

**Plainfield Public Library District**  
**Regular Board Meeting Agenda**  
**February 17, 2016**  
**6:30 P.M.**  
**Small Meeting Room**

1. Call to Order, Pledge, Roll Call (5 minutes)
2. Special Recognition (10 minutes)
  - a. Judi Deszcz- 10 Years of Service
3. Public Comment (3-5 minutes per topic)
  - a. Trustee Attendance at Community Events
4. Consent Agenda (5 minutes)
  - a. January 20, 2016 Regular Board Meeting Minutes
  - b. January 20, 2016 Executive Session Meeting Minutes
5. Approval of Bills Paid and Bills Payables (5 minutes)
 

a. Payroll (Tax Escrow)	\$ 129,968.01
b. General Bills	\$ 142,868.41
c. Illinois Municipal Retirement Fund	\$ 34,686.61
d. VALIC (Deferred Compensation)	\$ 3,339.22
e. Petty Cash	\$ 51.00
f. Flexible Spending Plan	\$ 57.00
g. Special Reserve Fund	<u>\$ .00</u>
h. TOTAL	\$310,970.25
6. Committee Reports (10 minutes)
  - a. Finance Committee - February 24, 6:30pm
7. Library Director's Report (10 minutes)
8. Action Items (30-60 minutes)
  - a. Unfinished Business
    - i. Building & Expansion Planning
      1. Informational Campaign
  - b. New Business
    - i. New Account for Property Tax Direct Deposit
    - ii. Ordinance 2016-1 Approving Plans for Property Purchase and the Finance Plan for Said Property Purchase
    - iii. Policy Revisions - General Policy - Section 1
9. Executive Session (10 minutes)
10. Action for Items Discussed in Executive Session (5 minutes)
11. Adjournment

<b>Date</b>	<b>Time</b>	<b>Event</b>	<b>Organization(s)</b>	<b>Location</b>
February 22, 2016	6:00pm – 8:00pm	Candidates Night	Plainfield Area Chamber of Commerce	PHS-CC Freshman Center
March 5, 2016	10:00am – 2:00pm	Star Wars – drop-in question and answer with Library Director Julie Milavec	Library	Library Lower Level Lobby
March 8, 2016	8:30am-9:30am	Library Foundation Board Meeting	Library Foundation	24109 West Lockport Street, Plainfield
March 13, 2016	1:00pm	Plainfield Irish Parade	Plainfield Village Preservation Association	PHS-CC

PLAINFIELD PUBLIC LIBRARY DISTRICT  
MINUTES OF BOARD MEETING  
JANUARY 20, 2016

**CALL TO ORDER, PLEDGE, ROLL CALL:** The meeting of January 20, 2016, was called to order at 6:38 p.m. in the Library's Small Meeting Room at 15025 S. Illinois Street. The Pledge of Allegiance was recited. Roll call was conducted. Regular members present: Gilmore, Miller, Knight, Kinley, Puetz, Andel and Schmidt. Regular members absent: None. Staff present: Milavec, Pappas, Maxwell and Quinlan. Guests present: Eric Penney of Nagle Hartray; Graham Harwood of CCS International; Vikaas Shanker of Herald News (left at 7:25 p.m.)

**PUBLIC COMMENT:** Trustees commented on attendance at Community Events and Puetz reported on his attendance at the January 19<sup>th</sup> Village Planning Commission meeting.

**CONSENT AGENDA:** President Gilmore accepted by acclamation the minutes of the December 16, 2015, regular and executive board meetings.

Schmidt moved approval of Bills Paid and Bills Payable for December in the amount of \$359,806.39 as follows: Payroll \$207,217.43, General Library Bills \$123,007.69, IMRF \$22,825.48, VALIC (Deferred Compensation) \$6,226.13, Petty Cash \$.00, Flexible Spending Plan \$529.66 and Special Reserve Fund \$.00. Andel seconded the motion. All voted yes via roll call vote; motion carried.

**COMMITTEE REPORTS:** A finance committee meeting was set for February 24, 2016 at 6:30 p.m.

**LIBRARY DIRECTOR'S REPORT:** The Library Director's report was reviewed. It was noted that the Per Capita Grant payment does not have an expected date for disbursement and since the deadline was moved out a quarter, it looks like this might be a year that is skipped. We are expecting a large dispersal of the dissolved joint insurance pool so that will help offset \$50k of the grant funds.

## **ACTION ITEMS**

### **A. Unfinished Business**

**Building and Expansion Planning:** The model was presented and it was noted one of the labels needs to be corrected. Penney recommends that we photograph the model. It was noted the model really illustrates the scale of this building and how well it fits in the community.

Informational Campaign - The first newsletter and two videos have been released. The second edition will start arriving in homes around February 6<sup>th</sup>. Nagle Hartray also recommends posting the renderings on mat board or framing them. The Trustees asked Penney to do that so they may be used for presentations. Penney will have this task completed by the Monday meeting with the Village. They can also be available for check out for special meetings or events.

Gilmore reminded everyone that board members are allowed to educate and inform, but they are also still members of the community. Acting as such they are allowed and have a right to participate in activities to advocate as citizens.

### **B. New Business**

Kinley moved to approve out-of-state travel expenses to attend the Public Library Association Conference for an amount not to exceed \$3,000. Knight seconded the motion. All voted yes via roll call vote; motion carried.

Miller moved to approve policy updates to Section 1 - Library Services Policy and Appendix 3C as presented. Puetz seconded the motion. All voted yes via roll call vote; motion carried.

**ADJOURNMENT TO EXECUTIVE SESSION:** Puetz moved to adjourn to Executive Session pursuant to 5 ILCS 120/2©(5) Purchase or Lease of Real Property. Kinley seconded the motion. All voted yes via roll call vote; motion carried.

Board adjourned to executive session at 7:25 p.m. and returned from executive session at 7:34 p.m.

**ACTION FOR ITEMS DISCUSSED IN EXECUTIVE SESSION - None**

**ADJOURNMENT:** Miller moved to adjourn; Knight seconded the motion. All voted yes; motion carried. The meeting adjourned at 7:35 p.m.

Respectfully submitted,

Respectfully submitted,

Debbie Maxwell  
Recording Secretary

Vicki Knight  
Board Secretary

**Plainfield Public Library**  
**Library Fund Income Statement**  
 July 2015 through January 2016

	Jul '15 - Jan 16	Budget	\$ Over Budget	% of Budget
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
1004001 · Real Estate Taxes (Library)	1,323,291.19	2,684,659.00	-1,361,367.81	49.3%
1004002 · Personal Property Taxes	14,916.73	23,000.00	-8,083.27	64.9%
1004003 · Overlap Districts Agreement	0.00	306,645.00	-306,645.00	0.0%
1004004 · Fines	23,647.59	36,000.00	-12,352.41	65.7%
1004005 · Books Bags Sales	0.00	100.00	-100.00	0.0%
1004006 · Copier Fees	6,811.40	9,000.00	-2,188.60	75.7%
1004007 · Fax Fees	1,575.89	100.00	1,475.89	1,575.9%
1004008 · Non Resident Fees	1,968.27	750.00	1,218.27	262.4%
1004009 · Book Sales	40.00	1,000.00	-960.00	4.0%
1004010 · Meeting Room Deposits	850.00	750.00	100.00	113.3%
1004310 · Staff Purchases	-10.79			
1004311 · Flex Spending	309.88			
1004315 · Foundation	498.85			
1004400 · Tax Escrow Interest (Library)	1,157.62	250.00	907.62	463.0%
1004401 · Checking interest	44.69	25.00	19.69	178.8%
1004402 · E-Pay Interest	46.43			
1004502 · Donations - Friends	250.00	6,000.00	-5,750.00	4.2%
1004504 · Donations - Gen Memorial	14,034.80			
1004701 · Per Capita Grant	0.00	94,171.00	-94,171.00	0.0%
1004901 · Miscellaneous Income (Library)	1,184.97			
1004902 · Sale of Library Used Equipment	607.33			
<b>Total Income</b>	<b>1,391,224.85</b>	<b>3,162,450.00</b>	<b>-1,771,225.15</b>	<b>44.0%</b>
<b>Expense</b>				
<b>1015000 · Administration Department</b>				
1015001 · Administration Salaries	172,178.35	281,621.00	-109,442.65	61.1%
1015005 · Insurance	78,458.31	153,685.00	-75,226.69	51.1%
1015011 · Staff Development	10,649.91	17,300.00	-6,650.09	61.6%
1015012 · Travel Expenses	5,908.93	15,000.00	-9,091.07	39.4%
1015013 · Membership Dues	2,754.68	6,500.00	-3,745.32	42.4%
1015014 · Human Resources	61.66	5,000.00	-4,938.34	1.2%
1015201 · Payroll Services	4,084.28	7,000.00	-2,915.72	58.3%
1015202 · Legal Services (Library)	4,136.75	12,000.00	-7,863.25	34.5%
1015203 · Accounting Services	4,082.88	9,800.00	-5,717.12	41.7%
1015204 · Bank Fees	1,051.57			
1015205 · Trustee Development	1,599.35	2,000.00	-400.65	80.0%
1015305 · Bindery	0.00	700.00	-700.00	0.0%
1015306 · Microfilming Supplies	2,574.93	4,000.00	-1,425.07	64.4%
1015310 · Office Supplies - Admin	3,969.51	5,000.00	-1,030.49	79.4%
1015311 · Postage	2,308.16	6,000.00	-3,691.84	38.5%
1015313 · Newsletter	37,272.00	60,000.00	-22,728.00	62.1%
1015314 · Web Page Development	0.00	5,000.00	-5,000.00	0.0%
1015315 · Printing - General	129.87	750.00	-620.13	17.3%
1015316 · Printing - Legal	1,974.26	3,500.00	-1,525.74	56.4%
1015317 · Telephone	10,609.36	16,800.00	-6,190.64	63.2%
1015318 · Public Relations (Library)	13,313.43	30,000.00	-16,686.57	44.4%
1015321 · Administrative - Misc	404.88			
1015322 · Contingencies Operating Fund	0.00	25,000.00	-25,000.00	0.0%
1015801 · Library - Wide Events	9,883.10	15,500.00	-5,616.90	63.8%
1018001 · Computers (Library)	1,637.96			
1018003 · Furniture & Fixtures	521.40			
<b>Total 1015000 · Administration Department</b>	<b>369,565.53</b>	<b>682,156.00</b>	<b>-312,590.47</b>	<b>54.2%</b>
<b>1025000 · Tech Services Dept</b>				
1025001 · Tech Services Salaries	63,535.90	109,259.00	-45,723.10	58.2%
1025306 · Tech Services Process Supply	6,468.22	13,000.00	-6,531.78	49.8%
1025307 · OCLC	2,519.19	2,550.00	-30.81	98.8%
<b>Total 1025000 · Tech Services Dept</b>	<b>72,523.31</b>	<b>124,809.00</b>	<b>-52,285.69</b>	<b>58.1%</b>
<b>1035000 · Circulation Department</b>				
1035001 · Circulation Salaries	246,422.67	410,024.00	-163,601.33	60.1%
1035003 · Page Salaries	42,479.70	78,234.00	-35,754.30	54.3%
1035308 · Circulation Supplies	10,885.19	20,500.00	-9,614.81	53.1%
1035309 · ILL Lost Items	549.45	1,500.00	-950.55	36.6%
<b>Total 1035000 · Circulation Department</b>	<b>300,337.01</b>	<b>510,258.00</b>	<b>-209,920.99</b>	<b>58.9%</b>
<b>1045000 · Reference/Adult Services</b>				
1045001 · Reference Salaries	219,861.48	366,224.00	-146,362.52	60.0%
1045101 · Adult Summer Reading	2,074.90	10,500.00	-8,425.10	19.8%
1045102 · Adult Programs	9,428.60	19,500.00	-10,071.40	48.4%
1045103 · DataBase - Adult	53,013.82	90,000.00	-36,986.18	58.9%
1045104 · Downloadable Materials	2,980.88	95,000.00	-92,019.12	3.1%
1045105 · Portable Media Devices - Adults	291.12	3,000.00	-2,708.88	9.7%
1045107 · Compact Discs - Adult	2,336.76	13,000.00	-10,663.24	18.0%
1045108 · Videos & DVD's - Adult	15,157.69	25,000.00	-9,842.31	60.6%
1045109 · Audio Books - Adult	14,788.77	27,000.00	-12,211.23	54.8%
1045110 · Replacement Materials	91.61	2,000.00	-1,908.39	4.6%
1045112 · Fiction - Adult	11,164.78	27,500.00	-16,335.22	40.6%
1045113 · Leased Material - Adult	0.00	16,500.00	-16,500.00	0.0%
1045114 · Large Print - Adult	3,486.73	5,500.00	-2,013.27	63.4%
1045115 · Graphic Novels - Adults	2,091.27	5,000.00	-2,908.73	41.8%
1045116 · Nonfiction - Adult	7,546.41	11,000.00	-3,453.59	68.6%
1045117 · Foreign Language - Adult	2,026.26	10,000.00	-7,973.74	20.3%

