

**BOARD OF LIBRARY TRUSTEES**

**TUESDAY, JUNE 21, 2022**

**7:00 P.M.**

**CARDINAL ROOM**

**(Meeting may be viewed on the Library's YouTube channel [here](#))**

**- AGENDA -**

- I. CALL TO ORDER
- II. ROLL CALL
- III. PUBLIC COMMENT
- IV. LIAISON REPORTS
  - FRIENDS OF THE ARLINGTON HEIGHTS MEMORIAL LIBRARY
  - ARLINGTON HEIGHTS MEMORIAL LIBRARY FOUNDATION
- V. APPROVAL OF THE MINUTES OF THE COMMITTEE OF THE WHOLE MEETING OF MAY 4, 2022 (Action Item 1)
- VI. APPROVAL OF THE MINUTES OF THE JOINT MEETING OF THE ARLINGTON HEIGHTS VILLAGE BOARD AND THE BOARD OF LIBRARY TRUSTEES OF MAY 7, 2022 (Action Item 2)
- VII. APPROVAL OF THE MINUTES OF THE REGULAR BOARD MEETING OF MAY 17, 2022 (Action Item 3)

- VIII. APPROVAL OF THE MINUTES OF THE JOINT MEETING OF SCHOOL DISTRICT 25 BOARD OF EDUCATION AND THE BOARD OF LIBRARY TRUSTEES OF MAY 21, 2022 (Action Item 4)
- IX. APPROVAL OF THE MINUTES OF THE SPECIAL BOARD MEETING OF MAY 25, 2022 (Action Item 5)
- X. APPROVAL OF THE MINUTES OF THE COMMITTEE OF THE WHOLE MEETING OF JUNE 6, 2022 (Action Item 6)
- XI. REVIEW OF THE FINANCIAL REPORT FOR THE PERIOD ENDED MAY 31, 2022 (Item 7)
- XII. REVIEW OF THE CHECK REGISTER FOR THE PERIOD ENDED MAY 31, 2022 (Action Item 8)
- XIII. EXECUTIVE DIRECTOR'S REPORT
- ENGLISH AS A SECOND LANGUAGE AND LITERACY SERVICES  
ESL/Literacy Services Coordinator Tracy Karim will provide an overview of services provided in the ESL and Literacy Services Office as well as the impact of the relocation of the office to the first floor of the library
- XIV. OLD BUSINESS
- KIDS' WORLD REFRESH PROJECT UPDATE (Item 9)  
Staff and representatives from Williams Architects will provide and update on the Kids' World refresh project
  - EMPLOYEE ENGAGEMENT SURVEY ACTION PLANS (Item 10)  
Staff will present information about action planning as a result of the employee engagement survey

- ADOPTION OF 2023 BUDGET TARGETS (Action Item 11)  
The board will consider adoption of targets used in the development of the 2023 budget

- REVIEW ISSUANCE OF NONRESIDENT LIBRARY CARDS AND APPROVAL OF NONRESIDENT CARD FEE (Action Item 12)

Each June, the board affirms its commitment to continue to offer a nonresident fee card option under Public Act 92-1066 and approves the nonresident card fee for the upcoming year

- ADOPTION OF PROPOSED REVISIONS TO POLICY 7.020 MAKERSPACE AND POLICY 7.021 MAKERSPACE KITCHEN (Action Item 13)

The board will consider adoption of proposed revisions to Policy 7.020 Makerspace and Policy 7.021 Makerspace Kitchen

XV. NEW BUSINESS

- REVIEW AND ACCEPTANCE OF ANNUAL FINANCIAL REPORT (Action Item 14)

The board will review and consider acceptance of the auditor's state of Auditing Standards letter, the auditor's letter of management and the annual financial report for the year ended December 31, 2021

- 2021 BUDGET VARIANCE REPORT (Item 15)

The board will review the final 2021 actual results and discussion of variances from the 2021 budget

XVI. OTHER

XVII. ADJOURNMENT

Public comment for this meeting can be made either in person or in advance via email. Please email comments to [LibraryDirector@ahml.info](mailto:LibraryDirector@ahml.info) by 5:00 p.m., June 21, 2022. Comments will be shared during the Public Comment section of the agenda.

Final vote or action may be taken at the meeting on any agenda item subject matter listed above, unless the agenda line item specifically states otherwise.

Individuals with disabilities who plan to attend this meeting and who require certain accommodations to allow them to observe and/or participate are requested to contact the library's Business Office (phone 847-506-2611; TTY 847-392-1119) 48 hours in advance, if possible, to allow for the arrangement of reasonable accommodations.



**BOARD OF LIBRARY TRUSTEES**

**COMMITTEE OF THE WHOLE**

- 05.22.01 A meeting of the Committee of the Whole of the Board of Library Trustees of the Arlington Heights Memorial Library was called to order in the Richard Frisbie Board Room of the Arlington Heights Memorial Library on Wednesday, May 4, 2022, at 7:00 p.m. by President Greg Zyck.

Upon **ROLL CALL**, the following answered Present: Trustees Galla, Medal, Ruhl, Smart, Somary, Supplitt and Zyck.

Absent: None

Also present: Michael Driskell, Executive Director; and Janet Moravec, Business Office Administrator. Mary Hastings, Director of Communications and Marketing, participated in the meeting via Zoom.

- 05.22.02 **PUBLIC COMMENT** – President Zyck read a comment submitted via email from Austin Mejdrich in support of the library flying the Pride flag in June.
- 05.22.03 **FLAG DISPLAY ON LIBRARY PROPERTY** (Item 1) – The committee continued its discussion of the display of flags, other than the United States and State of Illinois flags, on library property. Staff will work with the library attorney to draft a flag display policy for board review and consideration.
- 05.22.04 **PROPOSED REVISIONS TO POLICY 7.003 SOLICITING OR DISTRIBUTING MATERIALS ON LIBRARY PROPERTY** (Item 2) – The item was listed on the meeting agenda in error and was not discussed.
- 05.22.05 **PROPOSED REVISIONS TO POLICY 7.020 MAKERSPACE AND POLICY 7.021 MAKERSPACE KITCHEN** (Item 3) – The committee reviewed and discussed proposed revisions to Policy 7.020 Makerspace and Policy 7.021 Makerspace Kitchen to reflect how the space is being used since opening in September and incorporating guidelines for rental use.
- 05.22.06 **SPECIAL EVENT EXTENDED HOURS REQUEST** (Item 4) – The committee reviewed and discussed a one-hour extension of operating hours on August 26 to accommodate a Teen Film Fest “after-party” extending operating hours until 10 p.m. for the event.
- 05.22.07 **PROPOSED 2022 BUDGET AMENDMENT** (Item 5) – The committee reviewed and discussed a budget amendment to correct an error in the 2022 Gifts and Grants budget line. The proposed amendment will have no financial impact to the 2022 budget.

05.22.08 **PARTICIPATION AND REPRESENTATION IN RAILS, ILA AND ALA** (Item 6)  
– The committee reviewed material and continued its discussion of options for trustees to become more involved in Reaching Across Illinois Library System (RAILS), Illinois Library Association (ILA) and the American Library Association (ALA).

05.22.09 **RECOGNITION OF SERVICE FOR DAVID F. UNUMB** (Item 7) – The committee continued its discussion of options for honoring former trustee David F. Unumb.

05.22.10 **OTHER**

- A joint meeting with the Arlington Heights Village Board will be taking place on Saturday, May 7 at 8:30 a.m. at the Makerplace.

- Michael Driskell highlighted the recent American Library Association *American Libraries* article featuring the library's accessibility support collection.

There being no further business to be discussed, Trustee Smart moved **ADJOURNMENT**. Trustee Supplitt seconded. All were in favor and the meeting was adjourned at 7:52 p.m.

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Janet Moravec, Recorder

**MINUTES OF THE JOINT MEETING OF THE ARLINGTON HEIGHTS VILLAGE BOARD AND THE ARLINGTON HEIGHTS MEMORIAL LIBRARY BOARD OF LIBRARY TRUSTEES HELD ON SATURDAY, MAY 7, 2022.**

05.22.1 A joint meeting of the Arlington Heights Village Board and the Arlington Heights Memorial Library Board of Library Trustees was called to order at the Arlington Heights Memorial Library Makerplace on Saturday, May 7, 2022, at 8:30 a.m. by Board of Library Trustees President Greg Zyck.

**PRESENT:** Village Trustees Baldino, Bertucci, Canty, Grasse, LaBedz, Scaletta and Tinaglia; Village President Hayes; Library Trustees Medal, Ruhl, Smart, Supplitt and Zyck.

**ABSENT:** Village Trustee Schwingbeck and Library Trustees Galla and Somary.

**ALSO PRESENT:** Randy Recklaus, Village Manager; Michael Driskell, Library Executive Director; Mary Hastings, Library Communications and Marketing Director; Janet Moravec, Library Business Office Administrator; Julie Doren, Library Business Office Assistant; and Melissa Cayer, Resident.

Introductory remarks by Board of Library Trustees President Zyck and Village President Hayes.

05.22.2 **PUBLIC COMMENT** – Melissa Cayer commented for the boards to spend taxes cautiously while the Cook County property tax system is in a state of disarray.

05.22.3 **TOUR AND PRESENTATION OF LIBRARY MAKERSPACE**

05.22.4 **LIBRARY BOARD’S TOPICS OF INTEREST** – Michael Driskell highlighted:

- Arlington Heights Memorial Library Makerplace opened in September 2021
- 2022 capital projects including HVAC replacement project and Kids’ World refresh
- Inclusion, Diversity, Equity and Accessibility

05.22.5 **VILLAGE BOARD’S TOPICS OF INTEREST** – Randy Recklaus highlighted:

- Arlington Racetrack site
- Arlington Alfresco success
- Capital expenditures including capital projects, water and sewer, and storm water control
- Ongoing projects and development including former Motorola campus and International Plaza

- Village's technology investments
- Village's DEI efforts
- Community Outreach Taskforce
- Arlington Heights Senior Center space utilization, modernization and programming plan

05.22.6 There were no **OTHER** items to be discussed.

There being no further business to discuss, Library Trustee Smart moved **ADJOURNMENT**. Village President Hayes seconded. All were in favor and the meeting was adjourned at 9:51 a.m.

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Carole Medal, Library Board Vice President/Secretary

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Julie Doren, Recorder

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF LIBRARY TRUSTEES OF THE ARLINGTON HEIGHTS MEMORIAL LIBRARY HELD ON TUESDAY, MAY 17, 2022.**

05.22.01 A regular meeting of the Board of Library Trustees of the Arlington Heights Memorial Library was called to order in the Hendrickson Room of the Arlington Heights Memorial Library on Tuesday, May 17, 2022, at 7:00 p.m. by President Greg Zyck.

05.22.02 Upon **ROLL CALL**, the following answered Present: Trustees Galla, Medal, Smart, Somary, Supplitt and Zyck.

Absent: Trustee Ruhl

Also present: Michael Driskell, Executive Director; Mary Hastings, Director of Communications; Traci Sara, Finance Manager; Janet Moravec, Business Office Administrator; Andy Dogan, Williams Architects; Russell Bartlett, Resident; Joan Brody, Resident; Melissa Cayer, Resident; Sheila Cruz, Resident; Linda Forey, Resident; Thomas Frerk, Resident; Josie Garkisch, Resident; Nathan O'Day, Resident; Linda Riddle, Resident; Tom Schwingbeck, Resident; Doug Weber, Resident; Betsy Wilson, Resident; Meghan K. Yarbrough, Resident; Amy Philpott, Arlington Heights Business Owner; Kevin Morrison, Attendee; Julia Pandleon, Attendee; and Maria Papanastassiou, Attendee.

05.22.03 **PUBLIC COMMENT** – Sheila Cruz, Joan Brody, Kevin Morrison, Linda Riddle, Josie Garkisch, Maria Papanastassiou, Doug Weber, Amy Philpott, Thomas Frerk, Russell Bartlett and Julia Pandleon commented on flag use on library property. Nathan O'Day commented on a book selection in the children's collection.

President Zyck read public comments submitted via email from Jennifer Borrell, Resident; Jennifer Sweis, Resident; Leah White, Resident; and Stefan Moorehead, Resident regarding flag use on library property.

Trustee Smart moved **TO ADJUST THE AGENDA AND MOVE ACTION ITEM 8 TO THE FIRST ITEM ON THE AGENDA**. Trustee Galla seconded. Upon **ROLL CALL**, the following answered Aye: Trustees Galla, Smart, Somary and Zyck. Nay: Trustees Medal and Supplitt. The motion carried.

05.22.04 **LIAISON REPORTS**

- **FRIENDS OF THE ARLINGTON HEIGHTS MEMORIAL LIBRARY** – Michael Driskell reported the Friends spring book sale took place April 22-24 and brought in about \$26,000. The Friends first used a credit card reader with purchases totaling \$7,248. The Friends approved funding for Board Director Jennifer Borrell's travel costs to attend the American Library Association conference in June. They also approved funding for snacks for the library's Staff Day. The Friends are accepting donations on Mondays, Wednesdays

and Friday. Future events include the fund raiser Passport to Fun on June 18, a Children's Market Sale on June 18 and the Summer Used Book Sale August 5-7.

- **ARLINGTON HEIGHTS MEMORIAL LIBRARY FOUNDATION** – Michael Driskell reported the Foundation continues its work on creating a Scholarship Task Force and Foundation Founder and Chair Lauree Harp and Friends of the Library President Brian Repsher presented informational sessions at the library's Staff Training Day.

- 05.22.05 **USE OF FLAGS ON LIBRARY PROPERTY (Action Item 8)** – Staff presented two draft flag policies, developed by the library's attorney, regarding options for the display of flags other than the United States and the State of Illinois flags on library property, as well as a resolution to recognize LGBT Pride Month for board consideration.

Trustee Smart moved **THE BOARD OF LIBRARY TRUSTEES ADOPTS 7.007 FLAG POLICY.**

**THE BOARD OF LIBRARY TRUSTEES (THE BOARD) ADOPTS THE FLAG POLICY AS THE FLAG POLICY OF THE ARLINGTON HEIGHTS MEMORIAL LIBRARY (THE LIBRARY).**

**THE FOLLOWING FLAGS MAY BE FLOWN USING THE LIBRARY FLAGPOLE:**

1. **THE UNITED STATES FLAG;**
2. **THE STATE OF ILLINOIS FLAG;**
3. **THE VILLAGE OF ARLINGTON HEIGHTS FLAG.**

**WITH RESPECT TO THE UNITED STATES FLAG:**

- A. **IT WILL BE FLOWN IN COMPLIANCE WITH THE U.S. FLAG CODE.**
- B. **IT SHALL BE AT THE TOP OF ANY OTHER FLAGS.**

**OTHER FLAGS: FROM TIME TO TIME, THE BOARD MAY APPROVE FLYING OTHER FLAGS. ANY FLAGS APPROVED BY THE BOARD SHALL REPRESENT AN EXPRESSION OF THE BOARD'S OFFICIAL SENTIMENTS. USE OF THE LIBRARY FLAGPOLE FOR ANY FLAG IS NOT INTENDED TO SERVE OR CREATE A FORUM FOR FREE EXPRESSION BY THE PUBLIC.**

Trustee Galla seconded.

In her absence, President Zyck read a letter submitted by Trustee Ruhl regarding Pride Month and flying the Pride flag.

During discussion, a draft flag policy being considered by the Glenview Public Library Board of Trustees was introduced. Trustee Supplitt questioned if Trustee Smart would reconsider her motion, withdraw it and substitute her motion with the draft flag policy being considered by the Glenview Public Library Board of Trustees using Arlington Heights Memorial Library in its place.

Trustee Smart withdrew her motion and modified the motion to read **THE BOARD OF LIBRARY TRUSTEES ADOPTS POLICY 7.007 FLAG POLICY.**

**ARLINGTON HEIGHTS PUBLIC LIBRARY FLAG POLICY**

**PURPOSE**

**THE LIBRARY HAS A FLAGPOLE LOCATED AT THE FRONT OF THE LIBRARY'S PROPERTY. THIS FLAGPOLE FLIES THE UNITED STATES FLAG, THE STATE OF ILLINOIS FLAG, AND THE VILLAGE OF ARLINGTON HEIGHTS FLAG IS NOT FLOWN AS WELL AS ADDITIONAL FLAGS CHOSEN BY THE LIBRARY AS AN EXPRESSION OF THE LIBRARY'S MISSION, CORE VALUES OR OFFICIAL SEGMENTS. THE LIBRARY'S FLAGPOLES ARE NOT INTENDED TO SERVE AS A FORUM FOR FREE SPEECH BY THE PUBLIC. INSTEAD, THE FLAGPOLES ARE TO FLY LIBRARY FLAGS WHICH ARE SELECTED BY THE LIBRARY, AND TO SERVE AS A GOVERNMENT FORUM FOR EXPRESSION OF THE LIBRARY'S MISSIONS, CORE VALUES AND OFFICIAL SEGMENTS, AS RECOGNIZED BY THE U.S. SUPREME COURT DECISION *SHURTLEFF ET AL. V. CITY OF BOSTON.***

**THE POLICY WILL PROVIDE THE PROVISIONS GOVERNING THE DISPLAY OF THE FLAG FOUND IN THE U.S. CODE, TITLE 4, CHAPTER 1, AND THE ILLINOIS FLAG DISPLAY ACT 5 ILSC 465.**

**THE LIBRARY DIRECTOR WILL OVERSEE THE ADMINISTRATION OF THE FLAGPOLES.**

**WHEN SELECTING THE FLAGS TO BE FLOWN ON THE FLAGPOLE, THE LIBRARY WILL CONSIDER THE FOLLOWING:**

- **WHETHER THE UNITED STATES OR THE STATE OF ILLINOIS HAS RECOGNIZED THE FLAG THROUGH A STATUTE OR PROCLAMATION;**
- **WHETHER THE FLAG REPRESENTS A NATIONAL, STATE, OR VILLAGE INTEREST AND IS CONSISTENT WITH THE LIBRARY'S MISSION, CORE VALUES OR OFFICIAL SEGMENTS;**
- **WHETHER THE FLAG REPRESENTS A POSITIVE INTEREST OR VALUE WORTHY OF PUBLIC RECOGNITION AND IS CONSISTENT WITH THE LIBRARY'S MISSION OR OFFICIAL SENTIMENTS.**

Trustee Somary seconded. Upon **ROLL CALL**, the following answered Aye: Trustees Galla, Smart, Somary and Supplitt. Nay: Trustees Medal and Zyck. The motion carried.

Trustee Supplitt moved **THE BOARD OF LIBRARY TRUSTEES TAKE A FIVE-MINUTE RECESS.** Trustee Smart seconded. All were in favor and the board began a recess at 8:35 p.m.

The board returned to open session at 8:42 p.m.

05.22.06 Trustee Somary moved **APPROVAL OF THE MINUTES OF THE REGULAR BOARD MEETING OF APRIL 19, 2022 (Action Item 1).** Trustee Galla seconded. All were in favor and the minutes were approved as submitted.

05.22.07 Trustee Supplitt moved **APPROVAL OF THE MINUTES OF THE COMMITTEE OF THE WHOLE MEETING OF MAY 4, 2022 (Action Item 2).** Trustee Smart seconded. All were in favor and the minutes were approved as submitted.

05.22.08 **REVIEW OF THE FINANCIAL REPORT FOR THE PERIOD ENDED APRIL 30, 2022 (Item 3)** – Michael Driskell reported the library’s real estate tax revenue totaled \$320,741.25 for the month of April. The library received personal property replacement taxes (PPRT) in the amount of \$58,976.53 in April. The Friends reimbursed the library for expenses totaling \$2,746.80. With 33% of the fiscal year lapsed, 31% of the unaudited annual operating budget has been expensed and 54% of the total annual capital budget has been expensed.

05.22.09 **REVIEW OF THE CHECK REGISTER FOR THE PERIOD ENDED APRIL 30, 2022 (Action Item 4)** – Michael Driskell provided information in response to trustees’ questions regarding individual expenditures.

Trustee Supplitt moved **THE BOARD OF LIBRARY TRUSTEES APPROVES THE ACCOUNTS PAYABLE CHECK REGISTER FOR THE ARLINGTON HEIGHTS MEMORIAL LIBRARY OF APRIL 30, 2022, IN THE AMOUNT OF \$1,066,068.67.** Trustee Somary seconded. Upon **ROLL CALL**, the following answered Aye: Trustees Galla, Medal, Smart, Somary, Supplitt and Zyck. Nay: none. The motion carried.

05.22.10 **EXECUTIVE DIRECTOR’S REPORT** – The executive director highlighted the May 2022 Director’s Report.

05.22.11 **OLD BUSINESS**

- **KIDS’ WORLD REFRESH PROJECT UPDATE (Item 5)** – Andy Dogan provided an updated concept and drawings for refreshing the Kids’ World department addressing needs in layout, additional spaces and interactive elements.

- **APPROVAL OF SPECIAL EVENT EXTENDED HOURS (Action Item 6)** – The board approved extending library hours for the Teen Film Fest “after-party” planned for August 26.



Trustee Medal moved **THE BOARD OF LIBRARY TRUSTEES APPROVES EXTENDING THE SERVICE HOURS ON AUGUST 26, 2022, TO 10:00 P.M. FOR THE PURPOSE OF THE TEEN FILM FEST “AFTER-PARTY”.** Trustee Smart seconded. All were in favor and the motion carried.

- **ADOPTION OF 2022 BUDGET AMENDMENT (Action Item 7)** – The board adopted a budget amendment to correct an error in the 2022 Gifts and Grants budget line.

Trustee Supplitt moved **THE BOARD OF LIBRARY TRUSTEES ADOPTS THE MAY 17, 2022, BUDGET AMENDMENT.** Trustee Medal seconded. Upon **ROLL CALL**, the following answered Aye: Trustees Galla, Medal, Smart, Somary, Supplitt and Zyck. Nay: none. The motion carried.

05.22.12 There was no **NEW BUSINESS** to be discussed.

05.22.13 There were no **OTHER** items to be discussed.

There being no further business to discuss, Trustee Somary moved **ADJOURNMENT.** Trustee Galla seconded. All were in favor and the meeting was adjourned at 9:06 p.m.

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Carole Medal, Vice President/Secretary

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Janet Moravec, Recorder

**ARLINGTON HEIGHTS SCHOOL DISTRICT 25**  
1200 S. Dunton Ave.  
Arlington Heights, Illinois 60005  
Special Joint Board Meeting Minutes  
With the Arlington Heights Memorial Library Board  
May 21, 2022

Greg Zyck, President of the Arlington Heights Memorial Library Board, called the meeting to order on May 21, 2022 at 8:57 a.m. The meeting was held at the Arlington Heights Memorial Library Makerplace, 112 N. Belmont Avenue, Arlington Heights, Illinois.

School Board members present: Chad Conley, Gina Faso, Scott Filipek, Rich Olejniczak, Dr. Anisha I. Jogee, and Greg Scapillato

Board members excused: Brian Cerniglia

Arlington Heights Memorial Library Board members present: Greg Zyck, Carole Medal, John Supplitt, Debbie Smart, Amy Somary, Sarah Galla

School District Staff Present: Dr. Lori Bein, Superintendent

Arlington Heights Memorial Library Staff Present: Michael Driskell, Executive Director; Janet Moravec, Business Office Administrator; and Julie Doren, Business Office Assistant

Public Present: Melissa Cayer, resident; and Heidi Rooney, resident

Mr. Zyck set the tone and purpose of the meeting and expressed the importance of both Boards partnering to serve children in the Arlington Heights community.

School Board President, Dr. Jogee, thanked the AHML for hosting this meeting. She expressed that "D25 is excited, as the AHML is a gem in our community and collaborating on the hands-on learning and STEAM activities offered by the Makerplace align with D25's vision. Our organizations share a history of collaboration and co-mission of supporting students in the community".

#### Public Comment

Melissa Cayer requested that the Board refrain from putting more taxes on property taxes.

#### Recognitions and Presentations

Mr. Driskell led a tour throughout the Makerplace for Board members and community members. He explained the opportunities in the technology lab, the kitchen, the computer-assisted design workspace, the sewing lab, and the work area downstairs.

Superintendents' Report

Dr. Bein and Mr. Driskell presented information on the partnership experiences that have been done that have benefited the students. Dr. Bein also shared the Strategic Plan video that demonstrates District 25's goals through 2025. Mr. Driskell also shared information on the new accessibility support available at the library, and previewed the updates coming in Kids World. Board members expressed appreciation for the partnerships and the plans for the future of both organizations.

The Special Joint meeting adjourned at 10:15 a.m.

Submitted,

Lori D. Bein, Ed.D.  
Superintendent  
for  
Lana M. O'Brien  
Recording Secretary

Approved:

\_\_\_\_\_  
President  
Board of Education

\_\_\_\_\_  
Secretary  
Board of Education

Date minutes available for public inspection: \_\_\_\_\_

Date minutes posted on District website: \_\_\_\_\_

**MINUTES OF THE SPECIAL MEETING OF THE BOARD OF LIBRARY TRUSTEES OF THE ARLINGTON HEIGHTS MEMORIAL LIBRARY HELD ON WEDNESDAY, MAY 25, 2022.**

05.22.01 A special meeting of the Board of Library Trustees of the Arlington Heights Memorial Library was called to order in the Hendrickson Room of the Arlington Heights Memorial Library on Wednesday, May 25, 2022, at 6:00 p.m. by President Greg Zyck.

05.22.02 Upon **ROLL CALL**, the following answered Present: Trustees Medal, Smart, Somary, Supplitt and Zyck.

Absent: Trustees Galla and Ruhl

Also present: Michael Driskell, Executive Director; Janet Moravec, Business Office Administrator; Roger Ritzman, Peregrine, Stime, Newman, Ritzman & Bruckner, Ltd.; Linda Forey, Resident; Terri Passolt, Resident; Mary Kay Baldino, Resident; Austin Mejdrich, Resident; Amy Svoboda, Resident; Kathleen Gabriel, Resident; Grace Baldino, Resident; Jean Wood, Resident; Allison Anderson, Resident; Joan Sellergren, Resident; Heidi Rooney, Resident; Jen Kaufman, Resident; Marshall Moore, Resident; Doug Weber, Resident; Patti Hand, Attendee; Scott Britton, Attendee and Ann Robert, Attendee.

President Zyck asked the board to observe a moment of silence for the victims of the school shooting in Uvalde, Texas.

05.22.03 **PUBLIC COMMENT** – Mary Kay Baldino, Amy Svoboda, Kathleen Gabriel, Grace Baldino, Ann Robert, Doug Weber, Jean Wood, Allison Anderson and Heidi Rooney commented on the use of flags on library property.

05.22.04 **REVISIONS TO POLICY 7.007 ARLINGTON HEIGHTS PUBLIC LIBRARY FLAG POLICY (Action Item 1)** – Roger Ritzman gave a brief overview of first amendment issues relevant to the flag policy, specifically the government speech doctrine and the public forum doctrine.

Trustee Supplitt moved **THE BOARD OF LIBRARY TRUSTEES AMEND POLICY 7.007.**

**THE BOARD OF LIBRARY TRUSTEES ADOPTS THIS POLICY 7.007 AS THE FLAG POLICY OF THE ARLINGTON HEIGHTS MEMORIAL LIBRARY.**

**THE LIBRARY HAS TWO FLAGPOLES, I.E., A FLAGPOLE LOCATED AT THE FRONT OF THE LIBRARY'S PROPERTY AT 500 NORTH DUNTON AVENUE AND ANOTHER AT 112 NORTH BELMONT (MAKERPLACE).**

**GENERALLY, FLAGS ON LIBRARY FLAGPOLES ARE ONE OR MORE OF THE FOLLOWING:**

1. **THE UNITED STATES FLAG;**
2. **THE STATE OF ILLINOIS FLAG;**
3. **THE VILLAGE OF ARLINGTON HEIGHTS FLAG;**
4. **NATIONAL LEAGUE OF FAMILIES POW/MIA FLAG.**

**THE LIBRARY WILL FOLLOW PROVISIONS GOVERNING THE DISPLAY OF THE FLAGS AROUND THE UNITED STATES CODE, TITLE 4, CHAPTER 1, AND THE ILLINOIS FLAG DISPLAY ACT 5 ILSC 465.**

**OTHER FLAGS: FROM TIME TO TIME, THE BOARD MAY APPROVE FLYING OTHER FLAGS AS AN EXPRESSION OF EITHER THE LIBRARY'S OFFICIAL SENTIMENTS OR THE LIBRARY'S MISSION, VISION AND VALUES AND SERVE AS A GOVERNMENT FORUM FOR EXPRESSION OF THE LIBRARY'S MISSION, VISION, VALUES OR OFFICIAL SENTIMENTS (GOVERNMENT SPEECH) AS WAS RECOGNIZED BY THE UNITED STATES SUPREME COURT IN ITS DECISION IN *SHURTLEFF ET AL. V. CITY OF BOSTON*.**

**THE LIBRARY DOES NOT FLY FLAGS AT THE REQUEST OF THE PUBLIC, ANY ORGANIZATION, OR ANY INDIVIDUAL. USE OF A LIBRARY FLAGPOLE IS NOT INTENDED TO SERVE AS OR CREATE A FORUM FOR FREE EXPRESSION BY THE PUBLIC.**

**WHEN APPROVING FLAGS TO BE FLOWN ON LIBRARY FLAGPOLES, THE BOARD WILL CONSIDER THE FOLLOWING:**

1. **WHETHER THE UNITED STATES OR THE STATE OF ILLINOIS HAS RECOGNIZED THE FLAG OR CAUSE THROUGH STATUTE OR PROCLAMATION OR OTHER OFFICIAL COMMUNICATION, E.G., NATIONAL HERITAGE MONTHS OR NATIONAL AWARENESS MONTHS;**
2. **WHETHER THE FLAG REPRESENTS A NATIONAL, STATE, OR LOCAL INTEREST AND IS CONSISTENT WITH THE LIBRARY'S MISSION, VISION, VALUES OR OFFICIAL SENTIMENTS;**
3. **WHETHER THE FLAG REPRESENTS A POSITIVE INTEREST OR VALUE WORTHY OF PUBLIC RECOGNITION AND IS CONSISTENT WITH THE LIBRARY'S MISSION, VISION, VALUES OR OFFICIAL SENTIMENTS.**

**THE BOARD WILL EXPRESS ITS APPROVAL OF FLAGS ON LIBRARY FLAGPOLES EITHER BY A WRITTEN RESOLUTION OR BY MAJORITY**

**VOTE OF THE LIBRARY TRUSTEES WHICH MAJORITY VOTE WILL BE DOCUMENTED IN THE MINUTES OF A BOARD MEETING.**

Trustee Somary seconded.

Trustee Supplitt **WITHDREW HIS MOTION.** Trustee Somary seconded. All were in favor and the motion carried.

Trustee Supplitt moved **THE BOARD OF LIBRARY TRUSTEES ADOPTS POLICY 7.007 USE OF FLAGS ON LIBRARY PROPERTY.**

**THE BOARD OF LIBRARY TRUSTEES ADOPTS THIS POLICY 7.007 AS THE FLAG POLICY OF THE ARLINGTON HEIGHTS MEMORIAL LIBRARY.**

**THE LIBRARY HAS TWO FLAGPOLES, I.E., A FLAGPOLE LOCATED AT THE FRONT OF THE LIBRARY'S PROPERTY AT 500 NORTH DUNTON AVENUE AND ANOTHER AT 112 NORTH BELMONT (MAKERPLACE).**

**GENERALLY, FLAGS ON LIBRARY FLAGPOLES ARE ONE OR MORE OF THE FOLLOWING:**

1. **THE UNITED STATES FLAG;**
2. **THE STATE OF ILLINOIS FLAG;**
3. **THE VILLAGE OF ARLINGTON HEIGHTS FLAG;**
4. **NATIONAL LEAGUE OF FAMILIES POW/MIA FLAG.**

**THE LIBRARY WILL FOLLOW PROVISIONS GOVERNING THE DISPLAY OF THE FLAGS FOUND IN THE UNITED STATES CODE, TITLE 4, CHAPTER 1, AND THE ILLINOIS FLAG DISPLAY ACT 5 ILSC 465.**

**OTHER FLAGS: FROM TIME TO TIME, THE BOARD MAY APPROVE FLYING OTHER FLAGS. ANY FLAGS APPROVED BY THE BOARD SHALL REPRESENT AN EXPRESSION OF THE LIBRARY'S OFFICIAL SENTIMENTS OR THE LIBRARY'S MISSION, VISION AND VALUES. FLAGS FLOWN ON THE LIBRARY'S FLAGPOLES WILL BE APPROVED BY THE BOARD AND SERVE AS A GOVERNMENT FORUM FOR EXPRESSION OF THE LIBRARY'S MISSION, VISION, VALUES OR OFFICIAL SENTIMENTS (GOVERNMENT SPEECH) AS WAS RECOGNIZED BY THE UNITED STATES SUPREME COURT IN ITS DECISION IN SHURTLEFF ET AL. V. CITY OF BOSTON.**

**THE LIBRARY DOES NOT FLY FLAGS AT THE REQUEST OF THE PUBLIC, ANY ORGANIZATION, OR ANY INDIVIDUAL. USE OF A LIBRARY FLAGPOLE IS NOT INTENDED TO SERVE AS OR CREATE A FORUM FOR FREE EXPRESSION BY THE PUBLIC.**

**WHEN APPROVING FLAGS TO BE FLOWN ON LIBRARY FLAGPOLES, THE BOARD WILL CONSIDER THE FOLLOWING:**

1. WHETHER THE UNITED STATES OR THE STATE OF ILLINOIS HAS RECOGNIZED THE FLAG OR CAUSE THROUGH STATUTE OR PROCLAMATION OR OTHER OFFICIAL COMMUNICATION, E.G., NATIONAL HERITAGE MONTHS OR NATIONAL AWARENESS MONTHS;
2. WHETHER THE FLAG REPRESENTS A NATIONAL, STATE, OR LOCAL INTEREST AND IS CONSISTENT WITH THE LIBRARY'S MISSION, VISION, VALUES OR OFFICIAL SENTIMENTS;
3. WHETHER THE FLAG REPRESENTS A POSITIVE INTEREST OR VALUE WORTHY OF PUBLIC RECOGNITION AND IS CONSISTENT WITH THE LIBRARY'S MISSION, VISION, VALUES OR OFFICIAL SENTIMENTS.

THE BOARD WILL EXPRESS ITS APPROVAL OF FLAGS ON LIBRARY FLAGPOLES EITHER BY A WRITTEN RESOLUTION OR BY MAJORITY VOTE OF THE BOARD OF LIBRARY TRUSTEES WHICH MAJORITY VOTE WILL BE DOCUMENTED IN THE MINUTES OF A BOARD MEETING.

Trustee Somary seconded. Upon **ROLL CALL**, the following answered Aye: Trustees Medal, Smart, Somary, Supplitt and Zyck. Nay: none. The motion carried.

- 05.22.05 **ACCEPTABLE FLAGS TO RAISE (Action Item 2)** – The board discussed criteria for determining acceptable flags to be raised on the library's flagpole in accordance with Policy 7.007 Arlington Heights Public Library Flag Policy.

Trustee Somary moved BECAUSE THE PRIDE FLAG IS RECOGNIZED BY THE STATE OF ILLINOIS AND BY THE FEDERAL GOVERNMENT, A RESOLUTION RECOGNIZING LGBTQ PRIDE MONTH IN JUNE AND FLY THE PRIDE RAINBOW FLAG FOR THE MONTH OF JUNE 2022 AT THE ARLINGTON HEIGHTS MEMORIAL LIBRARY.

Trustee Smart moved THE MOTION BE MODIFIED TO ADOPT RESOLUTION 22-02.

Trustee Somary moved THE BOARD OF LIBRARY TRUSTEES FOR THE ARLINGTON HEIGHTS MEMORIAL LIBRARY ADOPTS RESOLUTION 22-02 TO RECOGNIZE LGBTQ PRIDE MONTH AND FLY THE RAINBOW FLAG FOR THE MONTH OF JUNE 2022. Trustee Supplitt seconded. Upon **ROLL CALL**, the following answered Aye: Trustees Medal, Smart, Somary, Supplitt and Zyck. Nay: none. The motion carried.

Trustee Somary moved THE BOARD OF LIBRARY TRUSTEES FLY THE POW FLAG ON MEMORIAL DAY 2022. Trustee Smart seconded. Upon **ROLL CALL**, the following answered Aye: Trustees Medal, Smart, Somary, Supplitt and Zyck. Nay: none. The motion carried.

05.22.06 There were no **OTHER** items to be discussed.

There being no further business to discuss, Trustee Medal moved **ADJOURNMENT.** Trustee Smart seconded. All were in favor and the meeting was adjourned at 7:03 p.m.

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Carole Medal, Vice President/Secretary

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Janet Moravec, Recorder



**BOARD OF LIBRARY TRUSTEES**

**COMMITTEE OF THE WHOLE**

06.22.01 A meeting of the Committee of the Whole of the Board of Library Trustees of the Arlington Heights Memorial Library was called to order in the Richard Frisbie Board Room of the Arlington Heights Memorial Library on Monday, June 6, 2022, at 7:00 p.m. by Vice President/Secretary Carole Medal.

Upon **ROLL CALL**, the following answered Present: Trustees Galla, Medal, Smart, Somary and Supplitt. President Zyck participated in the meeting via Zoom due to job related business.

Absent: Trustee Ruhl

Also present: Michael Driskell, Executive Director; Traci Sara, Financial Manager and Janet Moravec, Business Office Administrator. Mary Hastings, Director of Communications and Marketing, participated in the meeting via Zoom.

06.22.02 There was no **PUBLIC COMMENT**.

06.22.03 **2023 BUDGET TIMETABLE** (Item 1) – Michael Driskell invited Traci Sara to join the table. Ms. Sara reviewed the timetable for budget preparations for 2023.

06.22.04 **2023 BUDGET TARGETS** (Item 2) – Traci Sara presented proposed budget targets to be used in the development of the 2023 budget. Information will be revised as updates become available.

06.22.05 **REVIEW ISSUANCE OF NONRESIDENT LIBRARY CARDS AND NONRESIDENT CARD FEE** (Item 3) – Each June, the board considers its commitment to continue to offer a nonresident fee card option under Public Act 92-1066 and reviews the nonresident card fee for the upcoming year.

06.22.06 **PROPOSED REVISIONS TO POLICY 7.020 MAKERSPACE AND POLICY 7.021 MAKERSPACE KITCHEN** (Item 4) – The committee reviewed and discussed proposed revisions to Policy 7.020 Makerspace and Policy 7.021 Makerspace Kitchen.

06.22.07 **OTHER**

- Michael Driskell provided an update on the deputy director search.
- Michael Driskell confirmed Human Resource Manager Lisa Haack will present a report of the employee engagement survey results and action plans at the June board meeting.

There being no further business to be discussed, Trustee Supplitt moved **ADJOURNMENT.**  
Trustee Smart seconded. All were in favor and the meeting was adjourned at 7:38 p.m.

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Janet Moravec, Recorder

ITEM 7

Village of Arlington Heights

FUND 291 Memorial Library Fund		***** CURRENT *****			***** YEAR-TO-DATE *****			ANNUAL	UNREALIZED
ACCOUNT	DESCRIPTION	ESTIMATED	ACTUAL	%REV	ESTIMATED	ACTUAL	ESTIMATE	BALANCE	
400	Taxes								
401	Real Estate Taxes								
03 00	Real Estate Tax IMRF	72,482	1,454.88	2	362,410	486,442.94	134	869,788	383,345.06
04 00	Real Estate Tax FICA	55,261	1,046.42	2	276,305	349,872.62	127	663,141	313,268.38
05 00	Real Estate Tax	1,095,666	21,599.95	2	5,478,330	7,221,991.02	132	13,147,993	5,926,001.98
401 **	Real Estate Taxes	1,223,409	24,101.25	2	6,117,045	8,058,306.58	132	14,680,922	6,622,615.42
403	Intergovernmental Taxes								
25 00	Replacement Tax	12,240	78,960.98	645	61,200	225,916.72	369	146,880	79,036.72-
403 **	Intergovernmental Taxes	12,240	78,960.98	645	61,200	225,916.72	369	146,880	79,036.72-
400 ***	Taxes	1,235,649	103,062.23	8	6,178,245	8,284,223.30	134	14,827,802	6,543,578.70
410	Intergovernmental Revenue								
411	Intergovernmental								
65 00	Per Capita Grant & Gifts	9,231	.00		46,155	.00		110,774	110,774.00
70 00	Other Grants	0	.00		0	20,735.00		0	20,735.00-
411 **	Intergovernmental	9,231	.00		46,155	20,735.00	45	110,774	90,039.00
410 ***	Intergovernmental Revenue	9,231	.00		46,155	20,735.00	45	110,774	90,039.00
430	Fees								
436	Library Fees								
72 00	Non Resident Fees	50	.00		250	454.00	182	600	146.00
74 00	Copier/Reader Printer Fee	2,108	3,352.97	159	10,540	15,420.93	146	25,296	9,875.07
75 00	Meeting Room Fees	33	425.00	1288	165	875.00	530	400	475.00-
436 **	Library Fees	2,191	3,777.97	172	10,955	16,749.93	153	26,296	9,546.07
430 ***	Fees	2,191	3,777.97	172	10,955	16,749.93	153	26,296	9,546.07
440	Fines								
442	Library								
20 00	Late Charges	0	60.00		0	470.00		0	470.00-
25 00	Lost/Damaged Item Charges	797	848.79	107	3,985	4,574.66	115	9,564	4,989.34
442 **	Library	797	908.79	114	3,985	5,044.66	127	9,564	4,519.34
440 ***	Fines	797	908.79	114	3,985	5,044.66	127	9,564	4,519.34
460	Interest Income								
461	Simple Interest								
02 00	Interest on Investments	293	648.73	221	1,465	1,945.33	133	3,520	1,574.67
461 **	Simple Interest	293	648.73	221	1,465	1,945.33	133	3,520	1,574.67

Village of Arlington Heights

FUND 291 Memorial Library Fund									
ACCOUNT	ACCOUNT DESCRIPTION	***** ESTIMATED	CURRENT ACTUAL	***** %REV	***** ESTIMATED	YEAR-TO-DATE ACTUAL	***** %REV	ANNUAL ESTIMATE	UNREALIZED BALANCE
460	Interest Income								
461	Simple Interest								
462	Investment Inc								
10 00	Market Value Adj IMET	0	21.48		0	397.79		0	397.79-
462	** Investment Inc	0	21.48		0	397.79		0	397.79-
460	*** Interest Income	293	670.21	229	1,465	2,343.12	160	3,520	1,176.88
470	Sales Reimbursable Rents								
472	Sales and Rents								
472	** Sales and Rents	0	.00		0	.00		0	.00
470	*** Sales Reimbursable Rents	0	.00		0	.00		0	.00
480	Other								
481	Special Events								
481	** Special Events	0	.00		0	.00		0	.00
482	Library Other								
482	** Library Other	0	.00		0	.00		0	.00
483	Donations								
70 00	Donations - Library	1,250	1,004.64	80	6,250	1,772.30	28	15,000	13,227.70
483	** Donations	1,250	1,004.64	80	6,250	1,772.30	28	15,000	13,227.70
489	Other								
90 00	Other Income	416	1,424.03	342	2,080	4,546.45	219	5,000	453.55
94 00	FOL Reimbursements	4,166	936.97	23	20,830	7,852.52	38	50,000	42,147.48
95 00	Foundation Reimbursements	0	27.20		0	27.20		0	27.20-
96 00	IL Vehicle Renewal Stickr	0	209.00		0	1,005.00		0	1,005.00-
97 00	Misc. Revenue Makerspace	0	203.55		0	1,018.10		0	1,018.10-
489	** Other	4,582	2,800.75	61	22,910	14,449.27	63	55,000	40,550.73
480	*** Other	5,832	3,805.39	65	29,160	16,221.57	56	70,000	53,778.43
490	Other Financing Sources								
491	Other Financing Sources								
491	** Other Financing Sources	0	.00		0	.00		0	.00
490	*** Other Financing Sources	0	.00		0	.00		0	.00
FUND TOTAL Memorial Library Fund		1,253,993	112,224.59	9	6,269,965	8,345,317.58	133	15,047,956	6,702,638.42

Village of Arlington Heights

FUND 491 Capital Projects-Library		*****	CURRENT	*****	*****	YEAR-TO-DATE	*****	ANNUAL	UNREALIZED
ACCOUNT	DESCRIPTION	ESTIMATED	ACTUAL	%REV	ESTIMATED	ACTUAL	%REV	ESTIMATE	BALANCE
460	Interest Income								
461	Simple Interest								
02 00	Interest on Investments	416	1,555.77	374	2,080	2,782.30	134	5,000	2,217.70
461	** Simple Interest	416	1,555.77	374	2,080	2,782.30	134	5,000	2,217.70
462	Investment Inc								
10 00	Market Value Adj IMET	0	521.69		0	1,045.33		0	1,045.33-
462	** Investment Inc	0	521.69		0	1,045.33		0	1,045.33-
460	*** Interest Income	416	2,077.46	499	2,080	3,827.63	184	5,000	1,172.37
480	Other								
489	Other								
489	** Other	0	.00		0	.00		0	.00
480	*** Other	0	.00		0	.00		0	.00
490	Other Financing Sources								
491	Other Financing Sources								
491	** Other Financing Sources	0	.00		0	.00		0	.00
490	*** Other Financing Sources	0	.00		0	.00		0	.00
FUND TOTAL Capital Projects-Library		416	2,077.46	499	2,080	3,827.63	184	5,000	1,172.37

