to and by authority of the By-Laws of **HARCO NATIONAL INSURANCE COMPANY** and **INTERNATIONAL FIDELITY INSURANCE COMPANY** and is granted under and by authority of the following resolution adopted by the Board of Directors of **INTERNATIONAL FIDELITY INSURANCE COMPANY** at a meeting duly held on the 3rd day of June 2025 and by the Board of Directors of **HARCO NATIONAL INSURANCE COMPANY** at a meeting held on the 3rd day of June 2025.

"RESOLVED, that (1) the Chief Executive Officer, President, Executive Vice President, Senior Vice President, Vice President, or Secretary of the Corporation shall have the power to appoint, and to revoke the appointments of, Attorneys-in-Fact or agents with power and authority as defined or limited in their respective powers of attorney, and to execute on behalf of the Corporation and affix the Corporation's seal thereto, bonds, undertakings, recognizances, contracts of indemnity and other written obligations in the nature thereof or related thereto; and (2) any such Officers of the Corporation may appoint and revoke the appointments of joint-control custodians, agents for acceptance of process, and Attorneys-in-fact with authority to execute waivers and consents on behalf of the Corporation; and (3) the signature of any such Officer of the Corporation and the Corporation's seal may be affixed by facsimile to any power of attorney or certification given for the execution of any bond, undertaking, recognizance, contract of indemnity or other written obligation in the nature thereof or related thereto, including but not limited to Proposal Bonds and Consents of Surety, such signature and seals when so used whether heretofore or hereafter, being hereby adopted by the Corporation as the original signature of such officer and the original seal of the Corporation, to be valid and binding upon the Corporation with the same force and effect as though manually affixed."

IN WITNESS WHEREOF, **HARCO NATIONAL INSURANCE COMPANY** and **INTERNATIONAL FIDELITY INSURANCE COMPANY** have each executed and attested these presents
on this 3rd day of September, 2026



STATE OF NEW JERSEY
County of Essex

STATE OF ILLINOIS
County of Cook



Michael F. Zurcher

Executive Vice President, Harco National Insurance Company
and International Fidelity Insurance Company

On this 3rd day of September, 2026, before me came the individual who executed the preceding instrument, to me personally known, and, being by me duly sworn, said he is the therein described and authorized officer of **HARCO NATIONAL INSURANCE COMPANY** and **INTERNATIONAL FIDELITY INSURANCE COMPANY**; that the seals affixed to said instrument are the Corporate Seals of said Companies; that the said Corporate Seals and his signature were duly affixed by order of the Boards of Directors of said Companies.



IN TESTIMONY WHEREOF, I have hereunto set my hand affixed my Official Seal, at the City of Newark, New Jersey the day and year first above written.

Cathy Cruz a Notary Public of New Jersey
My Commission Expires April 16, 2029

CERTIFICATION

I, the undersigned officer of **HARCO NATIONAL INSURANCE COMPANY** and **INTERNATIONAL FIDELITY INSURANCE COMPANY** do hereby certify that I have compared the foregoing copy of the Power of Attorney and affidavit, and the copy of the Sections of the By-Laws of said Companies as set forth in said Power of Attorney, with the originals on file in the home office of said companies, and that the same are correct transcripts thereof, and of the whole of the said originals, and that the said Power of Attorney has not been revoked and is now in full force and effect.

IN TESTIMONY WHEREOF, I have hereunto set my hand this 3rd day of September, 2026

Irene Martins, Assistant Secretary

CONTRACTOR'S AFFIDAVIT OF RELEASE OF LIENS

AIA DOCUMENT G706A

Distribution to:
OWNER ☐
ARCHITECT ☐
CONTRACTOR ☐
SURETY ☐
OTHER ☐

TO OWNER: Palos Heights Public Library
(Name and address) 12501 South 71st Avenue
Palos Heights, IL 60463

ARCHITECT'S PROJECT NUMBER: 25-158

CONTRACT FOR: General Work

CONTRACT DATED: December 17, 2025

PROJECT: Bay Window Façade Repairs
(Name and address) 12501 South 71st Avenue
Palos Heights, IL 60463

STATE OF: ILLINOIS
COUNTY OF: COOK

The undersigned hereby certifies that, to the best of the undersigned's knowledge, information and belief, except as listed below, the Releases or Waivers of Lien attached hereto include the Contractor, all Subcontractors, all suppliers of materials and equipment, and all performers of Work, labor or services who have or may have liens or encumbrances or the right to assert liens or encumbrances against any property of the Owner arising in any manner out of the performance of the Contract referenced above.

EXCEPTIONS:
NONE

SUPPORTING DOCUMENTS ATTACHED HERETO:

Contractor's Release or Waiver of Liens, conditional upon receipt of final payment.

Separate Releases or Waivers of Liens from Subcontractors and material and equipment suppliers, to the extent required by the Owner, accompanied by a list thereof.