**Plainfield Public Library**  
**Library Fund Income Statement**  
 July 2015 through January 2016

	Jul '15 - Jan 16	Budget	\$ Over Budget	% of Budget
1045118 · Reference - Adult	597.93	3,000.00	-2,402.07	19.9%
1045119 · Standing Orders - Adult	3,648.71	5,000.00	-1,351.29	73.0%
1045120 · Periodicals - Adult	4,913.11	10,000.00	-5,086.89	49.1%
1045121 · Purchase On Demand	3,895.58	10,000.00	-6,104.42	39.0%
1045212 · Instructors and Facilitators	4,554.74	9,500.00	-4,945.26	47.9%
1045310 · Office Supplies - Adult	1,696.92	3,500.00	-1,803.08	48.5%
1045405 · Local History Supplies	665.81	2,500.00	-1,834.19	26.6%
<b>Total 1045000 · Reference/Adult Services</b>	<b>366,313.88</b>	<b>770,224.00</b>	<b>-403,910.12</b>	<b>47.6%</b>
<b>1055000 · Youth Services</b>				
1055001 · Youth Services Salaries	245,686.07	409,293.00	-163,606.93	60.0%
1055101 · Summer Reading - Childrens	3,502.07	16,000.00	-12,497.93	21.9%
1055102 · JUV Programs	2,190.56	6,600.00	-4,409.44	33.2%
1055103 · DataBase - YS/YA	26,637.25	31,900.00	-5,262.75	83.5%
1055104 · Downloadable Materials YS/YA	188.00	5,000.00	-4,812.00	3.8%
1055105 · Portable Media Devices - YS/YA	388.12	1,750.00	-1,361.88	22.2%
1055107 · Compact Discs - Children's	652.60	2,500.00	-1,847.40	26.1%
1055108 · Videos & DVD's - Children's	9,171.72	16,000.00	-6,828.28	57.3%
1055109 · Audio Books - Children's	777.00	6,600.00	-5,823.00	11.8%
1055112 · Fiction - Children's	6,337.49	16,500.00	-10,162.51	38.4%
1055116 · Nonfiction - Children's	17,923.05	33,000.00	-15,076.95	54.3%
1055118 · Reference - Children's	1,798.00	2,000.00	-202.00	89.9%
1055119 · Standing Orders - Children's	2,126.16	6,000.00	-3,873.84	35.4%
1055120 · Periodicals - Children's	87.90	1,500.00	-1,412.10	5.9%
1055123 · Easy Fiction	8,416.49	20,000.00	-11,583.51	42.1%
1055310 · Office Supplies - Y/S	2,294.81	10,500.00	-8,205.19	21.9%
<b>Total 1055000 · Youth Services</b>	<b>328,177.29</b>	<b>585,143.00</b>	<b>-256,965.71</b>	<b>56.1%</b>
<b>1065000 · Young Adult Services</b>				
1065101 · Summer Reading - YA	3,747.63	6,600.00	-2,852.37	56.8%
1065102 · YA Programs	2,116.30	6,000.00	-3,883.70	35.3%
1065106 · Software - YA	187.92	1,500.00	-1,312.08	12.5%
1065107 · Compact Discs - YA	984.64	1,800.00	-815.36	54.7%
1065108 · Videos & DVD's - YA	2,389.44	4,500.00	-2,110.56	53.1%
1065109 · Audio Books - YA	830.60	2,800.00	-1,969.40	29.7%
1065112 · Fiction - YA	5,158.92	16,000.00	-10,841.08	32.2%
1065116 · Nonfiction - YA	2,145.23	8,000.00	-5,854.77	26.8%
1065119 · Standing Orders - YA	0.00	4,500.00	-4,500.00	0.0%
1065120 · Periodicals - YA	215.00	1,200.00	-985.00	17.9%
1065122 · Other Materials - YA	0.00	250.00	-250.00	0.0%
1065123 · Outreach Print Materials	0.00	1,500.00	-1,500.00	0.0%
1065212 · Instructors & Facilitators	0.00	0.00	0.00	0.0%
<b>Total 1065000 · Young Adult Services</b>	<b>17,775.68</b>	<b>54,650.00</b>	<b>-36,874.32</b>	<b>32.5%</b>
<b>1075000 · Community Relations Dept</b>				
1075001 · Community Relations Salaries	88,902.75	157,229.00	-68,326.25	56.5%
1075123 · Comm. Relations Print Materials	485.41			
1075310 · Comm. Relations Office Supply	792.09	5,500.00	-4,707.91	14.4%
<b>Total 1075000 · Community Relations Dept</b>	<b>90,180.25</b>	<b>162,729.00</b>	<b>-72,548.75</b>	<b>55.4%</b>
<b>1085000 · Maintenance Department</b>				
1085001 · Maintenance Salaries	48,775.30	88,267.00	-39,491.70	55.3%
<b>Total 1085000 · Maintenance Department</b>	<b>48,775.30</b>	<b>88,267.00</b>	<b>-39,491.70</b>	<b>55.3%</b>
<b>1095000 · Service Arrangements</b>				
1095206 · Pinnacle Cooperative	0.00	46,057.00	-46,057.00	0.0%
1095207 · Computer Maintenance Agreement	9,480.00	60,000.00	-50,520.00	15.8%
1095209 · Email & Web Hosting Fees	2,566.42	4,500.00	-1,933.58	57.0%
1095210 · Lease Agreements	15,734.42	29,750.00	-14,015.58	52.9%
1095211 · Subscription Services	29,817.40	30,000.00	-182.60	99.4%
1095301 · Software	924.85	9,000.00	-8,075.15	10.3%
1095302 · Computer Supplies	16,862.88			
1095303 · Data Lines	1,537.62	3,000.00	-1,462.38	51.3%
<b>Total 1095000 · Service Arrangements</b>	<b>76,923.59</b>	<b>182,307.00</b>	<b>-105,383.41</b>	<b>42.2%</b>
<b>Total Expense</b>	<b>1,670,571.84</b>	<b>3,160,543.00</b>	<b>-1,489,971.16</b>	<b>52.9%</b>
<b>Net Ordinary Income</b>	<b>-279,346.99</b>	<b>1,907.00</b>	<b>-281,253.99</b>	<b>-14,648.5%</b>
<b>Net Income</b>	<b>-279,346.99</b>	<b>1,907.00</b>	<b>-281,253.99</b>	<b>-14,648.5%</b>

**Plainfield Public Library  
Audit Fund Income Statement  
July 2015 through January 2016**

	<u>Jul '15 - Jan 16</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
3004001 · Real Estate Taxes (Audit)	3,163.68	6,419.00	-3,255.32	49.3%
3004400 · Tax Escrow Interest - Audit	0.00	10.00	-10.00	0.0%
<b>Total Income</b>	<u>3,163.68</u>	<u>6,429.00</u>	<u>-3,265.32</u>	<u>49.2%</u>
<b>Expense</b>				
3005218 · Audit Expense	8,250.00	9,000.00	-750.00	91.7%
<b>Total Expense</b>	<u>8,250.00</u>	<u>9,000.00</u>	<u>-750.00</u>	<u>91.7%</u>
<b>Net Ordinary Income</b>	<u>-5,086.32</u>	<u>-2,571.00</u>	<u>-2,515.32</u>	<u>197.8%</u>
<b>Net Income</b>	<u><u>-5,086.32</u></u>	<u><u>-2,571.00</u></u>	<u><u>-2,515.32</u></u>	<u><u>197.8%</u></u>

