



PALOS HEIGHTS
PUBLIC LIBRARY

BOARD MOTIONS APPROVED
8/15/2024

		AMOUNT	PAGE(s)
MOTION TO APPROVE GENERAL FUND BILL LIST FOR THE MONTH OF:	JUNE	\$144,763.75	6.1 to 6.4
MOTION TO APPROVE SPECIAL RESERVES FUND BILL LIST FOR THE MONTH OF:			
MOTION TO APPROVE TREASURER'S REPORT FOR THE MONTH ENDING:	6/30/2024	N/A	1



PALOS HEIGHTS
PUBLIC LIBRARY

STATEMENT OF FUND BALANCES
MONTH ENDING: JUNE 2024

	GENERAL	SPECIAL RESERVE	TOTAL
REVENUES			
PROPERTY TAXES	\$12,567.01		\$12,567.01
CORPORATE REPLACEMENT TAX	\$0.00		\$0.00
DIRECT REVENUES			
FRONT DESK			
» Fines/Lost/Damaged	\$394.19		\$394.19
» Non Resident Cards	\$302.19		\$302.19
» Miscellaneous	\$798.50		\$798.50
MISCELLANEOUS REIMBURSEMENTS			
» Book Sale	\$684.26		\$684.26
» Miscellaneous	\$1,079.37		\$1,079.37
DONATIONS/GIFTS			\$0.00
» Restricted	\$0.00		\$0.00
» Annual Fundraising	\$213.05		\$213.05
» Planned Giving (Trusts/Wills)	\$200.00		\$200.00
COPIER	\$913.91		\$913.91
GRANTS	\$0.00		\$0.00
INTEREST	\$873.82	\$2.63	\$876.45
TOTAL REVENUES	\$18,026.30	\$2.63	\$18,028.93
EXPENDITURES			
PERSONNEL SERVICES			
» Operational Salaries	\$73,596.30		\$73,596.30
» Employee Benefits	\$23,216.50		\$23,216.50
» Staff & Board Development	\$1,088.62		\$1,088.62
CONTRACTUAL SERVICES	\$15,515.19		\$15,515.19
BUILDING MAINTENANCE	\$4,375.78		\$4,375.78
INSURANCE	\$0.00		\$0.00
UTILITIES	\$1,247.95		\$1,247.95
SUPPLIES	\$2,135.56		\$2,135.56
CAPITAL EXPENSES	\$8,927.19		\$8,927.19
MEDIA	\$9,375.96		\$9,375.96
REIMBURSEMENTS	\$2,776.41		\$2,776.41
SR PROJECTS	\$2,508.29		\$2,508.29
TOTAL EXPENDITURES	\$144,763.75	\$0.00	\$144,763.75
REVENUES OVER EXPENDITURES			
EXCESS (DIFICIENCY)	-\$126,737.45	\$2.63	-\$126,734.82
OTHER FINANCING SOURCES (USES)			
**Tansfer in	\$0.00	\$0.00	\$0.00
**Transfer out	\$0.00	\$0.00	\$0.00
**Adjustments	\$0.00		\$0.00
TOTAL OTHER FINANCING SOURCES	\$0.00	\$0.00	\$0.00
NET CHANGE IN FUND BALANCES	-\$126,737.45	\$2.63	-\$126,734.82
FUND BALANCES, BEGINNING OF MONTH	\$932,587.69	\$3,137.50	\$935,725.19
END OF MONTH	\$805,850.24	\$3,140.13	\$808,990.37