CONTRACTOR:

(Name and address)

D Kersey Construction Co.
4130 Timberlane Drive
Northbrook, IL 60062

BY:

(Signature of authorized representative)

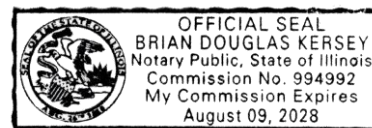
Douglas L. Kersey / President
(Printed name and title)

Subscribed and Sworn before me on this date:
September 1, 2026

Notary Public:

My Commission Expires: August 9, 2028

Notary Stamp:



FINAL WAIVER OF LIEN

STATE OF ILLINOIS
COUNTY OF COOK

TO WHOM IT MAY CONCERN:

WHEREAS the undersigned has been employed by the

to furnish
work for the premises known as

of which the
is the owner.

The undersigned, for and in consideration of
(\$14,108.50)

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 heretofore furnished, or which may be furnished at any date hereafter, by the undersigned for the above-described premises, INCLUDING EXTRAS.*

PALOS HEIGHTS PUBLIC LIBRARY

BAY WINDOW FAÇADE REPAIRS
PALOS HEIGHTS PUBLIC LIBRARY
12501 S. 71st AVENUE, PALOS HEIGHTS, IL 60463
PALOS HEIGHTS PUBLIC LIBRARY

FOURTEEN THOUSAND, ONE HUNDRED EIGHT AND 50/100 DOLLARS

Date: **September 1, 2026**

Company Name:

D KERSEY CONSTRUCTION CO.

Address:

4130 TIMBERLANE DRIVE
NORTHBROOK, IL 60062



Signature and Title:

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

DOUGLAS L. KERSEY - PRESIDENT

CONTRACTOR'S AFFIDAVIT

STATE OF ILLINOIS
COUNTY OF COOK

TO WHOM IT MAY CONCERN:

The undersigned
being duly sworn, deposes and says that he or she is
of

who is the contractor furnishing
work on the building located at
owned by

That the total amount of the contract including extras* is
on which he or she has received payment of

DOUGLAS L. KERSEY
PRESIDENT

D KERSEY CONSTRUCTION CO.
BAY WINDOW FAÇADE REPAIRS
12501 SOUTH 71st AVENUE, PALOS HEIGHTS, IL 60463
PALOS HEIGHTS PUBLIC LIBRARY

ONE HUNDRED EIGHTY SEVEN THOUSAND, ONE HUNDRED SEVENTY AND 00/100 DOLLARS (\$187,170.00)
ONE HUNDRED SEVENTY-THREE THOUSAND, SIXTY-ONE AND 50/100 DOLLARS (\$173,061.50)

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 and 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	G.C.s, Bonds, Ins. Supervision	\$ 74,671.00	\$ 66,187.45	\$ 8,483.55	\$ -
Alloy Architectural Solutions 2045 Janice Avenue, Melrose Park, IL 60160	Metal Panes Sealants	\$ 83,229.00	\$ 79,067.55	\$ 4,161.45	\$ -
Ornelas Construction Company 12529 W Horseshoe Dr, New Lenox, IL 60451	Carpentry, Flashing	\$ 29,270.00	\$ 27,806.50	\$ 1,463.50	\$ -
Total labor and material including extras* to complete.		\$ 187,170.00	\$ 173,061.50	\$ 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: **September 1, 2026**

Subscribed and sworn to before me this

1st

day of

Signature:

September, 2026

DOUGLAS L. KERSEY - PRESIDENT

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



Notary Public

FINAL WAIVER OF LIEN

STATE OF ILLINOIS
COUNTY OF COOK

} SS

TO WHOM IT MAY CONCERN:

Gty # _____
Escrow # _____

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, heretofore furnished or which may be furnished at anytime hereafter, by the undersigned for the above-described premises, INCLUDING EXTRAS.*

DATE : 9/1/2026 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 ILLINOIS
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 EIGHTY THREE THOUSAND, TWO HUNDRED TWENTY-NINE AND /00 DOLLARS (\$83,229.00) on which he or she has received payment of SEVENTY-NINE THOUSAND, SIXTY-SEVEN AND 55/00 DOLLARS (\$79,067.55) 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	\$ 83,229.00	\$ 79,067.55	\$ 4,161.45	\$ 0.00
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.		\$ 83,229.00	\$ 79,067.55	\$ 4,161.45	\$0.00

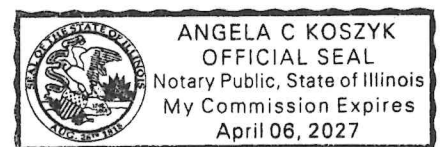
That there are no other contracts for said work outstanding, and that there is nothing due or to become due to any person for material, labor or other work of any kind done or to be done upon or in connection with said other than above stated.

DATE: September 1, 2026 SIGNATURE : *Dominic Dunlap*

SUBSCRIBED AND SWORN TO BEFORE ME THIS 1ST DAY OF September 20 26.

