



PALOS HEIGHTS
PUBLIC LIBRARY

BOARD MOTIONS APPROVED
February 15, 2022

		AMOUNT	PAGE(s)
MOTION TO APPROVE GENERAL FUND BILL LIST FOR THE MONTH OF:	JANUARY	\$236,873.75	6.1 to 6.6
MOTION TO APPROVE SPECIAL RESERVES FUND BILL LIST FOR THE MONTH OF:			
MOTION TO APPROVE TREASURER'S REPORT FOR THE MONTH ENDING:	1/31/2022	N/A	1



	GENERAL	SPECIAL RESERVE	TOTAL
REVENUES			
PROPERTY TAXES	\$333,126.94		\$333,126.94
CORPORATE REPLACEMENT TAX	\$29,946.67		\$29,946.67
DIRECT REVENUES			
FRONT DESK			
» Fines/Lost/Damaged	\$169.41		\$169.41
» Non Resident Cards	\$0.00		\$0.00
» Miscellaneous	\$0.00		\$0.00
COPIER	\$291.90		\$291.90
GRANTS	\$0.00		\$0.00
INTEREST	\$614.66	\$2.68	\$617.34
MISCELLANEOUS REIMBURSEMENTS			
» Book Sale	\$838.56		\$838.56
» Miscellaneous	\$0.00		\$0.00
DONATIONS/GIFTS			\$0.00
» Restricted	\$0.00		\$0.00
» Annual Fundraising	\$0.00		\$0.00
» Planned Giving (Trusts/Wills)	\$0.00		\$0.00
TOTAL REVENUES	\$364,988.14	\$2.68	\$364,990.82
EXPENDITURES			
PERSONNEL SERVICES			
» Operational Salaries	\$70,872.05		\$70,872.05
» Employee Benefits	\$21,554.37		\$21,554.37
» Staff & Board Development	\$74.88		\$74.88
CONTRACTUAL SERVICES	\$13,038.13		\$13,038.13
BUILDING MAINTENANCE	\$2,428.71		\$2,428.71
INSURANCE	\$20,264.05		\$20,264.05
UTILITIES	\$695.02		\$695.02
SUPPLIES	\$359.99		\$359.99
CAPITAL EXPENSES	\$0.00		\$0.00
MEDIA	\$17,882.14		\$17,882.14
REIMBURSEMENTS	\$3,520.00		\$3,520.00
SR PROJECTS	\$86,184.41	\$0.00	\$86,184.41
TOTAL EXPENDITURES	\$236,873.75	\$0.00	\$236,873.75
REVENUES OVER EXPENDITURES			
EXCESS (DIFICIENCY)	\$128,114.39	\$2.68	\$128,117.07
OTHER FINANCING SOURCES (USES)			
**Transfer in	\$2,567.19	\$2.67	\$2,569.86
**Transfer out	\$0.00	\$0.00	\$0.00
TOTAL OTHER FINANCING SOURCES	\$2,567.19	\$2.67	\$2,569.86
NET CHANGE IN FUND BALANCES	\$130,681.58	\$5.35	\$130,686.93
FUND BALANCES, BEGINNING OF MONTH	\$603,369.11	\$3,089.86	\$0.00
END OF MONTH	\$734,050.69	\$3,095.21	\$737,145.90