PALOS HEIGHTS PUBLIC LIBRARY

GENERAL FUND BUDGETARY COMPARISON SCHEDULE MONTH ENDING: JUNE 2024

	BUDGETED AMOUNTS		Actual	Variance	Balance
	Original	Final		With Final Budget	%
REVENUES					
PROPERTY TAXES	\$1,925,499.39	\$1,925,499.39	\$993,447.60	\$932,051.79	51.59%
CORPORATE REPLACEMENT TAX	\$30,000.00	\$30,000.00	\$24,912.99	\$5,087.01	83.04%
DIRECT REVENUES					
FRONT DESK					
Fines/Lost/Damaged	\$2,500.00	\$2,500.00	\$886.93	\$1,613.07	35.48%
Cards - Non Resident Only	\$1,800.00	\$1,800.00	\$906.57	\$893.43	50.37%
Miscellaneous	\$3,500.00	\$3,500.00	\$2,272.31	\$1,227.69	64.92%
MISCELLANEOUS REIMBURSEMENTS					
Book Sale	\$11,000.00	\$11,000.00	\$6,408.36	\$4,591.64	58.26%
Miscellaneous	\$12,784.00	\$12,784.00	\$15,186.50	-\$2,402.50	118.79%
DONATIONS / GIFTS					
Restricted	\$1,000.00	\$1,000.00	\$80.00	\$920.00	8.00%
Unrestricted	\$15,000.00	\$15,000.00	\$455.54	\$14,544.46	3.04%
Planned Giving	\$15,000.00	\$15,000.00	\$200.00	\$14,800.00	0.00%
COPIER	\$4,000.00	\$4,000.00	\$2,935.33	\$1,064.67	73.38%
GRANTS	\$17,800.30	\$17,800.30	\$0.00	\$17,800.30	0.00%
INTEREST	\$6,575.00	\$6,575.00	\$4,498.46	\$2,076.54	68.42%
TOTAL REVENUES	\$2,046,458.69	\$2,046,458.69	\$1,052,190.59	\$994,268.10	51.42%
PERSONNEL SERVICES					
Operational Salaries	\$964,446.00	\$964,446.00	\$481,453.38	-\$482,992.62	-50.08%
Employee Benefits	\$293,484.36	\$293,484.36	\$144,814.20	-\$148,670.16	-50.66%
Staff & Board Development	\$10,500.00	\$10,500.00	\$5,540.90	-\$4,959.10	-47.23%
CONTRACTUAL SERVICES	\$186,983.88	\$186,983.88	\$83,230.35	-\$103,753.53	-55.49%
BUILDING MAINTENANCE	\$46,404.69	\$46,404.69	\$20,402.57	-\$26,002.12	-56.03%
INSURANCE	\$23,087.56	\$23,087.56	\$22,679.80	-\$407.76	-1.77%
UTILITIES	\$14,193.12	\$14,193.12	\$4,267.54	-\$9,925.58	-69.93%
SUPPLIES	\$26,595.00	\$26,595.00	\$13,818.51	-\$12,776.49	-48.04%
CAPITAL EXPENSES	\$478,500.00	\$478,500.00	\$22,749.04	-\$455,750.96	-95.25%
MEDIA	\$179,278.95	\$179,278.95	\$75,005.40	-\$104,273.55	-58.16%
REIMBURSEMENTS	\$47,985.13	\$47,985.13	\$28,465.17	-\$19,519.96	-40.68%
SR PROJECTS	\$25,000.00	\$25,000.00	\$17,914.28	-\$7,085.72	-28.34%
TOTAL EXPENDITURES	\$2,296,458.69	\$2,296,458.69	\$920,341.14	-\$1,376,117.55	-59.92%
REVENUES OVER EXPENDITURES - EXCESS (DEFICIENCY)	-\$250,000.00	-\$250,000.00	\$131,849.45	-\$381,849.45	
OTHER FINANCING USES					
Transfer In			\$0.00		
Transfer Out (Special Reserve Transfer)			\$0.00		
TOTAL OTHER FINANCING USES			\$0.00		
NET CHANGE IN FUND BALANCE			\$131,849.45		
FUND BALANCE					
BEGINNING OF YEAR			\$603,369.11		
YTD MONTH ENDING			\$735,218.56		
			-\$734,050.69		