**Plainfield Public Library  
 Building and Site Fund  
 July 2015 through January 2016**

	<u>Jul '15 - Jan 16</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
5004001 · Real Estate Taxes - Site Fund	116,265.39	235,891.00	-119,625.61	49.3%
5004400 · Tax Escrow Interest - Site Fund	0.00	10.00	-10.00	0.0%
<b>Total Income</b>	<u>116,265.39</u>	<u>235,901.00</u>	<u>-119,635.61</u>	<u>49.3%</u>
<b>Expense</b>				
5085212 · Custodial Services	19,779.34	36,000.00	-16,220.66	54.9%
5085213 · Disposal Services	860.04	2,000.00	-1,139.96	43.0%
5085214 · Building Maintenance Agreement	2,242.61	5,000.00	-2,757.39	44.9%
5085215 · Equipment Maintenance Agreement	5,741.02	18,000.00	-12,258.98	31.9%
5085216 · Building Repair	47,569.46	60,000.00	-12,430.54	79.3%
5085217 · Equipment Repair	9,374.88	35,000.00	-25,625.12	26.8%
5085399 · Contingencies	1,736.00	20,000.00	-18,264.00	8.7%
5085601 · Utilities - Electric	29,541.91	45,000.00	-15,458.09	65.6%
5085602 · Utilities - Gas	2,956.24	9,000.00	-6,043.76	32.8%
5085603 · Utilities - Water	2,012.54	3,360.00	-1,347.46	59.9%
5085604 · Building Supplies	9,819.11	22,000.00	-12,180.89	44.6%
5085605 · Equipment & Tools	1,956.83	6,000.00	-4,043.17	32.6%
<b>Total Expense</b>	<u>133,589.98</u>	<u>261,360.00</u>	<u>-127,770.02</u>	<u>51.1%</u>
<b>Net Ordinary Income</b>	<u>-17,324.59</u>	<u>-25,459.00</u>	<u>8,134.41</u>	<u>68.0%</u>
<b>Net Income</b>	<u><u>-17,324.59</u></u>	<u><u>-25,459.00</u></u>	<u><u>8,134.41</u></u>	<u><u>68.0%</u></u>

**Plainfield Public Library  
Construction Fund  
July 2015 through January 2016**

	<u>Jul '15 - Jan 16</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
7504400 · Interest	159.22	10.00	149.22	1,592.2%
7504504 · Impact Fees	16,993.00	25,000.00	-8,007.00	68.0%
7504505 · Transfer in from other Accounts	0.00	100,000.00	-100,000.00	0.0%
<b>Total Income</b>	<u>17,152.22</u>	<u>125,010.00</u>	<u>-107,857.78</u>	<u>13.7%</u>
<b>Expense</b>				
7505213 · Legal services	3,050.50	15,000.00	-11,949.50	20.3%
7505214 · Architechural Services	0.00	99,000.00	-99,000.00	0.0%
7505215 · Public Relations	264.63			
7508001 · Computers	2,433.39	30,000.00	-27,566.61	8.1%
7508003 · Furniture & Equipmet	12,661.67	25,000.00	-12,338.33	50.6%
7508004 · Community Relations	6,572.33			
7508005 · Real Estate Acquistion	30,000.00	50,000.00	-20,000.00	60.0%
7508006 · BLDG Development	104,817.90	41,200.00	63,617.90	254.4%
<b>Total Expense</b>	<u>159,800.42</u>	<u>260,200.00</u>	<u>-100,399.58</u>	<u>61.4%</u>
<b>Net Ordinary Income</b>	<u>-142,648.20</u>	<u>-135,190.00</u>	<u>-7,458.20</u>	<u>105.5%</u>
<b>Net Income</b>	<u><u>-142,648.20</u></u>	<u><u>-135,190.00</u></u>	<u><u>-7,458.20</u></u>	<u><u>105.5%</u></u>

**Plainfield Public Library**  
**FICA Fund Income Statement**  
 July 2015 through January 2016

	<u>Jul '15 - Jan 16</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
2004001 · Real Estate Taxes (FICA)	72,764.73	147,632.00	-74,867.27	49.3%
2004100 · FICA Tax Escrow Interest	0.00	10.00	-10.00	0.0%
<b>Total Income</b>	<u>72,764.73</u>	<u>147,642.00</u>	<u>-74,877.27</u>	<u>49.3%</u>
<b>Expense</b>				
2005011 · FICA Expense	84,544.89	145,384.00	-60,839.11	58.2%
<b>Total Expense</b>	<u>84,544.89</u>	<u>145,384.00</u>	<u>-60,839.11</u>	<u>58.2%</u>
<b>Net Ordinary Income</b>	<u>-11,780.16</u>	<u>2,258.00</u>	<u>-14,038.16</u>	<u>-521.7%</u>
<b>Net Income</b>	<u><u>-11,780.16</u></u>	<u><u>2,258.00</u></u>	<u><u>-14,038.16</u></u>	<u><u>-521.7%</u></u>

**Plainfield Public Library**  
**IMRF Fund Income Statement**  
 July 2015 through January 2016

	<u>Jul '15 - Jan 16</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
2504001 · Real Estate Taxes (IMRF)	102,028.80	207,006.00	-104,977.20	49.3%
2504400 · IMRF Tax Escrow Interest	0.00	10.00	-10.00	0.0%
<b>Total Income</b>	<u>102,028.80</u>	<u>207,016.00</u>	<u>-104,987.20</u>	<u>49.3%</u>
<b>Expense</b>				
2505012 · IMRF Expense-ER	123,779.73	199,050.00	-75,270.27	62.2%
<b>Total Expense</b>	<u>123,779.73</u>	<u>199,050.00</u>	<u>-75,270.27</u>	<u>62.2%</u>
<b>Net Ordinary Income</b>	<u>-21,750.93</u>	<u>7,966.00</u>	<u>-29,716.93</u>	<u>-273.0%</u>
<b>Net Income</b>	<u><u>-21,750.93</u></u>	<u><u>7,966.00</u></u>	<u><u>-29,716.93</u></u>	<u><u>-273.0%</u></u>

**Plainfield Public Library**  
**Liability Insurance Fund**  
 July 2015 through January 2016

	<u>Jul '15 - Jan 16</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
4004001 · Real Estate Tax (Liability)	9,491.07	19,256.00	-9,764.93	49.3%
4004400 · Tax Escrow Interest (Liab In FD)	0.00	10.00	-10.00	0.0%
<b>Total Income</b>	<u>9,491.07</u>	<u>19,266.00</u>	<u>-9,774.93</u>	<u>49.3%</u>
<b>Expense</b>				
4005802 · Unemployment Insurance	174.45	1,400.00	-1,225.55	12.5%
4005803 · Liab Ins- Govt Crime	1,751.40			
4005805 · Liab Ins- Prop/Pack/Umbrella	17,858.00	17,500.00	358.00	102.0%
4005806 · Liab Ins- Workers Comp	6,722.00	9,200.00	-2,478.00	73.1%
<b>Total Expense</b>	<u>26,505.85</u>	<u>28,100.00</u>	<u>-1,594.15</u>	<u>94.3%</u>
<b>Net Ordinary Income</b>	<u>-17,014.78</u>	<u>-8,834.00</u>	<u>-8,180.78</u>	<u>192.6%</u>
<b>Net Income</b>	<u><u>-17,014.78</u></u>	<u><u>-8,834.00</u></u>	<u><u>-8,180.78</u></u>	<u><u>192.6%</u></u>