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

Angela C Koszyk
NOTARY PUBLIC



FINAL WAIVER OF LIEN

STATE OF ILLINOIS
COUNTY OF ____ Will _____

OCC Job #	25-6506
Contract#	

WHEREAS the undersigned has been employed by
to furnish
for the premises known as
of which

D Kersey Construction Company
Labor & Material
Palos Heights Public Library
Palos Heights Public Library is the owner

THE undersigned for and in consideration of

One Thousand Four Hundred Sixty Three Dollars and Fifty Cents

(**\$1,463.50**) 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, 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 labor services, material, fixtures, apparatus of machinery, heretofore furnished or which may be furnished at any time hereafter, by the undersigned for the above-described premises, INCLUDING EXTRAS.*

Date: **August 31, 2026**

Company Name:

Ornelas Construction Company

Address:

12520 W Horseshoe Drive
New Lenox, IL 60451

Signature:

Title:

[Signature]
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

\$29,270.00

on which he has received payment of

\$27,806.50

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	\$29,270.00	\$27,806.50	\$1,463.50	\$0.00
					\$0.00
					\$0.00
					\$0.00
					\$0.00
					\$0.00
TOTAL LABOR AND MATERIAL		\$29,270.00	\$27,806.50	\$1,463.50	\$0.00

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 work other than above stated.

Signature

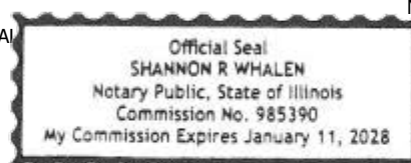
Title: President

Subscribed and sworn to before me this

August 31, 2026

[Signature]
Notary Public

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





FY27 BUDGET NARRATIVE

According to the Bureau of Labor Statistics July 2026 report issued on August 12th, inflation currently sits at 3.4% for the 12-month period ending on July 31st. This represents the maximum rate at which we could increase our Corporate Levy for the coming year, and this is the most important factor to consider in establishing expected revenues and thereby setting reasonable expenditure levels. This budget accomplishes living within those means for the library. In total, this year's budget balances and accounts for necessary cost of living increases to staff salaries as well as all other financial needs of the library. It also accounts for \$46,189.00 in needed capital expenses in 2027 along with \$124,827.82 to be put in reserves for future capital needs.

EXPENDITURES:

#4310 (Operational Salaries): As has been our practice, I have calculated a COLA for staff salaries based on the 12-month rate of inflation (CPI-U) from July 2025 thru July 2026. We use the July figure each year (released mid-August) as it is the most current data that we have at the time of setting the budget. While this will inevitably not match up perfectly with the calendar year inflation figure, which is what will determine the statutory limitation, consistently using the July rate each year compensates for any differences. This year's CPI-U for the month of July is 3.4%. I have adjusted the staff pay schedule for 2026 by this amount.

I have also added in an allowance for merit-based pay increases of up to an additional 0.5% for each employee. I typically like to do a 1% merit increase, but that's hard to pull off when inflation is above 3%. The merit increase is what allows an employee to progress within a pay grade over time. In practice, not every employee will get the additional 0.5%. That is determined by performance review in December of each year. But I think it's wise to budget as if everyone will get the full increase. Any unexpended funds at the end of the year due to actual spending being under budget would be used to top up the reserve fund in the following fiscal year, and we inevitably have some extra at the end of each fiscal year.

Also, due to staff turnover this year and hiring some very well-qualified new people, our base salaries are actually a bit higher than the 2026 budget. In total, this comes out to a 3.68% increase over the current fiscal year.

#4330 (Employee Benefits): IMRF and FICA costs are a set percentage of salaries, so we have little control over them. IMRF is projecting no increase in their employer contribution rate for FY25 of 9.82%. Our health insurance carrier has negotiated a surprisingly modest 1.79% increase in premium costs. Taken together, this adds up to an 2.66% increase in Employee Benefits over FY26.

#4350 (Professional Education): This grouping is left untouched from FY26 as these amounts are adequate to cover our needs in this area.

#4401 (Professional Services): Our audit, appraisal, and accounting fees are largely set for us. Legal and consultant fees are a little more within our control, although we tend to have some need for these every year. I'm budgeting for a modest 2.87% decrease in these lines.

#4402 (Outside Services): There isn't much flexibility with these lines. The alarm system and SWAN membership fees are contractually set. Our building cleaning service is a significant expense. We seek out competing quotes for that work every few years, and we have never seen a quote that approaches what we have been paying for Cosmopolitan for many years now. We continue to boost our Technology spending incrementally as these needs are only continuing to grow, but I have left it flat for FY27. In total, I'm proposing no change from FY2026.

#4403 (Printing): This is our newsletter printing. Our print newsletter is still one of our most impactful marketing tools, and the current 12-page format is working well for us. Cost savings could be realized here by cutting back to an 8-page publication or eliminating the print newsletter altogether, but I highly recommend against going this route. I am budgeting for no increase to printing costs, since they have not raised their rates on us recently.

#4404 (Programming): We continue to have a strong reputation for having great programming, and I am proposing that we keep these lines steady for FY2027.