PALOS HEIGHTS PUBLIC LIBRARY

GENERAL FUND

BUDGETARY COMPARISON OF EXPENDITURES MONTH ENDING: JUNE 2024

	BUDGET 2024	CURRENT MONTH	EXPENDITURES Y.T.D.	REMAINING BALANCE	PERCENTAGE REMAINING
PERSONNEL SERVICES					
OPERATIONAL SALARIES					
4311 SALARIED EMPLOYEES	\$746,139.40	\$57,281.82	\$372,961.84	\$373,177.56	50.01%
4312 HOURLY EMPLOYEES	\$213,106.60	\$16,314.48	\$107,816.54	\$105,290.06	49.41%
4313 ADDITIONAL COMPENSATION	\$5,200.00	\$0.00	\$675.00	\$4,525.00	87.02%
TOTAL OPERATIONAL SALARIES	\$964,446.00	\$73,596.30	\$481,453.38	\$482,992.62	50.08%
EMPLOYEE BENEFITS					
4331 ILL. MUNI. RETIREMENT FUND	\$75,248.61	\$5,672.34	\$36,842.27	\$38,406.34	51.04%
4332 SOCIAL SECURITY - FICA	\$73,382.32	\$5,580.03	\$36,396.45	\$36,985.87	50.40%
4333 INSURANCE	\$143,853.43	\$11,964.13	\$71,575.48	\$72,277.95	50.24%
4334 CLOTHING	\$1,000.00	\$0.00	\$0.00	\$1,000.00	100.00%
TOTAL EMPLOYEE BENEFITS	\$293,484.36	\$23,216.50	\$144,814.20	\$148,670.16	50.66%
STAFF & BOARD DEVELOPMENT					
4351 MEMBERSHIP FEES	\$2,200.00	\$1,260.00	\$2,236.00	-\$36.00	-1.64%
4352 BOARD DEVELOPMENT	\$800.00	\$0.00	\$259.99	\$540.01	67.50%
4353 ADMINISTRATOR	\$500.00	\$150.00	\$185.70	\$314.30	62.86%
4354 PROFESSIONAL STAFF	\$5,000.00	\$150.00	\$2,335.17	\$2,664.83	53.30%
4355 SUPPORT STAFF	\$1,000.00	\$0.00	\$492.00	\$508.00	50.80%
4356 MILEAGE REIMBURSEMENT	\$1,000.00	\$28.62	\$532.04	\$467.96	46.80%
TOTAL STAFF & BOARD DEVELOPMENT	\$10,500.00	\$1,588.62	\$6,040.90	\$4,459.10	42.47%
GROUP TOTAL PERSONNEL SERVICES	\$1,268,430.36	\$98,401.42	\$632,308.48	\$636,121.88	50.15%
CONTRACTUAL SERVICES					
PROFESSIONAL SERVICES					
4361 AUDIT FEES	\$7,171.50	\$0.00	\$5,200.00	\$1,971.50	27.49%
4362 LEGAL FEES	\$2,000.00	\$0.00	\$748.50	\$1,251.50	62.58%
4363 CONSULTANT FEES	\$500.00	\$0.00	\$0.00	\$500.00	100.00%
4364 APPRAISAL	\$3,500.00	\$0.00	\$0.00	\$3,500.00	100.00%
4365 ACCOUNTANT	\$4,714.50	\$365.00	\$2,190.00	\$2,524.50	53.55%
TOTAL PROFESSIONAL SERVICES	\$17,886.00	\$365.00	\$8,138.50	\$9,747.50	54.50%
OUTSIDE SERVICES					
4412 PAYROLL SERVICES	\$4,800.00	\$318.52	\$2,647.32	\$2,152.68	44.85%
4414 ALARM	\$3,226.00	\$744.00	\$1,984.37	\$1,241.63	38.49%
4416 MAINTENANCE	\$39,000.00	\$2,909.86	\$19,671.68	\$19,328.32	49.56%
4417 SWAN	\$30,238.74	\$0.00	\$14,917.74	\$15,321.00	50.67%
4418 TECHNOLOGY	\$38,010.00	\$5,996.82	\$13,420.46	\$24,589.54	64.69%
TOTAL OUTSIDE SERVICES	\$115,274.74	\$9,969.20	\$52,641.57	\$62,633.17	54.33%
PRINTING					
4424 NEWSLETTER PRINTING	\$18,823.14	\$0.00	\$6,284.55	\$12,538.59	66.61%
TOTAL PRINTING	\$18,823.14	\$0.00	\$6,284.55	\$12,538.59	66.61%
PROGRAMMING					
4451 YOUTH & TEEN PROGRAMMING	\$10,000.00	\$1,812.84	\$4,275.61	\$5,724.39	57.24%
4452 PUBLIC SERVICES PROGRAMMING	\$13,000.00	\$1,266.27	\$5,689.57	\$7,310.43	56.23%
4454 GENERAL PROGRAMMING	\$9,000.00	\$699.03	\$3,107.64	\$5,892.36	65.47%
TOTAL PROGRAMMING	\$32,000.00	\$3,778.14	\$13,072.82	\$18,927.18	59.15%
PUBLIC RELATIONS					
4461 Public Relations	\$3,000.00	\$902.85	\$2,592.91	\$407.09	13.57%
TOTAL PUBLIC RELATIONS	\$3,000.00	\$902.85	\$2,592.91	\$407.09	13.57%
GROUP TOTAL CONTRACTUAL SERVICES	\$186,983.88	\$15,015.19	\$82,730.35	\$104,253.53	55.76%