**Plainfield Public Library  
Transactions by Account  
As of January 31, 2016**

8:33 PM  
02/11/16  
Cash Basis

Type	Date	Num	Name	Memo	Clr	Split	Original Amount	Paid Amount	Balance
0001003 - Checking Account Midwest Bank									
Check	01/02/2016								-222,801.92
Deposit	01/04/2016			Service Charge	X	1015204 · Ban...	-70.28	-70.28	-222,872.20
Bill Pmt -Check	01/05/2016	30576	Alagna, Lauren	Deposit	X	1004001 · Real...	34.20	34.20	-222,838.00
Bill Pmt -Check	01/05/2016	30577	Anderson	Program - 1/1...	X	0002001 · Acc...	-50.00	-50.00	-222,888.00
Bill Pmt -Check	01/05/2016	30578	Baker & Taylor Books-	Pest manage...	X	0002001 · Acc...	-91.78	-91.78	-222,979.78
Bill Pmt -Check	01/05/2016	30579	Baker & Taylor Ente...		X	0002001 · Acc...	-1,414.00	-1,414.00	-224,393.78
Bill Pmt -Check	01/05/2016	30580	Bensenville Commu...	Lost item - se...	X	0002001 · Acc...	-65.66	-65.66	-224,459.44
Bill Pmt -Check	01/05/2016	30581	Cardmember Service		X	0002001 · Acc...	-24.00	-24.00	-224,483.44
Bill Pmt -Check	01/05/2016	30582	Center Point Large ...		X	0002001 · Acc...	-29,097.72	-29,097.72	-253,581.16
Bill Pmt -Check	01/05/2016	30583	Children's Plus Inc.		X	0002001 · Acc...	-1,387.45	-1,387.45	-255,130.27
Bill Pmt -Check	01/05/2016	30584	Cintas		X	0002001 · Acc...	-105.60	-105.60	-255,235.87
Bill Pmt -Check	01/05/2016	30585	ComEd	Account # 86...	X	0002001 · Acc...	-62.06	-62.06	-255,297.93
Bill Pmt -Check	01/05/2016	30586	Creekside Printing	Newsletter	X	0002001 · Acc...	-6,048.00	-6,048.00	-261,345.93
Bill Pmt -Check	01/05/2016	30587	D & J Electronics, Inc.	Account # 20...	X	0002001 · Acc...	-924.00	-924.00	-262,269.93
Bill Pmt -Check	01/05/2016	30588	Datasource, ink		X	0002001 · Acc...	-159.00	-159.00	-262,428.93
Bill Pmt -Check	01/05/2016	30589	Enterprise Newspap...	Legal Ad - Me...	X	0002001 · Acc...	-91.38	-91.38	-262,520.31
Bill Pmt -Check	01/05/2016	30590	Ford, Devon	Program - 1/1...	X	0002001 · Acc...	-75.00	-75.00	-262,595.31
Bill Pmt -Check	01/05/2016	30591	Fountaindale Public ...	Damaged ite...	X	0002001 · Acc...	-40.00	-40.00	-262,635.31
Bill Pmt -Check	01/05/2016	30592	Gale / Cengage Lea...		X	0002001 · Acc...	-243.23	-243.23	-262,878.54
Bill Pmt -Check	01/05/2016	30593	Harlequin - Reader ...		X	0002001 · Acc...	-72.80	-72.80	-262,951.34
Bill Pmt -Check	01/05/2016	30594	Health Care Service ...	Account # 85...	X	0002001 · Acc...	-1,254.07	-1,254.07	-264,205.41
Bill Pmt -Check	01/05/2016	30595	JJ Jones		X	0002001 · Acc...	-4,128.00	-4,128.00	-268,333.41
Bill Pmt -Check	01/05/2016	30596	Melife - Group Bene...	Group # K1M0...	X	0002001 · Acc...	-743.59	-743.59	-269,077.00
Bill Pmt -Check	01/05/2016	30597	MidAmerican Energ...	Account # 25...	X	0002001 · Acc...	-3,984.46	-3,984.46	-273,061.46
Bill Pmt -Check	01/05/2016	30598	Midwest Tape		X	0002001 · Acc...	-91.73	-91.73	-273,153.19
Bill Pmt -Check	01/05/2016	30599	NCPERS Group Life...	January 2016	X	0002001 · Acc...	-112.00	-112.00	-273,265.19
Bill Pmt -Check	01/05/2016	30600	Nicor Gas		X	0002001 · Acc...	-624.91	-624.91	-273,890.10
Bill Pmt -Check	01/05/2016	30601	Plainfield Township ...	Meeting room...	X	0002001 · Acc...	-120.00	-120.00	-274,010.10
Bill Pmt -Check	01/05/2016	30602	Postmaster		X	0002001 · Acc...	-8,400.00	-8,400.00	-282,410.10
Bill Pmt -Check	01/05/2016	30603	Quench USA, INC	Account # D0...	X	0002001 · Acc...	-276.00	-276.00	-282,686.10
Bill Pmt -Check	01/05/2016	30604	Signs by Tomorrow	Sign cover	X	0002001 · Acc...	-228.63	-228.63	-282,914.73
Bill Pmt -Check	01/05/2016	30605	The Employers Ass...	December 20...	X	0002001 · Acc...	-56.00	-56.00	-282,970.73
Bill Pmt -Check	01/05/2016	30606	Thompson Elevator ...	Semi-annual ...	X	0002001 · Acc...	-100.00	-100.00	-283,070.73
Bill Pmt -Check	01/05/2016	30607	Tri-K		X	0002001 · Acc...	-466.62	-466.62	-283,537.35
Bill Pmt -Check	01/05/2016	30608	Vision Service Plan ...	For January 2...	X	0002001 · Acc...	-225.11	-225.11	-283,762.46
Bill Pmt -Check	01/05/2016	30609	Weblinx Incorporated	Web Site Mai...	X	0002001 · Acc...	-90.00	-90.00	-283,852.46
Bill Pmt -Check	01/05/2016	30610	Community Career ...	Job club - 1/2...	X	0002001 · Acc...	-125.00	-125.00	-283,977.46
Bill Pmt -Check	01/05/2016	30611	Iwrey, Miriam	Program - 1/2...	X	0002001 · Acc...	-100.00	-100.00	-284,077.46
Bill Pmt -Check	01/05/2016	30612	Konica Minolta	Coverage peri...	X	0002001 · Acc...	-740.20	-740.20	-284,817.66
Bill Pmt -Check	01/05/2016	30613	Konica Minolta Pre...	Copier lease	X	0002001 · Acc...	-1,404.66	-1,404.66	-286,222.32
Bill Pmt -Check	01/05/2016	30614	Mosio	Mosio for Libr...	X	0002001 · Acc...	-1,199.00	-1,199.00	-287,421.32
Bill Pmt -Check	01/05/2016	30615	Movie Licensing USA	Program - 1/2...	X	0002001 · Acc...	-110.00	-110.00	-287,531.32
Bill Pmt -Check	01/05/2016	30616	Palmer, Kent	Program - 1/2...	X	0002001 · Acc...	-100.00	-100.00	-287,631.32
Bill Pmt -Check	01/05/2016	30617	PJR Computing	Program - 1/2...	X	0002001 · Acc...	-250.00	-250.00	-287,881.32
Bill Pmt -Check	01/05/2016	30618	Plainfield Area Cha...	5k Give Back ...	X	0002001 · Acc...	-75.00	-75.00	-287,956.32
Bill Pmt -Check	01/05/2016	30619	Rand, Janet	Job club - 1/2...	X	0002001 · Acc...	-100.00	-100.00	-288,056.32
Bill Pmt -Check	01/05/2016	30620	Robbins Schwartz	Referendum	X	0002001 · Acc...	-2,555.50	-2,555.50	-290,611.82
Bill Pmt -Check	01/05/2016	30621	Rose Deenen	Program - 1/3...	X	0002001 · Acc...	-300.00	-300.00	-290,911.82

# Plainfield Public Library

## Transactions by Account

As of January 31, 2016

Type	Date	Num	Name	Memo	Clr	Split	Original Amount	Paid Amount	Balance
Bill Pmt -Check	01/05/2016	30622	Shetina Appraisal C...	Appraisal for ...	X	0002001 · Acc...	-400.00	-400.00	-291,311.82
Bill Pmt -Check	01/05/2016	30623	Shoutbomb LLC	Messaging fe...	X	0002001 · Acc...	-360.00	-360.00	-291,671.82
Bill Pmt -Check	01/05/2016	30624	T-Mobile	Account # 72...	X	0002001 · Acc...	-518.73	-518.73	-292,190.55
Bill Pmt -Check	01/05/2016	30625	TBS - Today's Busin...		X	0002001 · Acc...	-1,856.60	-1,856.60	-294,047.15
Bill Pmt -Check	01/05/2016	30626	Tech Pro Logic	New PC proje...	X	0002001 · Acc...	-3,720.00	-3,720.00	-297,767.15
Bill Pmt -Check	01/05/2016	30627	Texley, Sharon	2 classes - 1/...	X	0002001 · Acc...	-150.00	-150.00	-297,917.15
Bill Pmt -Check	01/05/2016	30628	White Oak Lookport	Lost item - se...	X	0002001 · Acc...	-21.00	-21.00	-297,938.15
Bill Pmt -Check	01/05/2016	30629	EBSCO Information ...	Library Aware...	X	0002001 · Acc...	-4,867.00	-4,867.00	-302,805.15
Deposit	01/05/2016			Deposit	X	1004004 · Fines	33.50	33.50	-302,771.65
Deposit	01/06/2016			Deposit	X	1004004 · Fines	35.20	35.20	-302,736.45
Deposit	01/07/2016			Deposit	X	1004004 · Fines	12.40	12.40	-302,724.05
Deposit	01/08/2016			Deposit	X	1004004 · Fines	40.70	40.70	-302,683.35
Check	01/08/2016	2047	Milavec, Julie		X	1015005 · Insu...	-1,550.03	-1,550.03	-304,233.38
Deposit	01/11/2016			Deposit	X	-SPLIT-	30.50	30.50	-304,202.88
Deposit	01/12/2016			Deposit	X	1004004 · Fines	52.40	52.40	-304,150.48
Deposit	01/13/2016			Deposit	X	1004004 · Fines	11.90	11.90	-304,138.58
Deposit	01/14/2016			Deposit	X	1004004 · Fines	23.20	23.20	-304,115.38
Deposit	01/15/2016			Deposit	X	-SPLIT-	4,175.20	4,175.20	-299,940.18
Deposit	01/15/2016			Deposit	X	1004004 · Fines	2.60	2.60	-299,937.58
Bill Pmt -Check	01/18/2016	30630	American Library As...		X	0002001 · Acc...	-543.00	-543.00	-300,480.58
Bill Pmt -Check	01/18/2016	30631	Baker & Taylor - Co...		X	0002001 · Acc...	-483.28	-483.28	-300,963.86
Bill Pmt -Check	01/18/2016	30632	Baker & Taylor Books-		X	0002001 · Acc...	-5,714.90	-5,714.90	-306,678.76
Bill Pmt -Check	01/18/2016	30633	Baldwin, Annette	Program - 2/1...	X	0002001 · Acc...	-275.00	-275.00	-306,953.76
Bill Pmt -Check	01/18/2016	30634	Blackstone Audio, Inc.		X	0002001 · Acc...	-743.91	-743.91	-307,697.67
Bill Pmt -Check	01/18/2016	30635	Brilliance Publishing...		X	0002001 · Acc...	-214.94	-214.94	-307,912.61
Bill Pmt -Check	01/18/2016	30636	Butler Domestic		X	0002001 · Acc...	-2,980.00	-2,980.00	-310,892.61
Bill Pmt -Check	01/18/2016	30637	Cavallo, William	Professional c...	X	0002001 · Acc...	-150.00	-150.00	-311,042.61
Bill Pmt -Check	01/18/2016	30638	Chan, Alex	2 classes - 2/...	X	0002001 · Acc...	-50.00	-50.00	-311,092.61
Bill Pmt -Check	01/18/2016	30639	Children's Plus Inc.	Program - 1/2...	X	0002001 · Acc...	-1,456.42	-1,456.42	-312,549.03
Bill Pmt -Check	01/18/2016	30640	Cintas		X	0002001 · Acc...	-158.40	-158.40	-312,707.43
Bill Pmt -Check	01/18/2016	30641	Community Career ...	Job club - 2/1...	X	0002001 · Acc...	-75.00	-75.00	-312,782.43
Bill Pmt -Check	01/18/2016	30642	Gale / Cengage Lea...	Subscription 3...	X	0002001 · Acc...	-4,725.00	-4,725.00	-317,507.43
Bill Pmt -Check	01/18/2016	30643	Groot Industries, Inc.	Account # 51...	X	0002001 · Acc...	-143.34	-143.34	-317,650.77
Bill Pmt -Check	01/18/2016	30644	Jackson, Melinda	Tuition reimbu...	X	0002001 · Acc...	-450.00	-450.00	-318,100.77
Bill Pmt -Check	01/18/2016	30645	Jaworski, Thomas	Program - 2/1...	X	0002001 · Acc...	-175.00	-175.00	-318,275.77
Bill Pmt -Check	01/18/2016	30646	Johnson, Amanda	2 classes - 2/...	X	0002001 · Acc...	-150.00	-150.00	-318,425.77
Bill Pmt -Check	01/18/2016	30647	Joliet Public Library	Damaged ite...	X	0002001 · Acc...	-19.00	-19.00	-318,444.77
Bill Pmt -Check	01/18/2016	30648	Kin-ko Ace Stores, l...		X	0002001 · Acc...	-136.94	-136.94	-318,581.71
Bill Pmt -Check	01/18/2016	30649	McBrien, Chris	Winter Readin...	X	0002001 · Acc...	-400.00	-400.00	-318,981.71
Bill Pmt -Check	01/18/2016	30650	Midwest Tape		X	0002001 · Acc...	-4,205.30	-4,205.30	-323,187.01
Bill Pmt -Check	01/18/2016	30651	Rand, Janet	Job club - 2/1...	X	0002001 · Acc...	-100.00	-100.00	-323,287.01
Bill Pmt -Check	01/18/2016	30652	Randall, Beth	Program - 2/4...	X	0002001 · Acc...	-250.00	-250.00	-323,537.01
Bill Pmt -Check	01/18/2016	30653	Recorded Books, Inc.		X	0002001 · Acc...	-1,991.40	-1,991.40	-325,528.41
Bill Pmt -Check	01/18/2016	30654	Rock, Stephanie	Program - 2/8...	X	0002001 · Acc...	-75.00	-75.00	-325,603.41
Bill Pmt -Check	01/18/2016	30655	Sam's Club		X	0002001 · Acc...	-178.87	-178.87	-325,782.28
Bill Pmt -Check	01/18/2016	30656	Suburban Elevator ...	Full maintena...	X	0002001 · Acc...	-565.47	-565.47	-326,347.75
Bill Pmt -Check	01/18/2016	30657	Sutcliffe, Amy	Back wall WR...	X	0002001 · Acc...	-79.35	-79.35	-326,427.10
Bill Pmt -Check	01/18/2016	30658	Texley, Sharon	2 classes - 2/...	X	0002001 · Acc...	-150.00	-150.00	-326,577.10
Bill Pmt -Check	01/18/2016	30659	Thornton, Christine	Program - 2/1...	X	0002001 · Acc...	-300.00	-300.00	-326,877.10