#4405 (PR): As with the newsletter, this is a line that can be cut pretty easily if necessary. However, I consider this to be money well-spent in continuing to connect with the community. This line pays for things like parade candy, monogrammed pens, various giveaways, and participation in some sponsorship activities in the community each year. I am proposing a bit of a reduction from FY2026 to make a bit more room for rebuilding our reserve fund.

#4406 (Maintenance): These costs are fairly consistent from one year to the next. We saw a substantial increase in our pest control service this year, but it's a relatively small increase in terms of total dollars. I have kept our HVAC and Building Repairs lines flat as a lot of those repairs are accounted for in our current year's reserves spending. Also, the new copier contract that we began late last year is a bit higher than the previous one, although this cost will be fixed for the next four years. In total, I am proposing a 0.15% increase across all of these lines.

#4440 (Corporate Insurance): The significant increase that we were expecting to see in our property insurance was much less than anticipated last year. We were told to expect a 10-12% increase, but we actually saw a 4% decrease in our corporate insurance. The Workers Comp policy did increase by about 10%, but the cost of that policy is small enough that its effects are minimal. I have budgeted for a 10% increase in our Building & Contents policy over the rate that we actually paid in 2026. This is still a 5% reduction from the FY26 budgeted amount. The total anticipated change in corporate insurance is -4.15%.

#4470 (Utilities): I view utilities like death and taxes: you just have to pay them when the bill comes due. I'm hoping that our lighting retrofit will continue to be reflected in some lower power bills going forward. We actually did get a gas bill in late 2025 for the first time in a number of years. I've never quite understood how that works, but I take it for what it is. I think it's wise to leave something in that line just in case, because when we do get a gas bill it tends to be pretty substantial. The cost of our phone service is still well below what it used to cost back in the day, but it is increasing incrementally each year. Also, there is an added expense due to our final POTS line being phased out and the requirement that we have an uninterruptible line for the elevator emergency panel. I'm anticipating a 3.28% decrease from FY2026 mostly due to savings in electricity bills after the retrofit.

#4500 (Supplies): These costs are largely within our control, and we try to keep them stable from year to year. I'm proposing that we keep our departmental supply budgets flat, with the exception of Technical Services, which is planning to incorporate the added cost of in-house processing of items. This increase will be offset by a decrease in the book purchasing lines, reflecting the reduction in pre-processing costs since we're bringing that in-house. Maintenance supplies are where we continue to see the greatest increases in cost. Bulk mailing cost, which is the postage for our newsletter, also continues to increase steadily, and I'm budgeting for another 2% increase to that line. In total, I'm proposing a 8.23% increase in supplies from FY2026.

#4600 (Contingency and Capital Services): This line is for any contingent expenses that would come up throughout the year, which is typically negligible. In practice, this is the amount that we hope will be unspent at the end of the year. We would then transfer it over to our Special Reserves Fund for future capital expenses. I'm proposing that we budget \$124,827.82, which would be carried over into reserves in January of 2028. This is less than our annual target amount of approximately \$200,000 as we rebuild our reserve fund after this year's building envelope repair. Actual anticipated spending for capital needs in 2027 is accounted for in line #7001 below.

#4700 (Media): This section accounts for most of our collections spending. We control the spending in these lines, but they are also the cornerstone of our services as they constitute everything that we lend out to patrons, both physically and virtually. I'm expecting a decrease in databases thanks to the State's recent database purchase on our behalf. We have decreased our main physical book lines to account for the in-house processing costs that we are shifting back to the Technical Services Supply line, as noted above. Finally, in anticipation of adding the frequently requested Hoopla service, we have added \$3,000 to line #4727. In total, this would be a 1.47% decrease from FY2026.

#4900 (Reimbursables): As always, each of these lines are tied to a specific revenue line. If those revenues are not received, these lines do not get expended. We do not levy any funds related to these lines.

#7000 (Special Reserves Projects): This is where we account for actual capital expenses that we anticipate for next year. According to our Capital Needs Assessment spreadsheet, we should plan on a total of \$46,189.00 of necessary capital expenses in FY2027. This includes replacing computers, replacing some furniture, and repainting a few spaces.

REVENUES:

#3100 (Tax Revenues): Making up the vast majority of our revenues, the goal is to keep our increase in the Corporate Levy at or below 3.4%. This proposed budget succeeds in that, which the City will appreciate. Other levy lines pull directly from their expenditure counterparts, above. We did see a lower PPRT again this year, and we have no way of effectively projecting that revenue source from one year to the next, so I have continued to keep it fairly low.

#3200 (Miscellaneous receipts): These lines remain quite stable. Friends book sales continue to be strong and reliable. The Miscellaneous and Restricted Donation lines offset spending in #4900, so they don't really count for much. I've reduced our fundraising line back down to typical levels, since we are no longer actively pursuing major fundraising events. We also continue to work on developing planned giving relationships, so I put an optimistic number in that line. Finally, it's worth mentioning that our copier income continues to be significantly higher this year than in the past. I have boosted that line over historical levels, although not all the way up to what I hope will be our grand total in that line in 2026.