PALOS HEIGHTS PUBLIC LIBRARY

GENERAL FUND

BUDGETARY COMPARISON OF EXPENDITURES MONTH ENDING: JUNE 2024

	BUDGET 2024	CURRENT MONTH	EXPENDITURES Y.T.D.	REMAINING BALANCE	PERCENTAGE REMAINING
BUILDING MAINTENANCE					
REPAIRS & MAINTENANCE					
4431 PEST CONTROL	\$856.68	\$64.90	\$389.40	\$467.28	54.55%
4432 HEATING/COOLING SERVICE	\$12,600.00	\$212.50	\$212.50	\$12,387.50	98.31%
4434 BUILDING REPAIRS	\$9,000.00	\$2,118.27	\$9,000.00	\$0.00	0.00%
4436 LAWN MAINTENANCE	\$9,574.57	\$1,190.97	\$3,332.88	\$6,241.69	65.19%
4437 SNOW REMOVAL	\$6,554.96	\$0.00	\$3,358.00	\$3,196.96	48.77%
TOTAL REPAIRS & MAINTENANCE	\$38,586.21	\$3,586.64	\$16,292.78	\$22,293.43	57.78%
EQUIPMENT MAINTENANCE					
4531 COPIER	\$7,578.48	\$789.14	\$4,109.79	\$3,468.69	45.77%
4533 OTHER EQUIPMENT	\$240.00	\$0.00	\$0.00	\$240.00	100.00%
TOTAL EQUIPMENT MAINTENANCE	\$7,818.48	\$789.14	\$4,109.79	\$3,708.69	47.43%
GROUP TOTAL BUILDING MAINTENANCE	\$46,404.69	\$4,375.78	\$20,402.57	\$26,002.12	56.03%
INSURANCE					
4441 BLDG. & CONTENTS/GLASS/LIMRICC	\$21,346.66	\$0.00	\$20,938.90	\$407.76	1.91%
4443 DISABILITY (WORKMEN'S COMP)	\$1,740.90	\$0.00	\$1,740.90	\$0.00	0.00%
GROUP TOTAL INSURANCE	\$23,087.56	\$0.00	\$22,679.80	\$407.76	1.77%
UTILITIES					
4472 WATER	\$2,750.00	\$594.84	\$1,579.08	\$1,170.92	42.58%
4473 GAS	\$2,500.00	\$0.00	\$0.00	\$2,500.00	100.00%
4474 TELEPHONE/FAX	\$2,625.00	\$193.06	\$1,128.38	\$1,496.62	57.01%
4475 INTERNET/LOCAL AREA NET	\$6,318.12	\$460.05	\$1,560.08	\$4,758.04	75.31%
GROUP TOTAL UTILITIES	\$14,193.12	\$1,247.95	\$4,267.54	\$9,925.58	69.93%
SUPPLIES					
OFFICE SUPPLIES					
4511 PUBLIC SERVICES SUPPLIES	\$1,000.00	\$84.72	\$450.23	\$549.77	54.98%
4512 YOUTH & TEEN SERVICES SUPPLIES	\$2,000.00	\$86.49	\$384.38	\$1,615.62	80.78%
4514 BUSINESS OFFICE SUPPLIES	\$3,200.00	\$58.82	\$920.58	\$2,279.42	71.23%
4515 TECHNICAL SERVICES SUPPLIES	\$6,000.00	\$450.55	\$3,723.48	\$2,276.52	37.94%
4516 CIRCULATION SUPPLIES	\$3,050.00	\$37.48	\$1,687.57	\$1,362.43	44.67%
4518 LOCAL HISTORY SUPPLIES	\$1,000.00	\$0.00	\$0.00	\$1,000.00	100.00%
4519 HOSPITALITY SUPPLIES	\$1,200.00	\$55.80	\$281.44	\$918.56	76.55%
TOTAL OFFICE SUPPLIES	\$17,450.00	\$773.86	\$7,447.68	\$10,002.32	57.32%
JANITORIAL/CLEANING SUPPLIES					
4541 MAINTENANCE/CLEANING SUPPLIES	\$4,450.00	\$521.57	\$3,329.82	\$1,120.18	25.17%
TOTAL JANITORIAL/CLEANINGSUPPLIES	\$4,450.00	\$521.57	\$3,329.82	\$1,120.18	25.17%
MAILING EXPENSES & FEES					
4551 POSTAGE & HANDLING	\$600.00	\$40.13	\$321.01	\$278.99	46.50%
4553 BULK FEES & PERMITS	\$4,095.00	\$800.00	\$2,720.00	\$1,375.00	33.58%
TOTAL OFFICE EXPENSE	\$4,695.00	\$840.13	\$3,041.01	\$1,653.99	35.23%
GROUP TOTAL SUPPLIES	\$26,595.00	\$2,135.56	\$13,818.51	\$12,776.49	48.04%
CAPITAL EXPENSES					
4631 SPECIAL RESERVES REPLENISHMENT	\$478,500.00	\$8,927.19	\$22,749.04	\$455,750.96	95.25%
GROUP TOTAL CAPITAL EXPENSES	\$478,500.00	\$8,927.19	\$22,749.04	\$455,750.96	95.25%



PALOS HEIGHTS PUBLIC LIBRARY

GENERAL FUND

BUDGETARY COMPARISON OF EXPENDITURES MONTH ENDING: JUNE 2024

		BUDGET 2024	CURRENT MONTH	EXPENDITURES Y.T.D.	REMAINING BALANCE	PERCENTAGE REMAINING
4710A	DATABASES - Adult	\$27,000.00	\$800.00	\$8,080.29	\$18,919.71	70.07%
4710B	DATABASES - Youth	\$6,000.00	\$0.00	\$1,583.16	\$4,416.84	73.61%
4711	PERIODICALS	\$14,500.00	\$0.00	\$901.64	\$13,598.36	93.78%
4712	CONTINUATIONS	\$600.00	\$22.73	\$91.62	\$508.38	84.73%
4714	LARGE PRINT	\$5,500.00	\$380.02	\$2,083.51	\$3,416.49	62.12%
4715	BOOKS - Adult	\$32,300.00	\$3,173.67	\$14,651.48	\$17,648.52	54.64%
4716	BOOKS - Youth	\$33,000.00	\$1,685.48	\$16,408.99	\$16,591.01	50.28%
4717	VIDEOS - Adult	\$4,500.00	\$407.87	\$1,815.43	\$2,684.57	59.66%
4718	VIDEOS - Youth	\$1,300.00	\$134.18	\$417.55	\$882.45	67.88%
4719	AUDIOBOOKS/PLAYAWAYS - Adult	\$2,000.00	\$210.95	\$731.83	\$1,268.17	63.41%
4720	AUDIOBOOKS/PLAYAWAYS - Youth	\$3,250.00	\$0.00	\$0.00	\$3,250.00	100.00%
4721	SOFTWARE	\$11,795.70	\$388.93	\$7,731.31	\$4,064.39	34.46%
4722	REALIA	\$1,000.00	\$12.04	\$356.19	\$643.81	64.38%
4723A	VIDEO GAMES - Youth	\$1,300.00	\$0.00	\$618.07	\$681.93	52.46%
4724	GADGETS & GIZMOS	\$1,000.00	\$218.48	\$1,000.00	\$0.00	0.00%
4725A	E-BOOKS - Adult	\$10,000.00	\$886.05	\$7,901.73	\$2,098.27	20.98%
4725B	E-AUDIOBOOKS - ADULT	\$13,000.00	\$1,055.56	\$7,136.12	\$5,863.88	45.11%
4726	EBOOKS - Youth	\$3,500.00	\$0.00	\$1,498.00	\$2,002.00	57.20%
4727	PRESS READER	\$7,733.25	\$0.00	\$1,998.48	\$5,734.77	74.16%
GROUP TOTAL MEDIA		\$179,278.95	\$9,375.96	\$75,005.40	\$104,273.55	58.16%
MISCELLANEOUS - REIMBURSEMENTS						
4900	MISCELLANEOUS	\$18,184.83	\$462.13	\$5,026.59	\$13,158.24	72.36%
4902	PER CAPITA / OTHER GRANTS	\$17,800.30	\$0.00	\$17,800.30	\$0.00	0.00%
4904	FRIENDS - BOOK SALES	\$11,000.00	\$2,283.56	\$5,607.56	\$5,392.44	49.02%
4906a	RESTRICTED DONATIONS	\$1,000.00	\$30.72	\$30.72	\$969.28	96.93%
4906b	FUNDRAISING	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
GROUP TOTAL MISCELLANEOUS REIMBURSEMENTS		\$47,985.13	\$2,776.41	\$28,465.17	\$19,519.96	40.68%
SPECIAL RESERVE PROJECTS						
7001	SPECIAL RESERVE - PROJECTS	\$25,000.00	\$2,508.29	\$17,914.28	\$7,085.72	28.34%
GROUP TOTAL SPECIAL RESERVES - PROJECTS		\$25,000.00	\$2,508.29	\$17,914.28	\$7,085.72	
TOTAL EXPENDITURES		\$2,296,458.69	\$144,763.75	\$920,341.14	\$1,376,117.55	59.92%