PREPARED 06/15/2022, 9:17:53  
PROGRAM: GM267L  
Village of Arlington Heights

DETAIL BUDGET REPORT  
42% OF YEAR LAPSED

PAGE 1  
ACCOUNTING PERIOD 05/2022

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REPORT SELECTIONS

Fiscal year . . . . . : 2022  
Fund . . . . . : 291  
All Departments  
All Divisions  
Suppress accounts with zero balances . . . . : Y  
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FUND 291 Memorial Library Fund			DEPT/DIV 6001 Executive Office/Administration					ANNUAL	UNENCUMB.	%		
BA	ELE	OBJ	*****CURRENT*****		*****YEAR-TO-DATE*****			BUDGET	BALANCE	BDGT		
SUB	SUB	DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBR.	BUDGET	BALANCE	BDGT
60		Culture/Recreation										
601		Library										
16		Library Personal Services										
16	85	Salaries	31458	19346.03	62	157290	96694.27	62	.00	377496	280801.73	26
16	92	Achievement Awards	250	.00	0	1250	.00	0	.00	3000	3000.00	0
16	**	Library Personal Services	31708	19346.03	61	158540	96694.27	61	.00	380496	283801.73	25
18		Other Personal Services										
18	05	Overtime Civilian	83	440.67	531	415	452.41	109	.00	1000	547.59	45
18	**	Other Personal Services	83	440.67	531	415	452.41	109	.00	1000	547.59	45
19		Employee Benefits										
19	05	Medical Insurance	3285	2383.78	73	16425	11918.98	73	.00	39421	27502.02	30
19	10	IMRF	3608	2057.83	57	18040	10103.28	56	.00	43299	33195.72	23
19	11	Social Security	1950	1188.02	61	9750	5829.34	60	.00	23405	17575.66	25
19	12	Medicare	456	277.83	61	2280	1363.28	60	.00	5474	4110.72	25
19	53	Flexible Spending	250	152.00	61	1250	769.50	62	.00	3000	2230.50	26
19	55	Unemployment Compensation	536	.00	0	2680	.00	0	.00	6432	6432.00	0
19	**	Employee Benefits	10085	6059.46	60	50425	29984.38	60	.00	121031	91046.62	25
20		Prof Technical Services										
20	05	Professional Services	1708	.00	0	8540	5400.00	63	.00	20500	15100.00	26
20	08	Consulting Services Libr	3500	.00	0	17500	.00	0	.00	42000	42000.00	0
20	20	Legal Services	1333	215.00	16	6665	4303.75	65	.00	16000	11696.25	27
20	40	General Insurance	14898	.00	0	74490	144692.00	194	.00	178780	34088.00	81
20	**	Prof Technical Services	21439	215.00	1	107195	154395.75	144	.00	257280	102884.25	60
21		Property Services										
21	65	Other Services	250	127.50	51	1250	127.50	10	.00	3000	2872.50	4
21	**	Property Services	250	127.50	51	1250	127.50	10	.00	3000	2872.50	4
22		Other Contractual Service										
22	01	Advertising	50	.00	0	250	.00	0	.00	600	600.00	0
22	02	Dues	477	603.00	126	2385	2047.00	86	.00	5729	3682.00	36
22	03	Training	8594	2905.05	34	42970	32953.81	77	.00	103128	70174.19	32
22	05	Postage	3375	2500.00	74	16875	20237.66	120	.00	40500	20262.34	50
22	70	Telephone Services	416	353.41	85	2080	353.41	17	.00	5000	4646.59	7
22	**	Other Contractual Service	12912	6361.46	49	64560	55591.88	86	.00	154957	99365.12	36
30		General Supplies										
30	05	Office Supplies & Equip	1149	130.02	11	5745	1477.17	26	.00	13795	12317.83	11
30	**	General Supplies	1149	130.02	11	5745	1477.17	26	.00	13795	12317.83	11
31		Public Works Supplies										
31	85	Small Tools and Equipment	208	45.90	22	1040	45.90	4	.00	2500	2454.10	2
31	**	Public Works Supplies	208	45.90	22	1040	45.90	4	.00	2500	2454.10	2

FUND 291 Memorial Library Fund			DEPT/DIV 6001 Executive Office/Administration						ANNUAL	UNENCUMB.	%
BA	ELE	OBJ	*****CURRENT*****			*****YEAR-TO-DATE*****			BUDGET	BALANCE	BDGT
SUB	SUB	DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBR.		
60		Culture/Recreation									
601		Library									
	32	Library Supplies									
	32 72	Special Events	70	663.16	947	350	817.92	234	.00	850	32.08 96
	32 99	Items Reimb by Employees	0	21.44	0	0	52.49	0	.00	0	52.49- 0
	32 **	Library Supplies	70	684.60	978	350	870.41	249	.00	850	20.41- 102
	40	Other Charges									
	40 96	Operating Contingency	416	.00	0	2080	.00	0	.00	5000	5000.00 0
	40 **	Other Charges	416	.00	0	2080	.00	0	.00	5000	5000.00 0
	50	Property									
	50 15	Other Equipment	2083	.00	0	10415	2744.36	26	.00	25000	22255.64 11
	50 **	Property	2083	.00	0	10415	2744.36	26	.00	25000	22255.64 11
601	** **	Library	80403	33410.64	42	402015	342384.03	85	.00	964909	622524.97 36
60	** **	Culture/Recreation	80403	33410.64	42	402015	342384.03	85	.00	964909	622524.97 36
DIV	6001	TOTAL ***** Administration	80403	33410.64	42	402015	342384.03	85	.00	964909	622524.97 36



FUND 291 Memorial Library Fund			DEPT/DIV 6002 Executive Office/Communications & Mrkting									
BA	ELE	OBJ	*****CURRENT*****			*****YEAR-TO-DATE*****			ANNUAL	UNENCUMB.	%	
SUB	SUB	DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBR.	BUDGET	BALANCE	BDGT
60		Culture/Recreation										
601		Library										
	16	Library Personal Services										
	16 85	Salaries	36595	33841.10	93	182975	169784.02	93	.00	439144	269359.98	39
	16 **	Library Personal Services	36595	33841.10	93	182975	169784.02	93	.00	439144	269359.98	39
	18	Other Personal Services										
	18 05	Overtime Civilian	100	23.85	24	500	114.39	23	.00	1200	1085.61	10
	18 **	Other Personal Services	100	23.85	24	500	114.39	23	.00	1200	1085.61	10
	19	Employee Benefits										
	19 05	Medical Insurance	7051	6903.43	98	35255	34517.15	98	.00	84621	50103.85	41
	19 10	IMRF	4208	3521.94	84	21040	17669.37	84	.00	50496	32826.63	35
	19 11	Social Security	2274	2000.64	88	11370	10038.76	88	.00	27295	17256.24	37
	19 12	Medicare	532	467.87	88	2660	2347.71	88	.00	6384	4036.29	37
	19 **	Employee Benefits	14065	12893.88	92	70325	64572.99	92	.00	168796	104223.01	38
	20	Prof Technical Services										
	20 05	Professional Services	250	.00	0	1250	.00	0	.00	3000	3000.00	0
	20 **	Prof Technical Services	250	.00	0	1250	.00	0	.00	3000	3000.00	0
	21	Property Services										
	21 02	Equipment Maintenance	142	.00	0	710	550.00	78	.00	1710	1160.00	32
	21 65	Other Services	1256	.00	0	6280	7613.89	121	.00	15075	7461.11	51
	21 **	Property Services	1398	.00	0	6990	8163.89	117	.00	16785	8621.11	49
	22	Other Contractual Service										
	22 02	Dues	78	.00	0	390	729.00	187	.00	945	216.00	77
	22 03	Training	4	.00	0	20	.00	0	.00	50	50.00	0
	22 10	Printing	13537	23308.70	172	67685	92145.19	136	.00	162450	70304.81	57
	22 **	Other Contractual Service	13619	23308.70	171	68095	92874.19	136	.00	163445	70570.81	57
	30	General Supplies										
	30 05	Office Supplies & Equip	1298	2775.19	214	6490	7362.89	113	.00	15579	8216.11	47
	30 **	General Supplies	1298	2775.19	214	6490	7362.89	113	.00	15579	8216.11	47
	31	Public Works Supplies										
	31 85	Small Tools and Equipment	500	.00	0	2500	421.07	17	.00	6000	5578.93	7
	31 **	Public Works Supplies	500	.00	0	2500	421.07	17	.00	6000	5578.93	7
	32	Library Supplies										
	32 72	Special Events	1339	6275.17	469	6695	6275.17	94	.00	16073	9797.83	39
	32 **	Library Supplies	1339	6275.17	469	6695	6275.17	94	.00	16073	9797.83	39
601	** **	Library	69164	79117.89	114	345820	349568.61	101	.00	830022	480453.39	42
60	** **	Culture/Recreation	69164	79117.89	114	345820	349568.61	101	.00	830022	480453.39	42
DIV	6002	TOTAL ***** Communications & Mrkting	69164	79117.89	114	345820	349568.61	101	.00	830022	480453.39	42

FUND 291 Memorial Library Fund			DEPT/DIV 6003 Executive Office/Human Resources						ANNUAL	UNENCUMB.	%
BA ELE OBJ ACCOUNT			*****CURRENT*****			*****YEAR-TO-DATE*****			BUDGET	BALANCE	BDGT
SUB	SUB	DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBR.		
60		Culture/Recreation									
601		Library									
	16	Library Personal Services									
	16 85	Salaries	15031	13935.13	93	75155	69746.96	93	.00	180373	110626.04 39
	16 **	Library Personal Services	15031	13935.13	93	75155	69746.96	93	.00	180373	110626.04 39
	18	Other Personal Services									
	18 05	Overtime Civilian	25	61.72	247	125	145.77	117	.00	300	154.23 49
	18 **	Other Personal Services	25	61.72	247	125	145.77	117	.00	300	154.23 49
	19	Employee Benefits									
	19 05	Medical Insurance	3928	3283.25	84	19640	16416.25	84	.00	47145	30728.75 35
	19 10	IMRF	1724	1455.68	84	8620	7274.10	84	.00	20689	13414.90 35
	19 11	Social Security	931	800.12	86	4655	3998.01	86	.00	11183	7184.99 36
	19 12	Medicare	217	187.12	86	1085	935.01	86	.00	2615	1679.99 36
	19 50	Employee Asst. Program	500	3399.67	680	2500	5115.17	205	.00	6000	884.83 85
	19 **	Employee Benefits	7300	9125.84	125	36500	33738.54	92	.00	87632	53893.46 39
	21	Property Services									
	21 65	Other Services	2958	331.00	11	14790	8918.29	60	.00	35500	26581.71 25
	21 **	Property Services	2958	331.00	11	14790	8918.29	60	.00	35500	26581.71 25
	22	Other Contractual Service									
	22 01	Advertising	108	.00	0	540	249.00	46	.00	1300	1051.00 19
	22 02	Dues	296	2740.00	926	1480	3288.00	222	.00	3558	270.00 92
	22 03	Training	108	.00	0	540	150.00	28	.00	1300	1150.00 12
	22 55	In Service Training	833	3864.72	464	4165	8072.13	194	.00	10000	1927.87 81
	22 **	Other Contractual Service	1345	6604.72	491	6725	11759.13	175	.00	16158	4398.87 73
	32	Library Supplies									
	32 01	Program Supplies	33	11.99	36	165	22.98	14	.00	400	377.02 6
	32 **	Library Supplies	33	11.99	36	165	22.98	14	.00	400	377.02 6
	40	Other Charges									
	40 62	Tuition Reimbursement	2083	5474.81	263	10415	5474.81	53	.00	25000	19525.19 22
	40 70	Employee Recognition Prog	1779	924.05	52	8895	4670.36	53	.00	21350	16679.64 22
	40 **	Other Charges	3862	6398.86	166	19310	10145.17	53	.00	46350	36204.83 22
601 ** **	Library		30554	36469.26	119	152770	134476.84	88	.00	366713	232236.16 37
60 ** **	Culture/Recreation		30554	36469.26	119	152770	134476.84	88	.00	366713	232236.16 37
DIV 6003	TOTAL *****		30554	36469.26	119	152770	134476.84	88	.00	366713	232236.16 37
	Human Resources		30554	36469.26	119	152770	134476.84	88	.00	366713	232236.16 37

FUND 291 Memorial Library Fund			DEPT/DIV 6004 Executive Office/Paid by Gifts and Grants							ANNUAL	UNENCUMB.	%
BA ELE OBJ	ACCOUNT		*****CURRENT*****			*****YEAR-TO-DATE*****						
SUB	SUB	DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBR.	BUDGET	BALANCE	BDGT
60		Culture/Recreation										
601		Library										
20	05	Prof Technical Services	25	.00	0	125	.00	0	.00	300	300.00	0
20	**	Prof Technical Services	25	.00	0	125	.00	0	.00	300	300.00	0
21		Property Services										
21	65	Other Services	177	935.64	529	885	2340.14	264	.00	2125	215.14-	110
21	**	Property Services	177	935.64	529	885	2340.14	264	.00	2125	215.14-	110
22		Other Contractual Service										
22	02	Dues	41	.00	0	205	.00	0	.00	500	500.00	0
22	10	Printing	41	555.50	1355	205	555.50	271	.00	500	55.50-	111
22	18	Contr Programs & Exhibits	1666	.00	0	8330	7575.00	91	.00	20000	12425.00	38
22	**	Other Contractual Service	1748	555.50	32	8740	8130.50	93	.00	21000	12869.50	39
31		Public Works Supplies										
31	85	Small Tools and Equipment	333	.00	0	665	.00	0	.00	3000	3000.00	0
31	**	Public Works Supplies	333	.00	0	665	.00	0	.00	3000	3000.00	0
32		Library Supplies										
32	01	Program Supplies	604	.00	0	1604	1134.83	71	.00	5835	4700.17	19
32	02	Program Events	194	2600.47	1340	2138	2877.82	135	.00	3500	622.18	82
32	32	Software	84-	.00	0	1080	.00	0	.00	500	500.00	0
32	72	Special Events	1979	238.49	12	2143	238.49	11	.00	16000	15761.51	2
32	75	Audio Visual	605-	.00	0	4727	247.95	5	.00	500	252.05	50
32	78	Electronic Resources	166	.00	0	330	.00	0	.00	1500	1500.00	0
32	80	Books	188	69.00	37	688	318.66	46	.00	2000	1681.34	16
32	90	Circulation Supplies	41	.00	0	705	.00	0	.00	1000	1000.00	0
32	**	Library Supplies	2483	2907.96	117	13415	4817.75	36	.00	30835	26017.25	16
50		Property										
50	15	Other Equipment	208	.00	0	1040	.00	0	.00	2500	2500.00	0
50	55	Other Capital Outlay	208	.00	0	1040	.00	0	.00	2500	2500.00	0
50	**	Property	416	.00	0	2080	.00	0	.00	5000	5000.00	0
601	**	** Library	5182	4399.10	85	25910	15288.39	59	.00	62260	46971.61	25
60	**	** Culture/Recreation	5182	4399.10	85	25910	15288.39	59	.00	62260	46971.61	25
DIV	6004	TOTAL ***** Paid by Gifts and Grants	5182	4399.10	85	25910	15288.39	59	.00	62260	46971.61	25

FUND 291 Memorial Library Fund			DEPT/DIV 6008 Executive Office/Finance						ENCUMBR.	ANNUAL BUDGET	UNENCUMB. BALANCE	% BDGT
BA ELE OBJ	ACCOUNT	DESCRIPTION	*****CURRENT*****			*****YEAR-TO-DATE*****						
SUB	SUB	DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP				
60		Culture/Recreation										
601		Library										
16		Library Personal Services										
16	85	Salaries	19629	18343.05	93	98145	89678.24	91	.00	235552	145873.76 38	
16	**	Library Personal Services	19629	18343.05	93	98145	89678.24	91	.00	235552	145873.76 38	
18		Other Personal Services										
18	05	Overtime Civilian	20	247.04	1235	100	489.86	490	.00	250	239.86- 196	
18	**	Other Personal Services	20	247.04	1235	100	489.86	490	.00	250	239.86- 196	
19		Employee Benefits										
19	05	Medical Insurance	4518	5672.93	126	22590	28364.65	126	.00	54220	25855.35 52	
19	10	IMRF	2251	1933.37	86	11255	9377.49	83	.00	27018	17640.51 35	
19	11	Social Security	1217	1097.58	90	6085	5304.09	87	.00	14604	9299.91 36	
19	12	Medicare	284	256.69	90	1420	1240.47	87	.00	3416	2175.53 36	
19	**	Employee Benefits	8270	8960.57	108	41350	44286.70	107	.00	99258	54971.30 45	
20		Prof Technical Services										
20	05	Professional Services	656	.00	0	3280	.00	0	.00	7875	7875.00 0	
20	**	Prof Technical Services	656	.00	0	3280	.00	0	.00	7875	7875.00 0	
21		Property Services										
21	36	Equipment Rental	136	503.58	370	680	939.44	138	.00	1639	699.56 57	
21	65	Other Services	515	554.94	108	2575	2352.15	91	.00	6189	3836.85 38	
21	**	Property Services	651	1058.52	163	3255	3291.59	101	.00	7828	4536.41 42	
22		Other Contractual Service										
22	02	Dues	68	.00	0	340	.00	0	.00	825	825.00 0	
22	03	Training	100	7.90	8	500	34.02	7	.00	1200	1165.98 3	
22	25	IT/GIS Service Charge	11095	11250.00	101	55475	56250.00	101	.00	133145	76895.00 42	
22	**	Other Contractual Service	11263	11257.90	100	56315	56284.02	100	.00	135170	78885.98 42	
601	** **	Library	40489	39867.08	99	202445	194030.41	96	.00	485933	291902.59 40	
60	** **	Culture/Recreation	40489	39867.08	99	202445	194030.41	96	.00	485933	291902.59 40	
DIV	6008	TOTAL ***** Finance	40489	39867.08	99	202445	194030.41	96	.00	485933	291902.59 40	

FUND 291 Memorial Library Fund			DEPT/DIV 6010 Executive Office/Information Technology						ANNUAL	UNENCUMB.	%
BA ELE OBJ ACCOUNT			*****CURRENT*****			*****YEAR-TO-DATE*****			BUDGET	BALANCE	BGDT
SUB	SUB	DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBR.		
60		Culture/Recreation									
601		Library									
	16	Library Personal Services									
	16 85	Salaries	54292	48817.60	90	271460	248149.44	91	.00	651505	403355.56 38
	16 **	Library Personal Services	54292	48817.60	90	271460	248149.44	91	.00	651505	403355.56 38
	18	Other Personal Services									
	18 05	Overtime Civilian	20	23.29	117	100	60.28	60	.00	250	189.72 24
	18 **	Other Personal Services	20	23.29	117	100	60.28	60	.00	250	189.72 24
	19	Employee Benefits									
	19 05	Medical Insurance	13219	13534.79	102	66095	67673.95	102	.00	158638	90964.05 43
	19 10	IMRF	6062	5079.47	84	30310	25389.42	84	.00	72747	47357.58 35
	19 11	Social Security	3366	2876.49	86	16830	14630.80	87	.00	40393	25762.20 36
	19 12	Medicare	787	672.73	86	3935	3421.71	87	.00	9447	6025.29 36
	19 **	Employee Benefits	23434	22163.48	95	117170	111115.88	95	.00	281225	170109.12 40
	20	Prof Technical Services									
	20 05	Professional Services	491	60.07	12	2455	1126.93	46	.00	5895	4768.07 19
	20 08	Consulting Services Libr	299	.00	0	1495	.00	0	.00	3590	3590.00 0
	20 **	Prof Technical Services	790	60.07	8	3950	1126.93	29	.00	9485	8358.07 12
	21	Property Services									
	21 02	Equipment Maintenance	14249	2466.11	17	71245	155074.90	218	.00	170989	15914.10 91
	21 **	Property Services	14249	2466.11	17	71245	155074.90	218	.00	170989	15914.10 91
	22	Other Contractual Service									
	22 03	Training	537	.00	0	2685	.00	0	.00	6450	6450.00 0
	22 42	Internet Access	4805	5868.02	122	24025	24716.24	103	.00	57667	32950.76 43
	22 **	Other Contractual Service	5342	5868.02	110	26710	24716.24	93	.00	64117	39400.76 39
	30	General Supplies									
	30 05	Office Supplies & Equip	56	.00	0	280	50.87	18	.00	683	632.13 7
	30 30	Data System Supplies	2100	2269.54	108	10500	8159.58	78	.00	25204	17044.42 32
	30 32	Software Library	12191	20846.74	171	60955	108370.40	178	.00	146292	37921.60 74
	30 33	Documentation Library	8	.00	0	40	.00	0	.00	100	100.00 0
	30 **	General Supplies	14355	23116.28	161	71775	116580.85	162	.00	172279	55698.15 68
	31	Public Works Supplies									
	31 85	Small Tools and Equipment	1102	1112.62	101	5510	7432.52	135	.00	13226	5793.48 56
	31 **	Public Works Supplies	1102	1112.62	101	5510	7432.52	135	.00	13226	5793.48 56
	32	Library Supplies									
	32 05	Processing Supplies	25	.00	0	125	.00	0	.00	300	300.00 0
	32 32	Software	907	.00	0	4535	.00	0	.00	10887	10887.00 0
	32 **	Library Supplies	932	.00	0	4660	.00	0	.00	11187	11187.00 0

FUND 291 Memorial Library Fund			DEPT/DIV 6010 Executive Office/Information Technology									
BA	ELE	OBJ	*****CURRENT*****			*****YEAR-TO-DATE*****			ANNUAL	UNENCUMB.	%	
SUB	SUB	DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBR.	BUDGET	BALANCE	BDGT
60		Culture/Recreation										
601		Library										
	50	Property										
	50 12	Computer Equipment	2649	2514.94	95	13245	11169.98	84	.00	31790	20620.02	35
	50 15	Other Equipment	1050	.00	0	5250	.00	0	.00	12600	12600.00	0
	50 **	Property	3699	2514.94	68	18495	11169.98	60	.00	44390	33220.02	25
601	** **	Library	118215	106142.41	90	591075	675427.02	114	.00	1418653	743225.98	48
60	** **	Culture/Recreation	118215	106142.41	90	591075	675427.02	114	.00	1418653	743225.98	48
DIV	6010	TOTAL ***** Information Technology	118215	106142.41	90	591075	675427.02	114	.00	1418653	743225.98	48

FUND 291 Memorial Library Fund			DEPT/DIV 6015 Executive Office/Security						ANNUAL	UNENCUMB.	%
BA	ELE	OBJ	*****CURRENT*****			*****YEAR-TO-DATE*****			BUDGET	BALANCE	BDGT
SUB	SUB	DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBR.		
60		Culture/Recreation									
601		Library									
	16	Library Personal Services									
	16 85	Salaries	21994	20213.92	92	109970	101258.32	92	.00	263937	162678.68 38
	16 **	Library Personal Services	21994	20213.92	92	109970	101258.32	92	.00	263937	162678.68 38
	18	Other Personal Services									
	18 05	Overtime Civilian	166	199.19	120	830	643.95	78	.00	2000	1356.05 32
	18 **	Other Personal Services	166	199.19	120	830	643.95	78	.00	2000	1356.05 32
	19	Employee Benefits									
	19 05	Medical Insurance	6929	6925.32	100	34645	34626.60	100	.00	83155	48528.40 42
	19 10	IMRF	2371	1992.25	84	11855	9771.16	82	.00	28462	18690.84 34
	19 11	Social Security	1342	1173.58	88	6710	5857.81	87	.00	16104	10246.19 36
	19 12	Medicare	313	274.47	88	1565	1369.98	88	.00	3766	2396.02 36
	19 **	Employee Benefits	10955	10365.62	95	54775	51625.55	94	.00	131487	79861.45 39
	22	Other Contractual Service									
	22 03	Training	125	945.00	756	625	947.36	152	.00	1500	552.64 63
	22 **	Other Contractual Service	125	945.00	756	625	947.36	152	.00	1500	552.64 63
	30	General Supplies									
	30 05	Office Supplies & Equip	36	.00	0	180	.00	0	.00	435	435.00 0
	30 **	General Supplies	36	.00	0	180	.00	0	.00	435	435.00 0
601	** **	Library	33276	31723.73	95	166380	154475.18	93	.00	399359	244883.82 39
60	** **	Culture/Recreation	33276	31723.73	95	166380	154475.18	93	.00	399359	244883.82 39
DIV	6015	TOTAL ***** Security	33276	31723.73	95	166380	154475.18	93	.00	399359	244883.82 39

FUND 291 Memorial Library Fund			DEPT/DIV 6020 Executive Office/Facilities						ANNUAL	UNENCUMB.	%
BA	ELE	OBJ	*****CURRENT*****			*****YEAR-TO-DATE*****			BUDGET	BALANCE	BDGT
SUB	SUB	DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBR.		
60		Culture/Recreation									
601		Library									
	16	Library Personal Services									
	16 85	Salaries	33538	31471.05	94	167690	154280.12	92	.00	402462	248181.88 38
	16 **	Library Personal Services	33538	31471.05	94	167690	154280.12	92	.00	402462	248181.88 38
	18	Other Personal Services									
	18 05	Overtime Civilian	375	466.19	124	1875	1503.19	80	.00	4500	2996.81 33
	18 **	Other Personal Services	375	466.19	124	1875	1503.19	80	.00	4500	2996.81 33
	19	Employee Benefits									
	19 05	Medical Insurance	8870	8695.46	98	44350	43477.30	98	.00	106451	62973.70 41
	19 10	IMRF	3592	3228.14	90	17960	15505.23	86	.00	43110	27604.77 36
	19 11	Social Security	2079	1854.29	89	10395	8992.30	87	.00	24953	15960.70 36
	19 12	Medicare	486	433.67	89	2430	2103.04	87	.00	5836	3732.96 36
	19 **	Employee Benefits	15027	14211.56	95	75135	70077.87	93	.00	180350	110272.13 39
	21	Property Services									
	21 02	Equipment Maintenance	3414	1271.25	37	17070	13346.16	78	.00	40976	27629.84 33
	21 07	Vehicle Equipment Maint	760	259.70	34	3800	1962.50	52	.00	9121	7158.50 22
	21 11	Building Maintenance	17255	20027.24	116	86275	101460.95	118	.00	207066	105605.05 49
	21 36	Equipment Rental	83	.00	0	415	.00	0	.00	1000	1000.00 0
	21 60	Water and Sewer Service	1372	1658.24	121	6860	2861.26	42	.00	16472	13610.74 17
	21 **	Property Services	22884	23216.43	102	114420	119630.87	105	.00	274635	155004.13 44
	22	Other Contractual Service									
	22 03	Training	36	.00	0	180	.00	0	.00	432	432.00 0
	22 **	Other Contractual Service	36	.00	0	180	.00	0	.00	432	432.00 0
	30	General Supplies									
	30 05	Office Supplies & Equip	8	.00	0	40	4.91	12	.00	100	95.09 5
	30 50	Petroleum Products	333	455.11	137	1665	1985.65	119	.00	4000	2014.35 50
	30 51	Heating Fuel	5211	3416.31	66	26055	23506.41	90	.00	62537	39030.59 38
	30 **	General Supplies	5552	3871.42	70	27760	25496.97	92	.00	66637	41140.03 38
	31	Public Works Supplies									
	31 45	Janitorial Supplies	1948	880.00	45	9740	7129.10	73	.00	23387	16257.90 31
	31 **	Public Works Supplies	1948	880.00	45	9740	7129.10	73	.00	23387	16257.90 31
	50	Property									
	50 15	Other Equipment	1666	.00	0	8330	.00	0	.00	20000	20000.00 0
	50 **	Property	1666	.00	0	8330	.00	0	.00	20000	20000.00 0
601	** **	Library	81026	74116.65	92	405130	378118.12	93	.00	972403	594284.88 39
60	** **	Culture/Recreation	81026	74116.65	92	405130	378118.12	93	.00	972403	594284.88 39
DIV	6020	TOTAL ***** Facilities	81026	74116.65	92	405130	378118.12	93	.00	972403	594284.88 39



PREPARED 06/15/2022, 9:17:53  
 PROGRAM: GM267L  
 Village of Arlington Heights

DETAIL BUDGET REPORT  
 42% OF YEAR LAPSED

FUND 291 Memorial Library Fund			DEPT/DIV 6020 Executive Office/Facilities							ANNUAL	UNENCUMB.	%
BA	ELE	OBJ	*****CURRENT*****			*****YEAR-TO-DATE*****			BUDGET	BALANCE	BDGT	
SUB	SUB	DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBR.	BUDGET	BALANCE	BDGT
60		Culture/Recreation										
601		Library										
DEPT	60	TOTAL *****										
		Executive Office	458309	405246.76	88	2291545	2243768.60	98	.00	5500252	3256483.40	41

FUND 291 Memorial Library Fund			DEPT/DIV 6401 User Services/Youth Services									
BA	ELE	OBJ	*****CURRENT*****			*****YEAR-TO-DATE*****			ANNUAL	UNENCUMB.	%	
SUB	SUB	DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBR.	BUDGET	BALANCE	BDGT
60		Culture/Recreation										
601		Library										
16		Library Personal Services										
16	85	Salaries	84360	70984.39	84	421800	347437.07	82	.00	1012329	664891.93	34
16	**	Library Personal Services	84360	70984.39	84	421800	347437.07	82	.00	1012329	664891.93	34
18		Other Personal Services										
18	05	Overtime Civilian	166	202.29	122	830	218.79	26	.00	2000	1781.21	11
18	**	Other Personal Services	166	202.29	122	830	218.79	26	.00	2000	1781.21	11
19		Employee Benefits										
19	05	Medical Insurance	13721	13712.44	100	68605	68562.20	100	.00	164662	96099.80	42
19	10	IMRF	8673	7025.12	81	43365	34373.57	79	.00	104084	69710.43	33
19	11	Social Security	5230	4219.94	81	26150	20562.00	79	.00	62764	42202.00	33
19	12	Medicare	1223	986.89	81	6115	4808.75	79	.00	14679	9870.25	33
19	**	Employee Benefits	28847	25944.39	90	144235	128306.52	89	.00	346189	217882.48	37
22		Other Contractual Service										
22	02	Dues	379	.00	0	1895	455.00	24	.00	4548	4093.00	10
22	03	Training	331	80.57	24	1655	145.68	9	.00	3979	3833.32	4
22	18	Contr Programs & Exhibits	1456	799.00	55	7280	5074.00	70	.00	17480	12406.00	29
22	**	Other Contractual Service	2166	879.57	41	10830	5674.68	52	.00	26007	20332.32	22
30		General Supplies										
30	05	Office Supplies & Equip	234	334.50	143	1170	704.46	60	.00	2819	2114.54	25
30	**	General Supplies	234	334.50	143	1170	704.46	60	.00	2819	2114.54	25
32		Library Supplies										
32	01	Program Supplies	912	860.92	94	4560	3331.48	73	.00	10948	7616.52	30
32	02	Program Events	2577	5023.29	195	12885	9578.11	74	.00	30930	21351.89	31
32	90	Circulation Supplies	702	93.31	13	3510	1950.69	56	.00	8427	6476.31	23
32	**	Library Supplies	4191	5977.52	143	20955	14860.28	71	.00	50305	35444.72	30
601	**	** Library	119964	104322.66	87	599820	497201.80	83	.00	1439649	942447.20	35
60	**	** Culture/Recreation	119964	104322.66	87	599820	497201.80	83	.00	1439649	942447.20	35
DIV	6401	TOTAL ***** Youth Services	119964	104322.66	87	599820	497201.80	83	.00	1439649	942447.20	35

FUND 291 Memorial Library Fund			DEPT/DIV 6410 User Services/Info Services					ANNUAL	UNENCUMB.	%
BA	ELE	OBJ	*****CURRENT*****			*****YEAR-TO-DATE*****		BUDGET	BALANCE	BDGT
SUB	SUB	DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBR.	
60		Culture/Recreation								
601		Library								
16		Library Personal Services								
16	85	Salaries	91858	80465.04	88	459290	406105.73	88	.00	1102307
16	**	Library Personal Services	91858	80465.04	88	459290	406105.73	88	.00	1102307
18		Other Personal Services								
18	05	Overtime Civilian	83	18.81	23	415	218.53	53	.00	1000
18	**	Other Personal Services	83	18.81	23	415	218.53	53	.00	1000
19		Employee Benefits								
19	05	Medical Insurance	12311	15805.52	128	61555	79027.60	128	.00	147736
19	10	IMRF	9258	7351.74	79	46290	37252.84	81	.00	111098
19	11	Social Security	5695	4810.60	85	28475	24293.27	85	.00	68343
19	12	Medicare	1331	1125.05	85	6655	5681.47	85	.00	15983
19	**	Employee Benefits	28595	29092.91	102	142975	146255.18	102	.00	343160
22		Other Contractual Service								
22	02	Dues	233	.00	0	1165	952.00	82	.00	2802
22	03	Training	275	89.47	33	1375	398.71	29	.00	3300
22	18	Contr Programs & Exhibits	480	180.00	38	2400	1020.00	43	.00	5760
22	**	Other Contractual Service	988	269.47	27	4940	2370.71	48	.00	11862
30		General Supplies								
30	05	Office Supplies & Equip	157	162.40	103	785	518.59	66	.00	1888
30	**	General Supplies	157	162.40	103	785	518.59	66	.00	1888
32		Library Supplies								
32	01	Program Supplies	229	544.13	238	1145	694.27	61	.00	2750
32	90	Circulation Supplies	174	140.31	81	870	301.22	35	.00	2095
32	**	Library Supplies	403	684.44	170	2015	995.49	49	.00	4845
601	**	** Library	122084	110693.07	91	610420	556464.23	91	.00	1465062
60	**	** Culture/Recreation	122084	110693.07	91	610420	556464.23	91	.00	1465062
DIV	6410	TOTAL ***** Info Services	122084	110693.07	91	610420	556464.23	91	.00	1465062

FUND 291 Memorial Library Fund			DEPT/DIV 6420 User Services/Customer Services						ANNUAL BUDGET	UNENCUMB. BALANCE	% BDGT	
BA	ELE	OBJ	*****CURRENT*****			*****YEAR-TO-DATE*****						
SUB	SUB	DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBR.			
60		Culture/Recreation										
601		Library										
16		Library Personal Services										
16	85	Salaries	115039	94451.08	82	575195	461343.49	80	.00	1380472	919128.51	33
16	**	Library Personal Services	115039	94451.08	82	575195	461343.49	80	.00	1380472	919128.51	33
18		Other Personal Services										
18	05	Overtime Civilian	83	488.09	588	415	2056.42	496	.00	1000	1056.42-	206
18	**	Other Personal Services	83	488.09	588	415	2056.42	496	.00	1000	1056.42-	206
19		Employee Benefits										
19	05	Medical Insurance	9735	5637.18	58	48675	28185.90	58	.00	116828	88642.10	24
19	10	IMRF	10992	8092.62	74	54960	39807.30	72	.00	131907	92099.70	30
19	11	Social Security	7132	5791.31	81	35660	28304.86	79	.00	85589	57284.14	33
19	12	Medicare	1668	1354.41	81	8340	6619.70	79	.00	20017	13397.30	33
19	**	Employee Benefits	29527	20875.52	71	147635	102917.76	70	.00	354341	251423.24	29
21		Property Services										
21	65	Other Services	292	177.30	61	1460	682.25	47	.00	3513	2830.75	19
21	**	Property Services	292	177.30	61	1460	682.25	47	.00	3513	2830.75	19
22		Other Contractual Service										
22	02	Dues	125	110.00	88	625	309.00	49	.00	1505	1196.00	21
22	03	Training	231	209.38	91	1155	1048.10	91	.00	2773	1724.90	38
22	**	Other Contractual Service	356	319.38	90	1780	1357.10	76	.00	4278	2920.90	32
30		General Supplies										
30	05	Office Supplies & Equip	169	58.97	35	845	570.03	68	.00	2033	1462.97	28
30	**	General Supplies	169	58.97	35	845	570.03	68	.00	2033	1462.97	28
32		Library Supplies										
32	01	Program Supplies	83	.00	0	415	.00	0	.00	1000	1000.00	0
32	90	Circulation Supplies	721	10.99	2	3605	2630.26	73	.00	8660	6029.74	30
32	**	Library Supplies	804	10.99	1	4020	2630.26	65	.00	9660	7029.74	27
601	**	** Library	146270	116381.33	80	731350	571557.31	78	.00	1755297	1183739.69	33
60	**	** Culture/Recreation	146270	116381.33	80	731350	571557.31	78	.00	1755297	1183739.69	33
DIV	6420	TOTAL ***** Customer Services	146270	116381.33	80	731350	571557.31	78	.00	1755297	1183739.69	33

FUND 291 Memorial Library Fund			DEPT/DIV 6430 User Services/Accessible Services									
BA	ELE	OBJ	*****CURRENT*****			*****YEAR-TO-DATE*****			ANNUAL	UNENCUMB.	%	
SUB	SUB	DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBR.	BUDGET	BALANCE	BDGT
60		Culture/Recreation										
601		Library										
16		Library Personal Services										
16	85	Salaries	19996	18257.32	91	99980	90607.07	91	.00	239959	149351.93	38
16	**	Library Personal Services	19996	18257.32	91	99980	90607.07	91	.00	239959	149351.93	38
19		Employee Benefits										
19	05	Medical Insurance	1041	1106.39	106	5205	5531.95	106	.00	12495	6963.05	44
19	10	IMRF	2252	1898.77	84	11260	9428.34	84	.00	27030	17601.66	35
19	11	Social Security	1239	1080.52	87	6195	5371.66	87	.00	14875	9503.34	36
19	12	Medicare	289	252.71	87	1445	1256.29	87	.00	3479	2222.71	36
19	**	Employee Benefits	4821	4338.39	90	24105	21588.24	90	.00	57879	36290.76	37
22		Other Contractual Service										
22	02	Dues	43	.00	0	215	45.00	21	.00	518	473.00	9
22	03	Training	77	4.09	5	385	4.09	1	.00	930	925.91	0
22	18	Contr Programs & Exhibits	799	490.00	61	3995	3299.88	83	.00	9590	6290.12	34
22	**	Other Contractual Service	919	494.09	54	4595	3348.97	73	.00	11038	7689.03	30
30		General Supplies										
30	05	Office Supplies & Equip	41	34.71	85	205	158.98	78	.00	500	341.02	32
30	**	General Supplies	41	34.71	85	205	158.98	78	.00	500	341.02	32
32		Library Supplies										
32	01	Program Supplies	151	35.56	24	755	906.76	120	.00	1820	913.24	50
32	02	Program Events	50	.00	0	250	.00	0	.00	600	600.00	0
32	90	Circulation Supplies	87	63.26	73	435	63.26	15	.00	1050	986.74	6
32	**	Library Supplies	288	98.82	34	1440	970.02	67	.00	3470	2499.98	28
601	**	** Library	26065	23223.33	89	130325	116673.28	90	.00	312846	196172.72	37
60	**	** Culture/Recreation	26065	23223.33	89	130325	116673.28	90	.00	312846	196172.72	37
DIV	6430	TOTAL *****										
		Accessible Services	26065	23223.33	89	130325	116673.28	90	.00	312846	196172.72	37

FUND 291 Memorial Library Fund			DEPT/DIV 6440 User Services/Programs and Exhibits									
EA	ELE	OBJ	*****CURRENT*****			*****YEAR-TO-DATE*****			ANNUAL	UNENCUMB.	%	
SUB	SUB	DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBR.	BUDGET	BALANCE	BDGT
60		Culture/Recreation										
601		Library										
16		Library Personal Services										
16	85	Salaries	20327	21356.45	105	101635	90351.36	89	.00	243924	153572.64	37
16	**	Library Personal Services	20327	21356.45	105	101635	90351.36	89	.00	243924	153572.64	37
18		Other Personal Services										
18	05	Overtime Civilian	20	.00	0	100	46.40	46	.00	250	203.60	19
18	**	Other Personal Services	20	.00	0	100	46.40	46	.00	250	203.60	19
19		Employee Benefits										
19	05	Medical Insurance	3944	4000.42	101	19720	20002.10	101	.00	47336	27333.90	42
19	10	IMRF	2333	2221.07	95	11665	9401.37	81	.00	28007	18605.63	34
19	11	Social Security	1260	1269.82	101	6300	5333.29	85	.00	15123	9789.71	35
19	12	Medicare	294	296.97	101	1470	1247.31	85	.00	3537	2289.69	35
19	**	Employee Benefits	7831	7788.28	100	39155	35984.07	92	.00	94003	58018.93	38
22		Other Contractual Service										
22	02	Dues	96	308.00	321	480	348.00	73	.00	1156	808.00	30
22	03	Training	119	18.39	16	595	63.39	11	.00	1428	1364.61	4
22	18	Contr Programs & Exhibits	7351	7513.87	102	36755	22320.77	61	.00	88213	65892.23	25
22	**	Other Contractual Service	7566	7840.26	104	37830	22732.16	60	.00	90797	68064.84	25
32		Library Supplies										
32	02	Program Events	678	1544.95	228	3390	3726.57	110	.00	8138	4411.43	46
32	**	Library Supplies	678	1544.95	228	3390	3726.57	110	.00	8138	4411.43	46
601	**	** Library	36422	38529.94	106	182110	152840.56	84	.00	437112	284271.44	35
60	**	** Culture/Recreation	36422	38529.94	106	182110	152840.56	84	.00	437112	284271.44	35
DIV	6440	TOTAL ***** Programs and Exhibits	36422	38529.94	106	182110	152840.56	84	.00	437112	284271.44	35

FUND 291 Memorial Library Fund			DEPT/DIV 6450 User Services/Digital Services							ANNUAL	UNENCUMB.	%
BA	ELE	OBJ	*****CURRENT*****			*****YEAR-TO-DATE*****						
SUB	SUB	DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBR.	BUDGET	BALANCE	BDGT
60		Culture/Recreation										
601		Library										
	16	Library Personal Services										
	16 85	Salaries	45235	40517.33	90	226175	200939.92	89	.00	542823	341883.08	37
	16 **	Library Personal Services	45235	40517.33	90	226175	200939.92	89	.00	542823	341883.08	37
	19	Employee Benefits										
	19 05	Medical Insurance	4380	4187.92	96	21900	20939.60	96	.00	52569	31629.40	40
	19 10	IMRF	4615	3858.02	84	23075	19245.58	83	.00	55387	36141.42	35
	19 11	Social Security	2804	2465.34	88	14020	12001.36	86	.00	33655	21653.64	36
	19 12	Medicare	655	576.57	88	3275	2806.75	86	.00	7871	5064.25	36
	19 **	Employee Benefits	12454	11087.85	89	62270	54993.29	88	.00	149482	94488.71	37
	22	Other Contractual Service										
	22 02	Dues	166	298.00	180	830	894.00	108	.00	1995	1101.00	45
	22 03	Training	41	149.00	363	205	149.00	73	.00	500	351.00	30
	22 42	Internet Access	320	.00	0	1600	3840.00	240	.00	3840	.00	100
	22 66	Outside Reference Service	256	.00	0	1280	3078.00	241	.00	3078	.00	100
	22 **	Other Contractual Service	783	447.00	57	3915	7961.00	203	.00	9413	1452.00	85
	30	General Supplies										
	30 05	Office Supplies & Equip	58	55.22	95	290	228.25	79	.00	700	471.75	33
	30 07	Supplies Reimb by Patrons	45	67.65	150	225	91.54	41	.00	550	458.46	17
	30 **	General Supplies	103	122.87	119	515	319.79	62	.00	1250	930.21	26
	31	Public Works Supplies										
	31 85	Small Tools and Equipment	516	502.39	97	2580	3219.36	125	.00	6200	2980.64	52
	31 **	Public Works Supplies	516	502.39	97	2580	3219.36	125	.00	6200	2980.64	52
	32	Library Supplies										
	32 01	Program Supplies	58	.00	0	290	.00	0	.00	700	700.00	0
	32 78	Electronic Resources	31291	27140.89	87	156455	301948.59	193	.00	375497	73548.41	80
	32 90	Circulation Supplies	131	227.94	174	655	250.42	38	.00	1575	1324.58	16
	32 **	Library Supplies	31480	27368.83	87	157400	302199.01	192	.00	377772	75572.99	80
601	** **	Library	90571	80046.27	88	452855	569632.37	126	.00	1086940	517307.63	52
60	** **	Culture/Recreation	90571	80046.27	88	452855	569632.37	126	.00	1086940	517307.63	52
DIV	6450	TOTAL ***** Digital Services	90571	80046.27	88	452855	569632.37	126	.00	1086940	517307.63	52





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DETAIL BUDGET REPORT  
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FUND 291 Memorial Library Fund			DEPT/DIV 6470 User Services/Collection Services							ANNUAL	UNENCUMB.	%
BA	ELE	OBJ	*****CURRENT*****			*****YEAR-TO-DATE*****			BUDGET	BALANCE	BDGT	
SUB	SUB	DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBR.	BUDGET	BALANCE	BDGT
60		Culture/Recreation										
601		Library										
		Collection Services	235595	208388.70	89	1177975	1054823.74	90	.00	2827224	1772400.26	37

FUND 291 Memorial Library Fund			DEPT/DIV 6480 User Services/Belmont Makerspace						ANNUAL BUDGET	UNENCUMB. BALANCE	% BDGT	
BA	ELE	OBJ	*****CURRENT*****			*****YEAR-TO-DATE*****						
SUB	SUB	DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBR.			
60		Culture/Recreation										
601		Library										
	16	Library Personal Services										
	16 85	Salaries	29468	22123.45	75	147340	101603.50	69	.00	353626	252022.50	29
	16 **	Library Personal Services	29468	22123.45	75	147340	101603.50	69	.00	353626	252022.50	29
	18	Other Personal Services										
	18 05	Overtime Civilian	20	2.70	14	100	24.99	25	.00	250	225.01	10
	18 **	Other Personal Services	20	2.70	14	100	24.99	25	.00	250	225.01	10
	19	Employee Benefits										
	19 05	Medical Insurance	1173	2128.37	181	5865	10641.85	181	.00	14084	3442.15	76
	19 10	IMRF	3213	2301.13	72	16065	10546.18	66	.00	38562	28015.82	27
	19 11	Social Security	1827	1346.46	74	9135	6183.76	68	.00	21925	15741.24	28
	19 12	Medicare	427	314.91	74	2135	1446.14	68	.00	5128	3681.86	28
	19 **	Employee Benefits	6640	6090.87	92	33200	28817.93	87	.00	79699	50881.07	36
	20	Prof Technical Services										
	20 40	General Insurance	18	.00	0	90	.00	0	.00	216	216.00	0
	20 **	Prof Technical Services	18	.00	0	90	.00	0	.00	216	216.00	0
	21	Property Services										
	21 02	Equipment Maintenance	627	272.95	44	3135	1817.70	58	.00	7530	5712.30	24
	21 11	Building Maintenance	4613	2217.63	48	23065	18315.09	79	.00	55366	37050.91	33
	21 36	Equipment Rental	83	.00	0	415	.00	0	.00	1000	1000.00	0
	21 60	Water and Sewer Service	100	95.97	96	500	183.29	37	.00	1200	1016.71	15
	21 65	Other Services	25	13.01	52	125	60.52	48	.00	300	239.48	20
	21 **	Property Services	5448	2599.56	48	27240	20376.60	75	.00	65396	45019.40	31
	22	Other Contractual Service										
	22 02	Dues	66	114.00	173	330	114.00	35	.00	802	688.00	14
	22 03	Training	83	101.54	122	415	134.41	32	.00	1000	865.59	13
	22 28	Contr Prog & Exhib-Adult	1750	1800.00	103	8750	12334.52	141	.00	21000	8665.48	59
	22 38	Contr Prog & Exhib-Youth	125	.00	0	625	.00	0	.00	1500	1500.00	0
	22 42	Internet Access	256	231.99	91	1280	1159.95	91	.00	3075	1915.05	38
	22 **	Other Contractual Service	2280	2247.53	99	11400	13742.88	121	.00	27377	13634.12	50
	30	General Supplies										
	30 05	Office Supplies & Equip	166	152.08	92	830	965.92	116	.00	2000	1034.08	48
	30 07	Supplies Reimb by Patrons	685	1855.77	271	3425	3444.82	101	.00	8231	4786.18	42
	30 32	Software Library	562	.00	0	2810	3098.99	110	.00	6750	3651.01	46
	30 51	Heating Fuel	3345	401.20	12	16725	3121.04	19	.00	40140	37018.96	8
	30 **	General Supplies	4758	2409.05	51	23790	10630.77	45	.00	57121	46490.23	19
	31	Public Works Supplies										
	31 45	Janitorial Supplies	689	.00	0	3445	325.35	9	.00	8270	7944.65	4
	31 85	Small Tools and Equipment	1044	83.07	8	5220	1905.57	37	.00	12529	10623.43	15
	31 **	Public Works Supplies	1733	83.07	5	8665	2230.92	26	.00	20799	18568.08	11