**Plainfield Public Library  
Transactions by Account  
As of January 31, 2016**

8:33 PM  
02/11/16  
Cash Basis

Type	Date	Num	Name	Memo	Clr	Split	Original Amount	Paid Amount	Balance
Bill Pmt -Check	01/18/2016	30660	Tri-K	Supplies - ktc...	X	0002001 · Acc...	-684.76	-684.76	-327,561.86
Bill Pmt -Check	01/18/2016	30661	Village of Plainfield		X	0002001 · Acc...	-267.46	-267.46	-327,829.32
Bill Pmt -Check	01/19/2016	30662	AT&T	#131015428 ...	X	0002001 · Acc...	-107.00	-107.00	-327,936.32
Bill Pmt -Check	01/19/2016	30663	Call One	Account #120...	X	0002001 · Acc...	-811.36	-811.36	-328,747.68
Bill Pmt -Check	01/19/2016	30664	CCS	December 2015	X	0002001 · Acc...	-1,700.00	-1,700.00	-330,447.68
Bill Pmt -Check	01/19/2016	30665	Cintas		X	0002001 · Acc...	-52.80	-52.80	-330,500.48
Bill Pmt -Check	01/19/2016	30666	Comcast	Account #877...	X	0002001 · Acc...	-129.85	-129.85	-330,630.33
Bill Pmt -Check	01/19/2016	30667	Criterion Pictures USA	Program - 1/2...	X	0002001 · Acc...	-100.00	-100.00	-330,730.33
Bill Pmt -Check	01/19/2016	30668	Deszcz, Judith	Mileage	X	0002001 · Acc...	-103.69	-103.69	-330,834.02
Bill Pmt -Check	01/19/2016	30669	Forte Payment Syst...	New credit ca...	X	0002001 · Acc...	-324.00	-324.00	-331,158.02
Bill Pmt -Check	01/19/2016	30670	Herbst, Renee	Mileage	X	0002001 · Acc...	-31.05	-31.05	-331,189.07
Bill Pmt -Check	01/19/2016	30671	Jackson, Melinda	Mileage	X	0002001 · Acc...	-65.96	-65.96	-331,255.03
Bill Pmt -Check	01/19/2016	30672	LIMRiCC Unemploy...	4th Quarter 2...	X	0002001 · Acc...	-239.92	-239.92	-331,494.95
Bill Pmt -Check	01/19/2016	30673	Maxwell, Debra	Mileage	X	0002001 · Acc...	-29.33	-29.33	-331,524.28
Bill Pmt -Check	01/19/2016	30674	Molstre, Kristin	Mileage	X	0002001 · Acc...	-41.04	-41.04	-331,565.32
Bill Pmt -Check	01/19/2016	30675	Nagle Hatray	Professional s...	X	0002001 · Acc...	-5,051.81	-5,051.81	-336,617.13
Bill Pmt -Check	01/19/2016	30676	Plainfield Area Cha...	December Gr...	X	0002001 · Acc...	-52.50	-52.50	-336,669.63
Bill Pmt -Check	01/19/2016	30677	Quinlan, Anita	Mileage	X	0002001 · Acc...	-12.96	-12.96	-336,682.59
Bill Pmt -Check	01/19/2016	30678	The Hartford	Account # 14...	X	0002001 · Acc...	-6,722.00	-6,722.00	-343,404.59
Bill Pmt -Check	01/19/2016	30679	Datasource, ink		X	0002001 · Acc...	-89.00	-89.00	-343,493.59
Bill Pmt -Check	01/19/2016	30680	Enterprise Newspap...	Winter Guide ...	X	0002001 · Acc...	-165.00	-165.00	-343,658.59
Deposit	01/19/2016			Deposit	X	-SPLIT-	33.30	33.30	-343,625.29
Deposit	01/20/2016			Deposit	X	1004004 · Fines	35.89	35.89	-343,589.40
Deposit	01/21/2016			Deposit	X	1004004 · Fines	21.90	21.90	-343,567.50
Deposit	01/22/2016			Deposit	X	1004004 · Fines	4.80	4.80	-343,562.70
General Journal	01/25/2016	1-tran...		TO RECORD ...	X	0001004 · Tax ...	500,000.00	500,000.00	156,437.30
Deposit	01/25/2016			cash dep-1	X	-SPLIT-	2,881.32	2,881.32	159,318.62
Deposit	01/25/2016			Deposit	X	-SPLIT-	37.14	37.14	159,355.76
Deposit	01/26/2016			Deposit	X	1004004 · Fines	12.30	12.30	159,368.06
Deposit	01/27/2016			Deposit	X	1004004 · Fines	9.85	9.85	159,377.91
Deposit	01/28/2016			Deposit	X	1004004 · Fines	47.30	47.30	159,425.21
Bill Pmt -Check	01/29/2016	30681	Adult Reading Roun...	Membership 2...	X	0002001 · Acc...	-10.00	-10.00	159,415.21
Bill Pmt -Check	01/29/2016	30682	Alagna, Lauren	Program - 2/2...	X	0002001 · Acc...	-50.00	-50.00	159,365.21
Bill Pmt -Check	01/29/2016	30683	Baker & Taylor-Axis ...	Program - 2/2...	X	0002001 · Acc...	-16.99	-16.99	159,348.22
Bill Pmt -Check	01/29/2016	30684	Big Brothers and Big...	Program - 2/2...	X	0002001 · Acc...	-50.00	-50.00	159,298.22
Bill Pmt -Check	01/29/2016	30685	Blackstone Audio, Inc.	Program - 2/2...	X	0002001 · Acc...	-145.47	-145.47	159,152.75
Bill Pmt -Check	01/29/2016	30686	Brilliance Publishing...		X	0002001 · Acc...	-149.96	-149.96	159,002.79
Bill Pmt -Check	01/29/2016	30687	CCS		X	0002001 · Acc...	-6,700.00	-6,700.00	152,302.79
Bill Pmt -Check	01/29/2016	30688	Chan, Alex	Program - 2/2...	X	0002001 · Acc...	-50.00	-50.00	152,252.79
Bill Pmt -Check	01/29/2016	30689	Cintas		X	0002001 · Acc...	-52.80	-52.80	152,199.99
Bill Pmt -Check	01/29/2016	30690	Collier, Joe	Program - 2/2...	X	0002001 · Acc...	-150.00	-150.00	152,049.99
Bill Pmt -Check	01/29/2016	30691	Creekside Printing	Newsletter & ...	X	0002001 · Acc...	-4,325.00	-4,325.00	147,724.99
Bill Pmt -Check	01/29/2016	30692	Ford, Devon	Program - 2/2...	X	0002001 · Acc...	-75.00	-75.00	147,649.99
Bill Pmt -Check	01/29/2016	30693	Frenzel, Steven	Program - 2/2...	X	0002001 · Acc...	-225.00	-225.00	147,424.99
Bill Pmt -Check	01/29/2016	30694	Gale / Cengage Lea...		X	0002001 · Acc...	-133.20	-133.20	147,291.79
Bill Pmt -Check	01/29/2016	30695	Health Care Service ...	Account # 85...	X	0002001 · Acc...	-1,254.07	-1,254.07	146,037.72
Bill Pmt -Check	01/29/2016	30696	IAMS	Deposit for S...	X	0002001 · Acc...	-600.00	-600.00	145,437.72
Bill Pmt -Check	01/29/2016	30697	Joliet Public Library ...	Damaged ite...	X	0002001 · Acc...	-25.00	-25.00	145,412.72
Bill Pmt -Check	01/29/2016	30698	Kin-ko Ace Stores, I...		X	0002001 · Acc...	-48.97	-48.97	145,363.75