PALOS HEIGHTS PUBLIC LIBRARY

GENERAL FUND BUDGETARY COMPARISON SCHEDULE YTD THROUGH JANUARY 31, 2023

	BUDGETED AMOUNTS			Variance	Balance
	Original	Final	Actual	With Final Budget	%
REVENUES					
PROPERTY TAXES	\$2,437,109.03	\$2,437,109.03	\$333,126.94	\$2,103,982.09	13.67%
CORPORATE REPLACEMENT TAX	\$12,000.00	\$12,000.00	\$29,946.67	-\$17,946.67	249.56%
DIRECT REVENUES					
FRONT DESK					
Fines/Lost/Damaged	\$2,500.00	\$2,500.00	\$169.41	\$2,330.59	6.78%
Cards - Non Resident Only	\$1,800.00	\$1,800.00	\$0.00	\$1,800.00	0.00%
Miscellaneous	\$2,200.00	\$2,200.00	\$0.00	\$2,200.00	0.00%
COPIER	\$4,000.00	\$4,000.00	\$291.90	\$3,708.10	7.30%
GRANTS	\$17,800.30	\$17,800.30	\$0.00	\$17,800.30	0.00%
INTEREST	\$3,115.00	\$3,115.00	\$614.66	\$2,500.34	19.73%
MISCELLANEOUS REIMBURSEMENTS					
Book Sale	\$11,000.00	\$11,000.00	\$838.56	\$10,161.44	7.62%
Miscellaneous	\$5,000.00	\$5,000.00	\$0.00	\$5,000.00	0.00%
DONATIONS / GIFTS					
Restricted	\$1,000.00	\$1,000.00	\$0.00	\$1,000.00	0.00%
Annual Fundraising	\$15,000.00	\$15,000.00	\$0.00	\$15,000.00	0.00%
Planned Giving	\$15,000.00	\$15,000.00	\$0.00	\$15,000.00	0.00%
TOTAL REVENUES					
	\$2,527,524.33	\$2,527,524.33	\$364,988.14	\$2,162,536.19	14.44%
EXPENDITURES					
PERSONNEL SERVICES					
Operational Salaries	\$925,004.53	\$925,004.53	\$70,872.05	-\$854,132.48	-92.34%
Employee Benefits	\$269,144.00	\$269,144.00	\$21,554.37	-\$247,589.63	-91.99%
Staff & Board Development	\$10,500.00	\$10,500.00	\$74.88	-\$10,425.12	-99.29%
CONTRACTUAL SERVICES	\$180,400.05	\$180,400.05	\$13,038.13	-\$167,361.92	-92.77%
BUILDING MAINTENANCE	\$43,539.20	\$43,539.20	\$2,428.71	-\$41,110.49	-94.42%
INSURANCE	\$24,222.00	\$24,222.00	\$20,264.05	-\$3,957.95	-16.34%
UTILITIES	\$13,750.00	\$13,750.00	\$695.02	-\$13,054.98	-94.95%
SUPPLIES	\$25,638.25	\$25,638.25	\$359.99	-\$25,278.26	-98.60%
CAPITAL EXPENSES	\$778,000.00	\$778,000.00	\$0.00	-\$778,000.00	-100.00%
MEDIA	\$175,815.00	\$175,815.00	\$17,882.14	-\$157,932.86	-89.83%
REIMBURSEMENTS	\$34,800.30	\$34,800.30	\$3,520.00	-\$31,280.30	-89.89%
SR PROJECTS	\$46,711.00	\$46,711.00	\$86,184.41	\$39,473.41	84.51%
TOTAL EXPENDITURES					
	\$2,527,524.33	\$2,527,524.33	\$236,873.75	-\$2,290,650.58	-90.63%
REVENUES OVER EXPENDITURES -					
EXCESS (DEFICIENCY)	\$0.00	\$0.00	\$128,114.39	-\$128,114.39	
OTHER FINANCING USES					
Transfer In			\$2,567.19		
Transfer Out (Special Reserve Transfer)			\$0.00		
TOTAL OTHER FINANCING USES					
			\$2,567.19		
NET CHANGE IN FUND BALANCE					
			\$130,681.58		
FUND BALANCE					
BEGINNING OF YEAR			\$603,369.11		
YTD MONTH ENDING					
			\$734,050.69		
			-\$734,050.69		