FUND 291 Memorial Library Fund			DEPT/DIV 6480 User Services/Belmont Makerspace									
BA	ELE	OBJ	*****CURRENT*****			*****YEAR-TO-DATE*****			ANNUAL	UNENCUMB.	%	
SUB	SUB	DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBR.	BUDGET	BALANCE	BDGT
60		Culture/Recreation										
601		Library										
	32	Library Supplies										
	32 12	Program Events-Adult	1250	448.51	36	6250	3592.54	58	.00	15000	11407.46	24
	32 22	Program Events-Youth	250	.00	0	1250	15.32	1	.00	3000	2984.68	1
	32 **	Library Supplies	1500	448.51	30	7500	3607.86	48	.00	18000	14392.14	20
	50	Property										
	50 12	Computer Equipment	166	.00	0	830	1199.00	145	.00	2000	801.00	60
	50 15	Other Equipment	1268	.00	0	6340	.00	0	.00	15221	15221.00	0
	50 **	Property	1434	.00	0	7170	1199.00	17	.00	17221	16022.00	7
601 ** **		Library	53299	36004.74	68	266495	182234.45	68	.00	639705	457470.55	29
60 ** **		Culture/Recreation	53299	36004.74	68	266495	182234.45	68	.00	639705	457470.55	29
DIV 6480		TOTAL ***** Belmont Makerspace	53299	36004.74	68	266495	182234.45	68	.00	639705	457470.55	29
DEPT 64		TOTAL ***** User Services	830270	717590.04	86	4151350	3701427.74	89	.00	9963835	6262407.26	37
FUND 291		TOTAL ***** Memorial Library Fund	1288579	1122836.80	87	6442895	5945196.34	92	.00	15464087	9518890.66	38
GRAND		TOTAL *****	1288579	1122836.80	87	6442895	5945196.34	92	.00	15464087	9518890.66	38

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DETAIL BUDGET REPORT  
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REPORT SELECTIONS

Fiscal year . . . . . : 2022  
Fund . . . . . : 491  
All Departments  
All Divisions  
Suppress accounts with zero balances . . . . : Y  
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FUND 491 Capital Projects-Library			DEPT/DIV 6001 Executive Office/Administration									
BA	ELE	OBJ	*****CURRENT*****			*****YEAR-TO-DATE*****				ANNUAL	UNENCUMB.	%
SUB	SUB	DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBR.	BUDGET	BALANCE	BDGT
60		Culture/Recreation										
601		Library										
	50	Property										
	50	55 Other Capital Outlay	33333	4168.57	13	166665	12065.29	7	.00	400000	387934.71	3
	50	** Property	33333	4168.57	13	166665	12065.29	7	.00	400000	387934.71	3
601	**	** Library	33333	4168.57	13	166665	12065.29	7	.00	400000	387934.71	3
60	**	** Culture/Recreation	33333	4168.57	13	166665	12065.29	7	.00	400000	387934.71	3
DIV	6001	TOTAL *****										
		Administration	33333	4168.57	13	166665	12065.29	7	.00	400000	387934.71	3

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FUND 491 Capital Projects-Library			DEPT/DIV 6020 Executive Office/Facilities									
BA	ELE	OBJ	*****CURRENT*****			*****YEAR-TO-DATE*****			ANNUAL	UNENCUMB.	%	
SUB	SUB	DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBR.	BUDGET	BALANCE	BDGT
60		Culture/Recreation										
601		Library										
	50	Property										
	50	15 Other Equipment	85743	42930.75	50	428715	830817.75	194	.00	1028926	198108.25	81
	50	** Property	85743	42930.75	50	428715	830817.75	194	.00	1028926	198108.25	81
601	**	** Library	85743	42930.75	50	428715	830817.75	194	.00	1028926	198108.25	81
60	**	** Culture/Recreation	85743	42930.75	50	428715	830817.75	194	.00	1028926	198108.25	81
DIV	6020	TOTAL ***** Facilities	85743	42930.75	50	428715	830817.75	194	.00	1028926	198108.25	81
DEPT	60	TOTAL ***** Executive Office	119076	47099.32	40	595380	842883.04	142	.00	1428926	586042.96	59

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DETAIL BUDGET REPORT  
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FUND 491 Capital Projects-Library			DEPT/DIV 6480 User Services/Belmont Makerspace						ANNUAL	UNENCUMB.	%
BA	ELE	OBJ	*****CURRENT*****			*****YEAR-TO-DATE*****			BUDGET	BALANCE	BDGT
SUB	SUB	DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBR.		
60		Culture/Recreation									
601		Library									
	50	Property									
	50 55	Other Capital Outlay	5416	.00	0	27080	6488.50	24	.00	65000	58511.50 10
	50 **	Property	5416	.00	0	27080	6488.50	24	.00	65000	58511.50 10
601 ** **		Library	5416	.00	0	27080	6488.50	24	.00	65000	58511.50 10
60 ** **		Culture/Recreation	5416	.00	0	27080	6488.50	24	.00	65000	58511.50 10
DIV 6480		TOTAL *****									
		Belmont Makerspace	5416	.00	0	27080	6488.50	24	.00	65000	58511.50 10
DEPT 64		TOTAL *****									
		User Services	5416	.00	0	27080	6488.50	24	.00	65000	58511.50 10
FUND 491		TOTAL *****									
		Capital Projects-Library	124492	47099.32	38	622460	849371.54	137	.00	1493926	644554.46 57
GRAND		TOTAL *****	124492	47099.32	38	622460	849371.54	137	.00	1493926	644554.46 57

June 21, 2022

(Action Item 8)

**ACCOUNTS PAYABLE  
CHECK REGISTER  
ARLINGTON HEIGHTS MEMORIAL LIBRARY  
May 31, 2022**

<b>Fund Number</b>	<b>Fund Name</b>	<b>Fund Total</b>
291	General Fund - Library	\$296,212.36
491	Capital Projects Fund - Library	\$47,099.32
<b>Total Disbursements</b>		<u>\$343,311.68</u>
<b>Payrolls Paid</b>		
5/6/2022		\$298,130.78
5/20/2022		\$316,331.37
<b>Total Payroll Disbursements</b>		<u>\$614,462.15</u>
<b>Journal Entry Expenditures by Village On Behalf Of the Library</b>		
5/31/2022	Group Insurance	\$110,483.33
5/31/2022	IMRF	\$60,130.76
5/31/2022	Social Security	\$36,589.05
5/31/2022	Medicare	\$8,557.03
		<u>\$215,760.17</u>
<b>Total Disbursed</b>		<u><u>\$1,173,534.00</u></u>



CHECK	PAYEE	ACCOUNT	DESCRIPTION	AMOUNT	TOTAL
/PAYM #					
83435	ARLINGTON HTS MEMORIAL LIBRARY	291-0000-489.90-00	CORPORATE CASHBACK	163.56-	163.56-
83482	GROUP ADMINISTRATORS	291-0000-210.97-00 291-0000-210.99-00	FSA MED MAY FSA DEP MAY	3,484.64 1,153.86	4,638.50
83524	NORTHWEST MUNICIPAL CONFERENCE	291-0000-140.05-00	PREPAID NORTHWEST MUNICIP	1,699.83	1,699.83
83530	PROQUEST LLC	291-0000-140.05-00	PREPAID PROQUEST CHICAGO	3,343.21	3,343.21
83545	SONTIQ, INC	291-0000-210.83-00	APRIL ULTRASECURE IDENTIT	88.36	88.36
83551	TIMECLOCK PLUS	291-0000-140.05-00	PREPAID TCP LICENSE RENEW	678.00	678.00
83553	TODAYS BUSINESS SOLUTIONS	291-0000-140.05-00	PREPAID TBS PRINTER LEASE	7,153.42	7,153.42
***** DIVISION TOTAL ****					17,437.76
***** DEPARTMENT TOTAL **					17,437.76

DEPARTMENT: 60	Executive Office	DIVISION: 01			
83427	ALA MEMBERSHIP	291-6001-601.22-02	ALA DUES - SOMARY A	201.00	
		291-6001-601.22-02	ALA DUES - GALLA S	201.00	
		291-6001-601.22-02	ALA DUES - SMART D	201.00	603.00
83429	AMAZON.COM CREDIT	291-6001-601.30-05	OFFICE SUPPLIES	59.89	
		291-6001-601.30-05	OFFICE SUPPLIES	31.97	
		291-6001-601.31-85	POW/MIA FLAG	35.95	
		291-6001-601.31-85	PRIDE PROGRESS FLAG	9.95	
		291-6001-601.31-85	PRIDE FLAG	29.50-	
		291-6001-601.31-85	PRIDE FLAG	29.50	137.76
83433	ARLINGTON HTS MEMORIAL LIBRARY	291-6001-601.22-03	SPUNKY DUNKERS FOR OPEN	45.34	
		291-6001-601.22-03	REACHING FORWARD-D TABOR	29.74	
		291-6001-601.22-03	REACHING FORWARD-J SEMLA	30.80	
		291-6001-601.22-03	MILEAGE-DOREN	15.56	
		291-6001-601.22-03	REACHING FORWARD-P SCHWAR	27.52	
		291-6001-601.22-03	REACHING FORWARD-S ROBINS	30.80	
		291-6001-601.22-03	REACHING FORWARD-M MAIER	27.52	
		291-6001-601.22-03	SUPPLIES FOR OPEN MIKE	14.99	
		291-6001-601.22-03	SUPPLIES & MILEAGE FOR OP	43.74	
		291-6001-601.22-03	REACHING FORWARD-S PRINCE	14.74	
		291-6001-601.22-03	REACHING FORWARD-J PINOTT	15.00	
		291-6001-601.22-03	REACHING FORWARD-A MORENO	30.80	326.55
83435	ARLINGTON HTS MEMORIAL LIBRARY	291-6001-601.22-03	MAVA CONF REG-J BEGICH	350.00	
		291-6001-601.22-03	BACK IN CIRC CONF REFUND	2.20-	
		291-6001-601.22-03	BACK IN CIRC CONF REG	642.20	
		291-6001-601.22-03	ALA CONF FLIGHT-D SMART	505.65	

CHECK	PAYEE	ACCOUNT	DESCRIPTION	AMOUNT	TOTAL
/PAYM #					
		291-6001-601.22-03	ALA CONF FLIGHT-M DRISKEL	505.65	
		291-6001-601.22-03	ALA CONF FLIGHT-A HARDER	557.20	
		291-6001-601.22-03	CHAMBER 75TH-D SMART	20.00	
		291-6001-601.32-72	D25 LIBRARY BOARD MEETING	324.08	
		291-6001-601.32-72	D25 JOINT BOARD MEETING	339.08	
		291-6001-601.21-65	CASHBACK PROGRAM FEE	90.00	
		291-6001-601.21-65	NEW MEMBERSHIP FEE	37.50	3,369.16
83441	BAKER & TAYLOR	291-6001-601.32-99	EMPL REIMBURSED PURCHASE	18.65	18.65
83470	FINER LINE	291-6001-601.30-05	NAME BADGES	19.14	
		291-6001-601.30-05	NAME BADGES	19.02	38.16
83482	GROUP ADMINISTRATORS	291-6001-601.19-53	FSA FEES MAY	152.00	152.00
83534	ROBBINS SCHWARTZ	291-6001-601.20-20	LEGAL SERVS APRIL	161.25	
		291-6001-601.20-20	LEGAL SERVS NOV'21	53.75	215.00
83557	US POSTAL SERVICE-QUADIENT POSTAGE	291-6001-601.22-05	ACCT#8028351 CUSTOMER#608	2,500.00	2,500.00
83560	VERIZON WIRELESS	<- 291-6001-601.22-70	TELEPHONE 4/26-5/25	353.41	353.41
83564	WAREHOUSE DIRECT	291-6001-601.32-99	EMPL REIMBURSED CLOTHING	21.44	21.44
83567	WILLIAMS ASSOCIATES ARCHITECTS	491-6001-601.50-55	APRIL KID'S WORLD CONSTRU	4,104.37	
		491-6001-601.50-55	MAY KID'S WORLD CONSTRUCT	64.20	4,168.57
***** DIVISION TOTAL ****					11,903.70

*Communications and Marketing*

83429	AMAZON.COM CREDIT	291-6002-601.30-05	BADGE HOLDERS	43.99	
		291-6002-601.30-05	LITSTROLL LANYARDS	62.28	
		291-6002-601.32-72	FOURTH OF JULY ITEMS	247.32	353.59
83435	ARLINGTON HTS MEMORIAL LIBRARY	291-6002-601.22-10	BUSINESS CARDS-C SHIN	31.49	
		291-6002-601.22-10	BUSINESS CARDS-C EVANGELI	31.49	
		291-6002-601.22-10	BUSINESS CARDS-C SHIN	33.49	
		291-6002-601.22-10	BUSINESS CARDS-SEMLA,SON,	132.49	
		291-6002-601.30-05	SUMMER READING STICKERS	774.50	1,003.46
83436	ARTGRAFIX/STOVER GRAPHICS	291-6002-601.30-05	FOAM BOARD	1,291.19	1,291.19
83445	BENSON,BRIAN	291-6002-601.30-05	SUMMER READING DISPLAY SU	404.24	404.24
83452	CARDINAL COLORGROUP	291-6002-601.22-10	STORY WALK BACKGROUND	1,280.00	
		291-6002-601.22-10	SUMMER LOG BOOKS	1,545.00	
		291-6002-601.22-10	SUMMER NEWSLETTER	19,692.00	22,517.00
83555	ULINE	291-6002-601.30-05	PLASTIC CORRUGATED PADS	198.99	

CHECK	PAYEE	ACCOUNT	DESCRIPTION	AMOUNT	TOTAL
/PAYM #					198.99
83571	4ALL PROMOTIONS	291-6002-601.32-72	SUPERHERE MASKS & T-SHIRT	4,269.07	
		291-6002-601.32-72	SUNGLASSES GIVEAWAYS	819.38	5,088.45
83572	4IMPRINT	291-6002-601.22-10	BOOKMOBILE STICKERS	562.74	
		291-6002-601.32-72	CONVENTION BAG 12"X9-1/2'	574.13	
		291-6002-601.32-72	MOOD CUPS YOUTH GIVEAWAYS	365.27	1,502.14
***** DIVISION TOTAL ****					32,359.06

*Human Resources*

DEPARTMENT:	PAYEE	ACCOUNT	DESCRIPTION	AMOUNT	TOTAL
60 Executive Office					
83425	ACCURATE EMPLOYMENT SCREENING LLC	291-6003-601.21-65	EMPLOYEE & VOL SCREENING	331.00	331.00
83428	ALBERTSONS/SAFEWAY	291-6003-601.40-70	NATIONAL LIBRARY WEEK SOD	43.96	
		291-6003-601.40-70	VOLUNTEER APPRECIATION SN	120.90	164.86
83429	AMAZON.COM CREDIT	291-6003-601.22-55	STAFF DAY DRAGN SUPPLIES	17.98	
		291-6003-601.22-55	STAFF DAY ACTIVITIES	117.55	
		291-6003-601.40-70	RECOGNITION AWARD	24.99	
		291-6003-601.32-01	NAME TAGS FOR SAM	11.99	172.51
83435	ARLINGTON HTS MEMORIAL LIBRARY	291-6003-601.22-55	STAFF DAY LUNCH	2,236.45	
		291-6003-601.22-55	STAFF DAY SUPPLIES	47.20	
		291-6003-601.22-55	STAFF DAY BREAKFAST	735.00	
		291-6003-601.22-55	STAFF DAY DRAGON SUPPLIES	124.03	
		291-6003-601.40-70	SLC 2022 STAFF SUMMER REA	60.20	3,202.88
83443	BECKMAN,SUSAN	291-6003-601.40-62	TUTITION REIMBURSEMENT	400.50	400.50
83449	BLICK ART MATERIALS	291-6003-601.22-55	STAFF DAY ART SUPPLIES-2	18.89	
		291-6003-601.22-55	STAFF DAY ART SUPPLIES-1	144.20	163.09
83450	BOBIS,LISA	291-6003-601.40-70	RETIREMENT PARTY 2 EMPL	100.00	100.00
83455	CERTIF-A-GIFT COMPANY	291-6003-601.40-70	VOLUNTEER GIFT REDEMPTION	88.00	
		291-6003-601.40-70	VOLUNTEER GIFT REDEMPTION	208.00	
		291-6003-601.40-70	VOLUNTEER GIFT REDEMPTION	28.00	324.00
83465	DWORIANYN,RICH	291-6003-601.40-62	TUITION REIMBURSEMENT	879.00	879.00
83472	FLOWER STUDIO INC	291-6003-601.40-70	VASED ARRANGEMENTS	100.00	100.00
83484	HR SOURCE	291-6003-601.22-02	HR SOURCE DUES 7/2022-6/2	2,590.00	
		291-6003-601.22-02	2022 PUBLIC LIBRARY SUPPL	150.00	2,740.00
83493	JARED,BRIAN	291-6003-601.40-62	TUITION REUMBURSEMENT	2,876.81	2,876.81
83518	MORAVEC,JANET	291-6003-601.22-55	STAFF DAY SUPPLIES	194.53	194.53
83524	NORTHWEST MUNICIPAL CONFERENCE	291-6003-601.19-50	EAP RENEWAL 5/2022-4/2023	3,399.67	

CHECK	PAYEE	ACCOUNT	DESCRIPTION	AMOUNT	TOTAL
/PAYM #					3,399.67
83536	ROUNDY'S INC	291-6003-601.22-55	STAFF DAY WATER	76.33	76.33
83564	WAREHOUSE DIRECT	291-6003-601.22-55	STAFF DAY APPAREL	152.56	152.56
83568	WILLIAMS, MATTHEW	291-6003-601.40-62	TUITION REIMBURSEMENT	1,318.50	1,318.50
***** DIVISION TOTAL ****					16,596.24

*Gifts and Grants*

		291-6004-601.21-65	FLAGS FOR ESL OFFICE	6.55	
		291-6004-601.21-65	FLAGS FOR ESL OFFICE	8.44	
		291-6004-601.21-65	FLAGS FOR ESL OFFICE	6.55	
		291-6004-601.21-65	FLAGS FOR ESL OFFICE	64.10	
		291-6004-601.32-72	STFF DAY AFT PRTY SUPPLY	36.93	
		291-6004-601.32-80	BOOKS	20.10	142.67
83435	ARLINGTON HTS MEMORIAL LIBRARY	291-6004-601.21-65	SENIOR CENTER ARTWORK-IN	850.00	
		291-6004-601.32-02	SUMMER READING WEEKLY DRA	120.00	
		291-6004-601.32-02	SUMMER READING GIFT CARDS	405.95	
		291-6004-601.32-02	SUMMER READING GIFT CARDS	120.00	
		291-6004-601.32-72	STAFF DAY AFTER PARTY	180.59	1,676.54
83441	BAKER & TAYLOR	291-6004-601.32-02	BOOKS SUMMER READING PRIZ	89.39	
		291-6004-601.32-02	BOOKS SUMMER READING PRIZ	451.46	
		291-6004-601.32-02	BOOKS SUMMER READING PRIZ	35.23	
		291-6004-601.32-80	BOOKS	13.56	589.64
83456	CHICAGO DISTRIBUTION CENTER	291-6004-601.32-02	COMMUNITY GIVEAWAY BOOKMA	205.65	205.65
83492	INGRAM LIBRARY SERVICES	291-6004-601.32-02	BOOKS SUMMER READING PRIZ	171.55	
		291-6004-601.32-02	BOOKS SUMMER READING PRIZ	40.07	
		291-6004-601.32-80	BOOKS	14.88	
		291-6004-601.32-80	BOOKS	10.23	
		291-6004-601.32-80	BOOKS	10.23	246.96
83536	ROUNDY'S INC	291-6004-601.32-72	POPCORN F/STAFF DAY AFTER	20.97	20.97
83549	STATE GRAPHICS	291-6004-601.22-10	MEMORIAL DAY PARADE PROGR	555.50	555.50
83563	WAIST UP	291-6004-601.32-02	SUMMER READING VOLUNTEER	961.17	961.17
***** DIVISION TOTAL ****					4,399.10

*Finance*

83531	NEOPOST) QUADIENT, INC.(B2/24/2020	291-6008-601.21-36	PREMIER MAINT & METER	503.58	7.90
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CHECK	PAYEE	ACCOUNT	DESCRIPTION	AMOUNT	TOTAL
/PAYM #					503.58

\*\*\*\*\* DIVISION TOTAL \*\*\*\*\* *Information Technology* 511.48

CHECK	PAYEE	ACCOUNT	DESCRIPTION	AMOUNT	TOTAL
DEPARTMENT: 60	Executive Office	DIVISION: 10			
83429	AMAZON.COM CREDIT	291-6010-601.31-85	STAFF MONITORS	899.94	
		291-6010-601.31-85	IPAD CHARGING CABLE	49.27	
		291-6010-601.30-30	INK FOR INKJET PRINTERS	237.16	
		291-6010-601.30-30	TONER FOR PRINTERS	83.00	
		291-6010-601.30-30	TONER FOR MP STAFF COPIER	249.00	
		291-6010-601.30-30	TONER	193.95	1,712.32
83435	ARLINGTON HTS MEMORIAL LIBRARY	291-6010-601.22-42	EMERGENCY TEXTING SERVICE	94.98	
		291-6010-601.30-32	LAT ZOOM SUBSCRIPTION	280.00	
		291-6010-601.20-05	DOMAIN PRIVACY RENEWAL	5.97	
		291-6010-601.20-05	PAYFLOW PRO SUBSCRIPTION	54.10	
		291-6010-601.22-42	BUSINESS CABLE, 5/1-5/31	21.04	
		291-6010-601.22-42	SC INTERNET, 4/21-5/20	140.57	
		291-6010-601.22-42	ADT SECURITY FOR MAKERPLA	51.99	
		291-6010-601.30-32	RIDDLE.COM SUBSCRIPTION	49.00	
		291-6010-601.30-32	YOUTUBE PREMIUM SUBSCRIPT	11.99	
		291-6010-601.30-32	QUICKTAP SURVEY ANNUAL SU	1,570.00	
		291-6010-601.30-32	VOLUNTEER SOFTWARE SUBSCR	165.00	
		291-6010-601.30-32	CONFERENCE PHONE BRIDGE	1.50	
		291-6010-601.30-32	BASECAMP ANNUAL SUBSCRIPT	899.00	
		291-6010-601.30-32	OFFICE365 MONTHLY SUBSCRI	651.75	
		291-6010-601.30-32	CROWDPURR ANNUAL RENEWAL	299.94	
		291-6010-601.30-32	KINDLE UNLIMITED SUBSCRIP	9.99	
		291-6010-601.30-32	AMAZON FREETIME SUBSCRIPT	4.99	
		291-6010-601.30-32	AMAZON S3 BACKUP STORAGE	391.36	
		291-6010-601.30-32	TRELLO MONTHLY SUBSCRIPT	35.00	
		291-6010-601.30-32	GOOGLE GSUITE SUBSCRIPTIO	54.00	
		291-6010-601.30-32	SPOTIFY PREMIUM SUBSCRIPT	15.99	
		291-6010-601.30-32	AMAZON MUSIC SUBSCRIPTION	9.99	
		291-6010-601.31-85	IPHONE HOLDER FOR TRIPOD	7.89	
		291-6010-601.31-85	BATTERIES FOR MAKERPLACE	34.87	4,860.91
83438	AT&T MOBILITY	291-6010-601.22-42	INTERNET ACCESS 4/28-5/27	138.69	138.69
83439	B & H PHOTO VIDEO	291-6010-601.30-30	EPSON ROLL PAPER	479.80	479.80
83441	BAKER & TAYLOR	291-6010-601.30-32	CONTENT CAFE 7/2022-6/202	1,659.60	1,659.60
83453	CDW GOVERNMENT INC	291-6010-601.50-12	STUDIO MAC REPLACEMENT	499.99	
		291-6010-601.50-12	STUDIO MAC REPLACEMENT	499.99-	
		291-6010-601.50-12	STUDIO MAC REPLACEMENTS	2,514.94	2,514.94
83457	COMCAST	291-6010-601.22-42	MAY INTERNET SERVS AHML	1,580.63	
		291-6010-601.22-42	JUNE INTERNET SERVS AHML	1,554.95	3,135.58
83489	ILLINOIS HEARTLAND LIBRARY SYSTEM	291-6010-601.30-32	EZPROXY 5/1/22-4/30/23	670.06	

CHECK	PAYEE	ACCOUNT	DESCRIPTION	AMOUNT	TOTAL
/PAYM #					670.06
83490	IMAGE SYSTEMS & BUSINESS SOLUTIONS	291-6010-601.21-02	EQUIPMENT MAINTENANCE	12.75	
		291-6010-601.21-02	EQUIPMENT MAINTENANCE	565.57	578.32
83491	IMPACT NETWORKING LLC	291-6010-601.21-02	EQUIPMENT MAINTENANCE	326.79	
		291-6010-601.21-02	EQUIPMENT MAINTENANCE	588.61	
		291-6010-601.21-02	EQUIPMENT MAINTENANCE	423.32	
		291-6010-601.21-02	EQUIPMENT MAINTENANCE	549.07	1,887.79
83517	MONOPRICE INC	291-6010-601.31-85	HEADPHONES	120.65	120.65
83532	QUILL LLC	291-6010-601.30-30	TONER FOR PRINTERS	576.48	
		291-6010-601.30-30	TONER	450.15	1,026.63
83533	RCN	291-6010-601.22-42	ACCT#443884401 INTERNET	2,285.17	2,285.17
83538	SCANDIT INC	291-6010-601.30-32	BARCODE SCANNER - WEB SDK	1,500.00	1,500.00
83551	TIMECLOCK PLUS	291-6010-601.30-32	LICENSE RENEWAL 2/2022-1/	7,458.00	7,458.00
83553	TODAYS BUSINESS SOLUTIONS	291-6010-601.30-32	PRINTER LEASE YEAR 5	5,109.58	5,109.58
***** DIVISION TOTAL ****					35,138.04

*Security*

DEPARTMENT: 60 Executive Office  
83562 VILLAGE OF MOUNT PROSPECT

DIVISION: 15  
291-6015-601.22-03 CPR/AED TRAINING

945.00 945.00

\*\*\*\*\* DIVISION TOTAL \*\*\*\*

*Facilities*

DEPARTMENT: 60 Executive Office  
83426 ADVANCE AUTO PARTS

DIVISION: 20  
291-6020-601.21-07 VEHICLE EQUIPM MAINTEN

37.46 37.46

83429 AMAZON.COM CREDIT

291-6020-601.21-11 WINDOW SCREEN REPAIRS  
291-6020-601.21-11 WINDOW SCREEN REPAIRS  
291-6020-601.21-11 WINDOW SCREEN REPAIRS  
291-6020-601.21-11 WINDOW SCREEN REPAIRS  
291-6020-601.21-11 MAINTENANCE SUPPLIES

17.88  
42.08  
13.79  
17.88  
106.69 198.32

83430 ANDERSON PEST SOLUTIONS

291-6020-601.21-11 REG SERVS JUNE

93.45 93.45

83431 AQUARIUM ADVENTURE

291-6020-601.21-11 REG SERVS MAY

280.00 280.00

83432 ARLINGTON HEIGHTS FORD

291-6020-601.21-07 OIL & FILTER CHANGE  
291-6020-601.21-07 VAN MAINTENANCE

114.11  
69.48 183.59

83433 ARLINGTON HTS MEMORIAL LIBRARY

291-6020-601.21-11 DIVINE SIGNS-BALANCE PARK

2,337.50 2,337.50

83435 ARLINGTON HTS MEMORIAL LIBRARY

291-6020-601.21-07 BOOKMOBILE DOOR LATCH

38.65

CHECK	PAYEE	ACCOUNT	DESCRIPTION	AMOUNT	TOTAL
/PAYM #					
		291-6020-601.21-11	MAINTENANCE SUPPLIES	70.14	
		291-6020-601.21-11	CABINET HINGE	119.48	
		291-6020-601.21-11	LIGHT BULBS	496.55	724.82
83440	BADE SUPPLY	291-6020-601.31-45	JANITORIAL SUPPLIES	880.00	880.00
83458	COMED	291-6020-601.30-51	HEATING 4/8-5/9	2.99	
		291-6020-601.30-51	HEATING 4/8-5/9	109.40	112.39
83463	DEFRANCO PLUMBING INC	291-6020-601.21-11	4/23 BATHROOMS BACKING UP	626.70	626.70
83469	FE MORAN, INC	491-6020-601.50-15	HVAC	42,930.75	42,930.75
83476	GARDEN GUY, INC.	291-6020-601.21-11	MAY LANDSCAPE MAINT AHML	682.00	682.00
83478	GRAINGER INC,W W	291-6020-601.21-11	MAINTENANCE SUPPLIES	150.33	
		291-6020-601.21-11	ILLINOIS STATE FLAGS	161.68	
		291-6020-601.21-11	MAINTENANCE SUPPLIES	17.28	
		291-6020-601.21-11	PLUMBING PARTS	93.28	
		291-6020-601.21-11	PLUMBING PARTS	58.63	
		291-6020-601.21-11	MAINTENANCE SUPPLIES	266.24	747.44
83486	IGS ENERGY	291-6020-601.30-51	NATURAL GAS APRIL	3,303.92	3,303.92
83507	MASTER MAINTENANCE SERVICE INC	291-6020-601.21-11	JANITORIAL SERVS JUNE	4,599.00	4,599.00
83513	MENARDS-MOUNT PROSPECT	291-6020-601.21-11	BLDG MAINTENANCE	37.06	
		291-6020-601.21-11	BLDG MAINTENANCE	33.64	
		291-6020-601.21-11	BLDG MAINTENANCE	32.42	103.12
83515	MIDWEST PAPER RETRIEVER	291-6020-601.21-11	RECYCLING SERVS MAY	69.00	69.00
83519	MOUNT PROSPECT PAINT INC	291-6020-601.21-11	PAINT	67.98	67.98
83525	OAK BROOK MECHANICAL SERVICES	291-6020-601.21-11	CHILLER WINTER WORK	7,931.00	7,931.00
83539	SECURITAS ELECTRONIC SECURITY, INC.	291-6020-601.21-02	ELEVATOR MONITORING 6/1-8	67.74	
		291-6020-601.21-02	ELEVATOR MONITORING 6/1-8	67.74	
		291-6020-601.21-02	INTRUSION ALARM MONITORIN	118.17	253.65
83542	SHERWIN ACE HARDWARE INC	291-6020-601.21-11	BLDG MAINTENANCE	4.72	
		291-6020-601.21-11	BLDG MAINTENANCE	13.58	
		291-6020-601.21-11	BLDG MAINTENANCE	7.77	
		291-6020-601.21-11	BLDG MAINTENANCE	7.55	
		291-6020-601.21-11	BLDG MAINTENANCE	13.77	
		291-6020-601.21-11	BLDG MAINTENANCE	46.54	
		291-6020-601.21-11	BLDG MAINTENANCE	64.91	
		291-6020-601.21-11	BLDG MAINTENANCE	5.99	
		291-6020-601.21-11	BLDG MAINTENANCE	26.37	
		291-6020-601.21-11	BLDG MAINTENANCE	49.97	
		291-6020-601.21-11	BLDG MAINTENANCE	28.97	

CHECK	PAYEE	ACCOUNT	DESCRIPTION	AMOUNT	TOTAL
/PAYM #					
		291-6020-601.21-11	BLDG MAINTENANCE	26.56	
		291-6020-601.21-11	BLDG MAINTENANCE	76.74	
		291-6020-601.21-11	BLDG MAINTENANCE	43.55	
		291-6020-601.21-11	BLDG MAINTENANCE	25.12	442.11
83547	STANDARD ELEVATOR CO	291-6020-601.21-02	REG SERVS JUNE AHML	1,017.60	1,017.60
83550	TAYLOR PLUMBING INC	291-6020-601.21-11	BACKFLOW TESTING	340.00	340.00
83561	VILLAGE OF ARLINGTON HEIGHTS	291-6020-601.21-60	WATER/SEWER 2/24-4/27	1,575.30	
		291-6020-601.21-60	WATER/SEWER 2/28-4/29	82.94	
		291-6020-601.30-50	FUEL MAY	455.11	2,113.35
83569	WM CORPORATE SERVICES INC	291-6020-601.21-11	WASTE, RECYCLING & GREEN	823.45	823.45
***** DIVISION TOTAL ****					70,898.60
***** DEPARTMENT TOTAL **					172,751.22

Youth Services

DEPARTMENT: 64 User Services

DIVISION: 01

83428	ALBERTSONS/SAFEWAY	291-6401-601.32-02	PROGRAM EVENTS	106.60	
		291-6401-601.32-02	TEEN FINALS	199.88	306.48
83429	AMAZON.COM CREDIT	291-6401-601.32-90	TEEN SUMMER READING PRIZE	44.99	
		291-6401-601.32-01	TEEN SUMMER READING PRIZE	17.98	
		291-6401-601.32-02	TEEN SUMMER READING PRIZE	194.04	
		291-6401-601.32-01	MAY HUB DISPLAY	30.49	
		291-6401-601.32-02	TEEN SUMMER READING PRIZE	28.98	
		291-6401-601.32-02	TEEN SUMMER READING PRIZE	38.66	
		291-6401-601.32-02	TEEN SUMMER READING PRIZE	42.87	
		291-6401-601.32-01	BABY/TODLR SUMMER READING	49.60	
		291-6401-601.32-02	BABY/TODLR SUMMER READING	368.54	
		291-6401-601.32-01	BABY/TODLR SUMMER READING	25.92	
		291-6401-601.30-05	DBLE SIDE LAMINATE REFILL	53.99	
		291-6401-601.32-01	TWEEN JUNE DIY KITS	185.00	
		291-6401-601.32-01	JUNE TWEEN DIY KITS	19.10	
		291-6401-601.32-02	SUMR READ PLINKO PRIZE	53.98	
		291-6401-601.32-02	SUMR READ TWEEN KIT	39.95	
		291-6401-601.32-02	SUMR READ TWEEN KIT	14.46	
		291-6401-601.32-02	SUMR READ TWEEN KIT	12.02	
		291-6401-601.32-01	IMAGINATION STATION	62.97	
		291-6401-601.32-01	TWEEN JUNE DIY KITS	74.95	
		291-6401-601.32-02	COUNTDOWN TO KINDERGARTEN	92.57	
		291-6401-601.32-01	COUNTDOWN TO KINDERGARTEN	20.91	
		291-6401-601.32-02	COUNTDOWN TO KINDERGARTEN	13.49	
		291-6401-601.32-02	COUNTDOWN TO KINDERGARTEN	5.55	
		291-6401-601.30-05	OFFICE SUPPLIES	60.28	
		291-6401-601.32-02	PREP FOR PRIDE TEEN PGRM	16.00	
		291-6401-601.32-02	PREP FOR PRIDE TEEN PGRM	16.49	



CHECK	PAYEE	ACCOUNT	DESCRIPTION	AMOUNT	TOTAL
/PAYM #					
		291-6401-601.32-02	PREP FOR PRIDE TEEN PGRM	5.49	
		291-6401-601.32-02	PREP FOR PRIDE TEEN PGRM	146.90	
		291-6401-601.32-02	CAMPFIRE TALES BALLOONS	12.99	
		291-6401-601.32-01	KW SUMMER CRAFT TABLE	58.12	
		291-6401-601.32-02	SUM RDG TWEEN ACTIVITY KIT	32.45	
		291-6401-601.32-02	SUM RDG COUPON BAG LABELS	53.96	
		291-6401-601.32-01	JUNE HUB DIY KIT SUPPLIES	15.98	
		291-6401-601.32-01	JUNE HUB DIY KIT SUPPLIES	22.88	
		291-6401-601.32-02	PING PONG BALL PLAYGROUP	11.49	
		291-6401-601.30-05	VINYL FOR HUB CRICUT	44.99	
		291-6401-601.32-02	JUNE TAG MTG SUPPLIES	90.54	
		291-6401-601.32-02	SUMMER RDG DESK SUPPLIES	10.97	
		291-6401-601.32-01	IMAGINATION STATION	11.64	
		291-6401-601.30-05	DESK FLAGS FOR WORKSPACES	70.41	2,172.59
83433	ARLINGTON HTS MEMORIAL LIBRARY	291-6401-601.32-02	APRIL PROGRAM SUPPLIES	13.97	
		291-6401-601.32-01	FOOD FLANNEL BOARD WOYC	20.99	
		291-6401-601.32-02	TEEN PROG SUPPLIES, 5/4	27.56	
		291-6401-601.32-01	PASSIVE CRAFT SUPPLIES	28.24	
		291-6401-601.22-03	MILEAGE-GARRETT	14.27	
		291-6401-601.22-03	MILEAGE-DAKAS	5.91	
		291-6401-601.32-02	STORYTIME SUPPLIES	33.11	
		291-6401-601.32-02	STORYTIME SUPPLIES	28.94	
		291-6401-601.32-02	OUTREACH PRIZES	23.96	
		291-6401-601.22-03	MIELAGE-MCGUIRE	17.02	
		291-6401-601.22-03	MILEAGE-PRINCE	3.74	
		291-6401-601.22-03	MILEAGE-PRINCE	6.90	
		291-6401-601.32-01	TWEEN DIY	7.98	
		291-6401-601.32-01	TEEN DIY MAY SUPPLIES	33.96	
		291-6401-601.32-02	PROGRAM REFRESHMENTS, 5/1	13.99	
		291-6401-601.22-03	MILEAGE-MCGUIRE	17.73	298.27
83435	ARLINGTON HTS MEMORIAL LIBRARY	291-6401-601.22-03	SERVSAFE CERT-J PINOTTI	15.00	
		291-6401-601.30-05	CRICUT SUPPLIES	88.90	
		291-6401-601.32-02	LITTLES' TAKE HOME KIT SR	30.00	
		291-6401-601.32-02	LITTLES' TAKE HOME KIT SR	15.00	
		291-6401-601.32-02	TERRARIUMS, TAX REFUND	6.74-	
		291-6401-601.32-02	TEEN SRP PRIZE CONTAINER	19.99	
		291-6401-601.32-02	TWEEN SRP ACTIVITY KIT	73.03	
		291-6401-601.32-02	TERRARIUM BOWLS	83.73	
		291-6401-601.32-02	TWEEN SRP ACTIVITY KIT	258.80	
		291-6401-601.32-02	TEEN SRP PRIZES	31.25	
		291-6401-601.32-02	SRP KIDS PLINKO PRIZES	132.21	
		291-6401-601.32-02	FUN IN THE SUN, 7/19 STEM	112.02	
		291-6401-601.32-02	TEEN SRP REG PRIZE	446.00	
		291-6401-601.32-01	PLAYGROUP SUPPLIES	43.99	
		291-6401-601.32-01	PLAYGROUP SUPPLIES	44.00	1,387.18
83474	FUN EXPRESS LLC	291-6401-601.32-02	SUMMER READING KIDS PLINK	83.19	
		291-6401-601.32-90	JULY TWEEN LITCRATE	48.32	131.51
83499	LAKESHORE LEARNING MATERIALS	291-6401-601.32-01	PLAYGROUP PLASTIC TRAYS	86.22	

CHECK	PAYEE	ACCOUNT	DESCRIPTION	AMOUNT	TOTAL
/PAYM #					
		291-6401-601.32-02	FLOOR TILES SUMMER READIN	375.90	462.12
83508	MATHER, EVAN	291-6401-601.32-02	OUTREACH SUPPLIES	52.90	52.90
83509	MCGUIRE, KIMBERLY H.	291-6401-601.32-02	EXPLORE MORE DAY AT JILIE	76.73	76.73
83543	SMARTY PANTS WORLD LLC	291-6401-601.22-18	6/25 BALLOONS UNDER THE S	799.00	799.00
83544	SMILEMAKERS	291-6401-601.32-02	STORYTIME IN THE PARK STI	77.90	
		291-6401-601.32-02	SUMMER READING SEEK & FIN	180.80	258.70
83564	WAREHOUSE DIRECT	291-6401-601.30-05	OFFICE SUPPLIES	15.93	
		291-6401-601.32-02	PREP F/PRIDE TEEN PROGRAM	24.74	40.67
83572	4IMPRINT	291-6401-601.32-02	TWEEN SUMMER READING REGI	1,205.44	1,205.44
***** DIVISION TOTAL ****					7,191.59

*Info Services*

83429	AMAZON.COM CREDIT	291-6410-601.30-05	OFFICE SUPPLIES	30.56	
		291-6410-601.32-90	CIRCULATION SUPPLIES	27.39	
		291-6410-601.32-90	INFO SERVICES CIRC SUPPLY	23.99	
		291-6410-601.32-90	CIRCULATION SUPPLIES	38.91	
		291-6410-601.30-05	OFFICE SUPPLIES-PENS	23.12	
		291-6410-601.30-05	OFFICE SUPPLIES-PENS	25.42	169.39
83433	ARLINGTON HTS MEMORIAL LIBRARY	291-6410-601.32-01	MAY ADULT LITCRATE	9.99	
		291-6410-601.22-03	MILEAGE-MALIK	21.00	
		291-6410-601.22-03	MILEAGE-MALIK	9.77	40.76
83434	ARLINGTON HTS MEMORIAL LIBRARY	291-6410-601.32-01	ADULT SRP PRIZE GIFT CARD	30.00	
		291-6410-601.32-01	ADULT SRP PRIZE GIFT CARD	30.84	
		291-6410-601.32-01	ADULT SRP PRIZE GIFT CARD	30.00	
		291-6410-601.32-01	ADULT SRP PRIZE GIFT CARD	30.00	
		291-6410-601.32-01	ADULT SRP PRIZE GIFT CARD	30.00	
		291-6410-601.32-01	ADULT SRP PRIZE GIFT CARD	30.00	
		291-6410-601.32-01	ADULT SRP PRIZE GIFT CARD	30.00	
		291-6410-601.32-01	ADULT SRP PRIZE GIFT CARD	30.00	
		291-6410-601.32-01	ADULT SRP PRIZE GIFT CARD	30.00	
		291-6410-601.32-01	ADULT SRP PRIZE GIFT CARD	30.00	
		291-6410-601.32-01	ADULT SRP PRIZE GIFT CARD	30.00	
		291-6410-601.32-01	ADULT SRP PRIZE GIFT CARD	30.00	
		291-6410-601.32-01	ADULT SRP PRIZE GIFT CARD	30.00	
		291-6410-601.32-01	ADULT SRP PRIZE GIFT CARD	30.00	
		291-6410-601.32-01	ADULT SRP PRIZE GIFT CARD	30.00	
		291-6410-601.32-01	ADULT SRP PRIZE GIFT CARD	1.20-	
		291-6410-601.32-01	TSHIRTS FOR LIT STROLL	144.50	
		291-6410-601.32-01	ADULT SRP PRIZE GIFT CARD	30.00	534.14
83444	BENNETT, BRUCE	291-6410-601.22-18	RESUME REVIEWS MAY	90.00	90.00
83456	CHICAGO DISTRIBUTION CENTER	291-6410-601.22-03	BE A GREAT BOSS BOOK	58.70	

CHECK	PAYEE	ACCOUNT	DESCRIPTION	AMOUNT	TOTAL
/PAYM #					58.70
83498	KRISIK, LAINA	291-6410-601.22-18	RESUME REVIEWS MAY	90.00	90.00
83548	STAPLES	291-6410-601.32-90	CIRCULATION SUPPLIES	50.02	50.02
83564	WAREHOUSE DIRECT	291-6410-601.30-05	OFFICE SUPPLIES - GOLF PE	83.30	83.30
***** DIVISION TOTAL ****					1,116.31

*Circulation*

DEPARTMENT:	PAYEE	ACCOUNT	DESCRIPTION	AMOUNT	TOTAL
64	User Services	DIVISION: 20			
83429	AMAZON.COM CREDIT	291-6420-601.30-05	PENS FOR ESL	23.00	
		291-6420-601.32-90	NAME TAG STICKERS	10.99	33.99
83433	ARLINGTON HTS MEMORIAL LIBRARY	291-6420-601.22-03	MILEAGE-WEBER	38.78	
		291-6420-601.22-03	MILEAGE-WILLIAMS	3.51	
		291-6420-601.22-03	MILEAGE-MEYER	4.27	
		291-6420-601.22-03	MILEAGE-MEYER	26.79	
		291-6420-601.22-03	MILEAGE-KLOPP	20.01	
		291-6420-601.22-03	MILEAGE-KLOPP	19.24	
		291-6420-601.22-03	MILEAGE-ARHTER-AZIM	15.68	128.28
83435	ARLINGTON HTS MEMORIAL LIBRARY	291-6420-601.22-02	ALA DUES-S MEYER	85.00	
		291-6420-601.22-03	IMMIGRATION WEBINAR-SHIN	71.10	
		291-6420-601.30-05	MASKING TAPE	35.97	192.07
83488	ILA MEMBERSHIP	291-6420-601.22-02	ILA DUES - WILLIAMS M	25.00	25.00
83556	UNIQUE MANAGEMENT SERVICES INC	291-6420-601.21-65	MAY PLACEMENTS	177.30	177.30
83566	WILIUG-C/O KELLY KOBIELA	291-6420-601.22-03	6/3 CONFERENCE - MEYER S	10.00	10.00
***** DIVISION TOTAL ****					566.64