**Plainfield Public Library**  
**Transactions by Account**  
**As of January 31, 2016**

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 Cash Basis

Type	Date	Num	Name	Memo	Cir	Split	Original Amount	Paid Amount	Balance
Bill Pmt -Check	01/29/2016	30699	Lemont Public Library	Damaged ite...		0002001 · Acc...	-15.00	-15.00	145,348.75
Bill Pmt -Check	01/29/2016	30700	Metlife - Group Bene...	Group # KM0...		0002001 · Acc...	-819.89	-819.89	144,528.86
Bill Pmt -Check	01/29/2016	30701	NCPERS Group Life...	Premium for ...		0002001 · Acc...	-112.00	-112.00	144,416.86
Bill Pmt -Check	01/29/2016	30702	Nicor Gas			0002001 · Acc...	-1,128.00	-1,128.00	143,288.86
Bill Pmt -Check	01/29/2016	30703	Paragon Micro Inc.			0002001 · Acc...	-61.97	-61.97	143,226.89
Bill Pmt -Check	01/29/2016	30704	Plainfield Public Libr...	Petty cash rei...		0002001 · Acc...	-232.97	-232.97	142,993.92
Bill Pmt -Check	01/29/2016	30705	Random House - Pe...			0002001 · Acc...	-112.50	-112.50	142,881.42
Bill Pmt -Check	01/29/2016	30706	The Chalkboard Cre...	Supplies for J...		0002001 · Acc...	-10.18	-10.18	142,871.24
Bill Pmt -Check	01/29/2016	30707	The Employers Ass...	January 2016 ...		0002001 · Acc...	-56.00	-56.00	142,815.24
Bill Pmt -Check	01/29/2016	30708	Tri-K			0002001 · Acc...	-511.02	-511.02	142,304.22
Bill Pmt -Check	01/29/2016	30709	Vision Service Plan ...	For February ...	X	0002001 · Acc...	-225.11	-225.11	142,079.11
Deposit	01/29/2016			Deposit	X	1004004 · Fines	36.35	36.35	142,115.46
Deposit	01/31/2016			Interest	X	1004401 · Che...	10.20	10.20	142,125.66
Total 0001003 - Checking Account Midwest Bank								364,927.58	142,125.66
<b>TOTAL</b>								<b>364,927.58</b>	<b>142,125.66</b>

Plainfield Public Library  
**General Ledger**  
 As of January 31, 2016

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 Accrual Basis

Type	Date	Num	Name	Memo	Split	Amount	Balance
0001003 · Checking Account Midwest Bank							588,791.72
1001003 · Checking Account (Library)							2,289,390.06
Check	01/13/2016	0113161	Medibank		1015005 · Insu...	-57.00	2,289,333.06
Total 1001003 · Checking Account (Library)						-57.00	2,289,333.06
2001003 · Checking Account (FICA)							70,939.97
Total 2001003 · Checking Account (FICA)							70,939.97
2501003 · Checking Account (IMRF)							-222,448.71
Total 2501003 · Checking Account (IMRF)							-222,448.71
3001003 · Checking Account (Audit)							-47,523.77
Total 3001003 · Checking Account (Audit)							-47,523.77
4001003 · Checking Account (Liability)							-190,470.86
Total 4001003 · Checking Account (Liability)							-190,470.86
5001003 · Checking Account (Site)							-1,009,724.55
Total 5001003 · Checking Account (Site)							-1,009,724.55
6001003 · Checking Account (Debt)							0.00
Total 6001003 · Checking Account (Debt)							0.00
751003 · Checking Account (Construction)							-78,568.50
Total 751003 · Checking Account (Construction)							-78,568.50
0001003 · Checking Account Midwest Bank - Other							-222,801.92
Check	01/02/2016						-222,872.20
Deposit	01/04/2016						-222,838.00
Bill Pmt -Check	01/05/2016	30576	Alagna, Lauren			-50.00	-222,888.00
Bill Pmt -Check	01/05/2016	30577	Anderson			-91.78	-222,979.78
Bill Pmt -Check	01/05/2016	30578	Baker & Taylor Books-			-1,414.00	-224,393.78
Bill Pmt -Check	01/05/2016	30579	Baker & Taylor Ente...			-65.66	-224,459.44
Bill Pmt -Check	01/05/2016	30580	Bensenville Commu...			-24.00	-224,483.44
Bill Pmt -Check	01/05/2016	30581	Cardmember Service			-29,097.72	-253,581.16
Bill Pmt -Check	01/05/2016	30582	Center Point Large ...			-161.66	-253,742.82
Bill Pmt -Check	01/05/2016	30583	Children's Plus Inc.			-1,387.45	-255,130.27
Bill Pmt -Check	01/05/2016	30584	Cintas			-105.60	-255,235.87
Bill Pmt -Check	01/05/2016	30585	ComEd			-62.06	-255,297.93
Bill Pmt -Check	01/05/2016	30586	Creekside Printing			-6,048.00	-261,345.93
Bill Pmt -Check	01/05/2016	30587	D & I Electronics, Inc.			-924.00	-262,269.93
Bill Pmt -Check	01/05/2016	30588	Datasource, ink			-159.00	-262,428.93
Bill Pmt -Check	01/05/2016	30589	Enterprise Newspap...			-91.38	-262,520.31
Bill Pmt -Check	01/05/2016	30590	Ford, Devon			-75.00	-262,595.31
Bill Pmt -Check	01/05/2016	30591	Fountaindale Public ...			-40.00	-262,635.31
Bill Pmt -Check	01/05/2016	30592	Gale / Gengage Lea...			-243.23	-262,878.54
Bill Pmt -Check	01/05/2016	30593	Harlequin - Reader ...			-72.80	-262,951.34
Bill Pmt -Check	01/05/2016	30594	Health Care Service ...			-1,254.07	-264,205.41
Bill Pmt -Check	01/05/2016	30595	JJ Jones			-4,128.00	-268,333.41

Plainfield Public Library  
**General Ledger**  
 As of January 31, 2016

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 Accrual Basis

Type	Date	Num	Name	Memo	Split	Amount	Balance
Bill Pmt -Check	01/05/2016	30596	Mettife - Group Bene...	Group # KM0...	0002001 · Acc...	-743.59	-269,077.00
Bill Pmt -Check	01/05/2016	30597	MidAmerican Energ...	Account # 25...	0002001 · Acc...	-3,984.46	-273,061.46
Bill Pmt -Check	01/05/2016	30598	Midwest Tape		0002001 · Acc...	-91.73	-273,153.19
Bill Pmt -Check	01/05/2016	30599	NCBERS Group Life...	January 2016	0002001 · Acc...	-112.00	-273,265.19
Bill Pmt -Check	01/05/2016	30600	Nicor Gas		0002001 · Acc...	-624.91	-273,890.10
Bill Pmt -Check	01/05/2016	30601	Plainfield Township ...	Meeting room...	0002001 · Acc...	-120.00	-274,010.10
Bill Pmt -Check	01/05/2016	30602	Postmaster		0002001 · Acc...	-8,400.00	-282,410.10
Bill Pmt -Check	01/05/2016	30603	Quench USA, INC	Account # D0...	0002001 · Acc...	-276.00	-282,686.10
Bill Pmt -Check	01/05/2016	30604	Signs by Tomorrow	Sign cover	0002001 · Acc...	-228.63	-282,914.73
Bill Pmt -Check	01/05/2016	30605	The Employers Ass...	December 20...	0002001 · Acc...	-56.00	-282,970.73
Bill Pmt -Check	01/05/2016	30606	Thompson Elevator ...	Semi-annual ...	0002001 · Acc...	-100.00	-283,070.73
Bill Pmt -Check	01/05/2016	30607	Tri-K		0002001 · Acc...	-466.62	-283,537.35
Bill Pmt -Check	01/05/2016	30608	Vision Service Plan ...	For January 2...	0002001 · Acc...	-225.11	-283,762.46
Bill Pmt -Check	01/05/2016	30609	Weblinx Incorporated	Web Site Mai...	0002001 · Acc...	-90.00	-283,852.46
Bill Pmt -Check	01/05/2016	30610	Community Career ...	Job club - 1/2...	0002001 · Acc...	-125.00	-283,977.46
Bill Pmt -Check	01/05/2016	30611	Iwrey, Miriam	Program - 1/2...	0002001 · Acc...	-100.00	-284,077.46
Bill Pmt -Check	01/05/2016	30612	Konica Minolta	Coverage peri...	0002001 · Acc...	-740.20	-284,817.66
Bill Pmt -Check	01/05/2016	30613	Konica Minolta Pre...	Copier lease	0002001 · Acc...	-1,404.66	-286,222.32
Bill Pmt -Check	01/05/2016	30614	Mosio	Mosio for Libr...	0002001 · Acc...	-1,199.00	-287,421.32
Bill Pmt -Check	01/05/2016	30615	Movie Licensing USA	Program - 1/2...	0002001 · Acc...	-110.00	-287,531.32
Bill Pmt -Check	01/05/2016	30616	Palmer, Kent	Program - 1/2...	0002001 · Acc...	-100.00	-287,631.32
Bill Pmt -Check	01/05/2016	30617	PJR Computing	Program - 1/2...	0002001 · Acc...	-250.00	-287,881.32
Bill Pmt -Check	01/05/2016	30618	Plainfield Area Cha...	5k Give Back ...	0002001 · Acc...	-75.00	-287,956.32
Bill Pmt -Check	01/05/2016	30619	Rand, Janet	Job club - 1/2...	0002001 · Acc...	-100.00	-288,056.32
Bill Pmt -Check	01/05/2016	30620	Robbins Schwartz	Referendum	0002001 · Acc...	-2,555.50	-290,611.82
Bill Pmt -Check	01/05/2016	30621	Rose Deenen	Program - 1/3...	0002001 · Acc...	-300.00	-290,911.82
Bill Pmt -Check	01/05/2016	30622	Shetina Appraisal C...	Appraisal for ...	0002001 · Acc...	-400.00	-291,311.82
Bill Pmt -Check	01/05/2016	30623	Shoutbomb LLC	Messaging fe...	0002001 · Acc...	-360.00	-291,671.82
Bill Pmt -Check	01/05/2016	30624	T-Mobile	Account # 72...	0002001 · Acc...	-518.73	-292,190.55
Bill Pmt -Check	01/05/2016	30625	TBS - Today's Busin...		0002001 · Acc...	-1,856.60	-294,047.15
Bill Pmt -Check	01/05/2016	30626	Tech Pro Logic	New PC proje...	0002001 · Acc...	-3,720.00	-297,767.15
Bill Pmt -Check	01/05/2016	30627	Texley, Sharon	2 classes - 1/...	0002001 · Acc...	-150.00	-297,917.15
Bill Pmt -Check	01/05/2016	30628	White Oak Lockport	Lost item - se...	0002001 · Acc...	-21.00	-297,938.15
Bill Pmt -Check	01/05/2016	30629	EBSCO Information ...	Library Aware...	0002001 · Acc...	-4,867.00	-302,805.15
Deposit	01/05/2016			Deposit	1004004 · Fines	33.50	-302,771.65
Deposit	01/06/2016			Deposit	1004004 · Fines	35.20	-302,736.45
Deposit	01/07/2016			Deposit	1004004 · Fines	12.40	-302,724.05
Deposit	01/08/2016			Deposit	1004004 · Fines	40.70	-302,683.35
Check	01/08/2016	2047	Milavec, Julie		1015005 · Insu...	-1,550.03	-304,233.38
Deposit	01/11/2016			Deposit	-SPLIT-	30.50	-304,202.88
Deposit	01/12/2016			Deposit	1004004 · Fines	52.40	-304,150.48
Deposit	01/13/2016			Deposit	1004004 · Fines	11.90	-304,138.58
Deposit	01/14/2016			Deposit	1004004 · Fines	23.20	-304,115.38
Deposit	01/15/2016			Deposit	-SPLIT-	4,175.20	-299,940.18
Deposit	01/15/2016			Deposit	1004004 · Fines	2.60	-299,937.58
Bill Pmt -Check	01/18/2016	30630	American Library As...		0002001 · Acc...	-543.00	-300,480.58
Bill Pmt -Check	01/18/2016	30631	Baker & Taylor - Co...		0002001 · Acc...	-483.28	-300,963.86
Bill Pmt -Check	01/18/2016	30632	Baker & Taylor Books-		0002001 · Acc...	-5,714.90	-306,678.76
Bill Pmt -Check	01/18/2016	30633	Baldwin, Annette	Program - 2/1...	0002001 · Acc...	-275.00	-306,953.76