PALOS HEIGHTS PUBLIC LIBRARY

GENERAL FUND

BUDGETARY COMPARISON OF EXPENDITURES YTD THROUGH THE MONTH OF JANUARY 2023

		BUDGET 2023	CURRENT MONTH	EXPENDITURES Y.T.D.	REMAINING BALANCE	PERCENTAGE REMAINING
PERSONNEL SERVICES						
OPERATIONAL SALARIES						
4311	SALARIED EMPLOYEES	\$727,971.95	\$57,979.67	\$57,979.67	\$669,992.28	92.04%
4312	HOURLY EMPLOYEES	\$191,532.58	\$12,892.38	\$12,892.38	\$178,640.20	93.27%
4313	ADDITIONAL COMPENSATION	\$5,500.00	\$0.00	\$0.00	\$5,500.00	100.00%
TOTAL OPERATIONAL SALARIES		\$925,004.53	\$70,872.05	\$70,872.05	\$854,132.48	92.34%
EMPLOYEE BENEFITS						
4331	ILL. MUNI. RETIREMENT FUND	\$68,192.80	\$5,463.89	\$5,463.89	\$62,728.91	91.99%
4332	SOCIAL SECURITY - FICA	\$70,342.10	\$5,338.28	\$5,338.28	\$65,003.82	92.41%
4333	INSURANCE	\$129,609.10	\$10,752.20	\$10,752.20	\$118,856.90	91.70%
4334	CLOTHING	\$1,000.00	\$0.00	\$0.00	\$1,000.00	100.00%
TOTAL EMPLOYEE BENEFITS		\$269,144.00	\$21,554.37	\$21,554.37	\$247,589.63	91.99%
STAFF & BOARD DEVELOPMENT						
4351	MEMBERSHIP FEES	\$2,200.00	\$50.00	\$50.00	\$2,150.00	97.73%
4352	BOARD DEVELOPMENT	\$800.00	\$0.00	\$0.00	\$800.00	100.00%
4353	ADMINISTRATOR	\$500.00	\$0.00	\$0.00	\$500.00	100.00%
4354	PROFESSIONAL STAFF	\$5,000.00	\$0.00	\$0.00	\$5,000.00	100.00%
4355	SUPPORT STAFF	\$1,000.00	\$0.00	\$0.00	\$1,000.00	100.00%
4356	MILEAGE REIMBURSEMENT	\$1,000.00	\$24.88	\$24.88	\$975.12	97.51%
TOTAL STAFF & BOARD DEVELOPMENT		\$10,500.00	\$74.88	\$74.88	\$10,425.12	99.29%
GROUP TOTAL PERSONNEL SERVICES		\$1,204,648.53	\$92,501.30	\$92,501.30	\$1,112,147.23	92.32%
CONTRACTUAL SERVICES						
PROFESSIONAL SERVICES						
4361	AUDIT FEES	\$6,830.00	\$0.00	\$0.00	\$6,830.00	100.00%
4362	LEGAL FEES	\$2,000.00	\$0.00	\$0.00	\$2,000.00	100.00%
4363	PROFESSIONAL FEES	\$3,500.00	\$0.00	\$0.00	\$3,500.00	100.00%
4364	APPRAISAL	\$3,500.00	\$0.00	\$0.00	\$3,500.00	100.00%
4365	ACCOUNTANT	\$4,410.00	\$350.00	\$350.00	\$4,060.00	92.06%
TOTAL PROFESSIONAL SERVICES		\$20,240.00	\$350.00	\$350.00	\$19,890.00	98.27%
OUTSIDE SERVICES						
4412	PAYROLL SERVICES	\$4,800.00	\$362.03	\$362.03	\$4,437.97	92.46%
4414	ALARM	\$3,226.00	\$0.00	\$0.00	\$3,226.00	100.00%
4416	MAINTENANCE	\$39,000.00	\$3,292.50	\$3,292.50	\$35,707.50	91.56%
4417	SWAN	\$28,619.00	\$7,154.75	\$7,154.75	\$21,464.25	75.00%
4418	TECHNOLOGY	\$32,000.00	\$220.54	\$220.54	\$31,779.46	99.31%
TOTAL OUTSIDE SERVICES		\$107,645.00	\$11,029.82	\$11,029.82	\$96,615.18	89.75%
PRINTING						
4424	NEWSLETTER PRINTING	\$17,515.05	\$0.00	\$0.00	\$17,515.05	100.00%
TOTAL PRINTING		\$17,515.05	\$0.00	\$0.00	\$17,515.05	100.00%
PROGRAMMING						
4451	YOUTH & TEEN PROGRAMMING	\$10,000.00	\$306.93	\$306.93	\$9,693.07	96.93%
4452	PUBLIC SERVICES PROGRAMMING	\$13,000.00	\$600.00	\$600.00	\$12,400.00	95.38%
4454	GENERAL PROGRAMMING	\$9,000.00	\$751.38	\$751.38	\$8,248.62	91.65%
TOTAL PROGRAMMING		\$32,000.00	\$1,658.31	\$1,658.31	\$30,341.69	94.82%
PUBLIC RELATIONS						
4461	Public Relations	\$3,000.00	\$0.00	\$0.00	\$3,000.00	100.00%
TOTAL PUBLIC RELATIONS		\$3,000.00	\$0.00	\$0.00	\$3,000.00	100.00%
GROUP TOTAL CONTRACTUAL SERVICES		\$180,400.05	\$13,038.13	\$13,038.13	\$167,361.92	92.77%