*Senior and Accessible Services*

DEPARTMENT:	PAYEE	ACCOUNT	DESCRIPTION	AMOUNT	TOTAL
64	User Services	DIVISION: 30			
83429	AMAZON.COM CREDIT	291-6430-601.32-90	SAS- CIRCULATION SUPPLIES	32.99	32.99
83433	ARLINGTON HTS MEMORIAL LIBRARY	291-6430-601.22-03	MILEAGE-AKDENIZ	2.57	
		291-6430-601.22-03	MILEAGE-WITT	1.52	4.09
83449	BLICK ART MATERIALS	291-6430-601.32-01	ART WITH ALAYNE-MAY/JUNE	35.56	35.56
83464	DEMCO INC	291-6430-601.32-90	CIRCULATION SUPPLIES	21.94	21.94
83510	MCNULTY, ALAYNE	291-6430-601.22-18	JUNE CREATIVE AGING: ART	490.00	490.00
83564	WAREHOUSE DIRECT	291-6430-601.32-90	CIRCULATION SUPPLIES	8.33	
		291-6430-601.30-05	OFFICE SUPPLIES	34.71	

CHECK	PAYEE	ACCOUNT	DESCRIPTION	AMOUNT	TOTAL
/PAYM #					43.04
***** DIVISION TOTAL **** <i>Programs and Exhibits</i>					627.62
DEPARTMENT: 64	User Services	DIVISION: 40			
83427	ALA MEMBERSHIP	291-6440-601.22-02	ALA DUES - CZAJKA J	308.00	308.00
83429	AMAZON.COM CREDIT	291-6440-601.32-02	FANCON CRAFTS	33.24	
		291-6440-601.32-02	FANCON CRAFTS	57.52	
		291-6440-601.32-02	FANCON CRAFTS	69.90	
		291-6440-601.32-02	FANCON CRAFTS	121.48	
		291-6440-601.32-02	FANCON CRAFTS	245.92	
		291-6440-601.32-02	FANCON CRAFTS- MASKS, ETC	128.55	
		291-6440-601.32-02	FANCON CRAFTS- MASKS, ETC	8.99	
		291-6440-601.32-02	FANCON CRAFTS	86.93	752.53
83433	ARLINGTON HTS MEMORIAL LIBRARY	291-6440-601.22-03	MILEAGE-WILLIAMS	3.39	3.39
83435	ARLINGTON HTS MEMORIAL LIBRARY	291-6440-601.22-03	SERVSAFE CERT-J SEMLA	15.00	
		291-6440-601.32-02	MAY PROGRAM REFRESHMENTS	44.06	
		291-6440-601.32-02	ART SHOW BALLOONS	15.00	
		291-6440-601.32-02	BOOKS & BREWS APPETIZERS	40.00	
		291-6440-601.32-02	FANCON PIN	675.00	789.06
83446	BERG, ELIZABETH	291-6440-601.22-18	6/25 LIT STROLL FEATURED	1,000.00	1,000.00
83462	CRISTIANO, HAILEY	291-6440-601.22-18	7/16 FANCON TEA PARTY/COS	200.00	200.00
83471	FLEMING, COLIN	291-6440-601.22-18	4/19 33 1/2 CLASSIC ALBUM	250.00	250.00
83480	GRIEGER, SAMUEL J.	291-6440-601.22-18	7/16 FANCON SMASH TOURNAM	300.00	300.00
83483	HEY NONNY	291-6440-601.22-18	6/25 APPETIZERS FOR LIT S	250.00	250.00
83485	HUGHETT, JON D	291-6440-601.22-18	7/16 FANCON DALEK ASYLUM	150.00	150.00
83496	KFM CONSULTING INC	291-6440-601.22-18	7/19 ARKIV DIGITAL CLASS	100.00	100.00
83497	KNABB, JACOB S	291-6440-601.22-18	7/13 WRITER'S INK	150.00	150.00
83500	LAYMAN, JESSICA	291-6440-601.22-18	6/23 COVER LETTERS MADE S	150.00	150.00
83502	LETTERING WORKS, LLC	291-6440-601.22-18	7/6 CHARGING YOUR WORTH W	150.00	150.00
83503	LISA BARR PUBLICATIONS, LLC	291-6440-601.22-18	6/25 LIT STROLL	500.00	500.00
83504	LOW, DAWN L.	291-6440-601.22-18	7/16 FANCON RAKS GEEK PER	1,110.00	1,110.00
83506	MANANSALA, MIA	291-6440-601.22-18	6/25 LIT STROLL	500.00	500.00
83511	MELE, ANTHONY	291-6440-601.22-18	7/16 FANCON ARTEMIS SPACE	200.00	

CHECK	PAYEE	ACCOUNT	DESCRIPTION	AMOUNT	TOTAL
/PAYM #					200.00
83512	MELE, ANTHONY	291-6440-601.22-18	7/8 STAR WARS TRIVIA	400.00	400.00
83520	MUELLER, TREVOR	291-6440-601.22-18	7/16 TWO DRAW AN ALIEN WO	500.00	500.00
83523	NORTHSIDE DEFENSE LLC	291-6440-601.22-18	7/10 VING TSUN KUNG FU	300.00	300.00
83535	ROGOSKI, CLAIRE E	291-6440-601.22-18	7/16 FANCON TEA PARTY/COS	200.00	200.00
83536	ROUNDY'S INC	291-6440-601.32-02	TEA & TALK ESL PROGRAM	18.36	18.36
83540	SEIDEL, JON	291-6440-601.22-18	6/25 LIT STROLL	500.00	500.00
83546	SOUND OPINIONS	291-6440-601.22-18	6/23 PARTNERSHIP EVENT "I	2,500.00	2,500.00
83552	TINAGLIA, JOSEPH	291-6440-601.22-18	7/16 FANCON COSPLAY TEAM	200.00	200.00
83558	VEEN, ALICE J.	291-6440-601.22-18	6/22 FEMININE MYSTIQUE: F	65.00	65.00
83559	VENABLE, GINA E.	291-6440-601.22-18	7/16 FANCON COSPLAY TEAM	200.00	200.00

\*\*\*\*\* DIVISION TOTAL \*\*\*\*\* *Digital Services* 11,746.34

DEPARTMENT: 64 User Services

DIVISION: 50

83427	ALA MEMBERSHIP	291-6450-601.22-02	ALA DUES - BOWER J	298.00	298.00
83429	AMAZON.COM CREDIT	291-6450-601.31-85	STUDIO PURCHASE	221.45	
		291-6450-601.30-07	EAR BUDS	67.65	
		291-6450-601.32-90	OFFICE SUPPLIES FOR DSG	72.49	
		291-6450-601.32-90	OFFICE SUPPLIES FOR DSG	16.59	
		291-6450-601.30-05	OFFICE SUPPLIES FOR DSG	55.22	
		291-6450-601.31-85	STUDIO PURCHASE	95.95	529.35
83435	ARLINGTON HTS MEMORIAL LIBRARY	291-6450-601.31-85	STUDIO VHS PLAYER	184.99	184.99
83460	CONSUMERLAB.COM LLC	291-6450-601.32-78	CONSUMERLAB.COM SUBSCRIPT	950.00	950.00
83467	ENCYCLOPAEDIA BRITANNICA INC	291-6450-601.32-78	BRITANNICA SUBSCRIPTION	3,100.00	3,100.00
83468	FABITS, RICHARD J.	291-6450-601.22-03	7/23 MACSTOCK DUES-FABITS	149.00	149.00
83475	GALE/CENGAGE LEARNING	291-6450-601.32-78	GALE ELECRT SUBSCR CREDIT	5,075.51-	
		291-6450-601.32-78	GALE ELECRT SUBSCR CREDIT	259.35-	
		291-6450-601.32-78	GALE ELECRT SUBSCR CREDIT	205.52-	
		291-6450-601.32-78	GALE ELECRT SUBSCR CREDIT	2,058.32-	
		291-6450-601.32-78	GALE ELECRT SUBSCR CREDIT	1,157.57-	
		291-6450-601.32-78	PETERSONS TESTPREP 6/2022	2,257.46	
		291-6450-601.32-78	GALE ELECTR RESOURCES	12,773.24	6,274.43
83501	LEGAL GPS, INC	291-6450-601.32-78	LEGAL GPS UNLIMITED ACCES	500.00	

CHECK	PAYEE	ACCOUNT	DESCRIPTION	AMOUNT	TOTAL
/PAYM #					500.00
83530	PROQUEST LLC	291-6450-601.32-78	HISTORICAL NEWSPAPERS SUB	2,879.70	
		291-6450-601.32-78	CHICAGO TRIBUNE	4,680.49	7,560.19
83555	ULINE	291-6450-601.32-90	STORAGE BINS	138.86	138.86
***** DIVISION TOTAL ****					19,684.82

*Collection Services*

DEPARTMENT:	PAYEE	DIVISION:	DESCRIPTION	AMOUNT	TOTAL
64	User Services	70			
83424	ABC-CLIO LLC	291-6470-601.32-80	BOOKS	109.87	109.87
83429	AMAZON.COM CREDIT	291-6470-601.32-05	PROCESSING SUPPLIES	67.12	
		291-6470-601.30-05	DRY ERASE BOARD	21.66	
		291-6470-601.30-05	OFFICE SUPPLIES	15.47	
		291-6470-601.30-05	OFFICE SUPPLIES	23.99	
		291-6470-601.30-05	OFFICE SUPPLIES	8.48	
		291-6470-601.32-95	PERIODICALS	16.00	
		291-6470-601.32-95	PERIODICALS	16.00	
		291-6470-601.32-75	AV MATERIALS	13.99	
		291-6470-601.32-75	AV MATERIALS	24.99	
		291-6470-601.32-75	AV MATERIALS	25.91-	
		291-6470-601.32-75	AV MATERIALS	56.58	
		291-6470-601.32-75	AV MATERIALS	11.60	
		291-6470-601.32-75	AV MATERIALS	49.99	
		291-6470-601.32-75	AV MATERIALS	5.99	
		291-6470-601.32-75	AV MATERIALS	24.95	
		291-6470-601.32-75	AV MATERIALS	11.79	
		291-6470-601.32-75	AV MATERIALS	18.20	
		291-6470-601.32-75	AV MATERIALS	41.32	
		291-6470-601.32-75	AV MATERIALS	12.99	
		291-6470-601.32-75	AV MATERIALS	17.96	
		291-6470-601.32-75	AV MATERIALS	16.99	
		291-6470-601.32-75	AV MATERIALS	13.59	
		291-6470-601.32-75	AV MATERIALS	39.99	
		291-6470-601.32-75	AV MATERIALS	12.99	
		291-6470-601.32-80	BOOKS	18.80	
		291-6470-601.32-80	BOOKS	47.13	
		291-6470-601.32-80	BOOKS	23.60	
		291-6470-601.32-80	BOOKS	23.75	
		291-6470-601.32-80	BOOKS	12.98	
		291-6470-601.32-80	BOOKS	15.99	
		291-6470-601.32-80	BOOKS	19.95	
		291-6470-601.32-80	BOOKS	17.99	
		291-6470-601.32-80	BOOKS	8.99	
		291-6470-601.32-80	BOOKS	15.69	
		291-6470-601.32-80	BOOKS	24.98	
		291-6470-601.32-80	BOOKS	20.98	
		291-6470-601.32-80	BOOKS	9.24	
		291-6470-601.32-80	BOOKS	12.83	

CHECK	PAYEE	ACCOUNT	DESCRIPTION	AMOUNT	TOTAL
/PAYM #					
		291-6470-601.32-80	BOOKS	47.40	
		291-6470-601.32-80	BOOKS	154.90	
		291-6470-601.32-80	BOOKS	4.69	
		291-6470-601.32-80	BOOKS	18.65	
		291-6470-601.32-80	BOOKS	16.95	
		291-6470-601.32-80	BOOKS	12.99	
		291-6470-601.32-80	BOOKS	21.91	
		291-6470-601.32-80	BOOKS	8.99	
		291-6470-601.32-80	BOOKS	9.60	
		291-6470-601.32-80	BOOKS	12.99	
		291-6470-601.32-80	BOOKS	29.07	
		291-6470-601.32-80	BOOKS	35.97	
		291-6470-601.32-95	PERIODICALS	13.99	
		291-6470-601.32-95	PERIODICALS	37.98	
		291-6470-601.32-75	AV MATERIALS	5.00	
		291-6470-601.32-75	AV MATERIALS	13.99	
		291-6470-601.32-75	AV MATERIALS	4.99	
		291-6470-601.32-75	AV MATERIALS	8.98	
		291-6470-601.32-75	AV MATERIALS	35.99	
		291-6470-601.32-75	AV MATERIALS	19.89	
		291-6470-601.32-75	AV MATERIALS	12.99	
		291-6470-601.32-75	AV MATERIALS	52.98	
		291-6470-601.32-75	AV MATERIALS	39.99	
		291-6470-601.32-75	AV MATERIALS	29.69	
		291-6470-601.32-75	AV MATERIALS	71.98	
		291-6470-601.32-75	AV MATERIALS	21.99	
		291-6470-601.32-75	AV MATERIALS	27.99	
		291-6470-601.32-75	AV MATERIALS	17.00	
		291-6470-601.32-80	BOOKS	10.99	
		291-6470-601.32-80	BOOKS	12.75	
		291-6470-601.32-80	BOOKS	6.71	
		291-6470-601.32-80	BOOKS	22.46	
		291-6470-601.32-80	BOOKS	12.99	
		291-6470-601.32-80	BOOKS	22.87	
		291-6470-601.32-80	BOOKS	19.17	
		291-6470-601.32-80	BOOKS	6.99	
		291-6470-601.32-80	BOOKS	10.99	
		291-6470-601.32-80	BOOKS	26.50	
		291-6470-601.32-80	BOOKS	9.98	
		291-6470-601.32-80	BOOKS	29.68	
		291-6470-601.32-80	BOOKS	18.94	
		291-6470-601.32-80	BOOKS	5.71	
		291-6470-601.32-80	BOOKS	14.99	
		291-6470-601.32-80	BOOKS	14.39	
		291-6470-601.32-80	BOOKS	14.39	
		291-6470-601.32-80	BOOKS	25.16	
		291-6470-601.32-80	BOOKS	30.68	
		291-6470-601.32-80	BOOKS	15.29	
		291-6470-601.32-80	BOOKS	6.99	
		291-6470-601.32-80	BOOKS	11.99	
		291-6470-601.32-80	BOOKS	12.93	

CHECK	PAYEE	ACCOUNT	DESCRIPTION	AMOUNT	TOTAL
/PAYM #					
		291-6470-601.32-80	BOOKS	26.07	
		291-6470-601.32-80	BOOKS	16.08	
		291-6470-601.32-80	BOOKS	14.97	
		291-6470-601.32-80	BOOKS	45.00	
		291-6470-601.32-80	BOOKS	67.93	
		291-6470-601.32-80	BOOKS	14.72	
		291-6470-601.32-05	PROCESSING SUPPLIES	95.34	
		291-6470-601.32-05	PROCESSING SUPPLIES	95.34-	
		291-6470-601.32-05	PROCESSING SUPPLIES	6.98	
		291-6470-601.32-80	BOOKS	27.71	
		291-6470-601.32-80	BOOKS	38.80	
		291-6470-601.32-80	BOOKS	17.06	
		291-6470-601.32-80	BOOKS	10.03	
		291-6470-601.32-80	BOOKS	9.99	
		291-6470-601.32-80	BOOKS	23.98	
		291-6470-601.32-80	BOOKS	34.99	
		291-6470-601.32-80	BOOKS	11.99	
		291-6470-601.32-80	BOOKS	21.99	
		291-6470-601.32-80	BOOKS	23.38	
		291-6470-601.32-80	BOOKS	11.99	
		291-6470-601.32-80	BOOKS	7.48	
		291-6470-601.32-75	AV MATERIALS	29.99	
		291-6470-601.32-75	AV MATERIALS	99.96	
		291-6470-601.32-75	AV MATERIALS	21.08	
		291-6470-601.32-75	AV MATERIALS	24.99	
		291-6470-601.32-75	AV MATERIALS	9.97	
		291-6470-601.32-75	AV MATERIALS	15.80	
		291-6470-601.32-75	AV MATERIALS	17.99	
		291-6470-601.32-75	AV MATERIALS	22.94	
		291-6470-601.32-75	AV MATERIALS	84.86	
		291-6470-601.32-95	PERIODICALS	29.98	
		291-6470-601.32-75	AV MATERIALS	4.99	
		291-6470-601.32-75	AV MATERIALS	16.90	
		291-6470-601.32-75	AV MATERIALS	11.45	
		291-6470-601.32-80	BOOKS	19.62	
		291-6470-601.32-80	BOOKS	41.43	
		291-6470-601.32-80	BOOKS	10.49	
		291-6470-601.32-80	BOOKS	14.99	
		291-6470-601.32-80	BOOKS	19.69	
		291-6470-601.32-80	BOOKS	10.99	
		291-6470-601.32-80	BOOKS	16.00	
		291-6470-601.32-80	BOOKS	18.39	
		291-6470-601.32-80	BOOKS	23.45	
		291-6470-601.32-80	BOOKS	9.89	
		291-6470-601.32-80	BOOKS	18.39	
		291-6470-601.32-80	BOOKS	5.95	
		291-6470-601.32-80	BOOKS	9.95	
		291-6470-601.32-80	BOOKS	12.89	
		291-6470-601.32-80	BOOKS	19.57	
		291-6470-601.32-80	BOOKS	19.99	
					3,036.41
83433	ARLINGTON HTS MEMORIAL LIBRARY	291-6470-601.22-03	MILEAGE-HAMANN	34.98	



CHECK	PAYEE	ACCOUNT	DESCRIPTION	AMOUNT	TOTAL
/PAYM #					
		291-6470-601.22-03	MILEAGE-BOBIS	37.18	72.16
83434	ARLINGTON HTS MEMORIAL LIBRARY	291-6470-601.32-75	AV MATERIALS	706.50	
		291-6470-601.32-75	AV MATERIALS	19.99	
		291-6470-601.32-75	AV MATERIALS	19.99	
		291-6470-601.32-95	PERIODICALS	29.95	
		291-6470-601.32-95	PERIODICALS	85.99	
		291-6470-601.32-95	PERIODICALS	1.71	864.13
83435	ARLINGTON HTS MEMORIAL LIBRARY	291-6470-601.30-33	LOC DOCUMENTATION LIBRARY	525.00	
		291-6470-601.32-75	AV MATERIALS	19.99	
		291-6470-601.32-75	AV MATERIALS	185.91	
		291-6470-601.32-75	AV MATERIALS	14.99	
		291-6470-601.32-75	AV MATERIALS	26.65	
		291-6470-601.32-75	AV MATERIALS	12.99	
		291-6470-601.32-75	AV MATERIALS	12.99	
		291-6470-601.32-75	AV MATERIALS	12.99	
		291-6470-601.32-75	AV MATERIALS	19.99	
		291-6470-601.32-75	AV MATERIALS	19.99	
		291-6470-601.32-75	AV MATERIALS	.01	
		291-6470-601.32-75	AV MATERIALS	19.99	
		291-6470-601.32-75	AV MATERIALS	41.21	
		291-6470-601.32-75	AV MATERIALS	41.21	
		291-6470-601.32-75	AV MATERIALS	15.48	
		291-6470-601.32-75	AV MATERIALS	32.48	
		291-6470-601.32-75	AV MATERIALS	388.43	
		291-6470-601.32-75	AV MATERIALS	2.18-	
		291-6470-601.32-75	AV MATERIALS	20.17	
		291-6470-601.32-75	AV MATERIALS	14.99	
		291-6470-601.32-75	AV MATERIALS	37.07	
		291-6470-601.32-75	AV MATERIALS	50.00	
		291-6470-601.32-80	BOOKS	14.24	
		291-6470-601.32-80	BOOKS	46.98	
		291-6470-601.32-95	PERIODICALS	3.92	
		291-6470-601.32-95	PERIODICALS	29.50	
		291-6470-601.32-95	PERIODICALS	41.67	
		291-6470-601.32-95	PERIODICALS	14.99	
		291-6470-601.32-95	PERIODICALS	15.00	
		291-6470-601.32-95	PERIODICALS	20.00	
		291-6470-601.32-95	PERIODICALS	29.00	
		291-6470-601.32-95	PERIODICALS	35.00	
		291-6470-601.32-95	PERIODICALS	157.99	1,918.64
83437	ASCD	291-6470-601.32-80	BOOKS	3.16	3.16
83441	BAKER & TAYLOR	291-6470-601.32-75	AV MATERIALS	41.44	
		291-6470-601.32-75	AV MATERIALS	22.11	
		291-6470-601.22-85	PROCESSING SERVICES	254.60	
		291-6470-601.22-85	PROCESSING SERVICES	26.60	
		291-6470-601.22-85	PROCESSING SERVICES	140.60	
		291-6470-601.22-85	PROCESSING SERVICES	129.20	

CHECK	PAYEE	ACCOUNT	DESCRIPTION	AMOUNT	TOTAL
/PAYM #					
		291-6470-601.22-85	PROCESSING SERVICES	182.40	
		291-6470-601.22-85	PROCESSING SERVICES	110.20	
		291-6470-601.22-85	PROCESSING SERVICES	148.20	
		291-6470-601.22-85	PROCESSING SERVICES	72.20	
		291-6470-601.22-85	PROCESSING SERVICES	3.80	
		291-6470-601.22-85	PROCESSING SERVICES	91.20	
		291-6470-601.22-85	PROCESSING SERVICES	83.60	
		291-6470-601.22-85	PROCESSING SERVICES	95.00	
		291-6470-601.22-85	PROCESSING SERVICES	129.20	
		291-6470-601.22-85	PROCESSING SERVICES	121.60	
		291-6470-601.22-85	PROCESSING SERVICES	102.60	
		291-6470-601.22-85	PROCESSING SERVICES	76.00	
		291-6470-601.22-85	PROCESSING SERVICES	102.60	
		291-6470-601.22-85	PROCESSING SERVICES	83.60	
		291-6470-601.22-85	PROCESSING SERVICES	3.80-	
		291-6470-601.22-85	PROCESSING SERVICES	3.80-	
		291-6470-601.22-85	PROCESSING SERVICES	10.00-	
		291-6470-601.32-80	BOOKS	28.34	
		291-6470-601.32-80	BOOKS	711.33	
		291-6470-601.32-80	BOOKS	1,040.70	
		291-6470-601.32-80	BOOKS	119.55	
		291-6470-601.32-80	BOOKS	551.78	
		291-6470-601.32-80	BOOKS	536.01	
		291-6470-601.32-80	BOOKS	253.34	
		291-6470-601.32-80	BOOKS	280.82	
		291-6470-601.32-80	BOOKS	521.21	
		291-6470-601.32-80	BOOKS	477.99	
		291-6470-601.32-80	BOOKS	647.59	
		291-6470-601.32-80	BOOKS	157.32	
		291-6470-601.32-80	BOOKS	292.66	
		291-6470-601.32-80	BOOKS	324.56	
		291-6470-601.32-80	BOOKS	307.24	
		291-6470-601.32-80	BOOKS	175.59	
		291-6470-601.32-80	BOOKS	307.28	
		291-6470-601.32-80	BOOKS	104.68	
		291-6470-601.32-80	BOOKS	143.84	
		291-6470-601.32-80	BOOKS	18.00	
		291-6470-601.32-80	BOOKS	355.37	
		291-6470-601.32-80	BOOKS	386.02	
		291-6470-601.32-80	BOOKS	264.23	
		291-6470-601.32-80	BOOKS	528.08	
		291-6470-601.32-80	BOOKS	323.84	
		291-6470-601.32-80	BOOKS	314.13	
		291-6470-601.32-80	BOOKS	271.57	
		291-6470-601.32-80	BOOKS	301.48	
		291-6470-601.32-80	BOOKS	578.45	
		291-6470-601.32-80	BOOKS	429.03	
		291-6470-601.32-80	BOOKS	465.97	
		291-6470-601.32-80	BOOKS	371.58	
		291-6470-601.32-80	BOOKS	879.28	
		291-6470-601.32-80	BOOKS	241.24	

CHECK	PAYEE	ACCOUNT	DESCRIPTION	AMOUNT	TOTAL
/PAYM #					
		291-6470-601.32-80	BOOKS	170.72	
		291-6470-601.32-80	BOOKS	156.03	
		291-6470-601.32-80	BOOKS	145.96	
		291-6470-601.32-80	BOOKS	12.42	
		291-6470-601.32-80	BOOKS	332.29	
		291-6470-601.32-80	BOOKS	116.70	
		291-6470-601.32-80	BOOKS	1,101.04	
		291-6470-601.32-80	BOOKS	139.07	
		291-6470-601.32-80	BOOKS	205.10	
		291-6470-601.32-80	BOOKS	614.73	
		291-6470-601.32-80	BOOKS	363.94	
		291-6470-601.32-80	BOOKS	615.53	
		291-6470-601.32-80	BOOKS	236.67	
		291-6470-601.32-80	BOOKS	526.38	
		291-6470-601.32-80	BOOKS	218.38	
		291-6470-601.32-80	BOOKS	67.80	
		291-6470-601.32-80	BOOKS	246.47	
		291-6470-601.32-80	BOOKS	450.21	
		291-6470-601.22-85	PROCESSING SERVICES	3.80-	
		291-6470-601.22-85	PROCESSING SERVICES	83.60	
		291-6470-601.22-85	PROCESSING SERVICES	95.00	
		291-6470-601.22-85	PROCESSING SERVICES	148.20	
		291-6470-601.22-85	PROCESSING SERVICES	41.80	
		291-6470-601.22-85	PROCESSING SERVICES	83.60	
		291-6470-601.22-85	PROCESSING SERVICES	148.20	
		291-6470-601.22-85	PROCESSING SERVICES	110.20	
		291-6470-601.22-85	PROCESSING SERVICES	87.40	
		291-6470-601.22-85	PROCESSING SERVICES	88.55	
		291-6470-601.22-85	PROCESSING SERVICES	15.20	
		291-6470-601.32-80	BOOKS	233.88	
		291-6470-601.32-80	BOOKS	307.30	
		291-6470-601.32-80	BOOKS	384.97	
		291-6470-601.32-80	BOOKS	301.27	
		291-6470-601.32-80	BOOKS	429.80	
		291-6470-601.32-80	BOOKS	405.31	
		291-6470-601.32-80	BOOKS	717.63	
		291-6470-601.32-80	BOOKS	52.79	
		291-6470-601.32-80	BOOKS	136.77	
		291-6470-601.22-85	PROCESSING SERVICES	58.15	
		291-6470-601.22-85	PROCESSING SERVICES	79.80	
		291-6470-601.22-85	PROCESSING SERVICES	98.80	
		291-6470-601.22-85	PROCESSING SERVICES	98.80	
		291-6470-601.22-85	PROCESSING SERVICES	110.20	
		291-6470-601.32-80	BOOKS	867.13	
		291-6470-601.32-80	BOOKS	432.46	
		291-6470-601.32-80	BOOKS	471.85	
		291-6470-601.32-80	BOOKS	259.50	
		291-6470-601.22-85	PROCESSING SERVICES	209.00	
		291-6470-601.22-85	PROC SERVS	3.80-	
		291-6470-601.22-85	PROC SERVS	15.20-	
		291-6470-601.22-85	PROC SERVS	7.60-	

CHECK	PAYEE	ACCOUNT	DESCRIPTION	AMOUNT	TOTAL
/PAYM #					26,955.45
83442	BAKER & TAYLOR ENTERTAINMENT	291-6470-601.32-75	AV MTLs	37.71	
		291-6470-601.32-75	AV MTLs	59.62	
		291-6470-601.32-75	AV MTLs	85.65	
		291-6470-601.32-75	AV MTLs	10.49	
		291-6470-601.32-75	AV MTLs	55.27	
		291-6470-601.32-75	AV MTLs	49.17	
		291-6470-601.32-75	AV MTLs	35.64	
		291-6470-601.32-75	AV MTLs	22.04	355.59
83447	BIBLIOTHECA LLC	291-6470-601.32-75	AV MATERIALS	856.22	
		291-6470-601.32-80	BOOKS	2,438.79	
		291-6470-601.32-80	BOOKS	8,356.25	
		291-6470-601.32-75	AV MATERIALS	8,943.14	
		291-6470-601.32-75	AV MATERIALS	977.95	
		291-6470-601.32-80	BOOKS	1,433.67	23,006.02
83448	BLACKSTONE PUBLISHING	291-6470-601.32-75	AV MTLs	861.30	861.30
83451	BOOK PAGE	291-6470-601.32-95	PERIODICALS	3,802.35	3,802.35
83454	CENTER POINT LARGE PRINT	291-6470-601.32-80	BOOKS	25.97	
		291-6470-601.32-80	BOOKS	51.94	77.91
83459	COMIX REVOLUTION	291-6470-601.32-80	BOOKS	10.97	10.97
83461	COX SUBSCRIPTIONS,W T	291-6470-601.32-95	PERIODICALS	35.37	
		291-6470-601.32-95	PERIODICALS	97.16	
		291-6470-601.32-95	PERIODICALS	30.36	
		291-6470-601.32-95	PERIODICALS	982.53	
		291-6470-601.32-95	PERIODICALS	50.56	
		291-6470-601.32-95	PERIODICALS	517.74	
		291-6470-601.32-95	PERIODICALS	151.80	
		291-6470-601.32-95	PERIODICALS	30.31	
		291-6470-601.32-95	PERIODICALS	111.19	
		291-6470-601.32-95	PERIODICALS	284.36	
		291-6470-601.32-95	PERIODICALS	90.52	
		291-6470-601.32-95	PERIODICALS	199.70	
		291-6470-601.32-95	PERIODICALS	209.46	2,791.06
83466	EBSCO INFORMATION SERVICES	291-6470-601.32-95	PERIODICALS	29.02	
		291-6470-601.32-95	PERIODICALS	1,099.21	1,128.23
83473	FOCUS ON THE FAMILY	291-6470-601.32-95	PERIODICALS	24.99	24.99
83475	GALE/CENGAGE LEARNING	291-6470-601.32-80	BOOKS	30.39	
		291-6470-601.32-80	BOOKS	168.74	
		291-6470-601.32-80	BOOKS	57.58	
		291-6470-601.32-80	BOOKS	24.49	
		291-6470-601.32-80	BOOKS	86.37	
		291-6470-601.32-80	BOOKS	108.76	

CHECK	PAYEE	ACCOUNT	DESCRIPTION	AMOUNT	TOTAL
/PAYM #					
		291-6470-601.32-80	BOOKS	44.78	
		291-6470-601.32-80	BOOKS	47.98	
		291-6470-601.32-80	BOOKS	151.96	
		291-6470-601.32-80	BOOKS	26.59	
		291-6470-601.32-80	BOOKS	26.39	
		291-6470-601.32-80	BOOKS	348.70	
		291-6470-601.32-80	BOOKS	22.39	
		291-6470-601.32-80	BOOKS	91.95	
		291-6470-601.32-80	BOOKS	45.73	
		291-6470-601.32-80	BOOKS	28.79	
		291-6470-601.32-80	BOOKS	249.54	
		291-6470-601.32-80	BOOKS	60.78	
		291-6470-601.32-80	BOOKS	149.56	
		291-6470-601.32-80	BOOKS	48.98	
		291-6470-601.32-80	BOOKS	69.60	
		291-6470-601.32-80	BOOKS	121.56	
		291-6470-601.32-80	BOOKS	32.00	
		291-6470-601.32-80	BOOKS	20.79	
		291-6470-601.32-80	BOOKS	30.39	
		291-6470-601.32-80	BOOKS	1,019.06	
		291-6470-601.32-80	BOOKS	71.97	
		291-6470-601.32-80	BOOKS	91.18	
		291-6470-601.32-80	BOOKS	368.68	
		291-6470-601.32-80	BOOKS	57.58	
		291-6470-601.32-80	BOOKS	83.98	
		291-6470-601.32-80	BOOKS	23.99	
		291-6470-601.32-80	BOOKS	30.39	
		291-6470-601.32-80	BOOKS	52.78	
		291-6470-601.32-80	BOOKS	102.36	
		291-6470-601.32-80	BOOKS	90.36	
		291-6470-601.32-80	BOOKS	80.96	
		291-6470-601.32-80	BOOKS	45.73	
		291-6470-601.32-80	BOOKS	26.39	
		291-6470-601.32-80	BOOKS	57.58	
		291-6470-601.32-80	BOOKS	27.19	
		291-6470-601.32-80	BOOKS	29.59	
		291-6470-601.32-80	BOOKS	19.99	
		291-6470-601.32-80	BOOKS	22.39	
		291-6470-601.32-80	BOOKS	2,318.86	
		291-6470-601.32-80	BOOKS	159.95	
		291-6470-601.32-80	BOOKS	51.18	
		291-6470-601.32-80	BOOKS	18.89	
		291-6470-601.32-80	BOOKS	80.96	
		291-6470-601.32-80	BOOKS	71.98	
		291-6470-601.32-80	BOOKS	113.36	
		291-6470-601.32-80	BOOKS	30.39	
		291-6470-601.32-80	BOOKS	27.19	
		291-6470-601.32-80	BOOKS	30.39	
		291-6470-601.32-80	BOOKS	175.94	
		291-6470-601.32-80	BOOKS	30.39	
		291-6470-601.32-80	BOOKS	93.58	

CHECK	PAYEE	ACCOUNT	DESCRIPTION	AMOUNT	TOTAL
/PAYM #					
		291-6470-601.32-80	BOOKS	152.56	
		291-6470-601.32-80	BOOKS	29.59	
		291-6470-601.32-80	BOOKS	46.48	
		291-6470-601.32-80	BOOKS	28.79	
		291-6470-601.32-80	BOOKS	80.96	
		291-6470-601.32-80	BOOKS	135.16	
		291-6470-601.32-80	BOOKS	30.39	
		291-6470-601.32-80	BOOKS	67.18	
		291-6470-601.32-80	BOOKS	55.98	
		291-6470-601.32-80	BOOKS	29.59	
		291-6470-601.32-80	BOOKS	51.18	
		291-6470-601.32-80	BOOKS	23.09	
		291-6470-601.32-80	BOOKS	52.78	
		291-6470-601.32-80	BOOKS	29.59	8,413.32
83479	GREY HOUSE PUBLISHING	291-6470-601.32-80	BOOKS	260.05	
		291-6470-601.32-80	BOOKS	260.05	520.10
83487	IL INST CONTINUING LEGAL EDUC	291-6470-601.32-80	BOOKS	56.25	
		291-6470-601.32-80	BOOKS	135.00	
		291-6470-601.32-80	BOOKS	131.25	
		291-6470-601.32-80	BOOKS	78.75	
		291-6470-601.32-80	BOOKS	138.75	
		291-6470-601.32-80	BOOKS	131.25	671.25
83489	ILLINOIS HEARTLAND LIBRARY SYSTEM	291-6470-601.21-64	ACCESS SERVS APRIL	354.50	
		291-6470-601.21-64	ACCESS SERVS MAY	250.44	
		291-6470-601.30-33	WEBDEWEY 6/1/22-5/31/23	188.25	793.19
83492	INGRAM LIBRARY SERVICES	291-6470-601.32-80	BOOKS	156.55	
		291-6470-601.32-80	BOOKS	172.59	
		291-6470-601.32-80	BOOKS	144.61	
		291-6470-601.32-80	BOOKS	138.07	
		291-6470-601.32-80	BOOKS	22.08	
		291-6470-601.32-80	BOOKS	220.42	
		291-6470-601.32-80	BOOKS	22.24	
		291-6470-601.32-80	BOOKS	350.66	
		291-6470-601.32-80	BOOKS	174.99	
		291-6470-601.32-80	BOOKS	177.91	
		291-6470-601.32-80	BOOKS	245.12	
		291-6470-601.32-80	BOOKS	227.17	
		291-6470-601.32-80	BOOKS	149.18	
		291-6470-601.32-80	BOOKS	171.49	
		291-6470-601.32-80	BOOKS	279.69	
		291-6470-601.32-80	BOOKS	207.75	
		291-6470-601.32-80	BOOKS	17.18	
		291-6470-601.32-80	BOOKS	23.34	
		291-6470-601.32-80	BOOKS	32.34	
		291-6470-601.32-80	BOOKS	6.49	
		291-6470-601.32-80	BOOKS	215.95	3,111.66
83495	KANOPY INC	291-6470-601.32-75	AV MATERIALS	1,058.00	

CHECK	PAYEE	ACCOUNT	DESCRIPTION	AMOUNT	TOTAL
/PAYM #					1,058.00
83505	MAGNOLIA JOURNAL	291-6470-601.32-95	PERIODICALS	20.00	20.00
83514	MERGENT INC	291-6470-601.32-80	BOOKS	2,328.00	2,328.00
83516	MIDWEST TAPE	291-6470-601.32-75	AV MTLs	979.34	
		291-6470-601.32-75	AV MTLs	188.96	
		291-6470-601.32-75	AV MTLs	615.78	
		291-6470-601.32-75	AV MTLs	401.98	
		291-6470-601.32-75	AV MTLs	374.34	
		291-6470-601.32-75	AV MTLs	478.95	
		291-6470-601.32-75	AV MTLs	151.12	
		291-6470-601.32-75	AV MTLs	10.49	
		291-6470-601.32-75	AV MTLs	1,487.78	
		291-6470-601.32-75	AV MTLs	269.39	
		291-6470-601.32-75	AV MTLs	1,850.42	
		291-6470-601.32-75	AV MTLs	417.04	
		291-6470-601.32-75	AV MTLs	8,880.29	
		291-6470-601.32-80	BOOKS	3,416.55	
		291-6470-601.22-85	PROC SERVS	946.54	20,468.97
83521	NEW YORK TIMES CO,THE	291-6470-601.32-95	PERIODICALS	1,053.00	1,053.00
83528	POLONIA BOOKSTORE INC	291-6470-601.32-80	BOOKS	82.34	82.34
83537	ROWMAN & LITTLEFIELD PUBLISHING GRP	291-6470-601.32-80	BOOKS	76.54	76.54
83541	SENTRUM MARKETING LLC	291-6470-601.32-80	BOOKS	23.50	23.50
83554	TSAI FONG BOOKS INC	291-6470-601.32-80	BOOKS	78.74	
		291-6470-601.32-80	BOOKS	75.48	154.22
83555	ULINE	291-6470-601.32-05	PROCESSING SUPPLIES	502.93	502.93
83564	WAREHOUSE DIRECT	291-6470-601.30-05	OFFICE SUPPLIES	19.46	19.46
83565	WASHINGTON TIMES	291-6470-601.32-95	PERIODICALS	99.95	99.95
***** DIVISION TOTAL ****					104,414.67

*Makerplace*

83427	ALA MEMBERSHIP	291-6480-601.22-02	ALA DUES - KRUEGER C	114.00	114.00
83429	AMAZON.COM CREDIT	291-6480-601.32-12	PAINT POURING SUPPLIES	14.74	
		291-6480-601.30-07	FABRICATION SUPPLIES	14.32	
		291-6480-601.31-85	CALIPERS	41.85	
		291-6480-601.30-07	SALE VINYL	75.96	
		291-6480-601.30-07	EMBROIDERY STABILIZER	39.98	
		291-6480-601.30-05	PRINTABLE LABELS FOR MP	8.98	

CHECK	PAYEE	ACCOUNT	DESCRIPTION	AMOUNT	TOTAL
/PAYM #					
		291-6480-601.31-85	BISCUIT CUTTERS FOR CLASS	35.95	
		291-6480-601.30-05	OFFICES SUPPLIES	6.99	
		291-6480-601.30-05	SCREEN CLEANER	16.49	255.26
83430	ANDERSON PEST SOLUTIONS	291-6480-601.21-11	REG SERVS JUNE	68.00	68.00
83435	ARLINGTON HTS MEMORIAL LIBRARY	291-6480-601.30-07	PIN KITS	89.01	
		291-6480-601.31-85	LEVEL FOR FABRICATION	5.27	
		291-6480-601.32-12	DELI CONTAINERS FOR KNIFE	109.65	
		291-6480-601.32-12	INGREDIENTS FOR KNIFE SKI	103.00	306.93
83476	GARDEN GUY, INC.	291-6480-601.21-11	MAY LANDSCAPE MAINT BELMO	270.00	270.00
83477	GOUDIE,GRACE	291-6480-601.22-28	7/12 JULY CULINARY CLASSE	800.00	800.00
83481	GROOT, INC.	291-6480-601.21-11	JUNE WASTE & RECYCLE COMM	132.00	132.00
83494	JOHNSON PLASTICS PLUS	291-6480-601.32-12	SUBLIMATION SAMPLE SUPPLI	161.42	161.42
83507	MASTER MAINTENANCE SERVICE INC	291-6480-601.21-11	JANITORIAL SERVS JUNE BEL	1,650.00	1,650.00
83513	MENARDS-MOUNT PROSPECT	291-6480-601.21-11	BLDG MAINTENANCE	81.64	81.64
83522	NICOR GAS	291-6480-601.30-51	NATURAL GAS 4/14-5/17 BEL	250.52	
		291-6480-601.30-51	NATURAL GAS 4/14-5/17 IGS	150.68	401.20
83526	PASTER,EMILY	291-6480-601.22-28	6/25&6/29 INTRO FERMENTAT	400.00	400.00
83527	PETERSEN BROS. PLASTICS, INC.	291-6480-601.30-07	ACRYLIC SHEETS F/MAKERPLA	317.00	317.00
83529	PRACHT,ANDREA	291-6480-601.22-28	7/13 PRESERVES 2 SESSIONS	600.00	600.00
83533	RCN	291-6480-601.22-42	ACC#410983001 NINTERNET 5	231.99	231.99
83536	ROUNDY'S INC	291-6480-601.22-03	TRAVEL/TRAINING	101.54	
		291-6480-601.32-12	PROGRAM EVENT SUPPLIES	59.70	
		291-6480-601.30-05	OFFICE SUPPLIES	27.49	188.73
83542	SHERWIN ACE HARDWARE INC	291-6480-601.21-11	BLDG MAINTENANCE	15.99	15.99
83547	STANDARD ELEVATOR CO	291-6480-601.21-02	REG SERVS JUNE BELMONT	272.95	272.95
83555	ULINE	291-6480-601.30-05	STORAGE BINS F/MAKERPLACE	92.13	92.13
83561	VILLAGE OF ARLINGTON HEIGHTS	291-6480-601.21-60	WATER/SEWER 2/23-4/26	89.82	
		291-6480-601.21-60	WATER/SEWER ADJUSTMENTS	6.15	95.97
83570	3PI TECH SOLUTIONS INC	291-6480-601.30-07	CHECK#83287 REPLACEMENT	1,319.50	
***** DIVISION TOTAL ****					7,774.71
***** DEPARTMENT TOTAL **					153,122.70
***** GRAND TOTAL *****					343,311.68



FUND TOTALS

FUND	FUND NAME	FUND TOTAL
291	Memorial Library Fund	296,212.36
491	Capital Projects-Library	47,099.32
**** TOTAL ALL FUNDS ****		343,311.68