PALOS HEIGHTS PUBLIC LIBRARY

GENERAL FUND - EXPENDITURE SUMMARY CHECKS FOR BOARD APPROVAL MONTH ENDING: JUNE 2024

Type	Date	Num	Memo	Account	Amount
Adducci Vega Financial Group, LLC					
Check	06/11/2024	5742	Invoice 202053820	4365 Accountant	\$365.00
Total for Adducci Vega Financial Group, LLC					\$365.00
Anderson Pest Solutions					
Check	06/10/2024	5739	Invoice 61863195	4431 Pest Control	\$64.90
Total for Anderson Pest Solutions					\$64.90
Art Excursions, Inc.					
Check	06/03/2024	5719	6.25.24 Georgia O'Keeffe	4452 Public Services Programming	\$360.00
Total for Art Excursions, Inc.					\$360.00
At&T - Fiber Line					
Check	06/06/2024	5723	Monthly Fee	4475 Internet	\$460.05
Total for At&T - Fiber Line					\$460.05
Baker & Taylor C205293 Continuations					
Expense	06/06/2024	BT Portal	05 May Continuations	4712 Continuations	\$22.73
Total for Baker & Taylor C205293 Continuations					\$22.73
Baker & Taylor L5346512 Youth Books					
Expense	06/06/2024	BT Portal	05 May YTS	4716 Books - Youth	\$1,079.28
Expense	06/06/2024	BT Portal	05 May pre processing fee	4515 Technical Services - Supplies	\$80.19
Total for Baker & Taylor L5346512 Youth Books					\$1,159.47
Baker & Taylor Summer Reading					
Expense	06/14/2024	BT PORTAL	Summer Reading	4451 Youth & Teen Programming	\$709.23
Total for Baker & Taylor Summer Reading					\$709.23
Book Page					
Check	06/06/2024	5733	Book Page Print 12 shipments	4461 Public Relations	\$744.00
Total for Book Page					\$744.00
CDW Government, Inc.					
Check	06/12/2024	5744	HANWHA WAVE PRO LIC (2)	4418 Technology	\$235.40
Total for CDW Government, Inc.					\$235.40
CENGAGE/Gale Learning					
Check	06/06/2024	5728	05 May Invoices	4714 Large Print Books	\$135.18
Total for CENGAGE/Gale Learning					\$135.18
CIT					
Check	06/10/2024	5738	Invoice 44939026	4531 Copier	\$631.54
Total for CIT					\$631.54
City Of Palos Heights IMRF					
Check	06/26/2024	23059	06 June Payment	4331 IMRF III. Muni. Ret. Fund	\$5,672.34
Check	06/26/2024	23059	FT Employee Contribution	2053 FT Employee Contribution	\$2,577.70
Check	06/26/2024	23059	PT Employee Contribution	2054 PT Employee Contribution	\$158.16
Check	06/26/2024	23059	06 June Payment	2055 Employee Paid Vol. IMRF	\$958.68
Total for City Of Palos Heights IMRF					\$9,366.88
City of Palos Hts. - Water Bill					
Check	06/22/2024	5747	Monthly bill	4472 Water	\$594.84
Total for City of Palos Hts. - Water Bill					\$594.84
ComEd					
Check	06/10/2024	5740	Billing through 5.2.24	4631 Special Reserves Replenishment	\$8,927.19
Total for ComEd					\$8,927.19
Cosmopolitan Building Services					
Check	06/10/2024	5737	06 June Janitorial Services Invoice 6637	4416 Maintenance	\$2,722.50
Total for Cosmopolitan Building Services					\$2,722.50
French Battlefields					
Check	06/03/2024	5715	6.6.24 The Men of Omaha Beach	4452 Public Services Programming	\$200.00
Total for French Battlefields					\$200.00
Greg Alexander					
Check	06/03/2024	5717	6.22.24 Hard Day's Night	4904 Reimb. - Friends Book Sales	\$300.00
Total for Greg Alexander					\$300.00
GT Mechanical					
Expense	06/06/2024	ACH GT	IT AC repair	4432 Heating/Cooling Service	\$212.50
Total for GT Mechanical					\$212.50
HR Source					
Check	06/03/2024	5721	Invoice 20104 Supplemental Report 2024	4353 Administrator	\$150.00
Check	06/06/2024	5735	Invoice FY25-63115 Membership	4351 Membership Fees	\$760.00
Check	06/06/2024	5735	Invoice FY25-63115 Membership	4363 Consultant Fees	\$500.00
Total for HR Source					\$1,410.00