PALOS HEIGHTS
PUBLIC LIBRARY

GENERAL FUND

BUDGETARY COMPARISON OF EXPENDITURES
YTD THROUGH THE MONTH OF JANUARY 2023

	BUDGET 2023	CURRENT MONTH	EXPENDITURES Y.T.D.	REMAINING BALANCE	PERCENTAGE REMAINING
BUILDING MAINTENANCE					
REPAIRS & MAINTENANCE					
4431 PEST CONTROL	\$856.68	\$129.80	\$129.80	\$726.88	84.85%
4432 HEATING/COOLING SERVICE	\$12,000.00	\$0.00	\$0.00	\$12,000.00	100.00%
4434 BUILDING REPAIRS	\$9,000.00	\$123.37	\$123.37	\$8,876.63	98.63%
4436 LAWN MAINTENANCE	\$7,500.00	\$0.00	\$0.00	\$7,500.00	100.00%
4437 SNOW REMOVAL	\$6,364.04	\$1,544.00	\$1,544.00	\$4,820.04	75.74%
TOTAL REPAIRS & MAINTENANCE	\$35,720.72	\$1,797.17	\$1,797.17	\$33,923.55	94.97%
EQUIPMENT MAINTENANCE					
4531 COPIER	\$7,578.48	\$631.54	\$631.54	\$6,946.94	91.67%
4533 OTHER EQUIPMENT	\$240.00	\$0.00	\$0.00	\$240.00	100.00%
TOTAL EQUIPMENT MAINTENANCE	\$7,818.48	\$631.54	\$631.54	\$7,186.94	91.92%
GROUP TOTAL BUILDING MAINTENANCE	\$43,539.20	\$2,428.71	\$2,428.71	\$41,110.49	94.42%
INSURANCE					
4441 BLDG. & CONTENTS/GLASS/LIMRICC	\$22,180.80	\$18,606.05	\$18,606.05	\$3,574.75	16.12%
4443 DISABILITY (WORKMEN'S COMP)	\$2,041.20	\$1,658.00	\$1,658.00	\$383.20	18.77%
GROUP TOTAL INSURANCE	\$24,222.00	\$20,264.05	\$20,264.05	\$3,957.95	16.34%
UTILITIES					
4472 WATER	\$2,750.00	\$94.25	\$94.25	\$2,655.75	96.57%
4473 GAS	\$2,000.00	\$0.00	\$0.00	\$2,000.00	100.00%
4474 TELEPHONE/FAX	\$2,000.00	\$74.26	\$74.26	\$1,925.74	96.29%
4475 INTERNET/LOCAL AREA NET	\$7,000.00	\$526.51	\$526.51	\$6,473.49	92.48%
GROUP TOTAL UTILITIES	\$13,750.00	\$695.02	\$695.02	\$13,054.98	94.95%
SUPPLIES					
OFFICE SUPPLIES					
4511 PUBLIC SERVICES SUPPLIES	\$1,000.00	\$0.00	\$0.00	\$1,000.00	100.00%
4512 YOUTH & TEEN SERVICES SUPPLIES	\$1,500.00	\$0.00	\$0.00	\$1,500.00	100.00%
4514 BUSINESS OFFICE SUPPLIES	\$3,200.00	\$0.00	\$0.00	\$3,200.00	100.00%
4515 TECHNICAL SERVICES SUPPLIES	\$6,000.00	\$0.00	\$0.00	\$6,000.00	100.00%
4516 CIRCULATION SUPPLIES	\$3,050.00	\$0.00	\$0.00	\$3,050.00	100.00%
4518 LOCAL HISTORY SUPPLIES	\$1,000.00	\$0.00	\$0.00	\$1,000.00	100.00%
4519 HOSPITALITY SUPPLIES	\$1,200.00	\$0.00	\$0.00	\$1,200.00	100.00%
TOTAL OFFICE SUPPLIES	\$16,950.00	\$0.00	\$0.00	\$16,950.00	100.00%
JANITORIAL/CLEANING SUPPLIES					
4541 MAINTENANCE/CLEANING SUPPLIES	\$4,450.00	\$358.31	\$358.31	\$4,091.69	91.95%
TOTAL JANITORIAL/CLEANINGSUPPLIES	\$4,450.00	\$358.31	\$358.31	\$4,091.69	91.95%
MAILING EXPENSES & FEES					
4551 POSTAGE & HANDLING	\$600.00	\$1.68	\$1.68	\$598.32	99.72%
4553 BULK FEES & PERMITS	\$3,638.25	\$0.00	\$0.00	\$3,638.25	100.00%
TOTAL OFFICE EXPENSE	\$4,238.25	\$1.68	\$1.68	\$4,236.57	99.96%
GROUP TOTAL SUPPLIES	\$25,638.25	\$359.99	\$359.99	\$25,278.26	98.60%
CAPITAL EXPENSES					
4631 SPECIAL RESERVES REPLENISHMENT	\$778,000.00	\$0.00	\$0.00	\$778,000.00	100.00%
GROUP TOTAL CAPITAL EXPENSES	\$778,000.00	\$0.00	\$0.00	\$778,000.00	100.00%