June 21, 2022

**Arlington Heights Memorial Library  
American Express Card Summary  
5/31/2022**

#	CARDHOLDER	ACCOUNT	AMOUNT	DESCRIPTION	VENDOR
	Count	116			
1	Czajka	6440-2203	\$ 15.00	ServSafe Certification- Jay Semla	NTLREST SERVSAFE 650
2	Czajka	6440-3202	\$ 44.06	May event program refreshments	TRADER JOE'S #687 Q
3	Czajka	6440-3202	\$ 15.00	Art Show Balloons	PARTY CITY 196
4	Driskell	291-0000-489-9000	\$ (163.56)	Corporate Cashback	CORPORATE CASHBACK CR
5	Driskell	6001-2203	\$ 350.00	MAVA Conference Registration- J Begich	MINNESOTA ASSOCIATIO
6	Driskell	6001-2203	\$ (2.20)	Tax Refund from Back In Circ Conference	UWCC REGISTRATIONS U
7	Driskell	6001-2203	\$ 642.20	Back In Circ Conf/Lunch- S Meyer/ M Maier	UWCC REGISTRATIONS U
8	Driskell	6001-2203	\$ 505.65	ALA Conference Flight- D Smart	UNITED AIRLINES
9	Driskell	6001-2203	\$ 505.65	ALA Conference Flight- M Driskell	UNITED AIRLINES
10	Driskell	6001-2203	\$ 557.20	ALA Conference Flight- A Harder	UNITED AIRLINES
11	Driskell	6001-2203	\$ 20.00	Debbie Smart at Chamber 75th Anniversary	ARLINGTON HEIGHTS CC
12	Driskell	6001-3272	\$ 324.08	D25 and Library Board Meeting Panera Catering	PANERA BREAD #203287
13	Driskell	6001-3272	\$ 339.08	D25 Joint Board Meeting Supplies	PANERA BREAD #203287
14	Driskell	6002-2210	\$ 31.49	Business Cards- Catalina Shin	VISTAPRINT
15	Driskell	6002-2210	\$ 31.49	Business Cards- Carmel Evangelista	VISTAPRINT
16	Driskell	6002-2210	\$ 33.49	Business Cards- Catalina Shin	VISTAPRINT
17	Driskell	6002-2210	\$ 132.49	Business Cards- J Semla, A Son, A Moreno, R Kaplan, L Priest	VISTAPRINT
18	Driskell	6002-3005	\$ 774.50	Summer Reading Stickers	STICKER MULE
19	Driskell	6003-2255	\$ 2,236.45	Staff Day Lunch	17 - EC - LOU MALNAT
20	Driskell	6003-2255	\$ 47.20	Staff Day Supplies	WINDY CITY NOVELTIE
21	Driskell	6003-2255	\$ 735.00	Staff Day Breakfast	PANERA BREAD #203287
22	Driskell	6003-2255	\$ 124.03	Staff Day Dragon Supplies 3	SSL ECOMM
23	Driskell	6003-4070	\$ 60.20	SLC 2022 Staff Summer Reading Prizes	NOVELLY YOURS CANDLE
24	Driskell	6004-2165	\$ 850.00	Senior Center Artwork - in memory of Bruno Grund	ALLEN STEBBINS
25	Driskell	6004-3202	\$ 120.00	Summer Reading Weekly Drawing Prize	AROUND CAFE AND SHOP
26	Driskell	6004-3202	\$ 405.95	Summer Reading Gift Cards Barnes and Noble	BARNES&NOBLE.COM 000
27	Driskell	6004-3202	\$ 120.00	Summer Reading Gift Cards- Berry Yo	BERRYYO FROZEN YOGUR
28	Driskell	6004-3272	\$ 180.59	Staff Day After Party	SAMSLUB.COM#6279 62
29	Driskell	6010-2242	\$ 94.98	Emergency Texting Service	ONTIMETEL DIALMYCAL
30	Driskell	6010-3032	\$ 280.00	LAT Zoom Subscription	ZOOM.US 888-799-9666
31	Driskell	6020-2107	\$ 38.65	Bookmobile Door Latch	A PARTS WAREHOUSE
32	Driskell	6020-2111	\$ 70.14	Maintenance Supplies	BT*NYRP
33	Driskell	6020-2111	\$ 119.48	Cabinet Hinge	CABINETPARTS.COM, IN
34	Driskell	6020-2111	\$ 496.55	Light Bulbs	BULBSDEPOT 00-080365
35	Driskell	6401-2203	\$ 15.00	ServSafe Certification- Jan Pinotti	NTLREST SERVSAFE 650
36	Driskell	6401-3005	\$ 88.90	Cricut Supplies	JOANN STORES ONLINE.
37	Driskell	6401-3202	\$ 30.00	Summer Reading Littles' Take Home Kit	Dollar Tree, Inc.
38	Driskell	6401-3202	\$ 15.00	Summer Reading Littles' Take Home Kit	Dollar Tree, Inc. 00
39	Driskell	6401-3202	\$ (6.74)	Tax Refund from Terrarium Bowls	DOLLAR TREE ECOMM 00
40	Driskell	6401-3202	\$ 19.99	Teen Summer Reading Prize Container	TARGET.COM 3991
41	Driskell	6401-3202	\$ 73.03	Summer Reading Activity Kit Tween	The Webstaurant Stor
42	Driskell	6401-3202	\$ 83.73	Terrarium Bowls for Low School Explore More Day	Dollar Tree, Inc. 00
43	Driskell	6401-3202	\$ 258.80	Tween Summer Reading Activity Kit	EDUCATIONAL INNOVATI
44	Driskell	6401-3202	\$ 31.25	Teen 2022 Summer Reading Prizes	The Webstaurant Stor
45	Driskell	6401-3202	\$ 132.21	Summer Reading Kids Plinko Prize	HOMEDEPOT.COM
46	Driskell	6401-3202	\$ 112.02	Supplies for Fun in the Sun STEM- 7/19	SP BROWN DOG GADGETS
47	Driskell	6401-3202	\$ 446.00	Teen Summer Reading Registration Prize	STICKER MULE
48	Driskell	6401-3201	\$ 43.99	Playgroup Supplies	Dollar Tree, Inc. 00
49	Driskell	6401-3201	\$ 44.00	Playgroup Supplies	Dollar Tree, Inc. 00
50	Driskell	6420-2202	\$ 85.00	ALA Dues- S Meyer	AMERLIBASSOC ECOMMER
51	Driskell	6420-2203	\$ 71.10	ALA Immigration Webinar- Catalina Shin	AMERICAN LIBRARY ASS
52	Driskell	6420-3005	\$ 35.97	Masking Tape for Circ	STAPLES 00472
53	Driskell	6440-3202	\$ 40.00	Books and Brews Appetizers	EDDIES RESTAURANT AN
54	Driskell	6440-3202	\$ 675.00	FanCon Pin	PAYPAL *CUSTOMPINSN
55	Driskell	6450-3185	\$ 184.99	Studio VHS Player	EBAY O*22-08638-2125
56	Driskell	6480-3007	\$ 89.01	Pin Kits for Makerplace Sale	SP AMERICAN BUTTON M
57	Driskell	6480-3185	\$ 5.27	Level for Fabrication Room	HOMEDEPOT.COM
58	Driskell	6480-3212	\$ 109.65	Deli Containers for Knife Skills Classes	The Webstaurant Stor
59	Driskell	6480-3212	\$ 103.00	Ingredients for Knife Skills Class	RESTAURANT DEPOT 548
60	Dworianyn	6010-2005	\$ 5.97	Domain Privacy Renewal	WEB*NETWORKSOLUTIONS
61	Dworianyn	6010-2005	\$ 54.10	PayPal Payflow Pro Monthly Subscription	PAYFLOW/PAYPAL 0045
62	Dworianyn	6010-2242	\$ 21.04	Business Cable, 5/1-5/31	COMCAST CHICAGO
63	Dworianyn	6010-2242	\$ 140.57	SC Internet Service, 4/21-5/20	COMCAST CHICAGO
64	Dworianyn	6010-2242	\$ 51.99	ADT Security for Makerplace	ADT SECURITY*4038885
65	Dworianyn	6010-3032	\$ 49.00	Riddle.com Monthly Subscription	RIDDLE.COM SUBSCRIPT

#	CARDHOLDER	ACCOUNT	AMOUNT	DESCRIPTION	VENDOR
66	Dworianyn	6010-3032	\$ 11.99	YouTube Premium Subscription	GOOGLE *YOUTUBEPREMI
67	Dworianyn	6010-3032	\$ 1,570.00	QuickTap Survey Annual Renewal	QUICKTAPSURVEY
68	Dworianyn	6010-3032	\$ 165.00	Volunteer Software Monthly Subscription	WWW.VOLGISTICS.COM
69	Dworianyn	6010-3032	\$ 1.50	Conference Phone Bridge	MSFT * E0400IN55Y 00
70	Dworianyn	6010-3032	\$ 899.00	Basecamp Annual Subscription	BASECAMP.COM
71	Dworianyn	6010-3032	\$ 651.75	Office365 Monthly Subscription	MNJTECHNOLOGIESDIREC
72	Dworianyn	6010-3032	\$ 299.94	Crowdpurr Annual Renewal	CROWDPURR.COM PLAN
73	Dworianyn	6010-3032	\$ 9.99	Kindle Unlimited Monthly Subscription	KINDLE UNLTD*134U39N
74	Dworianyn	6010-3032	\$ 4.99	Amazon Freetime Monthly Subscription	AMAZON KIDS+*1382C4W
75	Dworianyn	6010-3032	\$ 391.36	Amazon S3 Backup Storage	AMAZON WEB SERVICES
76	Dworianyn	6010-3032	\$ 35.00	Trello Monthly Subscription	TRELLO.COM* ATLISSIA
77	Dworianyn	6010-3032	\$ 54.00	Google Gsuite Monthly Subscription	GOOGLE *GSUITE_AHML
78	Dworianyn	6010-3032	\$ 15.99	Spotify Monthly Subscription	SPOTIFY USA
79	Dworianyn	6010-3032	\$ 9.99	Amazon Music Monthly Subscription	AMAZON MUSIC*1Q04W9F
80	Dworianyn	6010-3185	\$ 7.89	iPhone Holder for Tripod	AMZN MKTP US*MC7RP1Y
81	Dworianyn	6010-3185	\$ 34.87	Batteries for Makerplace Alarm System	AMAZON.COM*1Q9C29IS2
82	Krueger	6001-2165	\$ 90.00	Cashback Program Annual Fee	CASHBACK PROGRAM FEE
83	Krueger	6001-2165	\$ 37.50	American Express New Membership Fee	NEW MEMBERSHIP FEE -
84	Szymanek	6470-3033	\$ 525.00	Documentation Library	LIB OF CONGRESS 0000
85	Szymanek	6470-3275	\$ 19.99	AV Materials	NETFLIX.COM
86	Szymanek	6470-3275	\$ 185.91	AV Materials	GAMESTOP.COM GameSto
87	Szymanek	6470-3275	\$ 14.99	AV Materials	HELP.HBOMAX.COM
88	Szymanek	6470-3275	\$ 26.65	AV Materials	SP ALANIS MORISSETTE
89	Szymanek	6470-3275	\$ 12.99	AV Materials	HLU*HULU 17479794351
90	Szymanek	6470-3275	\$ 12.99	AV Materials	HLU*HULU 17479807838
91	Szymanek	6470-3275	\$ 12.99	AV Materials	HLU*HULU 17479817075
92	Szymanek	6470-3275	\$ 19.99	AV Materials	SP CITIZENSUNITEDMOV
93	Szymanek	6470-3275	\$ 19.99	AV Materials	NETFLIX.COM
94	Szymanek	6470-3275	\$ 0.01	AV Materials	GAMESTOP.COM GameSto
95	Szymanek	6470-3275	\$ 19.99	AV Materials	NETFLIX.COM
96	Szymanek	6470-3275	\$ 41.21	AV Materials	SALEMNOW 0705
97	Szymanek	6470-3275	\$ 41.21	AV Materials	SALEMNOW 0705
98	Szymanek	6470-3275	\$ 15.48	AV Materials	SP MAX FROST OFFIC
99	Szymanek	6470-3275	\$ 32.48	AV Materials	USA*PBS PUB BRD SVC
100	Szymanek	6470-3275	\$ 388.43	AV Materials	USA*PBS PUB BRD SVC
101	Szymanek	6470-3275	\$ (2.18)	AV Materials	GAMESTOP.COM GameSto
102	Szymanek	6470-3275	\$ 20.17	AV Materials	SP THATH ONLINE STOR
103	Szymanek	6470-3275	\$ 14.99	AV Materials	HELP.HBOMAX.COM
104	Szymanek	6470-3275	\$ 37.07	AV Materials	GAMESTOP.COM GameSto
105	Szymanek	6470-3275	\$ 50.00	AV Materials	SLING.COM
106	Szymanek	6470-3280	\$ 14.24	Books	SP NATIONAL PUBLIC R
107	Szymanek	6470-3280	\$ 46.98	Books	BARNES&NOBLE.COM 000
108	Szymanek	6470-3295	\$ 3.92	Periodicals	BT*MDDN HOLDINGS INC
109	Szymanek	6470-3295	\$ 29.50	Periodicals	FUTURE PUBLISHING LT
110	Szymanek	6470-3295	\$ 41.67	Periodicals	CAGGNI 8990000039719
111	Szymanek	6470-3295	\$ 14.99	Periodicals	D J*BARRON'S
112	Szymanek	6470-3295	\$ 15.00	Periodicals	PAYPAL *WBCGENSOCIE
113	Szymanek	6470-3295	\$ 20.00	Periodicals	PIONEER WOMAN MAGAZI
114	Szymanek	6470-3295	\$ 29.00	Periodicals	SP 2600 MAGAZINE
115	Szymanek	6470-3295	\$ 35.00	Periodicals	FIBER ART NOW MAGAZI
116	Szymanek	6470-3295	\$ 157.99	Periodicals	LIBRARY JOURNALS
			\$ 19,453.08		

June 21, 2022

**Arlington Heights Memorial Library**  
**Mastercard Summary**  
**5/31/2022**

#	Count	21			
	<u>CARDHOLDER</u>	<u>ACCOUNT</u>	<u>AMOUNT</u>	<u>DESCRIPTION</u>	<u>VENDOR</u>
1	Szymanek	6470-3275	\$ 706.50	AV Materials	THE CHICAGO LIGHTHOUS
2	Szymanek	6470-3275	\$ 19.99	AV Materials	NETFLIX.COM
3	Szymanek	6470-3275	\$ 19.99	AV Materials	NETFLIX.COM
4	Szymanek	6470-3295	\$ 29.95	Periodicals	CARD PLAYER
5	Szymanek	6470-3295	\$ 85.99	Periodicals	WWW.BANDLAB.COM
6	Szymanek	6470-3295	\$ 1.71	Periodicals	FOREIGN TRANSACTION F
7	Sara	6410-3201	\$ 30.00	Adult Summer Reading Prize	TST* Scratchboard Kit
8	Sara	6410-3201	\$ 30.84	Adult Summer Reading Prize	SALSA 17
9	Sara	6410-3201	\$ 30.00	Adult Summer Reading Prize	BERRYYO FROZEN YOGURT
10	Sara	6410-3201	\$ 30.00	Adult Summer Reading Prize	KILWINS
11	Sara	6410-3201	\$ 30.00	Adult Summer Reading Prize	COCO & BLU
12	Sara	6410-3201	\$ 30.00	Adult Summer Reading Prize	TST* Passero
13	Sara	6410-3201	\$ 30.00	Adult Summer Reading Prize	TST* PEGGY KINNANES
14	Sara	6410-3201	\$ 30.00	Adult Summer Reading Prize	PORKYS BBQ
15	Sara	6410-3201	\$ 30.00	Adult Summer Reading Prize	TST* HONEY JAM CAFE -
16	Sara	6410-3201	\$ 30.00	Adult Summer Reading Prize	GARIBALDIS ITALIAN EA
17	Sara	6410-3201	\$ 30.00	Adult Summer Reading Prize	FRANCESCA S TAVOLA
18	Sara	6410-3201	\$ 30.00	Adult Summer Reading Prize	JAMESONS CHARHOUSE
19	Sara	6410-3201	\$ (1.20)	Adult Summer Reading Prize	RBT FRANCESCA S TAVOL
20	Sara	6410-3201	\$ 144.50	Tshirts for Lit Stroll Program	OLD NAVY ON-LINE
21	Sara	6410-3201	\$ 30.00	Adult Summer Reading Prize	TUSCAN MARKET AND WIN
			\$ 1,398.27		

June 21, 2022

**Arlington Heights Memorial Library  
Special Funds Summary  
5/31/2022**

Count 45

#	Account	Amount	Description	Staff	
	<b>Check #1607- Transfer to Disbursement</b>	100-80-00	\$ 65,000.00	Transfer to Disbursement	S Beckman
1	<b>Check #1608- Divine Signs Inc #37401</b>	6020-2111	\$ 2,337.50	Balance- Parking lot ground sign replacement	G Leclair
	<b>Check # 1609 – AHML – Petty Cash</b>				
2	5/9/2022 6420-2203	\$ 38.78	Mileage- M Weber	M Weber	
3	6008-2203	\$ 7.90	Mileage- S Beckman	S Beckman	
4	6440-2203	\$ 3.39	Mileage- M Williams	M Williams	
5	6420-2203	\$ 3.51	Mileage- M Williams	M Williams	
6	6410-3201	\$ 9.99	May Adult LitCrate	A Stanfield	
7	6401-3202	\$ 13.97	April Program Supplies	J Pinotti	
8	6401-3201	\$ 20.99	April Food Flannel board for WOYC	J Pinotti	
9	6401-3202	\$ 27.56	Teen Program Supplies 5/4	A Moreno	
10	6430-2203	\$ 2.57	Mileage- E Akdeniz	E Akdeniz	
11	6410-2203	\$ 21.00	Mileage- D Malik	D Malik	
12	6401-3201	\$ 28.24	Passive Crafts Supplies	M Vela	
13	6001-2203	\$ 45.34	Spunky Dunkers for Open Mike	J Doren	
14	6401-2203	\$ 14.27	Mileage- S Garrett	S Garrett	
15	5/17/2022 6001-2203	\$ 29.74	Reaching Forward- D Tabor	D Tabor	
16	6470-2203	\$ 34.98	Mileage- C Hamann	C Hamann	
17	6401-2203	\$ 5.91	Mileage- L Dakas	L Dakas	
18	6401-3202	\$ 33.11	Storytime Supplies	S Prince	
19	6401-3202	\$ 28.94	Storytime Supplies	S Prince	
20	6470-2203	\$ 37.18	Mileage- L Bobis	L Bobis	
21	6001-2203	\$ 30.80	Reaching Forward- J Semla	J Semla	
22	6001-2203	\$ 15.56	Mileage- J Doren	J Doren	
23	6001-2203	\$ 27.52	Reaching Forward- P Schwarting	P Schwarting	
24	6001-2203	\$ 30.80	Reaching Forward- S Robinson	S Robinson	
25	6001-2203	\$ 27.52	Reaching Forward- M Maier	M Maier	
26	6401-3202	\$ 23.96	YS Outreach Prizes	K McGuire	
27	6401-2203	\$ 17.02	Mileage- K McGuire	K McGuire	
28	5/23/2022 6001-2203	\$ 14.99	Supplies for Open Mike	J Moravec	
29	6001-2203	\$ 43.74	Supplies and Mileage for Open Mike	J Doren	
30	6420-2203	\$ 4.27	Mileage- S Meyer	S Meyer	
31	6420-2203	\$ 26.79	Mileage- S Meyer	S Meyer	
32	6001-2203	\$ 14.74	Reaching Forward- S Prince	S Prince	
33	6401-2203	\$ 3.74	Mileage- S Prince	S Prince	
34	6401-2203	\$ 6.90	Mileage- S Prince	S Prince	
35	6401-3201	\$ 7.98	Tween DIY	S Prince	
36	6001-2203	\$ 15.00	Reaching Forward- J Pinotti	J Pinotti	
37	6420-2203	\$ 20.01	Mileage- M Klopp	M Klopp	
38	6001-2203	\$ 30.80	Reaching Forward- A Moreno	A Moreno	
39	5/31/2022 6410-2203	\$ 9.77	Mileage- D Malik	D Malik	
40	6430-2203	\$ 1.52	Mileage- R Witt	R Witt	
41	6401-3201	\$ 33.96	Teen DIY May Supplies	A Son	
42	6401-3202	\$ 13.99	Teen Program Refreshments 5/1	A Son	
43	6401-2203	\$ 17.73	Mileage- K McGuire	K McGuire	
44	6/1/2022 6420-2203	\$ 19.24	Mileage- M Klopp	M Klopp	
45	6420-2203	\$ 15.68	Mileage- R Akhter-Azim	R Akhter-Azim	
		\$ 3,218.90			

**To:** Board of Library Trustees  
**From:** Michael Driskell  
**Date:** June 21, 2022  
**Re:** Kids' World Refresh Project Update

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Staff and representatives from Williams Architects will provide an update to the project to refresh of the Kids' World department. Project budget and bidding process/timeline will be discussed.

To: Board of Library Trustees  
From: Mike Driskell and Lisa Haack  
Date: June 21, 2022  
Re: Employee Engagement Survey Action Plans

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As discussed at the March board meeting, library staff recently completed an employee engagement survey, meant to help understand areas in which we excel as an organization and areas of opportunity. This most recent survey was launched January 25 through a third-party company which specializes in surveying, data collection and benchmarking. The benefit of having a third party administer the survey is ensured anonymity for staff and meaningful data reporting for the leadership team for action planning.

The administrative team and Human Resources have been working with managers to evaluate results, identify strengths and opportunities and create action plans. Human Resources staff will present steps taken regarding action plan creation and implementation, AHML overall action plan and next steps.

To: Board of Library Trustees  
From: Traci Sara and Michael Driskell  
Date: June 21, 2022  
Re: 2023 Budget Targets

As discussed at the June Committee of the Whole meeting, the budget targets will be used in the preparation of the 2023 budget. Targets are once again divided into categories based on who has the responsibility for setting the target: the board, staff, Village of Arlington Heights, federal government and the market.

- Information received from the Village is preliminary and could change.
- The estimated increase for liability insurance from LIRA is also preliminary.
- A 8.6% maximum increase in salary grades is an estimate based on the current 2023 cost of living adjustment (COLA) estimate. An updated number will be provided in Q3 2022.

**Suggested motion: The Board of Library Trustees adopts the 2023 Budget Targets with updated information to be included as it becomes available.**



**Arlington Heights Memorial Library  
BUDGET TARGETS FOR 2023**

	<u>CY 2019</u>	<u>CY 2020</u>	<u>CY 2021</u>	<u>CY 2022</u>	<u>CY 2023</u>	
<b>REVENUE</b>						
<b>SET BY BOARD OF LIBRARY TRUSTEES</b>						
1. Target for tax levy increase on previous years extended levy	1%	0%	0%	0%	0%	a a - Set per Board action following review and recommendation of Long Range Fiscal Plan (LRFP).
<b>EXPENDITURES</b>						
<b>SET BY FINANCE COMMITTEE</b>						
2. Maximum Operating Budget increase (excludes Property)	2.50%	5.73%	2.50%	2.90%	5.20%	b b - This target excludes expenditures in the General Fund's property area (non-capitalized fixed assets) as well as all expenditures in the Capital Projects Fund. [Max. Operating Budget = General Fund Total - Property]
3. Maximum increase in salary grades	2.80%	1.90%	5.06%	4.20%	8.60%	c c - Based on first-quarter Consumer Price Index (CPI) data from the U.S. Bureau of Labor Statistics which points to an 8.6% cost-of-living adjustment (COLA) in 2023, overall salary grades are estimated to have a range increase of 8.6%. The increase is based on estimates and assumptions in association with HR Source Data and Social Security's COLA which will be finalized and announced in Q4 2022. Ranges will also be reviewed in a planned 2022 compensation study.
4. Increase in Budgeted Personal Services not to exceed	3.00%	6.85%	0.00%	3.50%	5.80%	d d - Total includes merit increases plus fringe increases.
<b>SET BY STAFF</b>						
5. Maximum increase for individual budget lines	1.00%	1.00%	1.00%	1.00%	1.00%	e e - An increase above this target requires an approved add-on request.
<b>SET BY VILLAGE</b>						
6. Increase in medical insurance not to exceed	10%	8.00%	5.00%	6.00%	8.00%	f f - Percent increase is a preliminary, conservative estimate based on discussions HUB.
Employee medical insurance - actual through 2022	\$ 1,268,996	\$ 1,367,928	\$ 1,386,384	\$ 1,325,800	\$ 1,431,864	g g - Employee contribution remains at 14% (vs. 12% in 2021 and prior); 2% contingency built-in (both for Library and Village) to the health insurance target.
7. Assessment for Accounts Payable processing - actual through 2022	\$ 25,235	\$ 25,992	\$ 129,267	\$ 135,000	\$ 139,050	h h - Estimated 3% annual service charge increase from VAH for medical benefit administration, payroll, cash investments, Chase bank reconciliations, pooled cash, OPEB management, IMRF management, and accounting software (years prior to 2020 service charge increase included in 2020 PPRT intergovernmental agreement - the library paid more than indicated on this spreadsheet via 2020 lump sum expense).
8. IMRF Rate for Fiscal Year not to exceed - set by VAH	10.01%	12.64%	12.54%	12.54%	11.47%	i i - Set by the Village based on IMRF recommendation plus additional voluntary contributions to adjust for the assumed rate of returns.
<b>SET BY GOVERNMENT</b>						
9. Social Security	6.20%	6.20%	6.20%	6.20%	6.20%	j j - Set by federal government.
10. Medicare	1.45%	1.45%	1.45%	1.45%	1.45%	k k - Set by federal government.
<b>SET BY MARKET</b>						
11. Employee Assistance Plan	\$ 5,930	\$ 5,836	\$ 6,128	\$ 5,993	\$ 6,016	l l - \$23.50 per person per contract. We budget for 256 positions.
12. Liability Insurance - actual through 2022	\$ 108,278	\$ 120,958	\$ 140,349	\$ 143,833	\$ 172,600	m m - Based on information provided during our November 2021 renewal meeting, we continue to be in a hard insurance market due to rising loss trends across Property and other (EPLI, D&O, Cyber) lines. The trend of more severe and frequent catastrophic events continues across the US, including catastrophic storms in the Midwest. Due to advancements in loss modeling, carriers have also seen their reinsurance costs increase which in turn are passed onto buyers in the form of increased property rates. Low interest rates means that investment income is not available to offset paid claims. Estimated increase, 20%.

To: Board of Library Trustees

From: Michael Driskell

Date: June 21, 2022

Re: Review Issuance of Nonresident Library Cards and Approval of  
Nonresident Card Fee

As discussed at the June Committee of the Whole meeting, the Arlington Heights Memorial Library provides a nonresident fee card option under the provisions of Public Act 92-1066, Section 3050.

A nonresident is defined by the Act as an individual residing in an area not taxed for public library service. A summary of the law's main aspects includes the following:

- Nonresident library cards must be purchased at the closest participating public library. The Illinois Administrative Code states, "Nonresidents shall apply at the participating public library in the school district in which the nonresident has his or her principal residence unless, due to the commonality of community interests, library services at another library that is physically closer may better serve the needs of the nonresident."
- Nonresident library cards are valid at all participating libraries in Illinois.
- Nonresident cardholders are entitled to the same borrowing privileges and services as resident cardholders.

Each June, the Board of Library Trustees has affirmed its commitment to continue to offer a nonresident fee card option. To date, one nonresident fee card was purchased.

### **AHML's Fee Card**

The state library specifies three ways to calculate the fee for a nonresident card.

**General Mathematical Formula:** This method calculates one consistent cost for all non-resident customers based on the average taxes paid to the library per household by Arlington Heights residents. The library has traditionally used the “General Mathematical Formula” to determine the library’s fee.

**Tax Bill Method:** This method provides a different cost per non-resident customer based on rental cost or property tax and the library tax rate. The property owner or renter would pay the same amount as would be paid if the property were in the library service area. Using this method will require customers to produce their most recent tax bill, rental payment receipt or canceled rent check. This method is more cumbersome for customers and staff and was piloted by the library in 2009. Based on the results, the General Mathematical Formula method was determined to be the preferred method and has since been used.

**Adoption of the Average Non-Resident Fee in the System Area:** In public library service areas with a disproportionately large share of the property valuation in agricultural, industrial, mining, commercial or other non-residential property, the library board of trustees may ask the Director of the Illinois State Library for authorization to adopt as its non-resident fee the average non-resident fee in the system in which the library is located. This method does not apply to our community and is not considered a viable option.

Staff recommend continued the use of the General Mathematical Formula.

Using the General Mathematical Formula method, the fee for the nonresident card is determined by dividing the library’s income from local government sources (2021 property tax revenue: \$14,179,405) by the Arlington Heights population (77,676) to determine the cost of service per capita. The per capita figure is multiplied by the average number of persons per Arlington Heights household (2.42) to arrive at the fee for the nonresident card.

Using the General Mathematical Formula method, the new nonresident library card fee would be \$442, effective July 1, 2022, through June 30, 2023. The worksheet for the calculation is attached. It also includes a history of the library’s fee for the nonresident fee card.

To make the purchase of this card more accessible to customers, we provide the option of a 6-month non-resident card term.

**Suggested motion: The Board of Library Trustees affirms its continued commitment to offering a nonresident library card option under Public Act 92-1066 and sets the annual fee for the card, using the General Mathematical Formula method, at \$442 effective July 1, 2022, through June 30, 2023.**

DATE: 06/06/22

LIBRARY: Arlington Heights Memorial

WORKSHEET FOR ILLINOIS PUBLIC LIBRARY NONRESIDENT FEES

1. What is your present nonresident fee, if you provide for one?

General Mathematical Formula

2. Use the general mathematical formula to calculate a fee by following these steps:

- a. Population of your library community. (2010 or later census)

77,676

- b. Library income from local government sources. (Exclude federal revenue-sharing funds)

\$14,179,405

- c. Per capita support for your library. (Divide your library income from #2b by your population)

\$182.55

- d. Calculate the minimum non-resident fee for a household card (multiply the per capita figure by the figure for the size of the average household in your community) (2.42 – based on 2020 Census)

\$441.77

3. Is your present nonresident fee at least equal to the minimum derived by this formula?

Yes

4. Do you intend to compute fees on an individual basis as defined in the Procedures?

No

5. Will you request authorization to adopt the average nonresident fee of your system as explained in the Procedures?

No

6. If a new nonresident fee is required what will it be?

\$442

History:

2021 - \$454

2018 - \$441

2015 - \$426

2020 - \$447

2017 - \$439

2014 - \$423

2019 - \$442

2016 - \$430

2013 - \$419

To: Board of Library Trustees  
From: Michael Driskell, Jack Bower, Chris Krueger  
Date: June 21, 2022  
Re: Adoption of Proposed Revisions to Policy 7.020 Makerspace and Policy  
7.021 Makerspace Kitchen

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As last discussed at the June 6 Committee of the Whole meeting, in May 2021 the Board of Library Trustees approved the initial Makerspace and Makerspace Kitchen policies, which outlined a majority of the needed guidelines for the public use of the spaces. Since opening in September, staff have been working on updates to the policies to reflect how the space is used and incorporating the additional needed guidelines for rental use. The library's attorney has reviewed the policies.

Suggested motion: **The Board of Library Trustees adopts revisions to Policy 7.020 Makerspace and Policy 7.021 Makerspace Kitchen, effective July 1, 2022.**

## **7.020 MAKERPLACE – PUBLIC USE**

The Arlington Heights Memorial Library’s Makerplace is a flexible, participatory environment where users can gain access to the latest technology to encourage life-long learning, entrepreneurship and empowerment through creation. It offers a wide array of hands-on opportunities and facilitates the sharing of space, equipment and resources for a diverse community in accordance with the library’s mission to fulfill the knowledge, information, enrichment, entertainment and cultural engagement needs of our community members.

### **USE OF SPACE**

1. Users must be 12 years of age or older to be in the Makerplace without a responsible caregiver. Users under the age of 12 must be accompanied and monitored at all times by a responsible caregiver or library staff during a scheduled program or event.
2. Users of the Makerplace must adhere to Arlington Heights Memorial Library policies and obey all local, state, and federal laws when using the space. The library reserves the right to terminate usage privileges of any person in violation of these policies.
3. Issues, accidents, or injuries must be reported immediately to Makerplace staff.
4. Library-sponsored activities, classes, and programs have priority use of the spaces.
5. Use of the flex spaces and kitchen must adhere to the applicable policies, waiver forms, and rental agreements.
6. Organizations or individuals may not use any Makerplace facilities for ongoing operational activities.

### **USE OF EQUIPMENT AND MATERIALS**

1. Select tools will require a completed waiver form and/or in-house competency training prior to independent use. Use of select equipment and tools requires staff assistance to operate.
2. Materials for use with Makerplace tools will be available for purchase. Material availability is not guaranteed; prices are subject to change. The material price list is posted on the library website. The library does not offer refunds for materials used or for any remnants.
3. Users may bring in their own materials for use with equipment contingent on pre-approval from staff. The library requires a copy of the Safety Data Sheet (SDS) and reserves the right to deny non-compatible materials and tools.
4. The library cannot guarantee product quality, satisfaction, equipment availability or stability, confidentiality of design or specific delivery times.

5. The library is not responsible for damage to any project, if a project does not print correctly, does not work, or if a user's personal equipment is damaged or destroyed while using any of the library equipment or tools. The library and its staff are not liable for any loss, damage, or expenses sustained by users due to the utilization of services, equipment, software, advice or information.
6. The library is not responsible for any damages, loss or security of data arising from use of its computers or network or during the creation or digitization process. Users are responsible for the storage of their digital files and providing their own storage devices as needed.
7. Users of the Makerplace accept financial responsibility for damage caused to the equipment or space beyond normal wear.

## **RESTRICTIONS**

1. The library reserves the right to refuse production of any content at any time. Users will not be permitted to use Makerplace equipment to produce:
  - a. Content or objects prohibited by local, state, or federal law.
  - b. Content or objects that are unsafe, harmful, dangerous or pose an immediate threat to the well-being of others including but not limited to weapons or weapon parts.
  - c. Content protected by intellectual property laws which the user does not have legal permission to use.
2. It is the responsibility of the user to know which intellectual property laws, if any, apply to their intended creation or design when using library equipment.
3. The copyright law of the United States (Title 17, U.S. Code) governs the making of copies or other reproductions of copyrighted material. Users of the Makerplace are responsible for any related infringement. By submitting content or objects, the user agrees to assume all responsibility for, and shall hold the library harmless in, all matters related to patented, trademarked, or copyrighted materials.
4. To ensure fair and equal access to library equipment, the Makerplace is not and should not be considered a mass-production fabrication facility.
5. Overnight storage of user materials, projects, equipment, or other personal property in the Makerplace is prohibited.

## **MAKERPLACE FLEX SPACE RENTAL**

The two main programming/event spaces located within the Makerplace are designed to be flexible and accommodate a wide range of programming use. These flex spaces are available for rental.

1. Private Makerplace flex space rental is available to users over the age of 18 with priority given to Arlington Heights Memorial Library cardholders, businesses, and non-profit organizations.



2. Reservations by Arlington Heights Library cardholders in good standing may be made two weeks, but no more than six months in advance, unless otherwise approved by library administration. All others may reserve the spaces two weeks, but no more than two months, in advance.
3. No group may rent any space in the Makerplace more than once per month.
4. Price structure, fees and requirements for rental are reflected in the Makerplace Application and Use Agreement and may be modified at any time.
5. Renter is required to remain on Makerplace premises during the rental period.
6. Items may not be stored in the Makerplace outside of the scheduled rental period; the rental space should be left in the same condition as upon arrival.
7. Event capacity is restricted to occupancy limits.
8. Liability insurance is required for all Makerplace renters.

#### **GENERAL RENTAL REGULATIONS**

1. All events must be free of charge. Fundraising activities are prohibited, except for those that result in a direct benefit to the library and have received prior approval from library administration.
2. The renting person/organization is responsible for ensuring that its event complies with requirements of the Americans with Disabilities Act (ADA) and compliance shall be at the renting group's own cost and expense.
3. Children under 12 years of age must be supervised by a responsible caregiver at all times.
4. Rental may not be transferred to another individual or group without prior approval of library staff.
5. Rental reservations are considered tentative until the application and payment are received in full, and the reservation is confirmed by email.
6. The library does not provide assistance in transporting supplies to the spaces or help with set-up beyond the initial set-up, which is done by library staff. Library staff are not available to help with events, take attendance or assist with registration.
7. Behavior that disturbs others is not permitted. The library has the right to cancel or interrupt use of the space at any time. All reservations must adhere to the library's Code of Conduct policy.
8. The library reserves the right to cancel a reservation if a conflict arises with a library-sponsored program or there is an unforeseen event. Staff will assist the individual in finding an alternate date or will refund the fees.

9. Failure to reimburse the library for damages will result in the suspension of library and/or reservation privileges, and possible criminal charges.
10. By allowing use of its flex spaces, the library does not endorse the activities or viewpoints of renters. Groups using the flex spaces must:
  - a. Not state or imply that the group's activities are sponsored or presented in partnership with the library.
  - b. Not use the library as a mailing address or list the library's name, address, phone number or web address as its headquarters.
  - c. Not publicize their event with posters, leaflets or other publicity in the library building without prior approval by library administration. Directional signs and/or notices for day-of events must be approved by staff prior to posting and removed immediately after use of the space.
  - d. Include the following disclaimer in all event listings, publications and advertisements: "This event is not affiliated with the Arlington Heights Memorial Library. Use of library space does not constitute endorsement or approval of the organization, this event or its content by the library."
  - e. Not solicit or campaign outside the space before, during, or after the event.
11. The library retains the right to monitor all events conducted on the premises to ensure compliance with library regulations and policies. Library administration shall reserve the option to pre-empt or cancel any rental at any time or refuse a reservation.
12. The cardholder is responsible for returning the space to its original condition.

## **7.021 MAKERPLACE KITCHEN – PUBLIC USE**

The primary purpose of the Makerplace kitchen is for library programs, including access to hands-on instruction. In addition, providing rental opportunities which help launch new food businesses, non-profits, individuals and groups that support the library's mission to fulfill the knowledge, information, enrichment, entertainment and cultural engagement needs of our community members.

### **ELIGIBILITY**

1. All users of the Makerplace kitchen (kitchen) must complete the Kitchen Waiver form before attending library culinary programs or renting the kitchen.
2. Use of the kitchen outside of library-delivered culinary programming or kitchen rental is prohibited unless approved by the library administration.
3. Culinary instructors contracted by the library and all renters will meet requirements determined by the library.
4. The library reserves the right to limit culinary program registration to cardholders, to limit the number of program registrations per person, and to institute material fees for participation in Makerplace kitchen programs.

### **USE OF SPACE**

1. All kitchen use shall be compliant with library policies and not violate federal, state or local laws; failure to abide may result in cancelation or refusal of future registrations and reservations.
2. Library-sponsored activities, classes, and programs have priority use of the kitchen.
3. Issues, accidents or injuries must be reported immediately to Makerplace staff.
4. Alcohol may not be served or consumed during or in conjunction with use of the kitchen unless approved by the library administration and in accordance with local and state laws.
5. Organizations or individuals may not use any Makerplace facilities for ongoing operational activities.

### **KITCHEN RENTAL**

1. Kitchen rental is available to users over the age of 18 with priority given to Arlington Heights Memorial Library cardholders, businesses, and non-profit organizations.
2. Renters are required to complete a kitchen orientation and sign a kitchen waiver before using the facilities.

3. Renter and/or renter's invitees shall at all times abide by all terms and conditions of the Makerplace Application and Use Agreement.
4. Reservations by Arlington Heights Memorial Library cardholders in good standing may be made two weeks, but not more than six months in advance, unless otherwise approved by library administration. All others may reserve the kitchen two weeks, but not more than two months, in advance.
5. No group may rent any room in the Makerplace more than once per month.
6. Price structure, fees and requirements for rental are reflected in the Makerplace Application and Use Agreement and may be modified at any time.
7. Renter is required to remain on Makerplace premises during the rental period.
8. Event capacity is restricted to occupancy limits.
9. Liability insurance is required for all kitchen rentals. Commercial renters must provide proof of \$1M of liability insurance. Non-commercial renters may be covered under home or organizational insurance.

#### **GENERAL RENTAL REGULATIONS**

1. All events must be free of charge. Fundraising activities are prohibited, except for those that result in a direct benefit to the library and have received prior approval from library administration.
2. The renting person/organization is responsible for ensuring that its event complies with requirements of the Americans with Disabilities Act (ADA) and compliance shall be at the renting group's own cost and expense
3. Children under 12 years of age must be supervised by a responsible caregiver at all times.
4. Rental may not be transferred to another individual or group without prior approval of library staff.
5. Rental reservations are considered tentative until the application and payment are received in full, and the reservation is confirmed by email.
6. The library does not provide assistance in transporting supplies to the kitchen or help with set-up beyond the initial set-up, which is done by library staff. Library staff are not available to help with events, take attendance or assist with registration.
7. Behavior that disturbs others is not permitted. The library has the right to cancel or interrupt use of the kitchen at any time. All kitchen reservations must adhere to the library's Code of Conduct policy.
8. The library reserves the right to cancel a kitchen reservation if a conflict arises with a library-sponsored program or there is an unforeseen event. Staff will assist the individual in finding an alternate date or will refund the fees.

9. Failure to reimburse the library for damages will result in the suspension of library and/or kitchen privileges, and possible criminal charges.
10. By allowing use of its kitchen, the library does not endorse the activities or viewpoints of kitchen renters. Groups using the Makerplace kitchen must:
  - a. Not state or imply that the group's activities are sponsored or presented in partnership with the library.
  - b. Not use the library as a mailing address or list the library's name, address, phone number or web address as its headquarters.
  - c. Not publicize their event with posters, leaflets or other publicity in the library building without prior approval by library administration. Directional signs and/or notices for day-of events must be approved by staff prior to posting and removed immediately after use of the kitchen.
  - d. Include the following disclaimer in all event listings, publications and advertisements: "This event is not affiliated with the Arlington Heights Memorial Library. Use of library space does not constitute endorsement or approval of the organization, this event or its content by the library."
  - e. Not solicit or campaign outside the kitchen before, during, or after the event.

To: Board of Library Trustees

From: Michael Driskell and Traci Sara

Date: June 21, 2022

Re: Review of Annual Financial Report

---

Each year, the board reviews the annual financial report, which is prepared by the library's auditors. Attached, in draft form, are:

- Auditor's Statement on Auditing Standards [SAS] 114 letter
- Auditor's letter to management
- Annual financial report including the MD&A

The opinion of the auditor is that our financial statements present fairly, in all material respects, the financial position of the library. Martha Trotter with Sikich, LLP of Naperville, IL, will be in attendance to review the documents and answer your questions.

Suggested motion: **The Board of Library Trustees accepts the annual financial report for the year ended December 31, 2021.**



**ARLINGTON HEIGHTS MEMORIAL LIBRARY  
ARLINGTON HEIGHTS, ILLINOIS**

---

AUDITOR'S COMMUNICATION TO THE  
MEMBERS OF THE BOARD OF TRUSTEES

For the Year Ended December 31, 2021

The background of the lower half of the page features a grayscale photograph of a library interior with rows of bookshelves. Overlaid on this image is a complex, semi-transparent geometric pattern of overlapping triangles and lines in shades of gray.

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**ARLINGTON HEIGHTS MEMORIAL LIBRARY**  
**ARLINGTON HEIGHTS, ILLINOIS**  
**AUDITOR’S COMMUNICATION TO THE BOARD OF TRUSTEES**  
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1415 West Diehl Road, Suite 400  
Naperville, IL 60563  
630.566.8400

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June 14, 2022

The Honorable President  
Members of the Board of Trustees  
Arlington Heights Memorial Library  
500 N. Dunton St.  
Arlington Heights, Illinois 60004

Ladies and Gentlemen:

As part of our audit process we are required to have certain communications with those charged with governance at the beginning of our audit process and at the conclusion of the audit. Those communications include information related to the planned scope and timing of our audit, as well as other information required by auditing standards. Our communication at the beginning of our audit process along with our questionnaire regarding consideration of fraud in a financial statement audit was sent to you in January 2022.

In addition, auditing standards require the communication of internal control related matters to those charged with governance. Our management letter, as well as a listing of future pronouncements that may affect the Library, are enclosed within this document.

This information is intended solely for the use of the President, Library Board of Trustees and management of the Arlington Heights Memorial Library and is not intended to be and should not be used by anyone other than these specified parties.

Sincerely,

*Sikich LLP*

Sikich LLP  
By: Anthony Cervini, CPA, CFE  
Partner

1415 West Diehl Road, Suite 400  
Naperville, IL 60563  
630.566.8400

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June 14, 2022

The Honorable President  
Members of the Library Board of Trustees  
Arlington Heights Memorial Library  
Arlington Heights, Illinois

Ladies and Gentlemen:

We have audited the financial statements of the governmental activities and each major fund of the Arlington Heights Memorial Library, Arlington Heights, Illinois (the Library) as of December 31, 2021. Professional standards require that we provide you with information about our responsibilities under generally accepted auditing standards, as well as certain information related to the planned scope and timing of our audit. We have communicated such information in our letter to you dated January 3, 2022. Professional standards also require that we communicate to you the following information related to our audit.

### **Qualitative Aspects of Accounting Practices**

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by the Library are described in Note 1 to the financial statements. No new accounting policies were adopted and the application of existing policies was not changed during the year ended December 31, 2021. We noted no transactions entered into by the Library during the year for which there is a lack of authoritative guidance or consensus.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected. We noted no particularly sensitive estimates made by management during our audit of the financial statements except for the actuarial assumptions used to calculate the net pension liability and total OPEB liability for IMRF and the Other Postemployment Benefit Plan.

Management's estimate of the Library's net pension liability and total other postemployment benefit liability are based on various actuarially determined amounts, including estimated investment returns, dates of employee retirement, discount rates, healthcare trend rates, and mortality rates. We evaluated key factors and assumptions used to develop the management's estimates of the Library's net pension liabilities and total other postemployment benefit liability in determining that it is reasonable in relation to the financial statements taken as a whole.

Certain financial statement disclosures are particularly sensitive because of their significance to financial statement users. We noted no particularly sensitive financial statement disclosures during our audit of the financial statements.

The financial statement disclosures are neutral, consistent, and clear.

### **Difficulties Encountered in Performing the Audit**

We encountered no significant difficulties in dealing with management in performing and completing our audit.

### **Corrected and Uncorrected Misstatements**

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are clearly trivial, and communicate them to the appropriate level of management. Management has corrected all such misstatements. In addition, none of the misstatements detected as a result of audit procedures and corrected by management were material, either individually or in the aggregate, to each opinion unit's financial statements taken as a whole.

### **Disagreements with Management**

For purposes of this letter, a disagreement with management is a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

### **Management Representations**

We have requested certain representations from management that are included in the management representation letter dated June 14, 2022.

### **Management Consultations with Other Independent Accountants**

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to the Library's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

### **Other Audit Findings or Issues**

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the Library's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

## **Other Matters**

We applied certain limited procedures to required supplementary information (RSI) that supplements the basic financial statements. Our procedures consisted of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We did not audit the RSI and do not express an opinion or provide any assurance on the RSI.

We were engaged to report on the Individual Fund Financial Schedules which accompany the basic financial statements but are not RSI. With respect to this supplementary information, we made certain inquiries of management and evaluated the form, content, and methods of preparing the information to determine that the information complies with accounting principles generally accepted in the United States of America, the method of preparing it has not changed from the prior period, and the information is appropriate and complete in relation to our audit of the basic financial statements. We compared and reconciled the supplementary information to the underlying accounting records used to prepare the basic financial statements or to the basic financial statements themselves.

## **Restriction on Use**

This information is intended solely for the information and use of the President, Library Board of Trustees and the management of the Library, and is not intended to be, and should not be, used by anyone other than these specified parties.

Sincerely,

*Sikich LLP*

Sikich LLP

By: Anthony Cervini, CPA, CFE  
Partner

**Arlington Heights Memorial Library**

Year End: December 31, 2021

**Adjusting Journal Entries**

Date: 1/1/2021 To 12/31/2021

<b>Number</b>	<b>Date</b>	<b>Name</b>	<b>Account No</b>	<b>Debit</b>	<b>Credit</b>
AJE#01	12/31/2021	Accounts Receivable / AR Real Estate Taxes	291-0000-120-05-00 GF-291	201,805.00	
AJE#01	12/31/2021	Accounts Receivable / IMRF Real Estate Tax Rec	291-0000-120-06-00 GF-291	7,546.00	
AJE#01	12/31/2021	Deferred Revenue / Deferred Real Estate Tax	291-0000-250-10-00 GF-291		-209,351.00
		To correct property tax receivable and deferred taxes at year end			

**ARLINGTON HEIGHTS MEMORIAL LIBRARY  
ARLINGTON HEIGHTS, ILLINOIS**

**MANAGEMENT LETTER**

December 31, 2021

1415 West Diehl Road, Suite 400  
Naperville, IL 60563  
630.566.8400

**SIKICH.COM**

The Honorable President  
Members of the Library Board of Trustees  
Arlington Heights Memorial Library  
Arlington Heights, Illinois

Ladies and Gentlemen:

In planning and performing our audit of the financial statements of the governmental activities and the major funds of the Arlington Heights Memorial Library, Arlington Heights, Illinois (the Library) as of and for the year ended December 31, 2021, in accordance with auditing standards generally accepted in the United States of America, we considered the Library's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Library's internal control. Accordingly, we do not express an opinion on the effectiveness of the Library's internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A material weakness is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected, on a timely basis.

Our consideration of internal control was for the limited purpose described in the first paragraph and was not designed to identify all deficiencies in internal control that might be material weaknesses. Given these limitations during our audit, we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified. This letter does not affect our report dated June 14, 2022, on the basic financial statements of the Library.

This communication is intended solely for the information and use of the President, the Library Board of Trustees and management and others within the administration and is not intended to be, and should not be, used by anyone other than these specified parties.

*Sikich LLP*

Naperville, Illinois  
June 14, 2022

## OTHER COMMENTS

### Future Accounting Pronouncements

The Governmental Accounting Standards Board (GASB) has issued a number of pronouncements that may impact the Library in the future.