#3300 (Interest): Interest income has been down significantly this year because our balances are so low with the chaos surrounding the County's property tax collections. Hopefully, this situation is close to being resolved and we can expect to see a return to normalcy next year. As such, I've budgeted for a normal amount of interest income in FY27.

In summary, this is a balanced budget that I believe adequately accounts for the library's needs while controlling costs, accounting for current and future capital expenses, and keeping the Corporate Levy at a 3.4% total increase.

**Palos Heights Public Library
FY2027 BUDGET - DRAFT 2**

4000 · EXPENSES

2027

2026

% change

4300 · PERSONNEL SERVICES

4310 · OPERATIONAL SALARIES

4311 · Salaried Employees	\$ 855,260.24
4312 · Hourly Employees	\$ 225,534.85
4313 · Additional Compensation	\$ 5,135.00

\$824,632.84	3.7%
\$217,503.44	3.7%
\$5,300.00	-3.1%

Total 4310 · OPERATIONAL SALARIES \$1,085,930.09

\$ 1,047,436.28 3.7%

4330 · EMPLOYEE BENEFITS

4331 · IMRF III. Muni. Ret. Fund (Levied separately)	\$ 90,158.97
4332 · FICA Social Security (Levied separately)	\$ 82,680.82
4333 · Insurance	\$ 204,249.60
4334 · Staff Apparel	\$ 1,200.00

\$86,917.75	3.7%
\$79,723.43	3.7%
\$200,649.60	1.8%
\$1,200.00	0.0%

Total 4330 · EMPLOYEE BENEFITS \$378,289.39

\$ 368,490.78 2.7%

4350 · STAFF & BOARD PROFESSIONAL EDUCATION

4351 · Membership Fees	\$ 2,600.00
4352 · Board Development	\$ 800.00
4353 · Administrator	\$ 500.00
4354 · Professional Staff	\$ 6,000.00
4355 · Support Staff	\$ 1,000.00
4356 · Mileage Reimbursement	\$ 1,100.00

\$2,600.00	0.0%
\$800.00	0.0%
\$500.00	0.0%
\$6,000.00	0.0%
\$1,000.00	0.0%
\$1,100.00	0.0%

Total 4350 · STAFF & BOARD PROFESSIONAL EDUCATION \$12,000.00

\$ 12,000.00 0.0%

Total 4300 · PERSONNEL SERVICES \$1,476,219.48

\$ 1,427,927.06 3.4%

4400 · CONTRACTUAL SERVICES

4401 · PROFESSIONAL SERVICES

4361 · Audit Fees (levied separately)	\$ 7,950.00
4362 · Legal Fees	\$ 1,500.00
4363 · Consultant Fees	\$ 500.00
4364 · Appraisal Fees	\$ 650.00
4365 · Accounting	\$ 4,746.00

\$ 7,700.00	3.2%
\$ 2,000.00	-25.0%
\$ 500.00	0.0%
\$ 650.00	0.0%
\$ 4,950.00	-4.1%

Total 4401 · PROFESSIONAL SERVICES \$15,346.00

\$ 15,800.00 -2.9%

4402 · OUTSIDE SERVICES

4412 · Payroll Services	\$ 4,400.00
4414 · Alarm	\$ 3,300.00
4416 · Maintenance	\$ 40,000.00
4417 · SWAN/OCLC	\$ 29,000.00
4418 · Technology	\$ 42,000.00

\$4,400.00	0.0%
\$3,300.00	0.0%
\$40,000.00	0.0%
\$29,000.00	0.0%
\$42,000.00	0.0%

Total 4402 · OUTSIDE SERVICES \$118,700.00

\$ 118,700.00 0.0%

4403 · PRINTING

4421 · Newspaper/Advertising Notices	\$ -
4424 · Newsletter Printing	\$ 20,138.27

\$0.00	0.0%
\$20,138.27	0.0%

Total 4403 · PRINTING \$20,138.27

\$ 20,138.27 0.0%

4404 · PROGRAMMING

4451 · Youth & Teen Programming	\$ 11,000.00
4452 · Public Services Programming	\$ 14,000.00
4454 · General Programming	\$ 10,000.00

\$11,000.00	0.0%
\$14,000.00	0.0%
\$10,000.00	0.0%

Total 4404 · PROGRAMMING \$35,000.00

\$ 35,000.00 0.0%

4405 · PUBLIC RELATIONS

4461 · Public Relations	\$ 2,500.00
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\$ 3,000.00	-16.7%
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Total 4405 · PUBLIC RELATIONS \$2,500.00

\$ 3,000.00 -16.7%

Total 4400 · CONTRACTUAL SERVICES \$191,684.27

\$ 192,638.27 -0.5%

4406 · BUILDING MAINTENANCE

4407 · REPAIRS & MAINTENANCE

4431 · Pest Control	\$ 990.72
4432 · Heating/Cooling Service	\$ 13,000.00
4434 · Other Repairs/Maintenance	\$ 12,000.00
4436 · Lawn Maintenance	\$ 10,000.00
4437 · Snow Removal	\$ 7,633.85