PALOS HEIGHTS PUBLIC LIBRARY

GENERAL FUND

BUDGETARY COMPARISON OF EXPENDITURES YTD THROUGH THE MONTH OF JANUARY 2023

		BUDGET 2023	CURRENT MONTH	EXPENDITURES Y.T.D.	REMAINING BALANCE	PERCENTAGE REMAINING
MEDIA - LIBRARY SUPPLIES						
4710A	DATABASES - Adult	\$27,000.00	\$4,506.08	\$4,506.08	\$22,493.92	83.31%
4710B	DATABASES - Youth	\$6,000.00	\$0.00	\$0.00	\$6,000.00	100.00%
4711	PERIODICALS	\$14,500.00	\$0.00	\$0.00	\$14,500.00	100.00%
4712	CONTINUATIONS	\$600.00	\$0.00	\$0.00	\$600.00	100.00%
4714	LARGE PRINT	\$5,500.00	\$0.00	\$0.00	\$5,500.00	100.00%
4715	BOOKS - Adult	\$32,300.00	\$0.00	\$0.00	\$32,300.00	100.00%
4716	BOOKS - Youth	\$33,000.00	\$0.00	\$0.00	\$33,000.00	100.00%
4717	VIDEOS - Adult	\$4,500.00	\$67.19	\$67.19	\$4,432.81	98.51%
4718	VIDEOS - Youth	\$2,500.00	\$0.00	\$0.00	\$2,500.00	100.00%
4719	AUDIOBOOKS/PLAYAWAYS - Adult	\$2,000.00	\$0.00	\$0.00	\$2,000.00	100.00%
4720	AUDIOBOOKS/PLAYAWAYS - Youth	\$3,250.00	\$0.00	\$0.00	\$3,250.00	100.00%
4721	SOFTWARE	\$9,000.00	\$0.00	\$0.00	\$9,000.00	100.00%
4722	REALIA	\$300.00	\$0.00	\$0.00	\$300.00	100.00%
4723A	VIDEO GAMES - Youth	\$1,300.00	\$0.00	\$0.00	\$1,300.00	100.00%
4724	MUSIC - Adult	\$200.00	\$0.00	\$0.00	\$200.00	100.00%
4725A	E-BOOKS - Adult	\$10,000.00	\$3,096.68	\$3,096.68	\$6,903.32	69.03%
4725B	E-AUDIOBOOKS - ADULT	\$13,000.00	\$2,847.19	\$2,847.19	\$10,152.81	78.10%
4726	EBOOKS - Youth	\$3,500.00	\$0.00	\$0.00	\$3,500.00	100.00%
4727	DOWNLOADABLE MUSIC/MOVIES	\$7,365.00	\$7,365.00	\$7,365.00	\$0.00	0.00%
GROUP TOTAL MEDIA		\$175,815.00	\$17,882.14	\$17,882.14	\$157,932.86	89.83%
MISCELLANEOUS - REIMBURSEMENTS						
4900	MISCELLANEOUS	\$5,000.00	\$0.00	\$0.00	\$5,000.00	100.00%
4902	PER CAPITA / OTHER GRANTS	\$17,800.30	\$3,120.00	\$3,120.00	\$14,680.30	82.47%
4904	FRIENDS - BOOK SALES	\$11,000.00	\$0.00	\$0.00	\$11,000.00	100.00%
4906a	RESTRICTED DONATIONS	\$1,000.00	\$400.00	\$400.00	\$600.00	60.00%
GROUP TOTAL MISCELLANEOUS REIMBURSEMENTS		\$34,800.30	\$3,520.00	\$3,520.00	\$31,280.30	89.89%
SPECIAL RESERVE PROJECTS						
7001	SPECIAL RESERVE - PROJECTS	\$46,711.00	\$86,184.41	\$86,184.41	-\$39,473.41	-84.51%
GROUP TOTAL SPECIAL RESERVES - PROJECTS		\$46,711.00	\$86,184.41	\$86,184.41	-\$39,473.41	
TOTAL EXPENDITURES		\$2,527,524.33	\$236,873.75	\$236,873.75	\$2,290,650.58	90.63%



PALOS HEIGHTS
PUBLIC LIBRARY

GENERAL FUND - EXPENDITURE SUMMARY
CHECKS FOR BOARD APPROVAL
JANUARY 2023

Type	Date	Num	Memo	Account	Amount
Check	5195	01/12/2023	Adducci Vega Financial Group, LLC	1105-A · GF CHECKING - OLD NATIONAL BANK	
				4365 · Accountant	-\$350.00
TOTAL					-\$350.00
Check	5201	01/18/2023	Anderson Lock	1105-A · GF CHECKING - OLD NATIONAL BANK	
				4434 · Building Repairs	-\$123.37
TOTAL					-\$123.37
Check	5190	01/09/2023	Anderson Pest Solutions	1105-A · GF CHECKING - OLD NATIONAL BANK	
				4431 · Pest Control	-\$64.90
TOTAL					-\$64.90
Check	AP Portal	01/26/2023	Anderson Pest Solutions	1105-A · GF CHECKING - OLD NATIONAL BANK	
				4431 · Pest Control	-\$64.90
TOTAL					-\$64.90
Check	5178	01/04/2023	At&T - Fiber Line	1105-A · GF CHECKING - OLD NATIONAL BANK	
				4475 · Internet	-\$877.52
				4475 · Internet	\$351.01
TOTAL					-\$526.51
Check	5199	01/13/2023	Borzo, Greg	1105-A · GF CHECKING - OLD NATIONAL BANK	
				4452 · Public Services Programming	-\$250.00
TOTAL					-\$250.00
Check	5193	01/12/2023	CDW Government, Inc.	1105-A · GF CHECKING - OLD NATIONAL BANK	
				4418 · Technology	-\$220.54
TOTAL					-\$220.54
Check	5186	01/09/2023	CIT	1105-A · GF CHECKING - OLD NATIONAL BANK	
				4531 · Copier	-\$631.54
TOTAL					-\$631.54
Check	5202	01/18/2023	City of Palos Hts. - Water Bill	1105-A · GF CHECKING - OLD NATIONAL BANK	
				4472 · Water	-\$94.25
TOTAL					-\$94.25