**Plainfield Public Library  
General Ledger  
As of January 31, 2016**

Type	Date	Num	Name	Memo	Split	Amount	Balance
Bill Pmt -Check	01/18/2016	30634	Blackstone Audio, Inc.		0002001 · Acc...	-743.91	-307,697.67
Bill Pmt -Check	01/18/2016	30635	Brilliance Publishing ...		0002001 · Acc...	-214.94	-307,912.61
Bill Pmt -Check	01/18/2016	30636	Butler Domestic	Professional c...	0002001 · Acc...	-2,980.00	-310,892.61
Bill Pmt -Check	01/18/2016	30637	Cavallo, William	2 classes - 2/...	0002001 · Acc...	-150.00	-311,042.61
Bill Pmt -Check	01/18/2016	30638	Chan, Alex	Program - 1/2...	0002001 · Acc...	-50.00	-311,092.61
Bill Pmt -Check	01/18/2016	30639	Children's Plus Inc.		0002001 · Acc...	-1,456.42	-312,549.03
Bill Pmt -Check	01/18/2016	30640	Cintas		0002001 · Acc...	-158.40	-312,707.43
Bill Pmt -Check	01/18/2016	30641	Community Career ...	Job club - 2/1...	0002001 · Acc...	-75.00	-312,782.43
Bill Pmt -Check	01/18/2016	30642	Gale / Cengage Lea...	Subscription 3...	0002001 · Acc...	-4,725.00	-317,507.43
Bill Pmt -Check	01/18/2016	30643	Groot Industries, Inc.	Account # 51...	0002001 · Acc...	-143.34	-317,650.77
Bill Pmt -Check	01/18/2016	30644	Jackson, Melinda	Tuition reimbu...	0002001 · Acc...	-450.00	-318,100.77
Bill Pmt -Check	01/18/2016	30645	Jaworski, Thomas	Program - 2/1...	0002001 · Acc...	-175.00	-318,275.77
Bill Pmt -Check	01/18/2016	30646	Johnson, Amanda	2 classes - 2/...	0002001 · Acc...	-150.00	-318,425.77
Bill Pmt -Check	01/18/2016	30647	Joliet Public Library	Damaged ite...	0002001 · Acc...	-19.00	-318,444.77
Bill Pmt -Check	01/18/2016	30648	Kin-ko Ace Stores, I...		0002001 · Acc...	-136.94	-318,581.71
Bill Pmt -Check	01/18/2016	30649	McBrien, Chris	Winter Readin...	0002001 · Acc...	-400.00	-318,981.71
Bill Pmt -Check	01/18/2016	30650	Midwest Tape		0002001 · Acc...	-4,205.30	-323,187.01
Bill Pmt -Check	01/18/2016	30651	Rand, Janet	Job club - 2/1...	0002001 · Acc...	-100.00	-323,287.01
Bill Pmt -Check	01/18/2016	30652	Randall, Beth	Program - 2/4...	0002001 · Acc...	-250.00	-323,537.01
Bill Pmt -Check	01/18/2016	30653	Recorded Books, Inc.		0002001 · Acc...	-1,991.40	-325,528.41
Bill Pmt -Check	01/18/2016	30654	Rock, Stephanie		0002001 · Acc...	-75.00	-325,603.41
Bill Pmt -Check	01/18/2016	30655	Sam's Club	Program - 2/8...	0002001 · Acc...	-178.87	-325,782.28
Bill Pmt -Check	01/18/2016	30656	Suburban Elevator ...		0002001 · Acc...	-565.47	-326,347.75
Bill Pmt -Check	01/18/2016	30657	Sutcliffe, Amy	Full maintena...	0002001 · Acc...	-79.35	-326,427.10
Bill Pmt -Check	01/18/2016	30658	Texley, Sharon	Back wall WR...	0002001 · Acc...	-150.00	-326,577.10
Bill Pmt -Check	01/18/2016	30659	Thornton, Christine	2 classes - 2/...	0002001 · Acc...	-300.00	-326,877.10
Bill Pmt -Check	01/18/2016	30660	Tri-K	Program - 2/1...	0002001 · Acc...	-684.76	-327,561.86
Bill Pmt -Check	01/18/2016	30661	Village of Plainfield	Supplies - kits...	0002001 · Acc...	-267.46	-327,829.32
Bill Pmt -Check	01/19/2016	30662	AT&T	#131015428 ...	0002001 · Acc...	-107.00	-327,936.32
Bill Pmt -Check	01/19/2016	30663	Call One	Account #120...	0002001 · Acc...	-811.36	-328,747.68
Bill Pmt -Check	01/19/2016	30664	CCS	December 2015	0002001 · Acc...	-1,700.00	-330,447.68
Bill Pmt -Check	01/19/2016	30665	Cintas		0002001 · Acc...	-52.80	-330,500.48
Bill Pmt -Check	01/19/2016	30666	Comcast	Account #877...	0002001 · Acc...	-129.85	-330,630.33
Bill Pmt -Check	01/19/2016	30667	Criterion Pictures USA	Program - 1/2...	0002001 · Acc...	-100.00	-330,730.33
Bill Pmt -Check	01/19/2016	30668	Deszcz, Judith	Mileage	0002001 · Acc...	-103.69	-330,834.02
Bill Pmt -Check	01/19/2016	30669	Forte Payment Syst...	New credit ca...	0002001 · Acc...	-324.00	-331,158.02
Bill Pmt -Check	01/19/2016	30670	Herbst, Renee	Mileage	0002001 · Acc...	-31.05	-331,189.07
Bill Pmt -Check	01/19/2016	30671	Jackson, Melinda	Mileage	0002001 · Acc...	-65.96	-331,255.03
Bill Pmt -Check	01/19/2016	30672	LIMRICC Unemploy...	4th Quarter 2...	0002001 · Acc...	-239.92	-331,494.95
Bill Pmt -Check	01/19/2016	30673	Maxwell, Debra	Mileage	0002001 · Acc...	-29.33	-331,524.28
Bill Pmt -Check	01/19/2016	30674	Molstre, Kristin	Mileage	0002001 · Acc...	-41.04	-331,565.32
Bill Pmt -Check	01/19/2016	30675	Nagle Hartray	Mileage	0002001 · Acc...	-5,051.81	-336,617.13
Bill Pmt -Check	01/19/2016	30676	Plainfield Area Cha...	Professional s...	0002001 · Acc...	-52.50	-336,669.63
Bill Pmt -Check	01/19/2016	30677	Quinlan, Anita	December Gr...	0002001 · Acc...	-12.96	-336,682.59
Bill Pmt -Check	01/19/2016	30678	The Hartford	Mileage	0002001 · Acc...	-6,722.00	-343,404.59
Bill Pmt -Check	01/19/2016	30679	Datasource, ink	Account # 14...	0002001 · Acc...	-89.00	-343,493.59
Bill Pmt -Check	01/19/2016	30680	Enterprise Newspap...	Winter Guide ...	0002001 · Acc...	-165.00	-343,658.59
Deposit	01/19/2016			Deposit	0002001 · Acc...	33.30	-343,625.29
Deposit	01/20/2016			Deposit	1004004 · Fines	35.89	-343,589.40