\$825.48	20.0%
\$13,000.00	0.0%
\$13,000.00	-7.7%
\$10,053.30	-0.5%
\$7,280.04	4.9%

Total 4407 · REPAIRS & MAINTENANCE \$43,624.57

\$44,158.82 -1.2%

4408 · EQUIPMENT MAINTENANCE

**Palos Heights Public Library
FY2027 BUDGET - DRAFT 2**

	4531 · Copier	\$ 8,712.00	\$8,100.00	7.6%
	4533 · Other Equipment	\$ 220.00	\$220.00	0.0%
	Total 4408 · EQUIPMENT MAINTENANCE	\$8,932.00	\$ 8,320.00	7.4%
Total 4406 · BUILDING MAINTENANCE		\$52,556.57	\$ 52,478.82	0.1%
4440 · INSURANCE				
	4441 · Bldg & Contents	\$ 24,373.27	\$25,762.12	-5.4%
	4443 · Worker's Comp (levied separately)	\$ 2,589.40	\$2,367.20	9.4%
Total 4440 · INSURANCE		\$26,962.67	\$ 28,129.32	-4.1%
4470 · UTILITIES				
	4471 · Power	\$ 52,000.00	\$ 55,000.00	100.0%
	4472 · Water	\$ 2,640.00	\$2,640.00	0.0%
	4473 · Gas	\$ 1,300.00	\$1,300.00	0.0%
	4474 · Telephone/FAX	\$ 3,200.00	\$2,400.00	33.3%
	4475 · INTERNET	\$ 5,708.16	\$5,708.16	0.0%
Total 4470 · UTILITIES		\$64,848.16	\$ 67,048.16	-3.3%
4500 · SUPPLIES				
4501 · OFFICE SUPPLIES				
	4511 · Public Services - Supplies	\$ 1,000.00	\$1,000.00	0.0%
	4512 · Youth & Teen - Supplies	\$ 2,000.00	\$2,000.00	0.0%
	4514 · Business Office - Supplies	\$ 3,200.00	\$3,200.00	0.0%
	4515 · Technical Services - Supplies	\$ 5,000.00	\$3,000.00	66.7%
	4516 · Circulation - Supplies	\$ 3,050.00	\$3,050.00	0.0%
	4518 · Local History - Supplies	\$ 500.00	\$500.00	0.0%
	4519 · Hospitality - Supplies	\$ 1,200.00	\$1,200.00	0.0%
Total 4501 · OFFICE SUPPLIES		\$15,950.00	\$ 13,950.00	14.3%
4502 · MAINTENANCE/CLEANING SUPPLIES				
	4541 · Maintenance/Cleaning Supplies	\$ 5,600.00	\$ 5,600.00	0.0%
Total 4502 · MAINTENANCE/CLEANING SUPPLIES		\$5,600.00	\$ 5,600.00	0.0%
4503 · MAILING EXPENSES & FEES				
	4551 · Postage & Handling	\$ 650.00	\$650.00	0.0%
	4553 · Bulk Fees & Permits	\$ 5,508.00	\$5,400.00	2.0%
Total 4503 · MAILING EXPENSES & FEES		\$6,158.00	\$ 6,050.00	1.8%
Total 4500 · SUPPLIES		\$27,708.00	\$ 25,600.00	8.2%
4600 · CAPITAL EXPENSES				
4603 · Special Reserves/Contingency				
	4631 · Special Reserves Replenishment	\$ 124,827.82	\$ (147,010.09)	-184.9%
4603 · Special Reserves/Contingency		\$124,827.82	\$ (147,010.09)	-184.9%
Total 4600 · CAPITAL EXPENSES		\$124,827.82	\$ (147,010.09)	-184.9%
4700 · MEDIA/LIBRARY MATERIALS				
	4710a · Databases (adult)	\$ 22,000.00	\$25,000.00	-12.0%
	4710b · Databases (youth)	\$ 4,700.00	\$4,700.00	0.0%
	4711 · Periodicals	\$ 11,000.00	\$11,000.00	0.0%
	4714 · Large Print Books	\$ 5,750.00	\$5,750.00	0.0%
	4715 · Books - Adult	\$ 30,250.00	\$31,000.00	-2.4%
	4715b · Foreign Language - Adult	\$ 2,500.00	\$2,500.00	0.0%
	4716 · Books - Youth	\$ 31,750.00	\$33,500.00	-5.2%
	4717 · Videos - Adult	\$ 4,300.00	\$4,300.00	0.0%
	4718 · Videos - Youth	\$ 1,100.00	\$1,100.00	0.0%
	4719 · Audiobooks/Playaways - Adult	\$ 2,300.00	\$2,300.00	0.0%
	4720 · Audiobooks/Playaways - Youth	\$ 4,050.00	\$4,050.00	0.0%
	4721 · Software	\$ 10,500.00	\$10,500.00	0.0%
	4722 · Realia	\$ 1,000.00	\$1,000.00	0.0%
	4723B · Video Games - Youth	\$ 1,600.00	\$1,600.00	0.0%
	4724 · Library of Things	\$ 1,000.00	\$1,000.00	0.0%
	4725A · E-Books - Adult	\$ 13,000.00	\$13,000.00	0.0%
	4725B · E-Audiobooks - Adult	\$ 14,000.00	\$14,000.00	0.0%
	4726 · E-Content - Youth	\$ 3,500.00	\$3,500.00	0.0%
	4727 · PressReader	\$ 3,000.00	\$0.00	100.0%