PALOS HEIGHTS PUBLIC LIBRARY

GENERAL FUND - EXPENDITURE SUMMARY CHECKS FOR BOARD APPROVAL JANUARY 2023

Type	Date	Num	Memo	Account	Amount
Check	5189	01/09/2023	Cosmopolitan Building Services	1105-A · GF CHECKING - OLD NATIONAL BANK	
				4416 · Maintenance	-\$2,722.50
TOTAL					-\$2,722.50
Check	5177	01/03/2023	Everest Snow Management, Inc.	1105-A · GF CHECKING - OLD NATIONAL BANK	
				4437 · Snow Removal	-\$1,544.00
TOTAL					-\$1,544.00
Check	VISA PORTAL	01/18/2023	First Midwest Bank - Visa	1105-A · GF CHECKING - OLD NATIONAL BANK	
				4551 · Postage & Handling	-\$1.68
TOTAL					-\$1.68
Check	5188	01/09/2023	Gallagher, Arthur J. & Co.	1105-A · GF CHECKING - OLD NATIONAL BANK	
				4443 · Worker's Comp	-\$1,658.00
TOTAL					-\$1,658.00
Check	5204	01/24/2023	Ginger Gypsy Face Painting	1105-A · GF CHECKING - OLD NATIONAL BANK	
				4451 · Youth & Teen Programming	-\$150.00
TOTAL					-\$150.00
Check	5194	01/12/2023	GT Mechanical	1105-A · GF CHECKING - OLD NATIONAL BANK	
				7001 · Special Reserves Projects	-\$824.00
				7001 · Special Reserves Projects	-\$315.00
				7001 · Special Reserves Projects	-\$774.50
TOTAL					-\$1,913.50
Check	23013	01/04/2023	Harvest Room	1105-A · GF CHECKING - OLD NATIONAL BANK	
				4454 · General Programming	-\$414.00
				4906a · Reimb. - Restricted Donations	-\$400.00
TOTAL					-\$814.00
Check	EFT	01/31/2023	IMRF	1105-A · GF CHECKING - OLD NATIONAL BANK	
				4331 · IMRF III. Muni. Ret. Fund	-\$5,463.89
				2055 · Employee Paid Vol. IMRF	-\$918.46
				2054 · PT -Employee Contribution IMRF	-\$77.19
				2053 · FT- Employee Contribution IMRF	-\$2,627.71
TOTAL					-\$9,087.25



PALOS HEIGHTS PUBLIC LIBRARY

GENERAL FUND - EXPENDITURE SUMMARY CHECKS FOR BOARD APPROVAL JANUARY 2023

Type	Date	Num	Memo	Account	Amount
Check	5182	01/06/2023	Independent Construction Services	1105-A · GF CHECKING - OLD NATIONAL BANK	
				7001 · Special Reserves Projects	-\$816.01
TOTAL					-\$816.01
Check	10396	01/27/2023	Kalsen, Mary Kate	1105-A · GF CHECKING - OLD NATIONAL BANK	
				4311 · Salaried Employees	-\$1,312.70
TOTAL					-\$1,312.70
Check	5187	01/09/2023	Libraries of Illinois Risk Agency	1105-A · GF CHECKING - OLD NATIONAL BANK	
				4441 · Bldg & Contents/Glass/LIM	-\$2,959.99
				4441 · Bldg & Contents/Glass/LIM	-\$3,766.11
				4441 · Bldg & Contents/Glass/LIM	-\$238.64
				4441 · Bldg & Contents/Glass/LIM	-\$956.64
				4441 · Bldg & Contents/Glass/LIM	-\$300.00
				4441 · Bldg & Contents/Glass/LIM	-\$659.90
				4441 · Bldg & Contents/Glass/LIM	-\$1,934.78
				4441 · Bldg & Contents/Glass/LIM	-\$1,699.90
				4441 · Bldg & Contents/Glass/LIM	-\$577.65
				4441 · Bldg & Contents/Glass/LIM	-\$1,000.00
				4441 · Bldg & Contents/Glass/LIM	-\$250.00
				4441 · Bldg & Contents/Glass/LIM	-\$595.97
				4441 · Bldg & Contents/Glass/LIM	-\$3,666.47
TOTAL					-\$18,606.05
Check	5185	01/09/2023	Library Ideas	1105-A · GF CHECKING - OLD NATIONAL BANK	
				4727 · Downloadable Music	-\$7,365.00
TOTAL					-\$7,365.00
Check	ACH LIM	01/06/2023	LIMRiCC-Employees	1105-A · GF CHECKING - OLD NATIONAL BANK	
				4333 · Insurance	-\$10,752.20
				2050 · Employee Paid LIMRiCC	-\$996.00
				2050 · Employee Paid LIMRiCC	-\$494.52
TOTAL					-\$12,242.72
Check	23015	01/23/2023	Lo Destro Construction Company	1105-A · GF CHECKING - OLD NATIONAL BANK	
				7001 · Special Reserves Projects	-\$54,095.70
TOTAL					-\$54,095.70