GASB Statement No. 87, *Leases*. The objective of this Statement is to better meet the information needs of financial statement users by improving accounting and financial reporting for leases by governments. This Statement increases the usefulness of governments' financial statements by requiring recognition of certain lease assets and liabilities for leases that previously were classified as operating leases and recognized as inflows of resources or outflows of resources based on the payment provisions of the contract. It establishes a single model for lease accounting based on the foundational principle that leases are financings of the right to use an underlying asset. Under this Statement, a lessee is required to recognize a lease liability and an intangible right-to-use lease asset, and a lessor is required to recognize a lease receivable and a deferred inflow of resources, thereby enhancing the relevance and consistency of information about governments' leasing activities. The requirements of this Statement are effective for the fiscal year December 31, 2022.

GASB Statement No. 91, *Conduit Debt Obligations*, was issued in May 2019. The primary objectives of this Statement are to provide a single method of reporting conduit debt obligations by issuers and eliminate diversity in practice associated with (1) commitments extended by issuers, (2) arrangements associated with conduit debt obligations, and (3) related note disclosures. This Statement achieves those objectives by clarifying the existing definition of a conduit debt obligation; establishing that a conduit debt obligation is not a liability of the issuer; establishing standards for accounting and financial reporting of additional commitments and voluntary commitments extended by issuers and arrangements associated with conduit debt obligations; and improved required note disclosures. This statement is effective for fiscal year ending December 31, 2022.

GASB Statement No. 92, *Omnibus 2020*, addresses a variety of topics including: The effective date of Statement No. 87 for interim financial reports; reporting of intra-entity transfers of assets between a primary government employer and a component unit defined benefit pension plan or defined benefit other postemployment benefit (OPEB) plan; the applicability of Statements No. 73 to Certain Provisions of GASB Statement Nos. 67 and 68, as amended, and No. 74, as amended, to reporting assets accumulated for postemployment benefits; the applicability of certain requirements of Statement No. 84, to postemployment benefit arrangements; measurement of liabilities (and assets, if any) related to asset retirement obligations (AROs) in a government acquisition; reporting by public entity risk pools for amounts that are recoverable from reinsurers or excess insurers; reference to nonrecurring fair value measurements of assets or liabilities in authoritative literature and terminology used to refer to derivative instruments. The requirements of this Statement are effective for the fiscal year ending December 31, 2022, except for the requirements related to the effective date of Statement 87 and Implementation Guide 2019-3, reinsurance recoveries, and terminology used to refer to derivative instruments are effective upon issuance.



## **OTHER COMMENTS (Continued)**

### **Future Accounting Pronouncements (Continued)**

GASB Statement No. 93, *Replacement of Interbank Offered Rates*. The London Interbank Offered Rate (LIBOR), a result of global reference rate reform, is expected to cease to exist in its current form at the end of 2021, prompting governments to amend or replace financial instruments for the purpose of replacing LIBOR with other reference rates, by either changing the reference rate or adding or changing fallback provisions related to the reference rate. GASB Statement No. 53, *Accounting and Financial Reporting for Derivative Instruments*, as amended, requires a government to terminate hedge accounting when it renegotiates or amends a critical term of a hedging derivative instrument, such as the reference rate of a hedging derivative instrument's variable payment. In addition, in accordance with Statement No. 87, *Leases*, as amended, replacement of the rate on which variable payments depend in a lease contract would require a government to apply the provisions for lease modifications, including remeasurement of the lease liability or lease receivable. The objective of this Statement is to address those and other accounting and financial reporting implications that result from the replacement of an IBOR. The removal of LIBOR as an appropriate benchmark interest rate is effective for fiscal year ending December 31, 2022.

GASB Statement No. 94, *Public-Private and Public-Public Partnerships and Availability Payment Arrangements*, issued to address issues related to accounting and reporting for public-private and public-public partnership arrangements (PPPs). A PPP is an arrangement in which a government (the transferor) contracts with an operator (a governmental or nongovernmental entity) to provide public services by conveying control of the right to operate or use a nonfinancial asset, such as infrastructure or other capital asset (the underlying PPP asset), for a period of time in an exchange or exchange-like transaction. Some PPPs meet the definition of a service concession arrangement (SCA), which is defined in this Statement as a PPP in which (1) the operator collects and is compensated by fees from third parties; (2) the transferor determines or has the ability to modify or approve which services the operator is required to provide, to whom the operator is required to provide the services, and the prices or rates that can be charged for the services; and (3) the transferor is entitled to significant residual interest in the service utility of the underlying PPP asset at the end of the arrangement. This Statement also provides guidance for accounting and financial reporting for availability payment arrangements (APAs). As defined in this Statement, an APA is an arrangement in which a government compensates an operator for services that may include designing, constructing, financing, maintaining, or operating an underlying nonfinancial asset for a period of time in an exchange or exchange-like transaction. This Statement is effective for fiscal year ending December 31, 2023.

## **OTHER COMMENTS (Continued)**

### **Future Accounting Pronouncements (Continued)**

GASB Statement No. 96, *Subscription-Based Information Technology Arrangements*, provides guidance on the accounting and financial reporting for subscription-based information technology arrangements (SBITAs) for government end users. A SBITA is defined as a contract that conveys control of the right to use another party's (a SBITA vendor's) information technology (IT) software, alone or in combination with tangible capital assets (the underlying IT assets), as specified in the contract for a period of time in an exchange or exchange-like transaction. This Statement establishes that a SBITA results in a right-to-use subscription asset—an intangible asset—and a corresponding subscription liability, provides the capitalization criteria for outlays other than subscription payments, including implementation costs of a SBITA; and requires note disclosures regarding a SBITA. To the extent relevant, the standards for SBITAs are based on the standards established in Statement No. 87, *Leases*, as amended. This Statement is effective for fiscal year ending December 31, 2023.

We will advise the Library of any progress made by GASB in developing this and other future pronouncements that may have an impact on the financial position and changes in financial position of the Library.

## Sikich LLP is a global company specializing in technology-enabled professional services.

Now with more than 1,400 employees, Sikich draws on a diverse portfolio of technology solutions to deliver transformative digital strategies and ranks as one of the largest CPA firms in the United States. From corporations and not-for-profits to state and local governments and federal agencies, Sikich clients utilize a broad spectrum of services and products to help them improve performance and achieve long-term, strategic goals.

## INDUSTRIES

Sikich provides services and solutions to a wide range of industries. We have devoted substantial resources to develop a significant base of expertise and experience in:

AGRICULTURE	AUTOMOTIVE	CONSTRUCTION & REAL ESTATE
DISTRIBUTION & SUPPLY CHAIN	GOVERNMENT	HIGH-TECH
LIFE SCIENCES	MANUFACTURING	NOT-FOR-PROFIT
PRIVATE EQUITY	PROFESSIONAL SERVICES	

## SPECIALIZED SERVICES

### ACCOUNTING, AUDIT, TAX & CONSULTING SERVICES

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- Audit & Assurance
- Consulting Services
- Employee Benefit Plan Audits
- International Tax
- Tax

### TECHNOLOGY

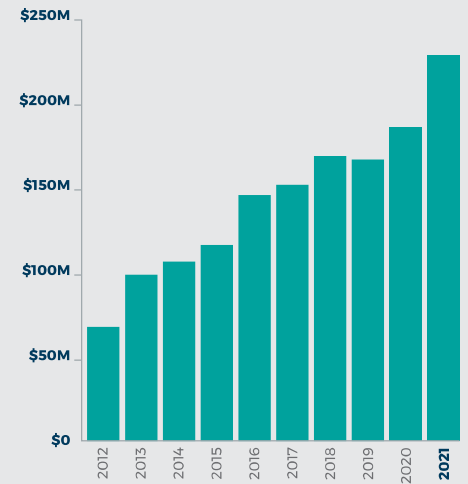
- Business Application
- Cloud & Infrastructure
- Consulting & Implementation
- Cybersecurity & Compliance
- Digital Transformation Consulting

### ADVISORY

- Site Selection & Business Incentives
- Forensic & Valuation Services
- Human Capital Management & Payroll Consulting
- Insurance Services
- Investment Banking\*
- Marketing & Communications
- Retirement Plan Services
- Regulatory, Quality & Compliance
- Succession Planning
- Supply Chain
- Transaction Advisory Services
- Wealth Management\*\*
- Workforce Risk Management

## WHO WE ARE

TOTAL PARTNERS .....100+  
 TOTAL PERSONNEL .....1,400+  
 2021 REVENUE .....\$229M



## LOCATIONS

### Sikich Is A Remote First Organization

- |   |  |
|---|--|
| <b>Akron, OH</b><br>(330) 864-6661        | <b>Milwaukee, WI</b><br>(262) 754-9400   |
| <b>Alexandria, VA</b><br>(703) 836-1350   | <b>Minneapolis, MN</b><br>(331) 229-5235 |
| <b>Boston, MA</b><br>(508) 485-5588       | <b>Naperville, IL</b><br>(630) 566-8400  |
| <b>Chattanooga, TN</b><br>(423) 954-3007  | <b>Peoria, IL</b><br>(309) 694-4251      |
| <b>Chicago, IL</b><br>(312) 648-6666      | <b>Princeton, NJ</b><br>(609) 285-5000   |
| <b>Crofton, MD</b><br>(410) 451-5150      | <b>Springfield, IL</b><br>(217) 793-3363 |
| <b>Decatur, IL</b><br>(217) 423-6000      | <b>St. Louis, MO</b><br>(314) 275-7277   |
| <b>Indianapolis, IN</b><br>(317) 842-4466 | <b>Washington, MO</b><br>(636) 239-4785  |
| <b>Los Angeles, CA</b><br>(877) 279-1900  |  |

\* Securities offered through Sikich Corporate Finance LLC, member FINRA/SIPC.  
 \*\* Investment advisory services offered through Sikich Financial, an SEC Registered Investment Advisor.

## CULTURE

Our dynamic work culture fosters learning, growth and innovation, attracting top-notch team members who see the big picture. Sikich's culture is built on a flexible, trusting work environment and the key pillars of Absolute Integrity, Accountability, Continuous Innovation and Stewardship. We believe our people are our greatest asset and work hard to ensure that all team members feel empowered, comfortable and valued.



## CERTIFICATIONS & AWARDS

All professional accounting staff with more than one year of experience have earned or are working toward earning the Certified Public Accountant designation. Sikich is a member of the **American Institute of Certified Public Accountants' Governmental Audit Quality Center** and the **Employee Benefit Plan Audit Quality Center**.

We adhere to the strict requirements of membership, which assure we meet the highest standards of audit quality. **In 2020, Sikich received its 11th consecutive unmodified ("pass") peer review report**, the highest level of recognition conferred upon a public accounting firm for its quality control systems.

Sikich ranks among the **top 30 firms nationally** on the *Accounting Today* **Top 100 Firms list**.



Sikich has achieved the prestigious **Inner Circle for Microsoft Dynamics** recognition. Membership in this elite group is based on sales achievements that rank Sikich in the top echelon of the Microsoft global network of partners.



We also maintain the **Oracle NetSuite 5 Star Award** and are among the **top three U.S. partners of Oracle NetSuite**.



Sikich is a recipient of **The Channel Co. CRN MSP 500 Top Managed Service Partner Award**, **Channel Futures MSP 501 Top Managed Service Partner Award** and ranks within the **top 350 Microsoft partners in the U.S.**, according to Redmond Channel Partner Magazine.



## NET PROMOTER SCORE

**The firm's overall Net Promoter Score (NPS) is 87%.**

This is a measure of our clients' willingness to recommend Sikich's services and products. An NPS of 50% is considered excellent, and 70% NPS is considered world-class.





**ARLINGTON HEIGHTS MEMORIAL LIBRARY**  
**ARLINGTON HEIGHTS, ILLINOIS**

---

ANNUAL FINANCIAL REPORT

For the Year Ended December 31, 2021

The background of the lower half of the cover features a grayscale photograph of a library interior with rows of bookshelves. Overlaid on this image is a complex, semi-transparent geometric pattern of overlapping lines and shapes, creating a modern, architectural aesthetic.

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**ARLINGTON HEIGHTS MEMORIAL LIBRARY**  
**ARLINGTON HEIGHTS, ILLINOIS**  
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**ARLINGTON HEIGHTS MEMORIAL LIBRARY**  
**ARLINGTON HEIGHTS, ILLINOIS**  
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## **INDEPENDENT AUDITOR'S REPORT**



1415 West Diehl Road, Suite 400  
Naperville, IL 60563  
630.566.8400

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## **INDEPENDENT AUDITOR'S REPORT**

The Honorable President  
Members of the Board of Trustees  
Arlington Heights Memorial Library  
Arlington Heights, Illinois

### **Opinions**

We have audited the accompanying financial statements of the governmental activities and each major fund of the Arlington Heights Memorial Library (the Library) as of and for the year ended December 31, 2021 and the related notes to financial statements, which collectively comprise the Library's basic financial statements as listed in the table of contents.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities and each major fund of the Arlington Heights Memorial Library, Arlington Heights, Illinois as of December 31, 2021 and the respective changes in financial position for the year then ended in accordance with accounting principles generally accepted in the United States of America.

### **Basis of Opinions**

We conducted our audit in accordance with auditing standards generally accepted in the United States of America (GAAS). Our responsibilities under these standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the Library and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

### **Responsibilities of Management for the Financial Statements**

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the Library's ability to continue as a going concern for twelve months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

### **Auditor's Responsibilities for the Audit of the Financial Statements**

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with GAAS, we

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Library's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the Library's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

## **Other Matters**

### *Required Supplementary Information*

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis and the required supplementary information listed in the table of contents be presented to supplement the basic financial statements. Such information is the responsibility of management and, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

### *Supplementary Information*

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Library's basic financial statements. The individual fund schedules are presented for purposes of additional analysis and are not a required part of the basic financial statements. The individual fund schedules are the responsibility of management and were derived from and relate directly to the underlying accounting and other records used to prepare the basic financial statements.

The information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the individual fund schedules are fairly stated, in all material respects, in relation to the basic financial statements as a whole.

*Sikich LLP*

Naperville, Illinois  
June 14, 2022

**GENERAL PURPOSE EXTERNAL  
FINANCIAL STATEMENTS**

**ARLINGTON HEIGHTS MEMORIAL LIBRARY**  
**MANAGEMENT'S DISCUSSION AND ANALYSIS**

**December 31, 2021**

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As the management of the Arlington Heights Memorial Library (AHML), we offer this narrative overview and analysis of the financial activities for the fiscal year ended December 31, 2021. We encourage readers to consider the information presented here in conjunction with additional information furnished in the library's financial Statements.

This discussion and analysis is designed to (1) assist the reader in focusing on significant financial issues, (2) provide an overview of AHML's financial activity, (3) identify changes in AHML's financial position (its ability to address the next and subsequent year challenges), (4) identify any material deviations from the financial plan (the approved budget), and (5) identify individual fund issues or concerns.

**USING THE FINANCIAL SECTION OF THIS ANNUAL REPORT**

**Government-Wide Financial Statements**

The government-wide financial statements are designed to provide readers with a broad overview of AHML's finances, in a manner similar to a private-sector business. The focus of the Statement of Net Position presents information on all of AHML's assets, deferred outflows of resources, liabilities and deferred inflows of resources, with the difference between these reported as net position. This statement combines and consolidates governmental fund's current financial resources (short-term spendable resources) with capital assets and long-term obligations using the accrual basis of accounting and economic resources measurement focus. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position of AHML is improving or deteriorating.

The Statement of Activities presents information showing how AHML's net position changed during the most recent fiscal year. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of the cash flows. Thus, revenues and expenses are reported in this statement for some items that will only result in cash flows in future fiscal periods (e.g., earned but unused compensated absences).

The government-wide financial statements describe functions of AHML that are principally supported by taxes and intergovernmental revenues (governmental activities). The governmental activities of AHML reflect AHML's basic services, including materials collections, reference and readers' services, programming, interlibrary loan and outreach services.

**Fund Financial Statements**

Traditional users of governmental financial statements will find the Fund Financial Statements to be more familiar. The focus of the presentation is on major funds rather than fund types. A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. AHML, like other state and local governments, uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. All of the funds of AHML are in one category: governmental funds.

## **Governmental Funds**

Governmental funds are used to account for essentially the same functions reported as governmental activities in the government-wide financial statements. However, unlike the government-wide financial statements, governmental fund financial statements focus on near-term inflows and outflows of spendable resources, as well as balances of spendable resources available at the end of the fiscal year. Such information may be useful in evaluating a government's near-term financing requirements.

Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for governmental funds with similar information presented for governmental activities in the government-wide financial statements. By doing so, readers may better understand the long-term impact of the government's near-term financing decisions. Both the governmental fund balance sheet and the governmental fund statement of revenues, expenditures, and changes in fund balances provide a reconciliation to facilitate this comparison between governmental funds and governmental activities.

AHML maintains two individual governmental funds. Information is presented separately in the governmental fund balance sheet and statement of revenues, expenditures, and changes in fund balances for the General Fund and Capital Projects Fund, both of which are considered to be "major" funds.

AHML adopts an annual budget for each of its governmental funds. A budgetary comparison statement has been provided elsewhere in this report to demonstrate compliance with the budget. The basic governmental fund financial statements have been included.

## **Notes to the Financial Statements**

The notes provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements. Additional notes to the financial statements can be found throughout this annual financial report.

## **Other Information**

In addition to the basic financial statements and accompanying notes, this report also presents certain required supplementary information concerning AHML's progress in funding its obligation to provide benefits to its employees. Required supplementary information has been provided.

## GOVERNMENT-WIDE STATEMENTS

### Net Position

The following table reflects the condensed Statement of Net Position:

**Table 1: Statement of Net Position**

	Governmental Activities 2021	Governmental Activities 2020
<b>ASSETS</b>		
Cash and investments	\$ 15,020,820	\$ 14,831,345
Receivables (net, where applicable, of allowance for uncollectibles)		
Property taxes	14,534,113	14,390,209
Accounts	14,347	3,143
Prepaid expenses	439,703	336,581
Capital assets not being depreciated	656,643	834,611
Capital assets being depreciated (net of accumulated depreciation)	8,354,094	7,869,129
Total assets	39,019,720	38,265,018
<b>DEFERRED OUTFLOWS OF RESOURCES</b>		
Pension related items - OPEB	92,468	108,405
Pension related items - IMRF	1,807,323	2,069,626
Total deferred outflows of resources	1,899,791	2,178,031
Total assets and deferred outflows of resources	40,919,511	40,443,049
<b>LIABILITIES</b>		
Accounts payable	191,689	360,514
Retainage Payable	0	3,542
Accrued payroll	195,235	158,636
Unearned revenue	5,982	8,296
Long-term liabilities		
Due within one year	86,218	111,314
Due in more than one year	644,234	4,447,238
Total liabilities	1,123,358	5,089,540
<b>DEFERRED INFLOWS OF RESOURCES</b>		
Pension related items - OPEB	111,442	127,866
Pension related items - IMRF	4,463,143	2,318,952
Deferred revenue - property taxes	14,534,113	14,390,209
Total deferred inflows of resources	19,108,698	16,837,027
Total liabilities and deferred inflows of resources	20,232,056	21,926,567
<b>NET POSITION</b>		
Net investment in capital assets	9,010,737	8,703,740
Unrestricted	11,676,718	9,812,742
<b>TOTAL NET POSITION</b>	<b>\$20,687,455</b>	<b>\$18,516,482</b>

Net position increased \$2,170,973 (11.7%) during 2021. The increase was primarily due to AHML's share of IMRF liability and related deferred outflows and inflows, as well as capital asset additions related to AHML's Makerplace project.

The following table summarizes the revenues and expenses of the Library's activities:

**Table 2: Statement of Activities**

	<b>2021</b>	<b>2020</b>
<b>REVENUES</b>		
Program Revenues		
Charges for Services	\$ 44,487	\$ 65,840
Operating Grants	148,597	207,465
General Revenues		
Property Taxes	14,179,405	14,139,567
Personal Property Replacement Tax	302,194	334,521
Investment Income	5,970	46,141
Miscellaneous	112,431	52,740
<b>Total Revenues</b>	<b>14,793,084</b>	<b>14,846,274</b>
<b>EXPENSES</b>		
Culture and recreation	12,622,111	13,759,785
<b>Total Expenses</b>	<b>12,622,111</b>	<b>13,759,785</b>
<b>CHANGE IN NET POSITION</b>	<b>\$ 2,170,973</b>	<b>\$ 1,086,489</b>

Expenses in 2021 were underspent across all AHML departments due to a variety of factors including a continued impact from the COVID-19 pandemic and its impact on programming, as well as delayed opening of the AHML's Makerplace branch to later in 2021 than planned.

#### **FINANCIAL ANALYSIS OF THE DISTRICT'S FUNDS**

As noted earlier, the Arlington Heights Memorial Library uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. As of December 31, 2021, the governmental funds had a combined fund balance of \$15,081,964. The combined fund balance increased by \$441,883 in 2021, from \$14,640,081.

The General Fund is the chief operating fund of AHML. At December 31, 2021, unassigned fund balance in the General Fund was \$10,216,444, which represents 95.9% of the total fund balance of the General Fund. The fund balance increased during the year. AHML was underspent as compared to plan across all departments due to a variety of factors including a continued impact from the Coronavirus pandemic, particularly on programming and related services. Certain staff positions remained unfilled in during the year in many departments.

The Capital Projects Fund reported a decrease in fund balance of \$1,035,153 to \$4,425,817. This decrease is due to the use of reserve for capital expenditures related to AHML's Makerplace branch which completed construction and opened during 2021. By comparison, in 2020 there was a deliberate reduction of use of reserve for capital expenditures as cash flows were unpredictable that year. Because of the Coronavirus pandemic, facility closures and limited programming and operations occurred during 2020. Not only did AHML limit capital spending, a stay at home order was in place for part of the year and no one was able to perform the work.



## GENERAL FUND BUDGETARY HIGHLIGHTS

The overall performance of the fund was less than budgeted. The actual revenues for the year total \$14,790,112, compared to budgeted revenue of \$15,041,083. The \$250,971 difference was mainly due to the over budgeting of property taxes.

Expenditures had a favorable budget variance of \$1,949,951 and this was primarily due to over budgeting related to staffing and services. As of December 31, 2021 and December 31, 2020, AHML reported 60 and 57 open positions, respectively. Commodities and contractual services were also underspent in 2021 and 2020.

### Capital Assets

The following schedules reflect AHML's capital asset balances:

**Table 3: Capital Assets**

	2021	2020
GOVERNMENTAL ACTIVITIES		
Capital assets not being depreciated		
Land	\$ 592,378	\$ 592,378
Permanent art	55,000	55,000
Construction in Progress	9,265	187,233
Total capital assets not being depreciated	656,643	834,611
Capital assets being depreciated		
Buildings and improvements	\$ 19,186,241	\$ 18,121,636
Equipment	3,955,472	3,790,148
Total capital assets being depreciated	23,141,713	21,911,784
Less accumulated depreciation for		
Buildings and improvements	12,028,856	11,401,883
Equipment	2,758,763	2,640,772
Total accumulated depreciation	14,787,619	14,042,655
Total capital assets being depreciated, net	8,354,094	7,869,129
GOVERNMENTAL ACTIVITIES CAPITAL ASSETS, NET	\$ 9,010,737	\$ 8,703,740

At year-end, AHML's investment in capital assets (net of accumulated depreciation) for its governmental-type activities was \$9,010,737 (up 3.5% from \$8,703,740 in 2020). In September 2021, AHML opened its Makerplace branch, a new center for hands-on experiential learning where visitors can use technology, equipment, flexible workspaces, and a commercial-grade kitchen to create projects of their choosing.

## CURRENTLY KNOWN FACTS AND CONDITIONS

The COVID-19 outbreak in the United States has caused business disruption through mandated and voluntary closings of the Arlington Heights Memorial Library. While considerable uncertainty remains about the long-term impact, administration and management will continue to carefully monitor the situation and evaluate its options for the current year and following year's budgetary position as the situation continues to evolve.

## **CONTACTING ARLINGTON HEIGHTS MEMORIAL LIBRARY**

This financial report is designed to provide our citizens with a general overview of AHML's finances and to demonstrate accountability for the money it receives. Questions concerning this report or requests for additional financial information should be directed to Mike Driskell, Executive Director, Arlington Heights Memorial Library, 500 N. Dunton Ave., Illinois, 60004.

## **BASIC FINANCIAL STATEMENTS**

**ARLINGTON HEIGHTS MEMORIAL LIBRARY**  
**ARLINGTON HEIGHTS, ILLINOIS**

STATEMENT OF NET POSITION

December 31, 2021

	<b>Governmental Activities</b>
<b>ASSETS</b>	
Cash and investments	\$ 15,020,820
Receivables (net, where applicable, of allowance for uncollectibles)	
Property taxes	14,534,113
Accounts	14,347
Prepaid expenses	439,703
Capital assets not being depreciated	656,643
Capital assets being depreciated (net of accumulated depreciation)	<u>8,354,094</u>
 Total assets	 <u>39,019,720</u>
<b>DEFERRED OUTFLOWS OF RESOURCES</b>	
Pension related items - OPEB	92,468
Pension related items - IMRF	<u>1,807,323</u>
 Total deferred outflows of resources	 <u>1,899,791</u>
 Total assets and deferred outflows of resources	 <u>40,919,511</u>
<b>LIABILITIES</b>	
Accounts payable	191,689
Accrued payroll	195,235
Unearned revenue	5,982
Long-term liabilities	
Due within one year	86,218
Due in more than one year	<u>644,234</u>
 Total liabilities	 <u>1,123,358</u>
<b>DEFERRED INFLOWS OF RESOURCES</b>	
Pension related items - OPEB	111,442
Pension related items - IMRF	4,463,143
Deferred revenue - property taxes	<u>14,534,113</u>
 Total deferred inflows of resources	 <u>19,108,698</u>
 Total liabilities and deferred inflows of resources	 <u>20,232,056</u>
<b>NET POSITION</b>	
Net investment in capital assets	9,010,737
Unrestricted	<u>11,676,718</u>
 <b>TOTAL NET POSITION</b>	 <u><u>\$ 20,687,455</u></u>

See accompanying notes to financial statements.

**ARLINGTON HEIGHTS MEMORIAL LIBRARY  
ARLINGTON HEIGHTS, ILLINOIS**

STATEMENT OF ACTIVITIES

For the Year Ended December 31, 2021

FUNCTIONS/PROGRAMS PRIMARY GOVERNMENT	Program Revenues				Net (Expense) Revenue and Change in Net Position
	Expenses	Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions	
Governmental Activities					
Culture and recreation	\$ 12,622,111	\$ 44,487	\$ 148,597	\$ -	\$ (12,429,027)
Total governmental activities	12,622,111	44,487	148,597	-	(12,429,027)
<b>TOTAL PRIMARY GOVERNMENT</b>	<b>\$ 12,622,111</b>	<b>\$ 44,487</b>	<b>\$ 148,597</b>	<b>\$ -</b>	<b>(12,429,027)</b>
			General Revenues		
			Taxes		
			Property		14,179,405
			Intergovernmental - unrestricted		
			Replacement taxes		302,194
			Investment income		5,970
			Miscellaneous income		112,431
			Total		14,600,000
			CHANGE IN NET POSITION		2,170,973
			NET POSITION, JANUARY 1		18,516,482
			<b>NET POSITION, DECEMBER 31</b>		<b>\$ 20,687,455</b>

See accompanying notes to financial statements.

**ARLINGTON HEIGHTS MEMORIAL LIBRARY  
ARLINGTON HEIGHTS, ILLINOIS**

BALANCE SHEET  
GOVERNMENTAL FUNDS

December 31, 2021

	General	Capital Projects	Total Governmental
<b>ASSETS</b>			
Cash and investments	\$ 10,592,988	\$ 4,427,832	\$ 15,020,820
Receivables			
Property taxes	14,534,113	-	14,534,113
Accounts receivable	14,254	93	14,347
Prepaid items	439,703	-	439,703
	<b>TOTAL ASSETS</b>	<b>\$ 4,427,925</b>	<b>\$ 30,008,983</b>
<b>LIABILITIES, DEFERRED INFLOWS OF RESOURCES, AND FUND BALANCES</b>			
<b>LIABILITIES</b>			
Accounts payable	\$ 189,581	\$ 2,108	\$ 191,689
Accrued payroll	195,235	-	195,235
Unearned revenue	5,982	-	5,982
	Total liabilities	2,108	392,906
<b>DEFERRED INFLOWS OF RESOURCES</b>			
Unavailable revenue - property taxes	14,534,113	-	14,534,113
	Total deferred inflows of resources	-	14,534,113
	Total liabilities and deferred inflows of resources	2,108	14,927,019
<b>FUND BALANCES</b>			
Nonspendable			
Prepaid items	439,703	-	439,703
Assigned			
Capital projects	-	4,425,817	4,425,817
Unassigned	10,216,444	-	10,216,444
	Total fund balances	4,425,817	15,081,964
	<b>TOTAL LIABILITIES, DEFERRED INFLOWS OF RESOURCES, AND FUND BALANCES</b>	<b>\$ 4,427,925</b>	<b>\$ 30,008,983</b>

See accompanying notes to financial statements.

**ARLINGTON HEIGHTS MEMORIAL LIBRARY  
ARLINGTON HEIGHTS, ILLINOIS**

**RECONCILIATION OF FUND BALANCES OF GOVERNMENTAL FUNDS TO THE  
GOVERNMENTAL ACTIVITIES IN THE STATEMENT OF NET POSITION**

December 31, 2021

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<b>FUND BALANCES OF GOVERNMENTAL FUNDS</b>	\$ 15,081,964
Amounts reported for governmental activities in the statement of net position are different because:	
Capital assets used in governmental activities are not financial resources and, therefore, are not reported in the governmental funds	9,010,737
Differences between expected and actual experiences, assumption changes, and net differences between projected and actual earnings for IMRF are recognized as deferred outflows and deferred inflows of resources on the statement of net position	(2,655,820)
Differences between expected and actual experiences, assumption changes, and net difference between projected and actual earnings for the OPEB are recognized as deferred outflows and inflows of resources on the statement of net position	(18,974)
Long-term liabilities, including bonds payable, are not due and payable in the current period and, therefore, are not reported in the governmental funds	
Compensated absences payable	(398,637)
Net pension liability	(15,800)
Total OPEB liability	<u>(316,015)</u>
<b>NET POSITION OF GOVERNMENTAL ACTIVITIES</b>	<u><u>\$ 20,687,455</u></u>

See accompanying notes to financial statements.

**ARLINGTON HEIGHTS MEMORIAL LIBRARY  
ARLINGTON HEIGHTS, ILLINOIS**

**STATEMENT OF REVENUES, EXPENDITURES, AND  
CHANGES IN FUND BALANCES  
GOVERNMENTAL FUNDS**

For the Year Ended December 31, 2021

	<b>General</b>	<b>Capital Projects</b>	<b>Total Governmental</b>
<b>REVENUES</b>			
Property taxes	\$ 14,179,405	\$ -	\$ 14,179,405
Intergovernmental			
Replacement taxes	302,194	-	302,194
Grants	124,672	-	124,672
Other intergovernmental	23,925	-	23,925
Charges for services	44,487	-	44,487
Investment income	3,303	2,667	5,970
Miscellaneous income	112,126	305	112,431
	<hr/>		
Total revenues	14,790,112	2,972	14,793,084
<hr/>			
<b>EXPENDITURES</b>			
Current			
Culture and recreation			
Administration	10,926,205	-	10,926,205
Building	570,450	-	570,450
Books and materials	1,754,300	-	1,754,300
Capital outlay	62,121	1,038,125	1,100,246
	<hr/>		
Total expenditures	13,313,076	1,038,125	14,351,201
<hr/>			
NET CHANGE IN FUND BALANCES	1,477,036	(1,035,153)	441,883
FUND BALANCES, JANUARY 1	9,179,111	5,460,970	14,640,081
<hr/>			
<b>FUND BALANCES, DECEMBER 31</b>	<b>\$ 10,656,147</b>	<b>\$ 4,425,817</b>	<b>\$ 15,081,964</b>
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See accompanying notes to financial statements.



**ARLINGTON HEIGHTS MEMORIAL LIBRARY**  
**ARLINGTON HEIGHTS, ILLINOIS**

RECONCILIATION OF THE GOVERNMENTAL FUNDS STATEMENT OF REVENUES,  
EXPENDITURES, AND CHANGES IN FUND BALANCES TO THE  
GOVERNMENTAL ACTIVITIES IN THE STATEMENT OF ACTIVITIES

For the Year Ended December 31, 2021

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<b>NET CHANGES IN FUND BALANCES -</b>	
<b>TOTAL GOVERNMENTAL FUNDS</b>	\$ 441,883
Amounts reported for governmental activities in the statement of activities are different because:	
Governmental funds report capital outlay as expenditures; however, they are capitalized and depreciated in the statement of activities	
Capital outlay	1,051,961
Some expenses in the statement of activities (e.g., depreciation) do not require the use of current financial resources and, therefore, are not reported as expenditures in governmental funds	(744,964)
The change in compensated absences payable is shown as an expense on the statement of activities	7,889
The change in the net pension liability and related deferred outflows and inflows of resources for IMRF is reported only in the statement of activities	1,437,830
The change in total OPEB liability, deferred inflows, and deferred outflows of resources are not a source or use of financial resources	<u>(23,626)</u>
<b>CHANGE IN NET POSITION OF GOVERNMENTAL ACTIVITIES</b>	<u><u>\$ 2,170,973</u></u>

See accompanying notes to financial statements.

**ARLINGTON HEIGHTS MEMORIAL LIBRARY**  
**ARLINGTON HEIGHTS, ILLINOIS**

**NOTES TO FINANCIAL STATEMENTS**

December 31, 2021

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**1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

The financial statements of the Arlington Heights Memorial Library, Arlington Heights, Illinois (the Library), have been prepared in accordance with accounting principles generally accepted in the United States of America, as applied to governmental units (hereinafter referred to as generally accepted accounting principles (GAAP)). The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles. The more significant of the Library's accounting policies are described below.

a. Financial Reporting Entity

The Library is governed by a seven-member Library Board of Trustees that is separately elected. The Library Board of Trustees selects management staff and directs the affairs of the Library. As required by GAAP, these financial statements include all funds of the Library. Management has also considered all potential component units. Criteria for including a component unit in the Library's reporting entity principally consist of the potential component unit's financial interdependency and accountability to the Library. Based upon those criteria, there are no potential component units to be included in the reporting entity. Additionally, based on the same criteria, the Library has been determined not to be a component unit of the Village of Arlington Heights, Illinois (the Village).

b. Fund Accounting

The accounts of the Library are organized and operated on the basis of funds. A fund is an independent fiscal and accounting entity with a self-balancing set of accounts. Fund accounting segregates funds according to their intended purposes and is used to aid management in demonstrating compliance with finance-related legal and contractual provisions. The minimum number of funds is maintained consistent with legal and management requirements.

Funds are classified into the following categories: governmental, proprietary, and fiduciary. All of the Library's funds are governmental funds.

Governmental funds are used to account for all or most of a government's general activities, including the collection and disbursement of restricted or committed monies (special revenue funds), the funds committed, restricted, or assigned for the acquisition or construction of capital assets (capital projects funds), the funds committed, restricted, or assigned for the servicing of long-term debt (debt service funds), and the management of funds held in trust that can be used for governmental services (permanent funds). The General Fund is used to account for all activities of the Library not accounted for in some other fund.

**ARLINGTON HEIGHTS MEMORIAL LIBRARY**  
**ARLINGTON HEIGHTS, ILLINOIS**  
NOTES TO FINANCIAL STATEMENTS (Continued)

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**1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

c. Government-Wide and Fund Financial Statements

The government-wide financial statements (i.e., the statement of net position and the statement of activities) report information on all of the activities of the Library. The effect of material interfund activity has been eliminated from these statements. Governmental activities, which normally are supported by taxes and intergovernmental revenues, are reported separately from business-type activities, which rely to a significant extent on fees and charges for support. The Library has no business-type activities.

The statement of activities demonstrates the degree to which the direct expenses of a given function, segment, or program are offset by program revenues. Direct expenses are those that are clearly identifiable with a specific function or segment. Program revenues include (1) charges to customers or applicants who purchase, use, or directly benefit from goods, services, or privileges provided by a given function or segment and (2) grants and standard revenues that are restricted to meeting the operational or capital requirements of a particular function or segment. Taxes and other items not properly included among program revenues are reported instead as general revenues.

Separate financial statements are provided for governmental funds. Major individual governmental funds are reported as separate columns in the fund financial statements.

The Library reports the following major governmental funds:

The General Fund is the Library's primary operating fund. It accounts for all financial resources of the general government, except those accounted for in another fund.

The Capital Projects Fund accounts for the amounts assigned for future capital projects.

d. Measurement Focus, Basis of Accounting, and Financial Statement Presentation

The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. Revenues are recorded when earned and expenses are recorded when a liability is incurred. The Library recognizes property taxes when they become both measurable and available in the period the tax is intended to finance. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

**ARLINGTON HEIGHTS MEMORIAL LIBRARY**  
**ARLINGTON HEIGHTS, ILLINOIS**  
NOTES TO FINANCIAL STATEMENTS (Continued)

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**1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

d. Measurement Focus, Basis of Accounting, and Financial Statement Presentation  
(Continued)

Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. The Library considers revenues to be available if they are collected within 60 days of the end of the current fiscal period. Expenditures generally are recorded when a fund liability is incurred. However, debt service expenditures are recorded only when payment is due.

Property taxes, grants, and interest associated with the current fiscal period are all considered to be susceptible to accrual and are recognized as revenues of the current fiscal period. Fines and miscellaneous revenues are considered to be measurable and available only when cash is received by the Library.

In applying the susceptible to accrual concept to intergovernmental revenues (i.e., federal and state grants), the legal and contractual requirements of the numerous individual programs are used as guidance. There are, however, essentially two types of these revenues. In one, monies must be expended on the specific purpose or project before any amounts will be paid to the Library; therefore, revenues are recognized based upon the expenditures recorded. In the other, monies are virtually unrestricted as to purpose of expenditure and are generally revocable only for failure to comply with prescribed eligibility requirements, such as equal employment opportunity. These resources are reflected as revenues at the time of receipt or earlier if they meet the availability criterion.

The Library reports unavailable/deferred and unearned revenue on its financial statements. Unavailable/deferred revenues arise when a potential revenue does not meet both the measurable and available or earned criteria for recognition in the current period. Unearned revenues arise when resources are received by the Library before it has a legal claim to them such as when grant monies are received prior to the incurrence of qualifying expenditures. In subsequent periods, when both the revenue recognition criteria are met, or when the Library has a legal claim to the resources, the liability or deferred inflow of resources for unavailable/deferred and unearned revenue is removed from the financial statements and revenue is recognized.

**ARLINGTON HEIGHTS MEMORIAL LIBRARY**  
**ARLINGTON HEIGHTS, ILLINOIS**  
NOTES TO FINANCIAL STATEMENTS (Continued)

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**1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

e. Investments

Investments with a maturity of less than one year when purchased, non-negotiable certificates of deposit, and other nonparticipating investments are stated at cost or amortized cost. Investments with a maturity greater than one year when purchased are stated at fair value. Fair value is the price that would be received to sell an asset or paid to transfer a liability in an orderly transaction between market participants at the measurement date.

f. Capital Assets

Capital assets, which include property, plant, and equipment, are reported in the applicable governmental activities columns in the government-wide financial statements. Capital assets are defined by the Library as assets with an initial, individual cost in excess of \$10,000 and an estimated useful life in excess of one year.

Such assets are recorded at historical cost or estimated historical cost if purchased or constructed. Donated capital assets are recorded at acquisition value at the date of donation.

The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend asset lives are not capitalized.

Major outlays for capital assets and improvements are capitalized as projects are constructed. Property, plant, and equipment is depreciated using the straight-line method over the following estimated useful lives:

	<u>Years</u>
Buildings and improvements	40
Equipment	5-10

g. Compensated Absences

Vested or accumulated vacation leave is reported as an expenditure and a fund liability of the governmental fund that will pay it once retirement or separation has occurred. Vested or accumulated vacation leave of governmental activities is recorded as an expense and liability on the statement of net position as the benefits accrue to employees.

**ARLINGTON HEIGHTS MEMORIAL LIBRARY**  
**ARLINGTON HEIGHTS, ILLINOIS**  
NOTES TO FINANCIAL STATEMENTS (Continued)

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**1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

h. Long-Term Obligations

In the government-wide financial statements, long-term debt, and other long-term obligations are reported as liabilities.

i. Prepaid Items

Payments made to vendors for services that will benefit periods beyond the date of this report are recorded as prepaid items.

j. Deferred Outflows/Inflows of Resources

In addition to assets, the statement of net position will sometimes report a separate section for deferred outflows of resources. This separate financial statement element, deferred outflows of resources, represents a consumption of net assets that applies to a future period(s) and so will not be recognized as an outflow of resources (expense/expenditure) until then. In addition to liabilities, the statement of financial position will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, deferred inflows of resources, represents an acquisition of net assets that applies to a future period(s) and so will not be recognized as an inflow of resources (revenue) until that time.

k. Fund Balance/Net Position

In the fund financial statements, governmental funds report nonspendable fund balance for amounts that are either not in spendable form or that are legally or contractually required to be maintained intact. Restrictions of fund balance are reported for amounts constrained by legal restrictions from outside parties for use for a specific purpose or are externally imposed by outside entities. Committed fund balance is constrained by formal actions of the Library's Board of Trustees, which is considered the Library's highest level of decision-making authority. Formal actions include ordinances approved by the Board of Trustees. Assigned fund balance represents amounts constrained by the Library's intent to use them for a specific purpose. The authority to assign fund balance resides with the Board of Trustees. Any residual fund balance in the General Fund and any deficit fund balances in any other governmental funds are reported as unassigned.

The Library's flow of funds assumptions prescribes that the funds with the highest level of constraint are expended first. If restricted or unrestricted funds are available for spending, the restricted funds are spent first. Additionally, if different levels of unrestricted funds are available for spending, the Library considers committed funds to be expended first, followed by assigned, and then unassigned funds.

**ARLINGTON HEIGHTS MEMORIAL LIBRARY**  
**ARLINGTON HEIGHTS, ILLINOIS**  
NOTES TO FINANCIAL STATEMENTS (Continued)

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**1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

k. Fund Balance/Net Position (Continued)

In the government-wide financial statements, restricted net position is legally restricted by outside parties for a specific purpose. None of the net position is restricted as a result of enabling legislation adopted by the Library. Net investment in capital assets is the book value of capital assets less outstanding principal balances of debt that was issued to construct the capital assets.

l. Interfund Transactions

Interfund transactions are accounted for as revenues or expenditures. Transactions that constitute reimbursements to a fund for expenditures initially made from it that are properly applicable to another fund, are recorded as expenditures in the reimbursing fund and as reductions of expenditures in the fund that is reimbursed.

All other interfund transactions, except interfund services and reimbursements, are reported as transfers.

m. Interfund Receivables/Payables

Activity between funds that are representative of lending/borrowing arrangements outstanding at the end of the fiscal year are referred to as either “due to/from other funds” (i.e., the current portion of interfund loans) or “advances to/from other funds” (i.e., the noncurrent portion of interfund loans). All other outstanding balances between funds are reported as “due to/from other funds.”

If applicable, advances between funds, as reported in the fund financial statements, are offset by a fund balance nonspendable account in applicable governmental funds to indicate that they are not available for appropriation and are not expendable available financial resources.

n. Use of Estimates

The preparation of financial statements in conformity with GAAP requires management to make estimates and assumptions that affect the reported amount of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenditures/expenses during the reporting period. Actual results could differ from those estimates.

**ARLINGTON HEIGHTS MEMORIAL LIBRARY**  
**ARLINGTON HEIGHTS, ILLINOIS**  
NOTES TO FINANCIAL STATEMENTS (Continued)

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**1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

o. Postponement of Implementation of Certain Authoritative Guidance

In accordance with the provisions of GASB Statement No. 95, *Postponement of the Effective Dates of Certain Authoritative Guidance*, the Library has delayed the implementation of GASB Statement No. 87, Leases to December 31, 2022.

**2. DEPOSITS AND INVESTMENTS**

The Library categorizes fair value measurements within the fair value hierarchy established by GAAP. The hierarchy is based on the valuation inputs used to measure the fair value of the asset. Level 1 inputs are quoted prices in active markets for identical assets; Level 2 inputs are significant other observable inputs; and Level 3 inputs are significant unobservable inputs. The Library held no investments subject to fair value measurement at December 31, 2021.

Permitted Deposits and Investments - Statutes and the Library's investment policy authorize the Library to make deposits/invest in insured commercial banks, savings and loan institutions, obligations of the U.S. Treasury and U.S. agencies, insured credit union shares, money market mutual funds with portfolios of securities issued or guaranteed by the United States Government or agreements to repurchase these same obligations, repurchase agreements, short-term commercial paper rated within the three highest classifications by at least two standard rating services, and The Illinois Funds.

The Illinois Public Treasurers' Investment Pool, known as The Illinois Funds, operates as a qualified external investment pool in accordance with the criteria established in GASB Statement No. 79, *Certain External Investment Pools and Pool Participants*, and thus, reports all investments at amortized cost rather than market value. The investment in The Illinois Funds by participants is also reported at amortized cost. The Illinois Funds does not have any limitations or restrictions on participant withdrawals. The Illinois Treasurer's Office issues a separate financial report for The Illinois Funds which may be obtained by contacting the Administrative Office at Illinois Business Center, 400 West Monroe Street, Suite 401, Springfield, Illinois 62704.

a. Library Deposits with Financial Institutions

Custodial credit risk for deposits with financial institutions is the risk that in the event of a bank failure, the Library's deposits may not be returned to it. The Library's investment policy requires pledging of collateral for bank balances in excess of federal depository insurance.

The Library's deposits with financial institutions were covered either by FDIC or collateral pledged to the Library, held in the Library's name.



**ARLINGTON HEIGHTS MEMORIAL LIBRARY**  
**ARLINGTON HEIGHTS, ILLINOIS**  
NOTES TO FINANCIAL STATEMENTS (Continued)

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**2. DEPOSITS AND INVESTMENTS (Continued)**

b. Library Investments

Interest rate risk is the risk that changes in interest rates will adversely affect the fair value of an investment. It is the policy of the Library to invest its funds in a manner which will provide the highest investment return with the maximum security while meeting daily cash flow demands of the Library and conforming to all state and local statutes governing the investment of public funds, using the “prudent person” standard for managing the overall portfolio. The primary objective of the policy is safety of principal, liquidity, return on investment, and simplicity of management. The investment policy does not limit the maturity lengths of library investments.