PALOS HEIGHTS PUBLIC LIBRARY

GENERAL FUND - EXPENDITURE SUMMARY CHECKS FOR BOARD APPROVAL MONTH ENDING: JUNE 2024

Type	Date	Num	Memo	Account	Amount
Impact Networking, Inc					
Check	06/06/2024	5724	Overages group total	4531 Copier	\$157.60
Total for Impact Networking, Inc					\$157.60
Independent Construction Services					
Check	06/06/2024	5734	YTS Diner	4434 Building Repairs	\$443.56
Total for Independent Construction Services					\$443.56
Ingram					
Check	06/06/2024	5731	05 May Invoices	4714 Large Print Books	\$244.84
Check	06/06/2024	5731	05 May Invoices	4715 Books - Adult	\$3,173.67
Check	06/06/2024	5731	05 May Invoices	4716 Books - Youth	\$606.20
Check	06/06/2024	5731	05 May Pre processing fee	4515 Technical Services - Supplies	\$159.39
Check	06/06/2024	5731	PHWC-LOUGH	4906a Reimb. - Restricted Donations	\$30.72
Total for Ingram					\$4,214.82
Janus Films					
Check	06/03/2024	5718	6/22/24 A Hard Days Night Screening	4904 Reimb. - Friends Book Sales	\$150.00
Total for Janus Films					\$150.00
JR Midwest Irrigation Co.					
Check	06/03/2024	5722	Invoice 422 Start up Irrigation	4436 Lawn Maintenance	\$140.00
Total for JR Midwest Irrigation Co.					\$140.00
LIMRiCC-Employees					
Expense	06/06/2024	ACH LIM	06 June	4333 Insurance	\$11,922.27
Expense	06/06/2024	ACH LIM	Employee Paid LIMRiCC	2050 Employee Paid LIMRiCC	\$654.76
Expense	06/06/2024	ACH LIM	Retiree Reimb. for Medical Coverage	4900 Miscellaneous - Reimbursements	\$1,079.37
Total for LIMRiCC-Employees					\$13,656.40
Maddox, Susan					
Check	06/03/2024	5716	6.11.24 Great picnic cuisine	4452 Public Services Programming	\$350.00
Total for Maddox, Susan					\$350.00
Mary Beth Sexton					
Check	06/06/2024	5727	Card Class	4452 Public Services Programming	\$226.00
Total for Mary Beth Sexton					\$226.00
M. DiFoggio Plumbing Co. Inc.					
Check	06/10/2024	5741	Parking lot hydrant repair	4434 Building Repairs	\$1,260.71
Check	06/10/2024	5741	Parking lot hydrant repair	7001 Special Reserves Projects	\$1,939.29
Total for M. DiFoggio Plumbing Co. Inc.					\$3,200.00
Midwest Tape - 19730					
Check	06/06/2024	5730	05 May Videos	4717 Videos - Adult	\$407.87
Check	06/06/2024	5730	05 May Audiobooks	4719 Audiobooks - Adult	\$210.95
Check	06/06/2024	5730	05 May Pre processing fee	4515 Technical Services - Supplies	\$50.12
Total for Midwest Tape - 19730					\$668.94
Midwest Tape - 19996					
Check	06/06/2024	5729	05 May Videos	4718 Videos - Youth	\$134.18
Check	06/06/2024	5729	05 May Pre processing fee	4515 Technical Services - Supplies	\$19.58
Total for Midwest Tape - 19996					\$153.76
Molly Page					
Check	06/03/2024	5714	6.4.24 What should we do this weekend?	4904 Reimb. - Friends Book Sales	\$300.00
Total for Molly Page					\$300.00
Motion Picture Licensing Corporation					
Check	06/12/2024	5743	MPLC Umbrella 8/1/24 to 7/31.25	4452 Public Services Programming	\$130.27
Check	06/12/2024	5743	MPLC Umbrella 8/1/24 to 7/31.25	4451 Youth & Teen Programming	\$130.27
Total for Motion Picture Licensing Corporation					\$260.54
NIR Roof Care, Inc					
Check	06/25/2024	5748	Semi Annual Maintenance	4434 Building Repairs	\$414.00
Total for NIR Roof Care, Inc					\$414.00
Old National Bank - Visa					
Expense	06/06/2024	ON Master Card	Arranging Time M. Matkowski	4354 Professional Staff	\$150.00
Expense	06/06/2024	ON Master Card	Geovision Camera (2)	4418 Technology	\$721.42
Expense	06/06/2024	ON Master Card	Disney Plus	4451 Youth & Teen Programming	\$9.99
Expense	06/06/2024	ON Master Card	Netflix will receive credit next month	4900 Miscellaneous - Reimbursements	\$15.49
Expense	06/06/2024	ON Master Card	SRP	4451 Youth & Teen Programming	\$438.35
Expense	06/06/2024	ON Master Card	SR Banner Stand / Tower Blocks	4454 General Programming	\$135.98
Expense	06/06/2024	ON Master Card	July 4th Candy	4461 Public Relations	\$158.85
Expense	06/06/2024	ON Master Card	Sip/Google	4474 Telephone/FAX	\$115.61
Expense	06/06/2024	ON Master Card	May Supplies	4511 Public Services - Supplies	\$70.74
Expense	06/06/2024	ON Master Card	SR Supplies	4512 Youth & Teen - Supplies	\$86.49
Expense	06/06/2024	ON Master Card	May Supplies	4514 Business Office - Supplies	\$58.82