PALOS HEIGHTS PUBLIC LIBRARY

GENERAL FUND - EXPENDITURE SUMMARY CHECKS FOR BOARD APPROVAL JANUARY 2023

Type	Date	Num	Memo	Account	Amount
Check	23016	01/23/2023	Lo Destro Construction Company	1105-A · GF CHECKING - OLD NATIONAL BANK	
				7001 · Special Reserves Projects	-\$29,359.20
TOTAL					-\$29,359.20
Check	5200	01/13/2023	Maddox, Susan	1105-A · GF CHECKING - OLD NATIONAL BANK	
				4452 · Public Services Programming	-\$350.00
TOTAL					-\$350.00
Check	5183	01/06/2023	Midwest Tape	1105-A · GF CHECKING - OLD NATIONAL BANK	
				4717 · Videos - Adult	-\$67.19
TOTAL					-\$67.19
Check	5180	01/04/2023	Niche Academy	1105-A · GF CHECKING - OLD NATIONAL BANK	
				4710a · Databases (Adult)	-\$2,200.00
TOTAL					-\$2,200.00
Check	5181	01/04/2023	NIR Roof Care, Inc	1105-A · GF CHECKING - OLD NATIONAL BANK	
				4416 · Maintenance	-\$395.00
TOTAL					-\$395.00
Check	EFT	01/24/2023	Otis Elevator	1105-A · GF CHECKING - OLD NATIONAL BANK	
				4416 · Maintenance	-\$175.00
TOTAL					-\$175.00
Check	5184	01/09/2023	OverDrive, Inc.	1105-A · GF CHECKING - OLD NATIONAL BANK	
				4725A · E-Books - Adult	-\$637.50
				4725B · E-Audiobooks - Adult	-\$637.50
				4725A · E-Books - Adult	-\$1,275.00
				4725B · E-Audiobooks - Adult	-\$450.00
TOTAL					-\$3,000.00
Check	5205	01/24/2023	OverDrive, Inc.	1105-A · GF CHECKING - OLD NATIONAL BANK	
				4725A · E-Books - Adult	-\$1,184.18
				4725B · E-Audiobooks - Adult	-\$1,759.69
TOTAL					-\$2,943.87



PALOS HEIGHTS PUBLIC LIBRARY

GENERAL FUND - EXPENDITURE SUMMARY CHECKS FOR BOARD APPROVAL JANUARY 2023

Type	Date	Num	Memo	Account	Amount
Check	5203	01/24/2023	Palos Area Chamber of Commerce	1105-A · GF CHECKING - OLD NATIONAL BANK	
				4351 · Membership Fees	-\$50.00
TOTAL					-\$50.00
Check	ACH	01/13/2023	Paylocity Payroll Billing	1105-A · GF CHECKING - OLD NATIONAL BANK	
				4412 · Payroll Services	-\$103.36
TOTAL					-\$103.36
Check	EFT	01/27/2023	Paylocity Payroll Billing	1105-A · GF CHECKING - OLD NATIONAL BANK	
				4412 · Payroll Services	-\$258.67
TOTAL					-\$258.67
Check	EFT	01/13/2023	Paylocity Payroll Net	1105-A · GF CHECKING - OLD NATIONAL BANK	
				4311 · Salaried Employees	-\$19,419.16
				4312 · Hourly Employees	-\$5,070.61
				4311 · Salaried Employees	\$155.94
				4454 · General Programming	-\$58.22
				4454 · General Programming	-\$67.02
				4454 · General Programming	-\$30.70
TOTAL					-\$24,489.77
Check	EFT	01/27/2023	Paylocity Payroll Net	1105-A · GF CHECKING - OLD NATIONAL BANK	
				4311 · Salaried Employees	-\$20,244.18
				4312 · Hourly Employees	-\$5,678.48
				4356 · Mileage Reimbursement	-\$24.88
				4454 · General Programming	-\$31.44
				4451 · Youth & Teen Programming	-\$47.76
				4451 · Youth & Teen Programming	-\$3.19
				4451 · Youth & Teen Programming	-\$97.00
				4451 · Youth & Teen Programming	-\$8.98
TOTAL					-\$26,135.91
Check	EFT	01/13/2023	Paylocity Payroll Taxes	1105-A · GF CHECKING - OLD NATIONAL BANK	
				4311 · Salaried Employees	-\$5,719.37
				4312 · Hourly Employees	-\$969.93
				4332 · FICA Social Security	-\$2,521.91
TOTAL					-\$9,211.21