**Palos Heights Public Library
FY2027 BUDGET - DRAFT 2**

Total 4700 · MEDIA/LIBRARY MATERIALS		\$167,300.00		
4900A · MISC. REIMB. (NOT LEVIED FOR)			\$ 169,800.00	-1.5%
4900 · Reimbursement - Miscellaneous		\$ 18,500.00	\$17,000.00	8.8%
4902 · Grants		\$ 17,800.30	\$17,800.30	0.0%
4904 · Reimbursement Friends Book Sale		\$ 15,000.00	\$13,000.00	15.4%
4906a · Reimbursements - Restricted Gifts/Donation		\$ 1,500.00	\$1,500.00	0.0%
4906b · Reimbursements - Fundraising Expenses		\$ -	\$0.00	0.0%
Total 4900A · MISC. REIMB. (NOT LEVIED FOR)		\$52,800.30	\$ 49,300.30	7.1%
Total 4000 · EXPENSES		\$2,184,907.27	\$ 2,012,921.93	8.5%
7000 · SPECIAL RESERVES PROJECTS				
7001 · Special Reserves Projects		\$ 46,189.00	\$ 288,732.00	-84.0%
Total 7000 · SPECIAL RESERVES PROJECTS		\$46,189.00	\$ 288,732.00	-84.0%
3000 · RECEIPTS				
3100 · REAL ESTATE TAXES				
3101 · Tax Levies- Prior Years		\$ 2,000.00	\$ 2,000.00	0.0%
* 3103 · Tax Levies-Current FY*		\$ 2,088,695.97	\$ 2,019,593.54	3.4%
Corporate Fund Levy		\$ 1,902,879.45	\$ 1,840,308.95	3.4%
IMRF Fund Levy		\$ 90,158.97	\$ 86,917.75	3.7%
Social Security Levy		\$ 82,680.82	\$ 79,723.43	3.7%
Audit Fund Levy		\$ 7,950.00	\$ 7,700.00	3.2%
Liability Fund Levy		\$ 2,437.33	\$ 2,576.21	-5.4%
Worker's Comp Levy		\$ 2,589.40	\$ 2,367.20	9.4%
3105 · Tax Levies-Last Yr		\$ 12,500.00	\$ 12,500.00	0.0%
3261 · Corporate Replacement Tax		\$ 12,500.00	\$ 12,500.00	0.0%
Total 3100 · REAL ESTATE TAXES		\$2,115,695.97	\$ 2,046,593.54	3.4%
3200 · MISCELLANEOUS RECEIPTS				
3201 · FRONT DESK				
3210 · LOST/DAMAGED/OVERDUE FEES		\$ 2,000.00	\$ 2,000.00	0.0%
3220 · BORROWERS CARDS		\$ 1,050.00	\$ 1,200.00	-12.5%
3250 · MISCELLANEOUS FRONT DESK		\$ 4,000.00	\$ 4,000.00	0.0%
Total 3201 · Front Desk		\$7,050.00	\$ 7,200.00	-2.1%
3202 · MISCELLANEOUS - REIMBURSEMENTS				
3231 · Friends Book Sales		\$ 15,000.00	\$ 13,000.00	15.4%
3251 · Miscellaneous		\$ 18,500.00	\$ 17,000.00	8.8%
3260a · Restricted Gifts/Donations		\$ 1,500.00	\$ 1,500.00	0.0%
3260b · Unrestricted Gifts/Annual Fundraising		\$ 2,500.00	\$ 1,000.00	150.0%
3260c · Planned Giving		\$ 15,000.00	\$ 15,000.00	0.0%
Total 3202 · MISCELLANEOUS - REIMBURSEMENTS		\$52,500.00	\$ 47,500.00	10.5%
3240 · COPIER				
	Copier	\$ 8,000.00	\$ 5,500.00	45.5%
3240 · COPIER		\$8,000.00	\$5,500.00	45.5%
3270 · Grants				
Per Capita Grant		\$ 17,800.30	\$ 17,800.30	0.0%
3270 · Grants		\$17,800.30	\$17,800.30	0.0%
Total 3200 · MISCELLANEOUS RECEIPTS		\$85,350.30	\$ 78,000.30	9.4%
3300 · INTEREST EARNED				
3382 · Prior Years Taxes		\$ -	\$ -	0.0%
3384 · Money Market FMB General Fund		\$ 30,000.00	\$ 30,000.00	0.0%
3387 · Money Market IPTIP		\$ 40.00	\$ 40.00	0.0%
3388 · Checking Account		\$ 10.00	\$ 10.00	0.0%
Total 3300 · INTEREST EARNED		\$30,050.00	\$ 30,050.00	0.0%
Total 3000 · RECEIPTS		\$2,231,096.27	\$ 2,154,643.84	3.5%