The Library limits its exposure to credit risk, the risk that the issuer of a debt security will not pay its par value upon maturity, by primarily investing in The Illinois Funds. The Illinois Funds are rated AAA by Standard and Poor’s.

Custodial credit risk for investments is the risk that, in the event of the failure of the counterparty to the investment, the Library will not be able to recover the value of its investments that are in the possession of an outside party. The Library’s investment policy does not address custodial credit risk for investments. The Illinois Funds are not subject to custodial credit risk.

Concentration of Credit Risk - The Library places no limit on the amount that may be invested in any one issuer, stating only that the Library diversify its investments to the best of its ability based on the nature of the funds invested and the cash flow needs of those funds.

**3. PROPERTY TAXES**

Property taxes for 2021 attach as an enforceable lien on January 1, 2021, on property values assessed as of the same date. Taxes are levied by December of the fiscal year (by passage of a Tax Levy Ordinance). Tax bills are prepared by the County and issued on or about February 1, 2022 and August 1, 2022 and are payable in two installments, on or about March 1, 2022 and September 1, 2022. The County collects such taxes and remits them periodically. The allowance for uncollectible taxes has been stated at 1% of the tax levy, to reflect actual collection experience. Since the 2021 levy is intended to fund the 2022 fiscal year, the levy has been recorded as a receivable and deferred inflow of resources.

**ARLINGTON HEIGHTS MEMORIAL LIBRARY**  
**ARLINGTON HEIGHTS, ILLINOIS**  
NOTES TO FINANCIAL STATEMENTS (Continued)

**4. CAPITAL ASSETS**

Capital asset activity for the Library for the year ended December 31, 2021, was as follows:

	Beginning Balances	Increases	Decreases	Ending Balances
<b>GOVERNMENTAL ACTIVITIES</b>				
Capital assets not being depreciated				
Land	\$ 592,378	\$ -	\$ -	\$ 592,378
Permanent art	55,000	-	-	55,000
Construction in progress	187,233	9,265	187,233	9,265
Total capital assets not being depreciated	834,611	9,265	187,233	656,643
Capital assets being depreciated				
Buildings and improvements	18,121,636	1,064,605	-	19,186,241
Equipment	3,790,148	165,324	-	3,955,472
Total capital assets being depreciated	21,911,784	1,229,929	-	23,141,713
Less accumulated depreciation for				
Buildings and improvements	11,401,883	626,973	-	12,028,856
Equipment	2,640,772	117,991	-	2,758,763
Total accumulated depreciation	14,042,655	744,964	-	14,787,619
Total capital assets being depreciated, net	7,869,129	484,965	-	8,354,094
<b>GOVERNMENTAL ACTIVITIES</b>				
<b>CAPITAL ASSETS, NET</b>	<b>\$ 8,703,740</b>	<b>\$ 494,230</b>	<b>\$ 187,233</b>	<b>\$ 9,010,737</b>

**5. RISK MANAGEMENT**

The Library is exposed to various risks of loss related to torts, theft of, damage to, and destruction of assets; errors and omissions; natural disasters; and injuries to employees. The Library is a member of the Libraries of Illinois Risk Agency (LIRA), which is a consortium of 55 charter member libraries that provides risk management services and coverages to the pool of member libraries. Premiums have been displayed as expenditures in appropriate funds. Medical insurance is through the Village with third-party indemnity coverage. Losses have not exceeded coverage for the last three years.

**6. CONTINGENT LIABILITIES - GRANTS**

Amounts received or receivable from grantor agencies are subject to audit and adjustment by grantor agencies. Any disallowed claims, including amounts already collected, may constitute a liability of the applicable funds. The amount, if any, of expenditures which may be disallowed by the grantor cannot be determined at this time; although, the Library expects such amounts, if any, to be immaterial.

**ARLINGTON HEIGHTS MEMORIAL LIBRARY**  
**ARLINGTON HEIGHTS, ILLINOIS**  
NOTES TO FINANCIAL STATEMENTS (Continued)

**7. CHANGES IN LONG-TERM LIABILITIES**

Issue	Balances January 1	Increases	Decreases	Balances December 31	Current Portion
Total OPEB liability	\$ 291,902	\$ 24,113	\$ -	\$ 316,015	\$ 6,491
Net pension liability	3,860,124	-	3,844,324	15,800	-
Compensated absences payable	406,526	73,416	81,305	398,637	79,727
<b>TOTAL</b>	<b>\$ 4,558,552</b>	<b>\$ 97,529</b>	<b>\$ 3,925,629</b>	<b>\$ 730,452</b>	<b>\$ 86,218</b>

**8. EMPLOYEE RETIREMENT SYSTEM**

The Library contributes, through the Village, to the Illinois Municipal Retirement Fund (IMRF), an agent multiple-employer public employee retirement system. However, the Library's participation in IMRF is equivalent to a cost sharing multiple-employer pension plan since only one actuarial valuation is performed for both the Village and the Library combined. All disclosures for an agent plan can be found in the Village's comprehensive annual financial report.

Illinois Municipal Retirement Fund

*Plan Administration*

All employees hired in positions that meet or exceed the prescribed annual hourly standard must be enrolled in IMRF as participating members.

The plan is accounted for on the economic resources measurement focus and the accrual basis of accounting. Employer and employee contributions are recognized when earned in the year that the contributions are required, benefits and refunds are recognized as an expense and liability when due and payable. Investments are reported at fair value.

*Benefits Provided*

IMRF provides two tiers of pension benefits. Employees hired prior to January 1, 2011, are eligible for Tier 1 benefits. For Tier 1 employees, pension benefits vest after eight years of service. Participating members who retire at age 55 (reduced benefits) or after age 60 (full benefits) with eight years of credited service are entitled to an annual retirement benefit, payable monthly for life, in an amount equal to 1 2/3% of their final rate of earnings, for each year of credited service up to 15 years, and 2% for each year thereafter. Employees hired on or after January 1, 2011, are eligible for Tier 2 benefits. For Tier 2 employees, pension benefits vest after ten years of service. Participating members who retire at age 62 (reduced benefits) or after age 67 (full benefits) with ten years of credited service are

**ARLINGTON HEIGHTS MEMORIAL LIBRARY**  
**ARLINGTON HEIGHTS, ILLINOIS**  
NOTES TO FINANCIAL STATEMENTS (Continued)

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**8. EMPLOYEE RETIREMENT SYSTEM (Continued)**

Illinois Municipal Retirement Fund (Continued)

*Benefits Provided (Continued)*

entitled to an annual retirement benefit, payable monthly for life, in an amount equal to 1 2/3% of their final rate of earnings, for each year of credited service up to 15 years, and 2% for each year thereafter. IMRF also provides death and disability benefits. These benefit provisions and all other requirements are established by state statute.

*Contributions*

Participating members are required to contribute 4.50% of their annual salary to IMRF. The Village and the Library are required to contribute the remaining amounts necessary to fund IMRF as specified by statute. The required employer contribution rate for the 2021 calendar was 10.40% of covered payroll. The actual employer contribution rate for the year ended December 31, 2021, was 12.01% of covered payroll.

*Net Pension Liability*

At December 31, 2021, the Library reported a liability of \$15,800 for its proportionate share of the net pension liability. The net pension liability was measured as of December 31, 2020 and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of that date. The Library's proportion of the net pension liability was based on the Library's actual contribution to the plan for the year ended December 31, 2021, relative to the contributions of the Village, actuarially determined. At December 31, 2021, the Library's proportion was 26.15% of the total contribution to the plan.

*Actuarial Assumptions*

The Library's net pension liability was measured as of December 31, 2020 and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation performed as of the same date using the following actuarial methods and assumptions.

**ARLINGTON HEIGHTS MEMORIAL LIBRARY**  
**ARLINGTON HEIGHTS, ILLINOIS**  
NOTES TO FINANCIAL STATEMENTS (Continued)

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**8. EMPLOYEE RETIREMENT SYSTEM (Continued)**

Illinois Municipal Retirement Fund (Continued)

*Actuarial Assumptions (Continued)*

Actuarial valuation date	December 31, 2020
Actuarial cost method	Entry-age normal
Assumptions	
Inflation	2.25%
Salary increases	2.85% to 13.75%
Discount rate	7.25%
Cost of living adjustments	3.00%
Asset valuation method	Fair value

For nondisabled retirees, the Pub-2010, Amount-Weighted, below-median income, General, Retiree, Male (adjusted 106%) and Female (adjusted 105%) tables, and future mortality improvements projected using scale MP-2020. For disabled retirees, the Pub-2010, Amount-Weighted, below-median income, General, Disabled Retiree, Male and Female (both unadjusted) tables, and future mortality improvements projected using scale MP-2020. For active members, the Pub-2010, Amount-Weighted, below-median income, General, Employee, Male and Female (both unadjusted) tables, and future mortality improvements projected using scale MP-2020.

*Investment Rate*

The discount rate used to measure the total pension liability was 7.25%. The projection of cash flows used to determine the discount rate assumed that member contributions will be made at the current contribution rate and that the Library contributions will be made at rates equal to the difference between actuarially determined contribution rates and the member rate. Based on those assumptions, the fund's fiduciary net position was projected to be available to make all projected future benefit payments of current plan members.

**ARLINGTON HEIGHTS MEMORIAL LIBRARY**  
**ARLINGTON HEIGHTS, ILLINOIS**  
NOTES TO FINANCIAL STATEMENTS (Continued)

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**8. EMPLOYEE RETIREMENT SYSTEM (Continued)**

Illinois Municipal Retirement Fund (Continued)

*Pension Expense and Deferred Outflows of Resources and Deferred Inflows of Resources*

For the year ended December 31, 2021, the Library recognized pension income of \$578,915. At December 31, 2021, the Library reported deferred outflows of resources and deferred inflows of resources related to IMRF from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Difference between expected and actual experience	\$ 765,856	\$ -
Changes in assumption	182,655	331,243
Net difference between projected and actual earnings on pension plan investments	-	4,131,900
Employer contributions subsequent to the measurement date	858,812	-
<b>TOTAL</b>	<u>\$ 1,807,323</u>	<u>\$ 4,463,143</u>

\$858,812 reported as deferred outflows of resources related to pensions resulting from the Library contributions subsequent to the measurement date will be recognized as a reduction of net pension liability in the reporting year ending December 31, 2022. Amounts reported as deferred outflows of resources and deferred inflows of resources related to IMRF will be recognized in pension expense as follows:

<u>Year Ending December 31,</u>	
2022	\$ (861,128)
2023	(352,373)
2024	(1,624,435)
2025	<u>(676,696)</u>
<b>TOTAL</b>	<u>\$ (3,514,632)</u>

**ARLINGTON HEIGHTS MEMORIAL LIBRARY**  
**ARLINGTON HEIGHTS, ILLINOIS**  
NOTES TO FINANCIAL STATEMENTS (Continued)

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**8. EMPLOYEE RETIREMENT SYSTEM (Continued)**

Illinois Municipal Retirement Fund (Continued)

*Discount Rate Sensitivity*

The following is a sensitivity analysis of the net pension liability (asset) to changes in the discount rate. The table below presents the net pension liability (asset) of the Library calculated using the discount rate of 7.25% as well as what the Library's net pension liability (asset) would be if it were calculated using a discount rate that is 1 percentage point lower (6.25%) or 1 percentage point higher (8.25%) than the current rate:

	1% Decrease (6.25%)	Current Discount Rate (7.25%)	1% Increase (8.25%)
Net pension liability (asset)	\$ 6,062,571	\$ 15,800	\$ (4,860,369)

**9. OTHER POSTEMPLOYMENT BENEFITS**

a. Plan Description

In addition to providing the pension benefits described, the Library provides postemployment health care insurance benefits (OPEB) for its eligible retired employees through a single employer defined benefit plan. The benefits, benefit levels, employee contributions, and employer contributions are governed by the Library and can be amended by the Library through its personnel manual. No assets are accumulated in a trust that meets the criteria in paragraph 4 of GASB Statement No. 75. The plan does not issue a separate report. The activity of the plan is reported in the Library's governmental activities.

b. Benefits Provided

The Library provides pre and post-Medicare postemployment healthcare benefits to all retirees, their spouses and dependents (enrolled at time of employee's retirement). To be eligible for benefits, the employee must qualify for retirement under the Library's retirement plan. The retirees pay the blended premium. Upon a retiree becoming eligible for Medicare, the amount payable under the health plan will be reduced by the amount payable under Medicare for those expenses that are covered under both.

**ARLINGTON HEIGHTS MEMORIAL LIBRARY**  
**ARLINGTON HEIGHTS, ILLINOIS**  
NOTES TO FINANCIAL STATEMENTS (Continued)

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**9. OTHER POSTEMPLOYMENT BENEFITS (Continued)**

b. Benefits Provided (Continued)

All health care benefits are provided through the Library’s health insurance plans. The benefit levels are the same as those afforded to active employees. Benefits include general inpatient and outpatient medical services; mental, nervous, and substance abuse care; vision care; and prescriptions. Upon a retiree reaching 65 years of age, Medicare becomes the primary insurer and the Library’s plan becomes secondary.

c. Membership

At December 31, 2020 (most recent data available), membership consisted of:

Inactive employees currently receiving benefit payments	1
Inactive employees entitled to but not yet receiving benefits	-
Active employees	<u>77</u>
 TOTAL	 <u>78</u>
 Participating employers	 <u><u>1</u></u>

d. Actuarial Assumptions and Other Inputs

The total OPEB liability at December 31, 2021 was determined using the following actuarial assumptions and other inputs, applied to all periods included in the measurement, unless otherwise specified. The total OPEB liability was rolled forward by the actuary using updated procedures to December 31, 2021, including updating the discount rate at December 31, 2021, as noted below.

Actuarial cost method	Entry-age normal
Inflation	3.00%
Discount rate	1.84%
Healthcare cost trend rates	7.00% Initial 4.50% Ultimate
Asset valuation method	Fair value
Mortality rates	RP2014 Blue Collar base rates projected to 2020 using scale MP-2020



**ARLINGTON HEIGHTS MEMORIAL LIBRARY**  
**ARLINGTON HEIGHTS, ILLINOIS**  
NOTES TO FINANCIAL STATEMENTS (Continued)

**9. OTHER POSTEMPLOYMENT BENEFITS (Continued)**

e. Discount Rate

The discount rate was based on The Bond Buyer 20-Bond GO Index, which is based on an average of certain general obligation municipal bonds maturing in 20 years and having an average rating equivalent of Moody's Aa2 and Standard & Poor's AA.

f. Changes in the Total OPEB Liability

	Total OPEB Liability
BALANCES AT JANUARY 1, 2021	\$ 291,902
Changes for the period	
Service cost	18,970
Interest	5,774
Changes in assumptions	5,860
Benefit changes	-
Differences between expected and actual experience	-
Benefit payments	(6,491)
Net changes	24,113
BALANCES AT DECEMBER 31, 2021	\$ 316,015

There were changes in assumptions related to the discount rate.

g. Rate Sensitivity

The following is a sensitivity analysis of total OPEB liability to changes in the discount rate and the healthcare cost trend rate. The table below presents the total OPEB liability of the Library calculated using the discount rate of 1.84% as well as what the Library's total OPEB liability would be if it were calculated using a discount rate that is 1 percentage point lower (0.84%) or 1 percentage point higher (2.84%) than the current rate:

	1% Decrease (0.84%)	Current Discount Rate (1.84%)	1% Increase (2.84%)
Total OPEB liability	\$ 354,897	\$ 316,015	\$ 280,212

**ARLINGTON HEIGHTS MEMORIAL LIBRARY**  
**ARLINGTON HEIGHTS, ILLINOIS**  
NOTES TO FINANCIAL STATEMENTS (Continued)

**9. OTHER POSTEMPLOYMENT BENEFITS (Continued)**

g. Rate Sensitivity (Continued)

The table below presents the total OPEB liability of the Library calculated using the healthcare rate of 7% as well as what the Library's total OPEB liability would be if it were calculated using a healthcare rate that is 1 percentage point lower (6%) or 1 percentage point higher (8%) than the current rate:

	1% Decrease (6%)	Current Healthcare Rate (7%)	1% Increase (8%)
Total OPEB liability	\$ 262,067	\$ 316,015	\$ 383,091

h. OPEB Expense and Deferred Outflows of Resources and Deferred Inflows of Resources Related to OPEB

For the year ended December 31, 2021, the Library recognized OPEB expense of \$30,116. At December 31, 2021, the Library reported deferred outflows and deferred inflows of resources related to OPEB from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Differences between expected and actual experience	\$ 26,324	\$ 96,995
Changes in assumption	66,144	14,447
<b>TOTAL</b>	<b>\$ 92,468</b>	<b>\$ 111,442</b>

Amounts reported as deferred outflows of resources and deferred inflows of resources related to OPEB will be recognized in OPEB expense as follows:

Fiscal Year Ending December 31,	
2022	\$ 5,373
2023	5,373
2024	5,373
2025	1,554
2026	(8,389)
Thereafter	(28,258)
<b>TOTAL</b>	<b>\$ (18,974)</b>

**REQUIRED SUPPLEMENTARY INFORMATION**

**ARLINGTON HEIGHTS MEMORIAL LIBRARY  
ARLINGTON HEIGHTS, ILLINOIS**

**SCHEDULE OF REVENUES, EXPENDITURES, AND  
CHANGES IN FUND BALANCE - BUDGET AND ACTUAL  
GENERAL FUND**

For the Year Ended December 31, 2021

	<b>Original and Final Budget</b>	<b>Actual</b>
<b>REVENUES</b>		
Taxes		
Property taxes	\$ 14,535,565	\$ 14,179,405
Intergovernmental		
Replacement taxes	316,533	302,194
Grants	61,063	124,672
Other intergovernmental	-	23,925
Charges for services		
Fines	73,922	44,487
Investment income	9,000	3,303
Miscellaneous income	45,000	112,126
	<u>15,041,083</u>	<u>14,790,112</u>
<b>EXPENDITURES</b>		
Culture and recreation		
Administration	12,384,946	10,926,205
Building	605,123	570,450
Book and library materials	2,178,168	1,754,300
Capital outlay	94,790	62,121
	<u>15,263,027</u>	<u>13,313,076</u>
<b>NET CHANGE IN FUND BALANCE</b>	<u><u>\$ (221,944)</u></u>	<u>1,477,036</u>
<b>FUND BALANCE, JANUARY 1</b>		<u>9,179,111</u>
<b>FUND BALANCE, DECEMBER 31</b>		<u><u>\$ 10,656,147</u></u>

(See independent auditor's report.)

**ARLINGTON HEIGHTS MEMORIAL LIBRARY  
ARLINGTON HEIGHTS, ILLINOIS**

**SCHEDULE OF CHANGES IN THE EMPLOYER'S  
TOTAL OPEB LIABILITY AND RELATED RATIOS  
OTHER POSTRETIREMENT BENEFIT PLAN**

Last Four Fiscal Years

<b>MEASUREMENT DATE DECEMBER 31,</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>
<b>TOTAL OPEB LIABILITY</b>				
Service cost	\$ 9,231	\$ 16,755	\$ 22,503	\$ 18,970
Interest	10,210	13,891	11,443	5,774
Changes in assumptions	(16,812)	71,130	24,911	5,860
Benefit changes	-	-	(47,757)	-
Differences between expected and actual experience	53,226	-	(120,301)	-
Benefit payments	(14,604)	(18,959)	(30,009)	(6,491)
Net change in total OPEB liability	41,251	82,817	(139,210)	24,113
Total OPEB liability - beginning	307,044	348,295	431,112	291,902
<b>TOTAL OPEB LIABILITY - ENDING</b>	<b>\$ 348,295</b>	<b>\$ 431,112</b>	<b>\$ 291,902</b>	<b>\$ 316,015</b>
Covered-employee payroll	\$ 4,705,766	\$ 4,846,939	\$ 4,658,129	\$ 4,797,873
Employer's total OPEB liability as a percentage of covered-employee payroll	7.40%	8.89%	6.27%	6.59%

No assets are accumulated in a trust that meets the criteria in paragraph 4 of GASB Statement No. 75.

There was a change in assumptions related to the discount rate in 2019.

There were changes in assumptions related to the discount rate, mortality rates, and healthcare cost trend rates in 2020.

There were changes in assumptions related to the discount rate in 2021.

Ultimately, this schedule should present information for the last ten years. However, until ten years of information can be compiled, information will be presented for as many years as is available.

(See independent auditor's report.)

**ARLINGTON HEIGHTS MEMORIAL LIBRARY  
ARLINGTON HEIGHTS, ILLINOIS**

**SCHEDULE OF EMPLOYER CONTRIBUTIONS  
ILLINOIS MUNICIPAL RETIREMENT FUND**

Last Seven Fiscal Years

<b>MEASUREMENT DATE DECEMBER 31,</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>
Actuarially determined contribution	\$ 3,159,698	\$ 3,257,572	\$ 3,170,250	\$ 876,141	\$ 694,837	\$ 916,188	\$ 743,914
Contributions in relation to the actuarially determined contribution	3,168,474	3,257,572	3,170,250	877,582	704,063	916,188	858,812
<b>CONTRIBUTION DEFICIENCY (EXCESS)</b>	<b>\$ (8,776)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ (1,441)</b>	<b>\$ (9,226)</b>	<b>\$ -</b>	<b>\$ (114,898)</b>
Covered payroll	\$ 24,380,386	\$ 24,924,034	\$ 25,690,842	\$ 6,887,899	\$ 7,102,344	\$ 7,248,323	\$ 7,153,022
Contributions as a percentage of covered payroll	13.00%	13.07%	12.34%	12.74%	10.14%	12.64%	12.01%

Notes to the Required Supplementary Information

The information presented was determined as part of the actuarial valuations as of January 1 of the prior fiscal year. Additional information as of the latest actuarial valuation presented is as follows: the actuarial cost method was entry-age normal; the amortization method was level percent of pay, closed, and the amortization period was 23 years; the asset valuation method was five-year smoothed market; and the significant actuarial assumptions were an investment rate of return at 7.25% annually, projected salary increases assumption of 3.35% to 14.25% compounded annually and postretirement benefit increases of 3.25% compounded annually.

Beginning December 31, 2018, the information above is presented for the Library only. Prior years include Village information.

Ultimately, this schedule should present information for the last ten years. However, until ten years of information can be compiled, information will be presented for as many years as is available.

(See independent auditor's report.)

**ARLINGTON HEIGHTS MEMORIAL LIBRARY  
ARLINGTON HEIGHTS, ILLINOIS**

SCHEDULE OF THE LIBRARY'S PROPORTIONATE  
SHARE OF THE NET PENSION LIABILITY  
ILLINOIS MUNICIPAL RETIREMENT FUND

Last Seven Fiscal Years

<b>MEASUREMENT DATE DECEMBER 31,</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>
Employer's proportion of net pension liability	26.15%	26.15%	26.15%	26.15%	26.15%	26.15%	26.15%
Employer's proportionate share of net pension liability	\$ 3,807,757	\$ 5,821,779	\$ 6,092,299	\$ 1,299,308	\$ 7,926,473	\$ 3,860,124	\$ 15,800
Employer's covered payroll	5,073,649	6,231,627	6,370,583	6,566,068	6,887,899	7,102,344	7,248,323
Employer's proportionate share of the net pension liability as a percentage of its covered payroll	75.05%	93.42%	95.63%	19.79%	115.08%	54.35%	0.22%
Plan fiduciary net position as a percentage of the total pension liability	90.96%	86.40%	86.35%	97.10%	83.82%	92.46%	99.97%

Prior to 2019, the Library was presented as a component unit of the Village. Beginning January 1, 2019, IMRF is presented as a cost-sharing plan with the Village. Information above for 2015 through 2018 is estimated based on the allocation used in 2019.

Ultimately, this schedule should present information for the last ten years. However, until ten years of information can be compiled, information will be presented for as many years as is available.

(See independent auditor's report.)

**ARLINGTON HEIGHTS MEMORIAL LIBRARY  
ARLINGTON HEIGHTS, ILLINOIS**

**NOTES TO REQUIRED SUPPLEMENTARY INFORMATION**

December 31, 2021

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**BUDGETS**

Budgets are adopted on a basis consistent with GAAP. The budget is prepared for the General Fund and Capital Projects Fund by function and activity, and includes information on the past year, current year estimates, and requested appropriations for the next fiscal year. The proposed budget is presented to the Library Board of Trustees for review. This governing body holds public meetings and may add to, subtract from, or change appropriations. The budget may be amended by the governing body. State statutes and local ordinances require that the budget be approved before the beginning of the fiscal year.

Expenditures may not legally exceed budgeted appropriations at the fund level. During the year, budget amendments were completed.



**INDIVIDUAL FUND SCHEDULES**

**MAJOR GOVERNMENTAL FUNDS**

**ARLINGTON HEIGHTS MEMORIAL LIBRARY**  
**ARLINGTON HEIGHTS, ILLINOIS**

SCHEDULE OF EXPENDITURES - BUDGET AND ACTUAL  
GENERAL FUND

For the Year Ended December 31, 2021

	<b>Original and Final Budget</b>	<b>Actual</b>
<b>EXPENDITURES</b>		
Administration		
Salaries	\$ 8,154,409	\$ 7,307,036
Employee benefits	1,401,145	1,395,165
IMRF	929,760	859,895
Insurance - medical/life	12,800	8,552
Social Security and Medicare	617,158	541,185
Other employee benefits	44,350	41,076
Professional technical services	317,048	226,424
Office supplies	38,458	23,507
Contractual services	869,818	523,365
	<b>12,384,946</b>	<b>10,926,205</b>
Building		
Utilities	17,672	24,319
Maintenance	465,310	458,319
Equipment rental	3,326	2,215
Tools and equipment	73,513	49,779
Other property services	45,302	35,818
	<b>605,123</b>	<b>570,450</b>
Books and Library Materials		
Library supplies	1,910,125	1,535,047
Other supplies	268,043	219,253
	<b>2,178,168</b>	<b>1,754,300</b>
Capital outlay	<b>94,790</b>	<b>62,121</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 15,263,027</b>	<b>\$ 13,313,076</b>

(See independent auditor's report.)

**ARLINGTON HEIGHTS MEMORIAL LIBRARY  
ARLINGTON HEIGHTS, ILLINOIS**

**SCHEDULE OF REVENUES, EXPENDITURES, AND  
CHANGES IN FUND BALANCE - BUDGET AND ACTUAL  
CAPITAL PROJECTS FUND**

For the Year Ended December 31, 2021

	<b>Original Budget</b>	<b>Final Budget</b>	<b>Actual</b>
<b>REVENUES</b>			
Investment income	\$ -	\$ -	\$ 2,667
Miscellaneous income	-	-	305
Total revenues	-	-	2,972
<b>EXPENDITURES</b>			
Capital outlay	1,025,000	1,066,236	1,038,125
Total expenditures	1,025,000	1,066,236	1,038,125
<b>NET CHANGES IN FUND BALANCE</b>	<b>\$ (1,025,000)</b>	<b>\$ (1,066,236)</b>	<b>(1,035,153)</b>
FUND BALANCE, JANUARY 1			5,460,970
<b>FUND BALANCE, DECEMBER 31</b>			<b>\$ 4,425,817</b>

(See independent auditor's report.)

To: Board of Library Trustees

From: Mike Driskell and Traci Sara

Date: June 21, 2022

Re: 2021 Budget Variance Report

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We will be reviewing the final 2021 actual results, noting significant variances from the 2020 budget.

The following schedules are attached to this memo:

1. 2021 Summary of Financial Activity
2. 2021 Year-end comparison of budget versus actual for all library expenditure accounts
3. 2021 Summary of expenditures for capital projects
4. 2021 Final Revenue Reports– 100% of year lapsed

### Summary of Financial Activity by Department, Operating Budget 2021

291		Budget	Actual Expense	Over/(Under) Budget	Over/ Under	% Over/ Under
6001	Administration	\$ 877,232	\$ 657,808	\$ (219,423)	Under	-25.0%
6002	Communications & Marketing	\$ 817,842	\$ 747,467	\$ (70,375)	Under	-8.6%
6003	Human Resources	\$ 329,966	\$ 319,132	\$ (10,833)	Under	-3.3%
6004	Gifts and Grants	\$ 46,500	\$ 36,492	\$ (10,008)	Under	-21.5%
6008	Finance	\$ 487,959	\$ 479,567	\$ (8,392)	Under	-1.7%
6010	Information Technology	\$ 1,381,548	\$ 1,305,412	\$ (76,136)	Under	-5.5%
6015	Security	\$ 392,159	\$ 377,937	\$ (14,222)	Under	-3.6%
6020	Facilities	\$ 978,374	\$ 923,856	\$ (54,518)	Under	-5.6%
6401	Youth Services	\$ 1,357,791	\$ 1,214,850	\$ (142,940)	Under	-10.5%
6410	Info Services	\$ 1,486,290	\$ 1,321,917	\$ (164,373)	Under	-11.1%
6420	Circulation	\$ 1,819,141	\$ 1,529,909	\$ (289,232)	Under	-15.9%
6430	Senior & Accessibility Services	\$ 293,823	\$ 284,417	\$ (9,406)	Under	-3.2%
6440	Programs & Exhibits	\$ 467,562	\$ 340,517	\$ (127,045)	Under	-27.2%
6450	Digital Services	\$ 1,070,541	\$ 1,014,249	\$ (56,292)	Under	-5.3%
6470	Collection Services	\$ 2,868,868	\$ 2,435,547	\$ (433,321)	Under	-15.1%
6480	Makerplace	\$ 587,430	\$ 324,001	\$ (263,429)	Under	-44.8%
<b>Total Operating Budget 2021</b>		<b>\$ 15,263,023</b>	<b>\$ 13,313,078</b>	<b>\$ (1,949,945)</b>	<b>Under</b>	<b>-12.8%</b>

See following pages for 2021 comparison of Budget vs. Actual for all Library operations expenditure accounts by department.

## Administration

Dept	Account	Account Name	Over/(Under)					Notes Regarding Variances At least \$5,000 and greater than 30% or less than \$-5,000 and -30%
			Budget	Actual Expense	Budget	Over/Under	% Over/Under	
6001	1685	Salaries	\$ 350,213.54	\$ 328,333.74	\$ (21,879.80)	Under	-6.2%	
6001	1692	Retirement Awards	\$ 4,000.00	\$ 500.00	\$ (3,500.00)	Under	-87.5%	
6001	1805	Overtime Civilian	\$ 1,000.00	\$ 840.85	\$ (159.15)	Under	-15.9%	
6001	1905	Medical Insurance	\$ 36,976.76	\$ 36,992.00	\$ 15.24	Over	0.0%	
6001	1910	IMRF	\$ 44,543.78	\$ 41,198.53	\$ (3,345.25)	Under	-7.5%	
6001	1911	Social Security	\$ 22,023.24	\$ 20,112.84	\$ (1,910.40)	Under	-8.7%	
6001	1912	Medicare	\$ 5,150.60	\$ 4,703.82	\$ (446.78)	Under	-8.7%	
6001	1953	Flexible Spending	\$ 2,328.77	\$ 3,398.87	\$ 1,070.10	Over	46.0%	
6001	1955	Unemployment Compensation	\$ 6,432.00	\$ -	\$ (6,432.00)	Under	-100.0%	Budgeted contingency was not needed in 2021.
6001	2005	Professional Services	\$ 8,500.00	\$ 2,090.00	\$ (6,410.00)	Under	-75.4%	Inventory appraisal under budget; no additional professional services in 2021.
6001	2008	Consulting Services Library	\$ 12,000.00	\$ -	\$ (12,000.00)	Under	-100.0%	Budgeted site assessment was not completed in 2021.
6001	2020	Legal Services	\$ 16,000.00	\$ 6,713.75	\$ (9,286.25)	Under	-58.0%	Budgeted contingency for legal services was only partially needed in 2021.
6001	2040	General Insurance	\$ 178,780.00	\$ 143,223.00	\$ (35,557.00)	Under	-19.9%	
6001	2165	Other Services	\$ 3,000.00	\$ 660.00	\$ (2,340.00)	Under	-78.0%	
6001	2201	Advertising	\$ 600.00	\$ 83.70	\$ (516.30)	Under	-86.1%	
6001	2202	Dues	\$ 6,675.00	\$ 2,973.00	\$ (3,702.00)	Under	-55.5%	
6001	2203	Travel & Training	\$ 95,508.00	\$ 8,457.43	\$ (87,050.57)	Under	-91.1%	Continued impact of Covid on travel and training; no large in-person conferences.
6001	2205	Postage	\$ 40,045.00	\$ 23,098.23	\$ (16,946.77)	Under	-42.3%	Continued impact of Covid on postage; fewer newsletters and general mailings were sent in 2021.
6001	3005	Office Supplies	\$ 10,105.00	\$ 2,560.53	\$ (7,544.47)	Under	-74.7%	Continued impact of Covid on office supplies; many staff continued working from home or hybrid through much of 2021.
6001	3185	Small Tools & Equipment	\$ 2,500.00	\$ -	\$ (2,500.00)	Under	-100.0%	
6001	3272	Special Events	\$ 850.00	\$ 765.38	\$ (84.62)	Under	-10.0%	
6001	3299	Items Reimbursed by Employees	\$ -	\$ 19.88	\$ 19.88	Over	-	
6001	4096	Contingency	\$ 5,000.00	\$ 902.25	\$ (4,097.75)	Under	-82.0%	
6001	5015	Other Equipment	\$ 25,000.00	\$ 30,180.47	\$ 5,180.47	Over	20.7%	
<b>6001</b>		<b>Administration Total</b>	<b>\$ 877,231.69</b>	<b>\$ 657,808.27</b>	<b>\$ (219,423.42)</b>	<b>Under</b>	<b>-25.0%</b>	

## Communication &amp; Marketing

Dept	Account	Account Name				Over/(Under) Budget	Over/ Under	% Over/ Under	Notes Regarding Variances At least \$5,000 and greater than 30% or less than \$-5,000 and -30%
			Budget	Actual Expense					
6002	1685	Salaries	\$ 420,650.60	\$ 416,981.40	\$ (3,669.20)	Under	-0.9%		
6002	1805	Overtime Civilian	\$ 100.00	\$ 337.35	\$ 237.35	Over	237.4%		
6002	1905	Medical Insurance	\$ 80,176.42	\$ 80,175.96	\$ (0.46)	Under	0.0%		
6002	1910	IMRF	\$ 52,762.13	\$ 52,126.29	\$ (635.84)	Under	-1.2%		
6002	1911	Social Security	\$ 26,086.54	\$ 25,025.98	\$ (1,060.56)	Under	-4.1%		
6002	1912	Medicare	\$ 6,100.88	\$ 5,852.84	\$ (248.04)	Under	-4.1%		
6002	2005	Professional Services	\$ 4,000.00	\$ 75.00	\$ (3,925.00)	Under	-98.1%		
6002	2102	Equipment Maintenance	\$ 1,710.00	\$ 1,424.00	\$ (286.00)	Under	-16.7%		
6002	2165	Other Services	\$ 16,700.00	\$ 11,247.88	\$ (5,452.12)	Under	-32.6%	Continued impact of Covid on programming offerings and related promotional services.	
6002	2202	Dues	\$ 270.00	\$ 228.00	\$ (42.00)	Under	-15.6%		
6002	2203	Travel & Training	\$ 50.00	\$ -	\$ (50.00)	Under	-100.0%		
6002	2210	Printing	\$ 171,583.00	\$ 125,891.13	\$ (45,691.87)	Under	-26.6%	Continued impact of Covid on programming offerings and related printing needs.	
6002	3005	Office Supplies	\$ 15,579.00	\$ 12,305.36	\$ (3,273.64)	Under	-21.0%		
6002	3185	Small Tools & Equipment	\$ 6,000.00	\$ 2,682.60	\$ (3,317.40)	Under	-55.3%		
6002	3272	Special Events	\$ 16,073.00	\$ 13,112.84	\$ (2,960.16)	Under	-18.4%		
<b>6002</b>		<b>Communications &amp; Marketing Total</b>	<b>\$ 817,841.57</b>	<b>\$ 747,466.63</b>	<b>\$ (70,374.94)</b>	<b>Under</b>	<b>-8.6%</b>		



## Human Resources

Dept	Account	Account Name			Over/(Under)	Over/	% Over/	Notes Regarding Variances At least \$5,000 and greater than 30%
			Budget	Actual Expense	Budget	Under	Under	
6003	1685	Salaries	\$ 171,894.67	\$ 171,306.40	\$ (588.27)	Under	-0.3%	
6003	1805	Overtime Civilian	\$ 300.00	\$ 185.22	\$ (114.78)	Under	-38.3%	
6003	1905	Medical Insurance	\$ 46,554.77	\$ 46,554.96	\$ 0.19	Over	0.0%	
6003	1910	IMRF	\$ 21,593.21	\$ 21,540.37	\$ (52.84)	Under	-0.2%	
6003	1911	Social Security	\$ 10,676.07	\$ 9,852.14	\$ (823.93)	Under	-7.7%	
6003	1912	Medicare	\$ 2,496.82	\$ 2,304.10	\$ (192.72)	Under	-7.7%	
6003	1950	Employee Asst. Program	\$ 6,000.00	\$ 5,365.83	\$ (634.17)	Under	-10.6%	
6003	2165	Other Services	\$ 9,800.00	\$ 6,502.08	\$ (3,297.92)	Under	-33.7%	
6003	2201	Advertising	\$ 1,300.00	\$ 674.00	\$ (626.00)	Under	-48.2%	
6003	2202	Dues	\$ 3,300.00	\$ 3,383.00	\$ 83.00	Over	2.5%	
6003	2203	Travel & Training	\$ 1,300.00	\$ 398.00	\$ (902.00)	Under	-69.4%	
6003	2255	In-Service Training	\$ 10,000.00	\$ 9,971.22	\$ (28.78)	Under	-0.3%	
6003	3201	Program Supplies	\$ 400.00	\$ 18.53	\$ (381.47)	Under	-95.4%	
6003	4062	Tuition Reimbursement	\$ 25,000.00	\$ 22,313.31	\$ (2,686.69)	Under	-10.7%	
6003	4070	Employee/Volunteer Recognition	\$ 19,350.00	\$ 18,763.00	\$ (587.00)	Under	-3.0%	
<b>6003</b>		<b>Human Resources Total</b>	<b>\$ 329,965.54</b>	<b>\$ 319,132.16</b>	<b>\$ (10,833.38)</b>	<b>Under</b>	<b>-3.3%</b>	

## Gifts &amp; Grants

Dept	Account	Account Name			Over/(Under)	Over/	% Over/	Notes Regarding Variances At least \$5,000 and greater than 30% or less than \$-5,000 and -30%
			Budget	Actual Expense	Budget	Under	Under	
6004	2165	Other Services	\$ 2,000.00	\$ 5,701.52	\$ 3,701.52	Over	185.1%	Gifts and Grants estimates.
6004	2218	Contracted Programs & Exhibits	\$ 20,000.00	\$ 11,200.00	\$ (8,800.00)	Under	-44.0%	Gifts and Grants estimates.
6004	3185	Small Tools & Equipment	\$ 2,000.00	\$ 2,873.57	\$ 873.57	Over	43.7%	Gifts and Grants estimates.
6004	3201	Program Supplies	\$ 2,500.00	\$ -	\$ (2,500.00)	Under	-100.0%	Gifts and Grants estimates.
6004	3202	Program Events	\$ 2,500.00	\$ 5,058.09	\$ 2,558.09	Over	102.3%	Gifts and Grants estimates.
6004	3232	Software	\$ 500.00	\$ -	\$ (500.00)	Under	-100.0%	Gifts and Grants estimates.
6004	3272	Special Events	\$ 5,000.00	\$ -	\$ (5,000.00)	Under	-100.0%	Gifts and Grants estimates.
6004	3275	Audio/Visual Materials	\$ 500.00	\$ 3,307.20	\$ 2,807.20	Over	561.4%	Gifts and Grants estimates.
6004	3278	Electronic Resources	\$ 1,500.00	\$ -	\$ (1,500.00)	Under	-100.0%	Gifts and Grants estimates.
6004	3280	Books	\$ 5,000.00	\$ 2,809.51	\$ (2,190.49)	Under	-43.8%	Gifts and Grants estimates.
6004	5015	Other Equipment	\$ 2,500.00	\$ 5,541.89	\$ 3,041.89	Over	121.7%	Gifts and Grants estimates.
6004	5055	Other Capital Outlay	\$ 2,500.00	\$ -	\$ (2,500.00)	Under	-100.0%	Gifts and Grants estimates.
<b>6004</b>		<b>Gifts and Grants Total</b>	<b>\$ 46,500.00</b>	<b>\$ 36,491.78</b>	<b>\$ (10,008.22)</b>	<b>Under</b>	<b>-21.5%</b>	

## Finance

Dept	Account	Account Name			Over/(Under)	Over/	% Over/	Notes Regarding Variances At least \$5,000 and greater than 30% or less than \$-5,000 and -30%
			Budget	Actual Expense	Budget	Under	Under	
6008	1685	Salaries	\$ 229,214.09	\$ 225,570.00	\$ (3,644.09)	Under	-1.6%	
6008	1805	Overtime Civilian	\$ 100.00	\$ 65.25	\$ (34.75)	Under	-34.8%	
6008	1905	Medical Insurance	\$ 65,663.91	\$ 65,664.00	\$ 0.09	Over	0.0%	
6008	1910	IMRF	\$ 28,755.99	\$ 28,249.00	\$ (506.99)	Under	-1.8%	
6008	1911	Social Security	\$ 14,217.47	\$ 13,539.21	\$ (678.26)	Under	-4.8%	
6008	1912	Medicare	\$ 3,325.05	\$ 3,166.34	\$ (158.71)	Under	-4.8%	
6008	2005	Professional Services	\$ 7,875.00	\$ 6,075.00	\$ (1,800.00)	Under	-22.9%	
6008	2136	Equipment Rental	\$ 1,326.00	\$ 1,689.27	\$ 363.27	Over	27.4%	
6008	2165	Other Services	\$ 6,189.00	\$ 5,267.52	\$ (921.48)	Under	-14.9%	
6008	2202	Dues	\$ 825.00	\$ 875.00	\$ 50.00	Over	6.1%	
6008	2203	Travel & Training	\$ 1,200.00	\$ 139.17	\$ (1,060.83)	Under	-88.4%	
6008	2225	IT Service Charge	\$ 129,267.00	\$ 129,267.00	\$ -	-	0.0%	
<b>6008</b>		<b>Finance Total</b>	<b>\$ 487,958.51</b>	<b>\$ 479,566.76</b>	<b>\$ (8,391.75)</b>	<b>Under</b>	<b>-1.7%</b>	

## Information Technology

Dept	Account	Account Name				Over/(Under) Budget	Over/ Under	% Over/ Under	Notes Regarding Variances At least \$5,000 and greater than 30% or less than \$-5,000 and -30%
			Budget	Actual Expense					
6010	1685	Salaries	\$ 632,482.91	\$ 619,252.89	\$ (13,230.02)	Under	-2.1%		
6010	1805	Overtime Civilian	\$ 250.00	\$ 588.51	\$ 338.51	Over	135.4%		
6010	1905	Medical Insurance	\$ 146,844.12	\$ 146,844.00	\$ (0.12)	Under	0.0%		
6010	1910	IMRF	\$ 79,344.71	\$ 75,565.60	\$ (3,779.11)	Under	-4.8%		
6010	1911	Social Security	\$ 39,229.44	\$ 37,016.42	\$ (2,213.02)	Under	-5.6%		
6010	1912	Medicare	\$ 9,174.63	\$ 8,656.93	\$ (517.70)	Under	-5.6%		
6010	2005	Professional Services	\$ 7,022.00	\$ 3,144.85	\$ (3,877.15)	Under	-55.2%		
6010	2008	Consulting Services Library	\$ 4,545.00	\$ 65.00	\$ (4,480.00)	Under	-98.6%		
6010	2102	Equipment Maintenance	\$ 169,375.00	\$ 173,378.38	\$ 4,003.38	Over	2.4%		
6010	2203	Travel & Training	\$ 6,450.00	\$ -	\$ (6,450.00)	Under	-100.0%	Budgeted training for new technology and software was not needed in 2021.	
6010	2242	Internet Access	\$ 41,846.00	\$ 43,906.64	\$ 2,060.64	Over	4.9%		
6010	3005	Office Supplies	\$ 375.00	\$ 178.42	\$ (196.58)	Under	-52.4%		
6010	3030	Data System Supplies	\$ 25,204.00	\$ 18,172.11	\$ (7,031.89)	Under	-27.9%		
6010	3032	Software Library	\$ 160,102.00	\$ 140,778.05	\$ (19,323.95)	Under	-12.1%		
6010	3033	Documentation Library	\$ 100.00	\$ -	\$ (100.00)	Under	-100.0%		
6010	3185	Small Tools & Equipment	\$ 13,226.00	\$ 10,286.77	\$ (2,939.23)	Under	-22.2%		
6010	3205	Processing Supplies	\$ 300.00	\$ -	\$ (300.00)	Under	-100.0%		
6010	3232	Software	\$ 10,887.00	\$ 1,178.67	\$ (9,708.33)	Under	-89.2%	Budgeted contingency was not needed in 2021, nor did we require any server software upgrades that required additional charges.	
6010	5012	Computer Equipment	\$ 34,790.00	\$ 26,398.98	\$ (8,391.02)	Under	-24.1%		
<b>6010</b>		<b>IT Total</b>	<b>\$ 1,381,547.81</b>	<b>\$ 1,305,412.22</b>	<b>\$ (76,135.59)</b>	<b>Under</b>	<b>-5.5%</b>		

## Security

Dept	Account	Account Name			Over/(Under)	Over/	% Over/	Notes Regarding Variances At least \$5,000 and greater than 30% or less than \$-5,000 and -30%
			Budget	Actual Expense	Budget	Under	Under	
6015	1685	Salaries	\$ 260,077.25	\$ 249,513.75	\$ (10,563.50)	Under	-4.1%	
6015	1805	Overtime Civilian	\$ 2,000.00	\$ 958.75	\$ (1,041.25)	Under	-52.1%	
6015	1905	Medical Insurance	\$ 80,152.00	\$ 80,151.96	\$ (0.04)	Under	0.0%	
6015	1910	IMRF	\$ 28,946.00	\$ 29,093.36	\$ 147.36	Over	0.5%	
6015	1911	Social Security	\$ 16,248.79	\$ 14,616.82	\$ (1,631.97)	Under	-10.0%	
6015	1912	Medicare	\$ 3,800.12	\$ 3,418.55	\$ (381.57)	Under	-10.0%	
6015	2203	Travel & Training	\$ 500.00	\$ 184.04	\$ (315.96)	Under	-63.2%	
6015	3005	Office Supplies	\$ 435.00	\$ -	\$ (435.00)	Under	-100.0%	
<b>6015</b>		<b>Security Total</b>	<b>\$ 392,159.16</b>	<b>\$ 377,937.23</b>	<b>\$ (14,221.93)</b>	<b>Under</b>	<b>-3.6%</b>	