PALOS HEIGHTS PUBLIC LIBRARY

GENERAL FUND - EXPENDITURE SUMMARY CHECKS FOR BOARD APPROVAL JANUARY 2023

Type	Date	Num	Memo	Account	Amount
Check	EFT	01/27/2023	Paylocity Payroll Taxes	1105-A · GF CHECKING - OLD NATIONAL BANK	
				4311 · Salaried Employees	-\$6,403.51
				4312 · Hourly Employees	-\$1,096.17
				4332 · FICA Social Security	-\$2,816.37
TOTAL					-\$10,316.05
Check	5192	01/12/2023	Peerless Network, Inc	1105-A · GF CHECKING - OLD NATIONAL BANK	
				4474 · Telephone/FAX	-\$74.26
TOTAL					-\$74.26
Check	5179	01/04/2023	ProQuest	1105-A · GF CHECKING - OLD NATIONAL BANK	
				4710a · Databases (Adult)	-\$2,306.08
TOTAL					-\$2,306.08
Check	ACH	01/12/2023	SWAN	1105-A · GF CHECKING - OLD NATIONAL BANK	
				4417 · SWAN/OCLC	-\$7,154.75
TOTAL					-\$7,154.75
Check	23014	01/12/2023	Thurman, Brittany	1105-A · GF CHECKING - OLD NATIONAL BANK	
				4454 · General Programming	-\$150.00
TOTAL					-\$150.00
Check	ACH	01/09/2023	Truty, Marcin	1105-A · GF CHECKING - OLD NATIONAL BANK	
				4902 · Grants	-\$3,120.00
TOTAL					-\$3,120.00
Check	5191	01/12/2023	Warehouse Direct	1105-A · GF CHECKING - OLD NATIONAL BANK	
				4541 · Maintenance/Cleaning Supplies	-\$358.31
TOTAL					-\$358.31
TOTAL CHECKS FOR BOARD APPROVAL					-\$236,873.75

7001 SPECIAL RESERVE GROUP DETAILS (INCLUDED IN ABOVE TOTALS)

Check	1/6/2023	5182	Independent Construction Services	1112	-\$816.01
Check	1/12/2023	5194	GT Mechanical	IT Room AC/Exhaust Fan Relay	-\$1,913.50
Check	1/23/2023	23015	Lo Destro Construction Company	2022037-008	-\$54,095.70
Check	1/23/2023	23016	Lo Destro Construction Company	2022037-009	-\$29,359.20
Total 7001 · Special Reserves Projects					-\$86,184.41



PALOS HEIGHTS PUBLIC LIBRARY

SCHEDULE OF FUND BALANCES BY FINANCIAL INSTITUTION JANUARY 31, 2023

	GENERAL FUND				SPECIAL RESERVES FUND		
ACCOUNT	FIRST MIDWEST BANK CHECKING	FIRST MIDWEST BANK MONEY MARKET	ILLINOIS FUNDS MONEY MARKET	PETTY CASH	FIRST MIDWEST BANK BUILDING CONSTRUCTION CHECKING	FIRST MIDWEST BANK MONEY MARKET	TOTAL FUND BALANCE
Beginning Balance	\$295,421.33	\$306,732.00	\$1,015.78	\$200.00	\$572.09	\$2,520.44	\$606,461.64
Withdrawals	(\$236,873.75)						(\$236,873.75)
Transfers							\$0.00
Deposits	\$621.66	\$248,423.70					\$364,373.48
	\$29,946.67	58,937.11					
	\$678.21	\$3.24					
		\$25,762.89					
ADJUSTMENTS	\$2,567.19						\$2,567.19
INTEREST EARNED	\$4.18	\$606.81	\$3.67	N/A	N/A	\$2.68	\$617.34
ENDING BALANCE	\$92,365.49	\$640,465.75	\$1,019.45	\$200.00	\$572.09	\$2,523.12	\$737,145.90
TOTALS	\$734,050.69 GENERAL FUND				\$3,095.21 SPECIAL RESERVES FUND		\$737,145.90 TOTAL FUND BALANCE
INTEREST RATES	0.02%	1.250%	4.270%	N/A	N/A	1.250%	

TOTAL FUND BALANCE MONTH ENDING: JANUARY 31, 2023

\$737,145.90

Adjustments: (July 2022) recording error \$2,500 transition from FMB to Old National and (November 2022) duplicate journal entry error of + \$67.19 = \$2,567.19 added to ending balance for January 2023.