RESOLUTION NO. 260917-1

PALOS HEIGHTS PUBLIC LIBRARY

RESOLUTION SETTING FORTH THE AMOUNT TO BE LEVIED
ON BEHALF OF THE PALOS HEIGHTS PUBLIC LIBRARY
BY THE CITY OF PALOS HEIGHTS
FOR THE FISCAL YEAR BEGINNING JANUARY 1, 2026
AND ENDING DECEMBER 31, 2026

BE IT RESOLVED by the Board of Library Trustees of the Palos Heights Public Library, the City of Palos Heights, Cook County, Illinois as follows:

SECTION 1: That pursuant to Section 4-10 of the Illinois Local Library Act (75 ILCS 5/4-10), the following is a statement of the amount of money which, in the judgment of the Board of Library Trustees, will be necessary for the City of Palos Heights to levy in its annual Tax Levy Ordinance, said Levy to be made pursuant to Sections 3-1 and 3-5 of the Local Library Act (75 ILCS 5/3-1 and 3-5) and pursuant to the provision of the Illinois Municipal Code.

EXPENDITURE CATEGORIES	AMOUNT TO BE LEVIED
A. CORPORATE FUND	
1) PERSONNEL	\$ 997,719
2) EMPLOYEE BENEFITS	\$ 188,761
3) STAFF/BOARD DEVELOPMENT	\$ 11,025
4) CONTRACTUAL SERVICES	\$ 168,809
5) MAINTENANCE	\$ 48,287
6) INSURANCE	\$ 20,154
7) UTILITIES	\$ 59,580
8) SUPPLIES	\$ 25,457
9) CAPITAL EXPENSES	\$ 114,688
10) MEDIA	\$ 153,710
11) SPECIAL RESERVES PROJECTS	\$ 114,688
TOTAL CORPORATE LEVY	\$ 1,902,880

The foregoing amounts to be levied are hereby to be levied from the general property tax for corporate library purposes.

B. BOARD CONTRIBUTION TO IMRF	\$90,159
BOARD CONTRIBUTION TO SOCIAL SECURITY	\$82,681

TOTAL**\$172,840**

The foregoing amounts to be levied are hereby to be levied from the proceeds of a special tax for Social Security and the Illinois Municipal Retirement Fund purposes and are in addition to all other library taxes as provided by law.

C. AUDIT \$7,950

The foregoing amounts to be levied are hereby to be levied from the proceeds of a special tax for audit purposes and are in addition to all other library taxes as provided by law.

D. PUBLIC LIABILITY INSURANCE \$2,437

The foregoing amounts to be levied are hereby to be levied from the proceeds of a special tax for public liability insurance purchases and are in addition to all other library taxes as provided by law.

E. UNEMPLOYMENT COMPENSATION \$0

The foregoing amounts to be levied are hereby to be levied from the proceeds of a special tax for unemployment compensation purposes and are in addition to all other library taxes as provided by law.

F. WORKER'S COMPENSATION \$2,589

The foregoing amounts to be levied are hereby to be levied from the proceeds of a special tax for worker's compensation purposes and are in addition to all other library taxes are provided by law.

Summary of Levy

TOTAL CORPORATE FUND	\$1,902,880
LIBRARY PAYMENT MADE TO I.M.R.F.	\$90,159
LIBRARY PAYMENT TO SOCIAL SECURITY	\$82,681
AUDITING	\$7,950
PUBLIC LIABILITY INSURANCE	\$2,437
UNEMPLOYMENT INSURANCE	\$0
WORKER'S COMPENSATION	\$2,589
GRAND TOTAL	\$2,088,696

SECTION 2: That the Board of Library Trustees of the Palos Heights Public Library, the City of Palos Heights, Cook County, Illinois hereby specifies that a specific fund is being accumulated from the unexpended balance of the proceeds received from library taxes levied for the year 1984 and subsequent years, said fund being accumulated and set aside as a special reserve fund for the purchase of sites and construction and equipment of building for library purposes in accordance with, Section 5-8 of the Illinois Local Library Act (75 ILCS 5/5-8), and that the said Board of Library Trustees has resolved to develop and adopt a plan or plans for said purposes pursuant to thereto.

SECTION 3: That the Secretary is hereby directed to file a certified copy of this Resolution with the City Council of

the City of Palos Heights within the time specified by law for inclusion in the next Levy Ordinance of the City of Palos Heights.

ADOPTED THIS 17TH DAY OF SEPTEMBER, 2026

AYES: _____

NAYS: _____

ABSENT: _____

APPROVED by me this 17th day of September, 2026

President

ATTEST:

Secretary