## Facilities

Dept	Account	Account Name			Over/(Under)	Over/	% Over/	Notes Regarding Variances At least \$5,000 and greater than 30% or less than \$-5,000 and -30%
			Budget	Actual Expense	Budget	Under	Under	
6020	1685	Salaries	\$ 398,347.00	\$ 380,525.18	\$ (17,821.82)	Under	-4.5%	
6020	1805	Overtime Civilian	\$ 4,500.00	\$ 4,218.86	\$ (281.14)	Under	-6.2%	
6020	1905	Medical Insurance	\$ 106,826.00	\$ 106,826.04	\$ 0.04	Over	0.0%	
6020	1910	IMRF	\$ 43,676.00	\$ 45,574.94	\$ 1,898.94	Over	4.3%	
6020	1911	Social Security	\$ 24,976.51	\$ 22,447.24	\$ (2,529.27)	Under	-10.1%	
6020	1912	Medicare	\$ 5,841.28	\$ 5,249.77	\$ (591.51)	Under	-10.1%	
6020	2102	Equipment Maintenance	\$ 39,456.00	\$ 35,611.72	\$ (3,844.28)	Under	-9.7%	
6020	2107	Vehicle Maintenance	\$ 9,121.00	\$ 3,626.94	\$ (5,494.06)	Under	-60.2%	No major maintenance needed on the Bookmobile in 2021.
6020	2111	Building Maintenance	\$ 211,802.00	\$ 221,417.99	\$ 9,615.99	Over	4.5%	
6020	2136	Equipment Rental	\$ 1,000.00	\$ 525.50	\$ (474.50)	Under	-47.5%	
6020	2160	Water & Sewer	\$ 16,472.00	\$ 23,830.17	\$ 7,358.17	Over	44.7%	Water rates increased along with customer use (related to Covid); Increased outside watering for new plantings at front of the building.
6020	2203	Travel & Training	\$ 432.00	\$ -	\$ (432.00)	Under	-100.0%	
6020	3050	Petroleum Products	\$ 10,000.00	\$ 4,453.59	\$ (5,546.41)	Under	-55.5%	Mild winter resulted in less snow to plow.
6020	3051	Heating Fuel	\$ 62,537.00	\$ 48,384.00	\$ (14,153.00)	Under	-22.6%	
6020	3145	Janitorial Supplies	\$ 23,387.00	\$ 21,164.02	\$ (2,222.98)	Under	-9.5%	
6020	5015	Other Equipment	\$ 20,000.00	\$ -	\$ (20,000.00)	Under	-100.0%	Budgeted contingency for major unexpected repairs to equipment was not needed in 2021.
<b>6020</b>		<b>Facilities Total</b>	<b>\$ 978,373.79</b>	<b>\$ 923,855.96</b>	<b>\$ (54,517.83)</b>	<b>Under</b>	<b>-5.6%</b>	

## Youth Services

Dept	Account	Account Name	Budget	Actual Expense	Over/(Under) Budget	Over/ Under	% Over/ Under	Notes Regarding Variances At least \$5,000 and greater than 30% or less than \$-5,000 and -30%
6401	1685	Salaries	\$ 966,556.57	\$ 872,641.86	\$ (93,914.71)	Under	-9.7%	
6401	1805	Overtime Civilian	\$ 2,000.00	\$ -	\$ (2,000.00)	Under	-100.0%	
6401	1905	Medical Insurance	\$ 126,637.00	\$ 126,637.00	\$ -	-	0.0%	
6401	1910	IMRF	\$ 110,668.00	\$ 102,216.13	\$ (8,451.87)	Under	-7.6%	
6401	1911	Social Security	\$ 58,919.00	\$ 51,999.49	\$ (6,919.51)	Under	-11.7%	
6401	1912	Medicare	\$ 13,780.00	\$ 12,161.07	\$ (1,618.93)	Under	-11.7%	
6401	2202	Dues	\$ 4,478.00	\$ 2,499.00	\$ (1,979.00)	Under	-44.2%	
6401	2203	Travel & Training	\$ 3,979.00	\$ 1,151.85	\$ (2,827.15)	Under	-71.1%	
6401	2218	Contracted Programs & Exhibits	\$ 18,980.00	\$ 15,902.00	\$ (3,078.00)	Under	-16.2%	
6401	3005	Office Supplies	\$ 2,438.00	\$ 1,290.16	\$ (1,147.84)	Under	-47.1%	
6401	3201	Program Supplies	\$ 10,948.00	\$ 7,822.95	\$ (3,125.05)	Under	-28.5%	
6401	3202	Program Events	\$ 33,930.00	\$ 16,439.70	\$ (17,490.30)	Under	-51.5%	Continued impact of Covid on programming offerings as well as limited opportunities for outreach.
6401	3290	Circulation Supplies	\$ 4,477.00	\$ 4,088.96	\$ (388.04)	Under	-8.7%	
<b>6401</b>		<b>Youth Services Total</b>	<b>\$ 1,357,790.57</b>	<b>\$ 1,214,850.17</b>	<b>\$ (142,940.40)</b>	<b>Under</b>	<b>-10.5%</b>	

## Info Services

Dept	Account	Account Name	Budget	Actual Expense	Over/(Under) Budget	Over/ Under	% Over/ Under	Notes Regarding Variances At least \$5,000 and greater than 30% or less than \$-5,000 and -30%
6410	1685	Salaries	\$ 1,113,835.74	\$ 979,061.99	\$ (134,773.75)	Under	-12.1%	
6410	1805	Overtime Civilian	\$ 1,000.00	\$ 566.20	\$ (433.80)	Under	-43.4%	
6410	1905	Medical Insurance	\$ 153,021.00	\$ 153,021.96	\$ 0.96	Over	0.0%	
6410	1910	IMRF	\$ 115,962.00	\$ 108,521.67	\$ (7,440.33)	Under	-6.4%	
6410	1911	Social Security	\$ 67,899.00	\$ 58,973.29	\$ (8,925.71)	Under	-13.1%	
6410	1912	Medicare	\$ 15,879.00	\$ 13,792.16	\$ (2,086.84)	Under	-13.1%	
6410	2202	Dues	\$ 2,900.00	\$ 1,755.00	\$ (1,145.00)	Under	-39.5%	
6410	2203	Travel & Training	\$ 3,300.00	\$ 1,413.10	\$ (1,886.90)	Under	-57.2%	
6410	2218	Contracted Programs & Exhibits	\$ 5,760.00	\$ 1,410.00	\$ (4,350.00)	Under	-75.5%	
6410	3005	Office Supplies	\$ 1,888.00	\$ 884.91	\$ (1,003.09)	Under	-53.1%	
6410	3201	Program Supplies	\$ 2,750.00	\$ 1,688.15	\$ (1,061.85)	Under	-38.6%	
6410	3290	Circulation Supplies	\$ 2,095.00	\$ 828.48	\$ (1,266.52)	Under	-60.5%	
<b>6410</b>		<b>Info Services Total</b>	<b>\$ 1,486,289.74</b>	<b>\$ 1,321,916.91</b>	<b>\$ (164,372.83)</b>	<b>Under</b>	<b>-11.1%</b>	

## Circulation

Dept	Account	Account Name			Over/(Under)	Over/	% Over/	Notes Regarding Variances At least \$5,000 and greater than 30% or less than \$-5,000 and -30%
			Budget	Actual Expense	Budget	Under	Under	
6420	1685	Salaries	\$ 1,410,111.57	\$ 1,164,879.92	\$ (245,231.65)	Under	-17.4%	
6420	1805	Overtime Civilian	\$ 1,000.00	\$ 231.53	\$ (768.47)	Under	-76.8%	
6420	1905	Medical Insurance	\$ 141,472.00	\$ 141,471.96	\$ (0.04)	Under	0.0%	
6420	1910	IMRF	\$ 141,120.00	\$ 122,827.20	\$ (18,292.80)	Under	-13.0%	
6420	1911	Social Security	\$ 85,992.00	\$ 71,026.08	\$ (14,965.92)	Under	-17.4%	
6420	1912	Medicare	\$ 20,111.00	\$ 16,611.02	\$ (3,499.98)	Under	-17.4%	
6420	2165	Other Services	\$ 3,513.00	\$ 1,855.50	\$ (1,657.50)	Under	-47.2%	
6420	2202	Dues	\$ 1,441.00	\$ 1,070.00	\$ (371.00)	Under	-25.7%	
6420	2203	Travel & Training	\$ 2,773.00	\$ 1,733.20	\$ (1,039.80)	Under	-37.5%	
6420	3005	Office Supplies	\$ 2,033.00	\$ 1,512.77	\$ (520.23)	Under	-25.6%	
6420	3201	Program Supplies	\$ 1,000.00	\$ 155.39	\$ (844.61)	Under	-84.5%	
6420	3290	Circulation Supplies	\$ 8,574.00	\$ 6,534.27	\$ (2,039.73)	Under	-23.8%	
<b>6420</b>		<b>Circulation Total</b>	<b>\$ 1,819,140.57</b>	<b>\$ 1,529,908.84</b>	<b>\$ (289,231.73)</b>	<b>Under</b>	<b>-15.9%</b>	

## Senior &amp; Accessibility Services

Dept	Account	Account Name			Over/(Under)	Over/	% Over/	Notes Regarding Variances At least \$5,000 and greater than 30% or less than \$-5,000 and -30%
			Budget	Actual Expense	Budget	Under	Under	
6430	1685	Salaries	\$ 224,475.48	\$ 219,250.51	\$ (5,224.97)	Under	-2.3%	
6430	1905	Medical Insurance	\$ 11,386.46	\$ 11,386.08	\$ (0.38)	Under	0.0%	
6430	1910	IMRF	\$ 26,060.15	\$ 26,984.52	\$ 924.37	Over	3.5%	
6430	1911	Social Security	\$ 13,690.86	\$ 13,062.78	\$ (628.08)	Under	-4.6%	
6430	1912	Medicare	\$ 3,201.89	\$ 3,054.95	\$ (146.94)	Under	-4.6%	
6430	2202	Dues	\$ 518.00	\$ 35.00	\$ (483.00)	Under	-93.2%	
6430	2203	Travel & Training	\$ 930.00	\$ 57.28	\$ (872.72)	Under	-93.8%	
6430	2218	Contracted Programs & Exhibits	\$ 9,590.00	\$ 7,090.00	\$ (2,500.00)	Under	-26.1%	
6430	3005	Office Supplies	\$ 500.00	\$ 404.87	\$ (95.13)	Under	-19.0%	
6430	3201	Program Supplies	\$ 1,820.00	\$ 1,758.00	\$ (62.00)	Under	-3.4%	
6430	3202	Program Events	\$ 600.00	\$ 496.24	\$ (103.76)	Under	-17.3%	
6430	3290	Circulation Supplies	\$ 1,050.00	\$ 836.93	\$ (213.07)	Under	-20.3%	
<b>6430</b>		<b>Senior &amp; Accessibility Services Total</b>	<b>\$ 293,822.84</b>	<b>\$ 284,417.16</b>	<b>\$ (9,405.68)</b>	<b>Under</b>	<b>-3.2%</b>	

## Programs &amp; Exhibits

Dept	Account	Account Name	Over/(Under)			Over/ Under	% Over/ Under	Notes Regarding Variances At least \$5,000 and greater than 30% or less than \$-5,000 and -30%
			Budget	Actual Expense	Budget			
6440	1685	Salaries	\$ 242,139.31	\$ 181,572.43	\$ (60,566.88)	Under	-25.0%	
6440	1805	Overtime Civilian	\$ 200.00	\$ 248.99	\$ 48.99	Over	24.5%	
6440	1905	Medical Insurance	\$ 64,409.54	\$ 64,410.00	\$ 0.46	Over	0.0%	
6440	1910	IMRF	\$ 28,993.92	\$ 22,693.51	\$ (6,300.41)	Under	-21.7%	
6440	1911	Social Security	\$ 14,746.08	\$ 10,694.71	\$ (4,051.37)	Under	-27.5%	
6440	1912	Medicare	\$ 3,448.68	\$ 2,501.23	\$ (947.45)	Under	-27.5%	
6440	2202	Dues	\$ 1,145.00	\$ 927.00	\$ (218.00)	Under	-19.0%	
6440	2203	Travel & Training	\$ 1,414.00	\$ 390.00	\$ (1,024.00)	Under	-72.4%	
6440	2218	Contracted Programs & Exhibits	\$ 103,007.00	\$ 50,591.40	\$ (52,415.60)	Under	-50.9%	Continued impact of Covid on programming offerings. For example, certain budgeted exhibits were not delivered in 2021, large-scale programs such as Harry Potter Book Night and FanCon were skipped, and Makerplace culinary programs began later than planned.
6440	3202	Program Events	\$ 8,058.00	\$ 6,487.45	\$ (1,570.55)	Under	-19.5%	
<b>6440</b>		<b>Programs &amp; Exhibits Total</b>	<b>\$ 467,561.53</b>	<b>\$ 340,516.72</b>	<b>\$ (127,044.81)</b>	<b>Under</b>	<b>-27.2%</b>	

## Digital Services

Dept	Account	Account Name				Over/(Under) Budget	Over/ Under	% Over/ Under	Notes Regarding Variances At least \$5,000 and greater than 30% or less than \$-5,000 and -30%
			Budget	Actual Expense					
6450	1685	Salaries	\$ 528,322.25	\$ 492,814.00	\$ (35,508.25)	Under	-6.7%		
6450	1905	Medical Insurance	\$ 50,190.88	\$ 50,191.08	\$ 0.20	Over	0.0%		
6450	1910	IMRF	\$ 59,234.10	\$ 57,692.39	\$ (1,541.71)	Under	-2.6%		
6450	1911	Social Security	\$ 32,250.69	\$ 29,909.88	\$ (2,340.81)	Under	-7.3%		
6450	1912	Medicare	\$ 7,542.50	\$ 6,995.18	\$ (547.32)	Under	-7.3%		
6450	2202	Dues	\$ 2,246.00	\$ 1,510.00	\$ (736.00)	Under	-32.8%		
6450	2203	Travel & Training	\$ 500.00	\$ 99.00	\$ (401.00)	Under	-80.2%		
6450	2242	Internet Access	\$ 3,840.00	\$ 3,840.00	\$ -	-	0.0%		
6450	2266	Outside Reference Services	\$ 2,973.00	\$ 2,974.00	\$ 1.00	Over	0.0%		
6450	3005	Office Supplies	\$ 700.00	\$ 561.76	\$ (138.24)	Under	-19.7%		
6450	3007	Supplies Reimbursed by Patrons	\$ 600.00	\$ 542.74	\$ (57.26)	Under	-9.5%		
6450	3185	Small Tools & Equipment	\$ 5,000.00	\$ 2,649.20	\$ (2,350.80)	Under	-47.0%		
6450	3201	Program Supplies	\$ 700.00	\$ 41.57	\$ (658.43)	Under	-94.1%		
6450	3278	Electronic Resources	\$ 374,867.00	\$ 363,064.74	\$ (11,802.26)	Under	-3.1%		
6450	3290	Circulation Supplies	\$ 1,575.00	\$ 1,363.89	\$ (211.11)	Under	-13.4%		
<b>6450</b>		<b>Digital Services Total</b>	<b>\$ 1,070,541.42</b>	<b>\$ 1,014,249.43</b>	<b>\$ (56,291.99)</b>	<b>Under</b>	<b>-5.3%</b>		



## Collection Services

Dept	Account	Account Name						Notes Regarding Variances At least \$5,000 and greater than 30% or less than \$-5,000 and -30%
			Budget	Actual Expense	Over/(Under) Budget	Over/ Under	% Over/ Under	
6470	1685	Salaries	\$ 876,855.66	\$ 820,999.71	\$ (55,855.95)	Under	-6.4%	
6470	1805	Overtime Civilian	\$ 150.00	\$ 143.38	\$ (6.62)	Under	-4.4%	
6470	1905	Medical Insurance	\$ 222,890.87	\$ 222,891.00	\$ 0.13	Over	0.0%	
6470	1910	IMRF	\$ 108,013.60	\$ 102,617.27	\$ (5,396.33)	Under	-5.0%	
6470	1911	Social Security	\$ 53,403.85	\$ 49,006.01	\$ (4,397.84)	Under	-8.2%	
6470	1912	Medicare	\$ 12,489.61	\$ 11,460.79	\$ (1,028.82)	Under	-8.2%	
6470	2081	OCLC Services	\$ 63,110.00	\$ 63,749.86	\$ 639.86	Over	1.0%	
6470	2164	Access Services	\$ 4,000.00	\$ 4,548.64	\$ 548.64	Over	13.7%	
6470	2202	Dues	\$ 2,478.00	\$ 1,375.00	\$ (1,103.00)	Under	-44.5%	
6470	2203	Travel & Training	\$ 1,000.00	\$ 462.73	\$ (537.27)	Under	-53.7%	
6470	2285	Processing Services	\$ 108,400.00	\$ 58,830.69	\$ (49,569.31)	Under	-45.7%	Continued impact of Covid on publishing; the pandemic resulted in fewer titles being released in both print and AV which caused the Library to be underspend in both shelf-ready services and in-house processing supplies.
6470	3005	Office Supplies	\$ 1,500.00	\$ 1,386.75	\$ (113.25)	Under	-7.5%	
6470	3033	Documentation Library	\$ 905.00	\$ 904.56	\$ (0.44)	Under	0.0%	
6470	3203	Binding	\$ 200.00	\$ 1,097.63	\$ 897.63	Over	448.8%	
6470	3205	Processing Supplies	\$ 30,000.00	\$ 13,625.57	\$ (16,374.43)	Under	-54.6%	Continued impact of Covid on publishing; the pandemic resulted in fewer titles being released in both print and AV which caused the Library to be underspend in both shelf-ready services and in-house processing supplies.
6470	3275	Audiovisual Materials	\$ 534,980.00	\$ 395,871.19	\$ (139,108.81)	Under	-26.0%	
6470	3280	Books	\$ 722,676.00	\$ 573,242.87	\$ (149,433.13)	Under	-20.7%	
6470	3290	Circulation Supplies	\$ 6,450.00	\$ 2,277.35	\$ (4,172.65)	Under	-64.7%	
6470	3295	Periodicals	\$ 119,365.00	\$ 111,055.56	\$ (8,309.44)	Under	-7.0%	
<b>6470</b>		<b>Collection Services Total</b>	<b>\$ 2,868,867.59</b>	<b>\$ 2,435,546.56</b>	<b>\$ (433,321.03)</b>	<b>Under</b>	<b>-15.1%</b>	

## Makerplace

Dept	Account	Account Name	Over/(Under)			Over/ Under	% Over/ Under	Notes Regarding Variances At least \$5,000 and greater than 30% or less than \$-5,000 and -30%
			Budget	Actual Expense	Budget			
6480	1685	Salaries	\$ 325,230.77	\$ 183,832.03	\$ (141,398.74)	Under	-43.5%	Open positions due to delayed opening.
6480	1805	Overtime Civilian	\$ 200.00	\$ 167.38	\$ (32.62)	Under	-16.3%	
6480	1905	Medical Insurance	\$ 53,181.54	\$ 53,181.96	\$ 0.42	Over	0.0%	
6480	1910	IMRF	\$ 40,086.45	\$ 22,994.54	\$ (17,091.91)	Under	-42.6%	Open positions due to delayed opening.
6480	1911	Social Security	\$ 19,819.46	\$ 11,325.03	\$ (8,494.43)	Under	-42.9%	Open positions due to delayed opening.
6480	1912	Medicare	\$ 4,635.20	\$ 2,648.67	\$ (1,986.53)	Under	-42.9%	
6480	2005	Professional Services	\$ 10,000.00	\$ -	\$ (10,000.00)	Under	-100.0%	Budgeted additional signage that was not needed.
6480	2020	Legal Services	\$ 5,000.00	\$ -	\$ (5,000.00)	Under	-100.0%	
6480	2040	General Insurance	\$ 216.00	\$ 1,288.00	\$ 1,072.00	Over	496.3%	
6480	2102	Equipment Maintenance	\$ 6,980.00	\$ 9,848.10	\$ 2,868.10	Over	41.1%	
6480	2111	Building Maintenance	\$ 26,866.00	\$ 13,011.55	\$ (13,854.45)	Under	-51.6%	Due to delayed opening.
6480	2136	Equipment Rental	\$ 1,000.00	\$ -	\$ (1,000.00)	Under	-100.0%	
6480	2160	Water and Sewer Service	\$ 1,200.00	\$ 488.93	\$ (711.07)	Under	-59.3%	
6480	2165	Other Services	\$ 100.00	\$ 35.04	\$ (64.96)	Under	-65.0%	
6480	2202	Dues	\$ 1,575.00	\$ 680.00	\$ (895.00)	Under	-56.8%	
6480	2203	Travel & Training	\$ 1,000.00	\$ 451.96	\$ (548.04)	Under	-54.8%	
6480	2218	Contracted Programs & Exhibits	\$ 7,800.00	\$ -	\$ (7,800.00)	Under	-100.0%	Due to delayed opening.
6480	2242	Internet Access	\$ 1,500.00	\$ 1,749.41	\$ 249.41	Over	16.6%	
6480	3005	Office Supplies	\$ 2,000.00	\$ 1,516.73	\$ (483.27)	Under	-24.2%	
6480	3007	Supplies Reimbursed by Patrons	\$ 7,500.00	\$ 6,922.97	\$ (577.03)	Under	-7.7%	
6480	3051	Heating Fuel	\$ 40,140.00	\$ 3,735.67	\$ (36,404.33)	Under	-90.7%	Due to delayed opening.
6480	3145	Janitorial Supplies	\$ 7,400.00	\$ 323.95	\$ (7,076.05)	Under	-95.6%	Due to delayed opening.
6480	3185	Small Tools & Equipment	\$ 5,000.00	\$ 4,723.33	\$ (276.67)	Under	-5.5%	
6480	3201	Program Supplies	\$ 9,000.00	\$ 5,075.88	\$ (3,924.12)	Under	-43.6%	
6480	5015	Other Equipment	\$ 10,000.00	\$ -	\$ (10,000.00)	Under	-100.0%	Budgeted contingency for major unexpected repairs to equipment was not needed in 2021.
<b>6480</b>		<b>Makerplace Total</b>	<b>\$ 587,430.42</b>	<b>\$ 324,001.13</b>	<b>\$ (263,429.29)</b>	<b>Under</b>	<b>-44.8%</b>	

### 2021 Summary of Expenditures for Capital Projects

Dept	Account	Account Name	Budget	Actual	Over/(Under) Budget	Over/ Under	% Over/ Under
6001	5055	Other Capital Outlay	\$ 25,000.00	\$ 9,264.87	\$ (15,735.13)	Under	-62.9%
6004	5055	Other Equipment	\$ -	\$ 4,656.68	\$ 4,656.68	Over	-
6480	5055	Other Capital Outlay	\$ 1,041,236.00	\$ 1,024,203.41	\$ (17,032.59)	Under	-1.6%
<b>491</b>		<b>Capital Projects Total</b>	<b>\$ 1,066,236.00</b>	<b>\$ 1,038,124.96</b>	<b>\$ (28,111.04)</b>	<b>Under</b>	<b>-2.6%</b>

### 2021 Final Revenue Reports, 100% of Year Lapsed

Account Description	Budget	Actual Collected	% of Budget
Real Estate Tax IMRF	\$ 929,760.00	\$ 906,978.75	97.5%
Real Estate Tax FICA	\$ 617,155.00	\$ 602,033.45	97.5%
Real Estate Tax	\$ 12,988,650.00	\$ 12,670,393.29	97.5%
PPRT	\$ 316,533.00	\$ 302,194.10	95.5%
Per Capita Grant & Gifts	\$ 61,063.00	\$ 110,773.98	181.4%
Other Grants	\$ -	\$ 13,897.92	-
Contribution Ord. Library	\$ -	\$ 23,925.20	-
Non Resident Fees	\$ 2,500.00	\$ 1,131.50	45.3%
Copier/Reader Printer Fees	\$ 47,500.00	\$ 30,386.35	64.0%
Meeting Room Fees	\$ 3,000.00	\$ 750.00	25.0%
Late Charges	\$ -	\$ 820.00	-
Lost Item Charges	\$ 20,922.38	\$ 11,399.56	54.5%
Interest on Investments	\$ 9,000.00	\$ 1,966.79	21.9%
Market Value Adjustments	\$ -	\$ 1,335.80	-
Special Events Sponsors	\$ -	\$ -	-
Donations - Library	\$ 15,000.00	\$ 10,057.67	67.1%
Other Income	\$ 5,000.00	\$ 25,915.35	518.3%
FOL Reimbursements	\$ 25,000.00	\$ 72,996.38	292.0%
Foundation Reimbursements	\$ -	\$ 328.95	-
IL Vehicle Renewal Sticker	\$ -	\$ 2,044.00	-
Misc. Revenue Makerspace	\$ -	\$ 784.34	-
<b>Total</b>	<b>\$ 15,041,083.38</b>	<b>\$ 14,790,113.38</b>	<b>98.3%</b>

## Executive Director’s Report

### June 2022

### What’s New @ AHML

#### **Lincoln Awards Collection for Teens**

The new “Teen Award Nominees” collection features nominees for the Lincoln Award, which is also known as the Illinois Readers’ Choice Award. The collection will provide new opportunities to partner with area high school book clubs, encourage reading for high school-aged teens and include them in voting for the winner of this state book award.

#### **Makerplace Welcomes Volunteers**

After several months of planning and preparation, Makerspace Specialist Lee Anne Davis and Volunteer Coordinator Jennifer Begich welcomed volunteers into the Makerplace. Volunteers are now “coaching” during Makerplace Essentials classes. They provide backup support to the instructor and assist attendees during the class.

### Serving Our Community

#### **Spreading the Word About Summer Reading**

The Youth Outreach Team had their busiest month of the year promoting the Summer Reading Challenge reaching 1,980 students. Staff visited schools, welcomed students for library tours, visited with the bookmobile and provided virtual visits. Students enjoyed hearing about Summer Reading as well as watching the [video](#) featuring library staff. Stories and booktalks were included for younger customers.





## Spring School Art Show Returns



Student artwork from seven District 25 elementary schools and two middle schools returned for the 2022 Spring Art Show. The exhibit was displayed May 3 through May 25 and was visited by approximately 4,800 art lovers of all ages. Just over 600 students and families celebrated the student artists at two Wednesday night Opening Receptions. Visitors admired the art, took pictures with District 25 art teachers, and were happy to see the library bring back the annual event.



## Social Services Resources

Info Services Librarian Barb Powers compiled and curated a comprehensive directory of community and social services resources. Originally intended to help Info Services staff answer customer questions, the resource guide was developed into a [webpage on the library's website](#). This valuable resource is now accessible for both staff and the public, connecting individuals with the help they need. Categories include financial assistance, housing, legal assistance, behavioral and mental health, transportation and more.

### COMMUNITY AND SOCIAL SERVICES RESOURCES ►



Many community and social services are available in the Arlington Heights area for people in need. The listings below include many organizations. If you need emotional distress please call 911.

#### VILLAGE OF ARLINGTON HEIGHTS SERVICES

Village of Arlington Heights Health and Human Services 847-368-5790 [healthmail@vah.com](mailto:healthmail@vah.com)

- Social Services Department 847-368-5791 Connects residents with resources including counseling subsidy, financial assistance, C.A.P. and Park District

#### ABUSE & NEGLECT

Department of Children and Family Services (DCFS) 800-252-2873 (ARISE) Report suspected abuse or neglect by parents and other...

## **Connect with Local Government Assistance/Resources**

As the first in a series of partnering with local officials, this new community program brought in twenty-five customers who received help and connections to resources from county, state, and federal officials. If customers had a question that was on the state level but were asking the Federal office, they could easily get assistance right away, and vice versa. Staff members from the offices of Senator Ann Gillespie, Congresswoman Jan Schakowsky, State Representative Mark Walker and Cook County Commissioner Scott Britton had positive feedback, expressing that being all together in the same space at the same time made it very proactive and efficient.



## **Outreach Brings Businesses to Makerplace**

Business Services Advisor Diane Malik hosted a variety of networking and outreach events in May. She coordinated a Makerplace visit for the Arlington Heights Chamber of Commerce Young Professionals group, where Diane presented the library's business and nonprofit resources. Makerplace Specialist Kate Henry then led the group on a tour of the Makerplace and answered questions about using the space. A second Makerplace group presentation and tour came about as a direct result of the library's "Small Business Coffee and Connect" program, where small business owners expressed an interest in learning more about available services. These two events included a total of sixteen participants from the small business community.

## **Students from the Academy in Forest View Visit the Library**

District 214 offers a program for transition students 18-22 years old with specific disabilities. Two groups of students from the Academy at Forest View attended library tours and learned about available resources and the layout of the library.





## World Of Work

Circulation Assistants Mary Weber and Terry Bertucci welcomed fifth grade students from Windsor Elementary School on Thursday May 5. Six students were able to become library employees for a day as part of World of Work (WOW), a program that gives kids the opportunity to act as employees for a day at local businesses or organizations that interest them. They learned about checking in books and other items, assisted in the drive-up window, explored the bookmobile and more.



## Storytime Reach

Youth Services staff received a phone call from a woman in Ohio who read the blog post, [“English Learners Family Storytime”](#), written by Early Literacy Services Supervisor Rebecca King. The customer volunteered at a social service agency that was welcoming new refugees from Afghanistan and she was tasked with offering ESL storytimes to newly arrived young children and their families. After contacting the library, she received a variety of resources, including storytime training, sample storytime plans and links to the library’s online English Language Family Times for observation/modeling. She reported back that the families had an amazing time together at their first storytime in the United States!



## Genealogy Programs Highlight Lineage Societies

Genealogy and Local History Librarian Nikki Camp coordinated and hosted a series of programs focused on the world of lineage societies. These are groups associated with historical themes or events and very popular among genealogy researchers and enthusiasts. The three series programs were “Getting to Know the Mayflower Society,” “Getting to Know the Jamestowne Society” and “Specialized Lineage Societies,” which included numerous war/military descendent societies, early U.S. religious groups, occupational groups, Daughters of Early American Witches and more. The series of programs saw an audience of twenty-five.

## Ukrainian Cultural Celebration



One hundred and forty people attended the library’s celebration of Ukrainian culture. Visitors enjoyed Ukrainian music, dance and art. Live music was provided by The Association of American Youth of Ukrainian Descent (ODUM) Bandurists, a dance performance by the Haydamaky

Dance Group, a pysanka egg demonstration and a display of cultural items. The ODUM School of Bandura features student musicians, with the goal of establishing a connection to Ukrainian music. The Haydamaky Ukrainian Dance Ensemble of the St. Andrew Ukrainian Orthodox Church of Bloomingdale's goal is to preserve Ukrainian culture through dance, featuring authentic costumes and unique choreography.

Customers explored an exhibit of cultural items, including a demonstration of the elaborate detail of pysanka eggs, interacting directly with volunteers, families and members of the Ukrainian community of the Northwest Suburbs of Chicago.



## Humanitarian Aid Drive for Ukraine



UCARE, Inc. (Ukrainian Children's Aid and Relief Effort) is a non-profit organization whose focus has been the children of Ukraine, primarily those living in orphanages. The mission has broadened to include all children impacted by the war. Natalie Konowal, a member of the Board of Directors for UCARE, Inc. and Arlington Heights resident, picked up donations after a successful two-week humanitarian drive for Ukraine. Hundreds of essential items donated by the generous community were collected from May 5-20 that included baby food, first aid kits, clothes, shoes and over-the-counter medicine.

## Free Comic Book Day

Material Handling Supervisor Matt Williams and Youth Services Advisor Sara Prince represented the FanCon Planning team for Free Comic Book Day on May 7. Matt and Sara handed out free comic books and FanCon pins to customers on Main Street in anticipation of FanCon 2022, which returns to in person again on July 16.



## Prospect Heights Library Collaboration

The library processed over one-hundred library card applications for students in school District 23 as part of a collaborative effort with the Prospect Heights Public Library. The goal is to ensure every District 23 student has a card. Approximately one third of students in District 23 fall within the Arlington Heights Memorial Library District.



## National Senior Health and Fitness Day

At the Senior Center, nearly two hundred customers received free health screenings, attended demonstrations and learned how to apply the principles of conscious aging from keynote speaker Mark Blesdoe. Senior and Accessible Services staff collaborated with other Senior Center agencies to plan and host the event which included a display and demonstration of the library's assistive devices that residents can borrow from the Library of Things collection.



## May Sunday Musicales

On Sunday, May 1, Programs and Exhibits staff were happy to host cross-genre trio Anderlik, Roach & Dorfman (filling in for Church). The band played a wide range of styles ranging from blues to jazz standards, and contemporary folk. One hundred and twenty-six attendees enjoyed the afternoon concert.

On Sunday, May 22, Esso returned to AHML with their dynamic 7-piece band structured as a “musical travelogue” from South America to Chicago in 90 minutes! The 55 attendees were treated to poetry, banter, and encouraged to get up and dance. The band really connected with the crowd when they “reached” New Orleans, marching and playing in the aisles. The Sunday Musicales series continues this summer in North School Park.

## Chicago Scavenger Hunt

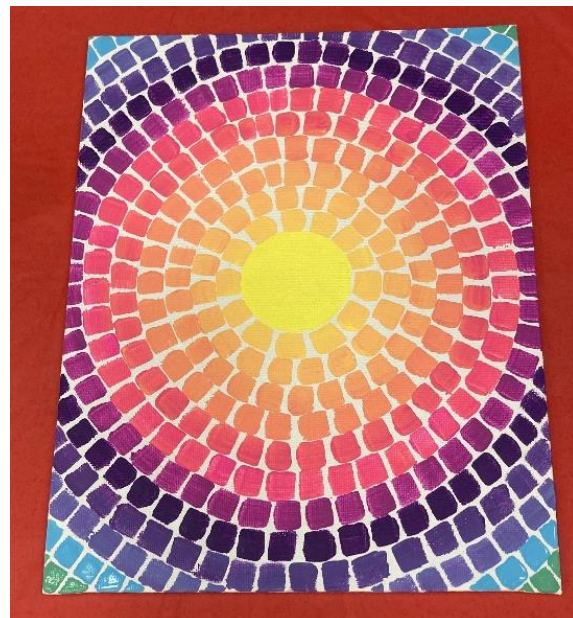
Forty-one customers joined local author Jessica Mlinaric of *Secret Chicago* in the Hendrickson Room. Jessica presented a terrific slide-show presentation on Chicago that was one part history and one part trivia. Each slide had a clue for a spot in a Chicago neighborhood and the crowd had fun trying to figure that out. Jessica's enthusiasm for the city is contagious and the crowd really enjoyed themselves.

## Monthly Garden Swaps

Programs and Exhibits Specialist Emily Muszynski and Programs and Exhibits Manager Jennifer Czajka kicked off the gardening season with the library's first Garden and Produce Swap of the season. Twenty-eight community members dropped by the tent in front of the Makerplace to swap plants, seeds and gardening tips. They shared an abundance of items including milkweed, Shasta daisies, heirloom tomato and pepper seeds and beautiful monstera and pathos houseplants. These gardeners are excited to keep swapping all season long. The library's Garden and Produce Swaps will continue on the fourth Sunday of every month from 10:00 a.m. to noon.

## Paint & Sip

Programs and Exhibits Specialist Emily Muszynski and Makerplace Specialist Kate Henry welcomed 30 customers to Paint & Sip – a social and creative event for adults featuring mocktails and painting supplies. The evening began with an inspirational slideshow and blended social time with creating art.





## Polish Favorites!

Thirty-three customers attended cooking class Polish Favorites! in the Makerplace kitchen. Kristyn Slick of Mealtime Memories demonstrated creating Kolaczki cookies and Pierogi as attendees followed along. *“Kristyn was so informative, attentive, and helpful. I learned some new tips and tricks that helped boost my confidence to tackle these recipes on my own. I most enjoyed the hands-on learning.”*

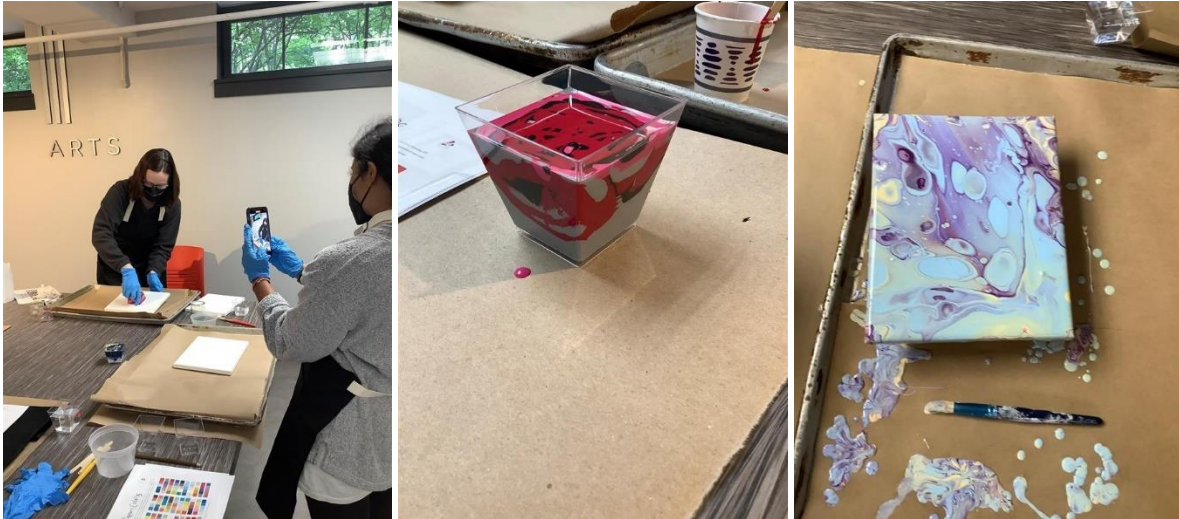
## Special Olympics Fundraiser Designs

One customer regularly uses the Makerplace to customize different objects with the Special Olympics logo using the Epilog Laser Engraver. In May, he engraved several different pieces of glassware and vases to be sold at a Special Olympics fundraiser.



## Makerplace Paint Pouring

Makerspace Advisor Lisa Hale hosted a Paint Pouring class in the Makerplace's art space. Lisa walked seven participants through the paint pouring process and discussed the basics of color theory.



## Virtual Makerplace Niche Academy Tutorials

In May, Digital Services Specialist Kate Henry produced, recorded and edited virtual Vinyl Cutting and Embroidery classes to be hosted on Niche Academy. These prerecorded classes provide training to customers on Makerplace equipment, allowing them to prepare projects from home and outside of building hours before using the equipment. Pictured is an image from the Embroidery class video instructing viewers on embroidering a towel and tee shirt.





## **Staff Highlights**

### **Seguimos Creando Enlaces (Creating Connections)**

Community Engagement Liaison Catalina Shin attended Seguimos Creando Enlaces (Creating Connections), a bilingual English and Spanish conference that fosters community connections and cultural diversity in public, academic and special libraries. This event brings together libraries from the United States, Mexico and across the globe to share best practices and build more inclusive library spaces.

### **Makerplace Hosts Makerspace Networking Group**

Makerspace Branch Assistant Manager Chris Krueger welcomed thirty-four staff members from libraries of many different sizes into the Makerplace for the first in-person RAILS Makerspace Networking Group meeting in over two years. Chris gave a presentation on the Makerplace's service model, equipment and demographics.



## **Congratulations Graduates!**



Material Assistant Dan Grossman completed his master's degree in Library and Information Sciences from Dominican University. In the future, Dan would like to become a Youth Services Librarian.



ESL and Literacy Advisor Gary Fujino completed his master's degree in TESOL (Teaching English to Speakers of Other Languages) from Northeastern Illinois University.

## **PRXchange award winners!**

The library is the recipient of two national PR Xchange Awards for our newsletter and our [Teen Film Fest trailer](#) for 2021. Congratulations to the Communications and Marketing team for this honor. Awards will be presented at the ALA conference in Washington D.C. on June 26<sup>th</sup>.





# Arlington Heights Memorial Library

## May 2022 Dashboard

Program Satisfaction 4.6 / 5

### Programs

#### Program Attendance

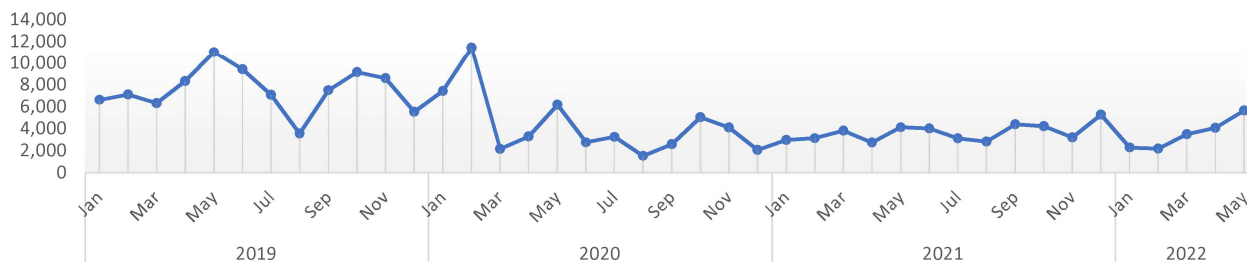
Audience	Current Month	Same Month Last Year	Change	Audience	YTD Total Current Year	YTD Total Last Year	Change
Adult	2,886	1,934	▲ 49.2%	Adult	10,526	10,759	▼ -2.2%
Children	1,349	2,160	▼ -37.5%	Children	4,833	5,463	▼ -11.5%
Teen	1,439	23	▲ 6156.5%	Teen	2,363	542	▲ 336.0%
Total	5,674	4,117	▲ 37.8%	Total	17,722	16,764	▲ 5.7%

#### Number of Programs

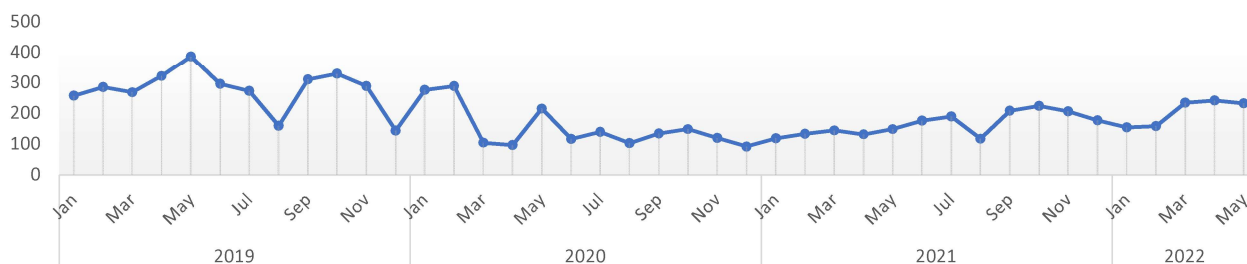
Audience	Current Month	Same Month Last Year	Change	Audience	YTD Total Current Year	YTD Total Last Year	Change
Adult	160	81	▲ 97.5%	Adult	711	432	▲ 64.6%
Children	53	62	▼ -14.5%	Children	252	201	▲ 25.4%
Teen	19	5	▲ 280.0%	Teen	56	42	▲ 33.3%
Total	232	148	▲ 56.8%	Total	1,019	675	▲ 51.0%

	Current Month	Same Month Last Year	Change		YTD Total Current Year	YTD Total Last Year	Change
<b>Avg. Attendance</b>	24	28	▼ -12.1%	<b>Avg. Attendance</b>	17	25	▼ -30.0%

Program Attendance



Number of Programs



### Supplementary Programs and Activities

#### Number of Programs and Activities

Type	Current Month	Same Month Last Year	Change
Passive	22	20	▲ 10.0%

#### Program and Activity Attendance

Type	Current Month	Same Month Last Year	Change
Passive	5,573	2,347	▲ 137.5%

# ENGLISH AS A SECOND LANGUAGE & LITERACY

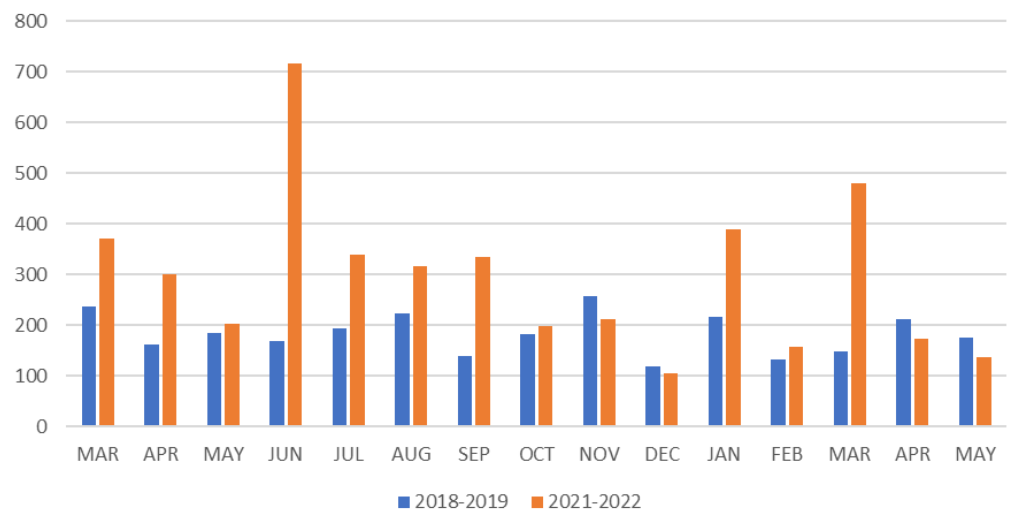
Focus Report

June 2022

## the ESL & Literacy team:

- 5 staff
- 71 active volunteers
- multilingual & experienced

15 MONTHS' OF IN-PERSON CUSTOMER VISITS



36 different 1st languages spoken by students

289 active students (up 25 % from 2021)

198 monthly tutoring sessions on average

38 monthly programs on average

4.9/5 program satisfaction rate on average

## how we serve our community

Every month, we provide language tutoring and group programming to support our adult learners with their diverse needs. We supplement other community programs, create individual study plans for interested customers, and connect learners to the resources they need.