PALOS HEIGHTS PUBLIC LIBRARY

GENERAL FUND - EXPENDITURE SUMMARY CHECKS FOR BOARD APPROVAL MONTH ENDING: JUNE 2024

Type	Date	Num	Memo	Account	Amount
Old National Bank - Visa (con't)					
Expense	06/06/2024	ON Master Card	May Supplies	4515 Technical Services - Supplies	\$133.79
Expense	06/06/2024	ON Master Card	May Supplies	4516 Circulation - Supplies	\$37.48
Expense	06/06/2024	ON Master Card	Kcups	4519 Hospitality - Supplies	\$55.80
Expense	06/06/2024	ON Master Card	May Supplies	4541 Maintenance/Cleaning Supplies	\$449.75
Expense	06/06/2024	ON Master Card	OCLC	4551 Postage & Handling	\$15.68
Expense	06/06/2024	ON Master Card	Meetup renewal	4721 Software	\$98.94
Expense	06/06/2024	ON Master Card	Adobe/Zoom/Duo	4721 Software	\$289.99
Expense	06/06/2024	ON Master Card	Gizmos & Gadgets	4724 Gadgets & Gizmos	\$218.48
Expense	06/06/2024	ON Master Card	--	4900 Miscellaneous - Reimbursements	-\$632.73
Expense	06/06/2024	ON Master Card	Fab Lab Supplies	4904 Reimb. - Friends Book Sales	\$167.52
Expense	06/06/2024	ON Master Card	SRP	4904 Reimb. - Friends Book Sales	\$140.56
Expense	06/06/2024	ON Master Card	Train Station Book Rack	4904 Reimb. - Friends Book Sales	\$200.49
Expense	06/06/2024	ON Master Card	Fan Con Arcade	4904 Reimb. - Friends Book Sales	\$1,000.00
Expense	06/06/2024	ON Master Card	Slatwall G&G	7001 Special Reserves Projects	\$569.00
Expense	06/06/2024	ON Master Card	Aurelio's staff lunch SR kick off	4454 General Programming	\$85.48
Expense	06/06/2024	ON Master Card	Fan Con Moana & Maui	4454 General Programming	\$440.00
Expense	06/06/2024	ON Master Card	SRP	4904 Reimb. - Friends Book Sales	\$24.99
Expense	06/06/2024	ON Master Card	Gizmos & Gadgets	4722 Realia	\$12.04
Total for Old National Bank - Visa					\$5,269.00
Otis Elevator					
Expense	06/20/2024	OTIS PORTAL	Invoice 100401587432	4416 Maintenance	\$187.36
Total for Otis Elevator					\$187.36
OverDrive, Inc.					
Check	06/14/2024	5745	01658CO24176391	4725B E-Audiobooks - Adult	\$1,055.56
Check	06/14/2024	5745	01658CO24176392	4725A E-Books - Adult	\$886.05
Total for OverDrive, Inc.					\$1,941.61
Paylocity Payroll Billing					
Expense	06/14/2024	EFT	--	4412 Payroll Services	\$114.58
Expense	06/28/2024	EFT	--	4412 Payroll Services	\$203.94
Total for Paylocity Payroll Billing					\$318.52
Paylocity Payroll Net					
Expense	06/14/2024	EFT	--	4311 Salaried Employees	\$20,110.39
Expense	06/14/2024	EFT	--	4312 Hourly Employees	\$6,954.55
Expense	06/14/2024	EFT	EN SRP Supplies	4454 General Programming	\$37.57
Expense	06/14/2024	EFT	EN 04 Apr homebound deliveries	4356 Mileage Reimbursement	\$5.24
Expense	06/14/2024	EFT	SL US Postal Service postage book return	4551 Postage & Handling	\$24.45
Expense	06/14/2024	EFT	SL Walgreens Supplies	4515 Technical Services - Supplies	\$7.48
Expense	06/28/2024	EFT	--	4311 Salaried Employees	\$20,595.65
Expense	06/28/2024	EFT	--	4312 Hourly Employees	\$6,780.87
Expense	06/28/2024	EFT	05 May Homebound deliveries BS	4356 Mileage Reimbursement	\$23.38
Expense	06/28/2024	EFT	Movie program popcorn	4511 Public Services - Supplies	\$13.98
Total for Paylocity Payroll Net					\$54,553.56
Paylocity Payroll Taxes					
Expense	06/14/2024	EFT	--	4311 Salaried Employees	\$6,107.57
Expense	06/14/2024	EFT	--	4332 FICA Social Security	\$2,772.37
Expense	06/14/2024	EFT	--	4312 Hourly Employees	\$1,220.36
Expense	06/28/2024	EFT	--	4311 Salaried Employees	\$6,277.07
Expense	06/28/2024	EFT	--	4332 FICA Social Security	\$2,807.66
Expense	06/28/2024	EFT	--	4312 Hourly Employees	\$1,200.54
Total for Paylocity Payroll Taxes					\$20,385.57
Peerless Network, Inc					
Check	06/17/2024	5746	Invoice 53241	4474 Telephone/FAX	\$77.45
Total for Peerless Network, Inc					\$77.45
Pronunciator					
Check	06/06/2024	5736	Subscription 7.1.24 to 6.30.25	4710a Databases (Adult)	\$800.00
Total for Pronunciator					\$800.00
Quality Alarm System, Inc.					
Check	06/11/2024	5742	Invoice 152244	4414 Alarm	\$744.00
Total for Quality Alarm System, Inc.					\$744.00
Quill Corp.					
Check	06/26/2024	5749	Maint Supplies	4541 Maintenance/Cleaning Supplies	\$71.82
Total for Quill Corp.					\$71.82



PALOS HEIGHTS
PUBLIC LIBRARY

GENERAL FUND - EXPENDITURE SUMMARY
CHECKS FOR BOARD APPROVAL
MONTH ENDING: JUNE 2024

Type	Date	Num	Memo	Account	Amount
Roy Erikson Outdoor Maintenance					
Check	06/06/2024	5726	Fertilizer & Herbicide	4436 Lawn Maintenance	\$135.00
Check	06/06/2024	5732	06 June Landscaping	4436 Lawn Maintenance	\$915.97
Total for Roy Erikson Outdoor Maintenance					\$1,050.97
T-Rexplorers LLC					
Check	06/03/2024	5720	6.14.24 Dinosaur Discoveries	4451 Youth & Teen Programming	\$525.00
Total for T-Rexplorers LLC					\$525.00
Truty, Marcin					
Expense	06/06/2024	ACH MT	05 May 24	4418 Technology	\$5,040.00
Total for Truty, Marcin					\$5,040.00
United States Treasury					
Check	06/26/2024	23058	Form 720	4333 Insurance	\$41.86
Total for United States Treasury					\$41.86
U.S. Post Office					
Check	06/14/2024	23057	Newsletter postage	4553 Bulk Fees & Permits	\$800.00
Total for U.S. Post Office					\$800.00
TOTAL CHECK FOR BOARD APPROVAL					\$144,763.75



PALOS HEIGHTS PUBLIC LIBRARY

SCHEDULE OF FUND BALANCES BY FINANCIAL INSTITUTION MONTH ENDING: JUNE 2024

	GENERAL FUND				SPECIAL RESERVES FUND		
ACCOUNT	OLD NATIONAL BANK CHECKING	OLD NATIONAL BANK MONEY MARKET	ILLINOIS FUNDS MONEY MARKET	PETTY CASH	OLD NATIONAL BANK BUILDING CONSTRUCTION CHECKING	OLD NATIONAL BANK MONEY MARKET	TOTAL FUND BALANCE
BEGINNING BALANCE	\$25,180.75	\$906,113.45	\$1,093.49	\$200.00	\$572.09	\$2,565.41	\$935,725.19
WITHDRAWALS	(\$144,763.75)						(\$144,763.75)
TRANSFERS	\$25,000.00	(\$25,000.00)					\$0.00
	\$50,000.00	(\$50,000.00)					
	\$60,000.00	(\$60,000.00)					
DEPOSITS	\$1,079.37	\$12,567.01					\$17,152.48
	\$259.35						
	\$200.00						
	\$161.85						
	\$138.55						
	\$249.30						
	\$2,497.05						
ADJUSTMENTS							\$0.00
INTEREST EARNED	\$0.63	\$868.34	\$4.85	N/A	N/A	\$2.63	\$876.45
ENDING BALANCE	\$20,003.10	\$784,548.80	\$1,098.34	\$200.00	\$572.09	\$2,568.04	\$808,990.37
TOTALS	\$805,850.24 GENERAL FUND				\$3,140.13 SPECIAL RESERVES FUND		\$808,990.37 TOTAL FUND BALANCE
INTEREST RATES	0.02%	1.26%	5.433%	N/A	N/A	1.26%	

TOTAL FUND BALANCE MONTH ENDING: JUNE 30, 2024
\$808,990.37