Plainfield Public Library  
**General Ledger**  
 As of January 31, 2016

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 02/11/16  
 Accrual Basis

Type	Date	Num	Name	Memo	Split	Amount	Balance	
Deposit	01/21/2016			Deposit	1004004 · Fines	21.90	-343,567.50	
Deposit	01/22/2016			Deposit	1004004 · Fines	4.80	-343,562.70	
General Journal	01/25/2016			TO RECORD ...	0001004 · Tax ...	500,000.00	156,437.30	
Deposit	01/25/2016	1-tran...		cash dep-1	-SPLIT-	2,881.32	159,318.62	
Deposit	01/25/2016			Deposit	-SPLIT-	37.14	159,355.76	
Deposit	01/26/2016			Deposit	1004004 · Fines	12.30	159,368.06	
Deposit	01/27/2016			Deposit	1004004 · Fines	9.85	159,377.91	
Deposit	01/28/2016			Deposit	1004004 · Fines	47.30	159,425.21	
Bill Pmt -Check	01/29/2016	30681	Adult Reading Roun...	Membership 2...	0002001 · Acc...	-10.00	159,415.21	
Bill Pmt -Check	01/29/2016	30682	Alagna, Lauren	Program - 2/2...	0002001 · Acc...	-50.00	159,365.21	
Bill Pmt -Check	01/29/2016	30683	Baker & Taylor-Axis ...		0002001 · Acc...	-16.99	159,348.22	
Bill Pmt -Check	01/29/2016	30684	Big Brothers and Big...	Program - 2/2...	0002001 · Acc...	-50.00	159,298.22	
Bill Pmt -Check	01/29/2016	30685	Blackstone Audio, Inc.		0002001 · Acc...	-145.47	159,152.75	
Bill Pmt -Check	01/29/2016	30686	Brilliance Publishing...		0002001 · Acc...	-149.96	159,002.79	
Bill Pmt -Check	01/29/2016	30687	CCS		0002001 · Acc...	-6,700.00	152,302.79	
Bill Pmt -Check	01/29/2016	30688	Chan, Alex	Program - 2/2...	0002001 · Acc...	-50.00	152,252.79	
Bill Pmt -Check	01/29/2016	30689	Cintas		0002001 · Acc...	-52.80	152,199.99	
Bill Pmt -Check	01/29/2016	30690	Collier, Joe	Program - 2/2...	0002001 · Acc...	-150.00	152,049.99	
Bill Pmt -Check	01/29/2016	30691	Creekside Printing	Newsletter & ...	0002001 · Acc...	-4,325.00	147,724.99	
Bill Pmt -Check	01/29/2016	30692	Ford, Devon	Program - 2/2...	0002001 · Acc...	-75.00	147,649.99	
Bill Pmt -Check	01/29/2016	30693	Frenzel, Steven		0002001 · Acc...	-225.00	147,424.99	
Bill Pmt -Check	01/29/2016	30694	Gale / Cengage Lea...		0002001 · Acc...	-133.20	147,291.79	
Bill Pmt -Check	01/29/2016	30695	Health Care Service ...	Account # 85...	0002001 · Acc...	-1,254.07	146,037.72	
Bill Pmt -Check	01/29/2016	30696	IAMS	Deposit for S...	0002001 · Acc...	-600.00	145,437.72	
Bill Pmt -Check	01/29/2016	30697	Joliet Public Library ...	Damaged ite...	0002001 · Acc...	-25.00	145,412.72	
Bill Pmt -Check	01/29/2016	30698	Kin-Ko Ace Stores, I...		0002001 · Acc...	-48.97	145,363.75	
Bill Pmt -Check	01/29/2016	30699	Lemont Public Library	Damaged ite...	0002001 · Acc...	-15.00	145,348.75	
Bill Pmt -Check	01/29/2016	30700	Melife - Group Bene...	Group # KIM0...	0002001 · Acc...	-819.89	144,528.86	
Bill Pmt -Check	01/29/2016	30701	NCPERS Group Life...	Premium for ...	0002001 · Acc...	-112.00	144,416.86	
Bill Pmt -Check	01/29/2016	30702	Nicor Gas		0002001 · Acc...	-1,128.00	143,288.86	
Bill Pmt -Check	01/29/2016	30703	Paragon Micro Inc.	Petty cash rei...	0002001 · Acc...	-61.97	143,226.89	
Bill Pmt -Check	01/29/2016	30704	Plainfield Public Libr...		0002001 · Acc...	-232.97	142,993.92	
Bill Pmt -Check	01/29/2016	30705	Random House - Pe...		0002001 · Acc...	-112.50	142,881.42	
Bill Pmt -Check	01/29/2016	30706	The Chalkboard Cre...	Supplies for J...	0002001 · Acc...	-10.18	142,871.24	
Bill Pmt -Check	01/29/2016	30707	The Employers Ass...	January 2016 ...	0002001 · Acc...	-56.00	142,815.24	
Bill Pmt -Check	01/29/2016	30708	Tri-K		0002001 · Acc...	-511.02	142,304.22	
Bill Pmt -Check	01/29/2016	30709	Vision Service Plan ...	For February ...	0002001 · Acc...	-225.11	142,079.11	
Deposit	01/29/2016			Deposit	1004004 · Fines	36.35	142,115.46	
Deposit	01/31/2016			Interest	1004401 · Che...	10.20	142,125.66	
Total 0001003 · Checking Account Midwest Bank - Other							364,927.58	142,125.66
Total 0001003 · Checking Account Midwest Bank							364,870.58	953,662.30
0001004 · Tax Escrow Acct - IL Funds								
1001004 · Tax Escrow (Library)								
General Journal	01/04/2016	1-imrf-2		to record IMR...	-SPLIT-	-34,686.61	2,327,962.52	
General Journal	01/14/2016	val pa...	VALID	for 01/14/16 p...	1002009 · 457 ...	-1,669.61	98,985.35	
General Journal	01/14/2016	1-payr...		to record 1/14...	1015001 · Adm...	-13,958.55	64,298.74	
							62,629.13	
							48,670.58	

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Type	Date	Num	Name	Memo	Split	Amount	Balance
General Journal	01/14/2016	1-payr...		to record 1/14...	1015001 · Adm...	-50,082.82	-1,412.24
General Journal	01/14/2016	1-payr...		to record 1/14...	1015001 · Adm...	-279.13	-1,691.37
General Journal	01/28/2016	1-valic-1	VALIC	for 1/28/16 pa...	1002009 · 457 ...	-1,669.61	-3,360.98
General Journal	01/28/2016	1-payr...		record payroll ...	1015001 · Adm...	-14,253.49	-17,614.47
General Journal	01/28/2016	1-payr...		record payroll ...	1015001 · Adm...	-51,174.70	-68,789.17
General Journal	01/28/2016	1-payr...		record payroll ...	1015001 · Adm...	-219.32	-69,008.49
Total 1001004 · Tax Escrow (Library)							-69,008.49
<b>2001004 · Tax Escrow (FICA)</b>							
General Journal	01/14/2016	1-payr...		to record 1/14...	1015001 · Adm...	-5,330.95	41,524.37
General Journal	01/28/2016	1-payr...		record payroll ...	1015001 · Adm...	-5,431.92	36,193.42
Total 2001004 · Tax Escrow (FICA)							-10,762.87
<b>2501004 · Tax Escrow (IMRF)</b>							
Total 2501004 · Tax Escrow (IMRF)							443,341.71
<b>3001004 · Tax Escrow (Audit)</b>							
Total 3001004 · Tax Escrow (Audit)							59,133.55
<b>4001004 · Tax Escrow (Liability)</b>							
Total 4001004 · Tax Escrow (Liability)							184,436.27
<b>5001004 · Tax Escrow (Site)</b>							
Total 5001004 · Tax Escrow (Site)							1,473,487.77
<b>6001004 · Tax Escrow (Debt)</b>							
Total 6001004 · Tax Escrow (Debt)							0.00
<b>8001004 · Tax Escrow (Working Cash)</b>							
Total 8001004 · Tax Escrow (Working Cash)							26,835.46
<b>0001004 · Tax Escrow Acct - IL Funds - Other</b>							
General Journal	01/25/2016	1-tran...		TO RECORD ...	0001003 · Che...	-500,000.00	218.04
Deposit	01/31/2016			Interest	1004400 · Tax ...	368.80	-499,781.96
Total 0001004 · Tax Escrow Acct - IL Funds - Other							-499,631.20
Total 0001004 · Tax Escrow Acct - IL Funds							1,649,574.61
<b>001001 · Petty Cash - Summary</b>							
1001002 · Petty Cash - Imprest							2,475.00
Check	01/04/2016	779	Grundy Will HR Ass...			-11.00	2,830.00
Check	01/13/2016	780	atlas			-15.00	2,819.00
Total 1001002 · Petty Cash - Imprest							-26.00
5001001 · Petty Cash							2,804.00
Total 5001001 · Petty Cash							-260.00
001001 · Petty Cash - Summary - Other							-95.00

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Total 001001 · Petty Cash - Summary - Other						-26.00	-95.00
Total 001001 · Petty Cash - Summary							2,449.00
1001001 · Petty Cash on Hand							250.00
Total 1001001 · Petty Cash on Hand							250.00
1001005 · E-Pay							
Deposit	01/02/2016				1004004 · Fines		103,781.10
Deposit	01/04/2016				1004004 · Fines	45.60	103,826.70
Deposit	01/04/2016				1004004 · Fines	23.90	103,850.60
Deposit	01/05/2016				1004004 · Fines	2.40	103,853.00
Deposit	01/05/2016				1004004 · Fines	90.34	103,943.34
Deposit	01/06/2016				1004004 · Fines	101.29	104,044.63
Deposit	01/06/2016				1004004 · Fines	10.90	104,055.53
Deposit	01/07/2016				1004004 · Fines	19.99	104,075.52
Deposit	01/07/2016				1004004 · Fines	70.10	104,145.62
Deposit	01/08/2016				1004004 · Fines	27.50	104,173.12
Deposit	01/08/2016				1004004 · Fines	33.55	104,206.67
Deposit	01/09/2016				1004004 · Fines	10.20	104,216.87
Deposit	01/09/2016				1004004 · Fines	37.90	104,254.77
Deposit	01/10/2016				1004004 · Fines	13.00	104,267.77
Deposit	01/11/2016				1004004 · Fines	14.40	104,282.17
Deposit	01/11/2016				-SPLIT-	60.20	104,342.37
Deposit	01/11/2016				1004004 · Fines	14.20	104,356.57
Deposit	01/12/2016				1004004 · Fines	47.30	104,403.87
Deposit	01/12/2016				1004004 · Fines	9.10	104,412.97
Deposit	01/13/2016				1004001 · Real...	31.99	104,444.96
Deposit	01/13/2016				1004004 · Fines	17.90	104,462.86
Deposit	01/14/2016				-SPLIT-	48.99	104,511.85
Deposit	01/14/2016				1004004 · Fines	54.20	104,566.05
Deposit	01/15/2016				1004004 · Fines	74.74	104,640.79
Deposit	01/16/2016				1004004 · Fines	45.38	104,686.17
Deposit	01/17/2016				1004004 · Fines	4.50	104,690.67
Deposit	01/18/2016				1004004 · Fines	53.90	104,744.57
Deposit	01/19/2016				1004004 · Fines	43.99	104,788.56
Deposit	01/20/2016				1004004 · Fines	10.49	104,799.05
Deposit	01/20/2016				1004004 · Fines	51.85	104,850.90
Deposit	01/21/2016				1004004 · Fines	63.39	104,914.29
Deposit	01/21/2016				1004004 · Fines	2.40	104,916.69
Deposit	01/22/2016				1004004 · Fines	24.60	104,941.29
Deposit	01/22/2016				1004004 · Fines	8.75	104,950.04
Deposit	01/23/2016				1004004 · Fines	25.00	104,975.04
Deposit	01/25/2016				1004004 · Fines	44.00	105,019.04
Deposit	01/25/2016				1004004 · Fines	22.20	105,041.24
Deposit	01/26/2016				1004004 · Fines	16.00	105,057.24
Deposit	01/26/2016				1004004 · Fines	24.90	105,082.14
Deposit	01/27/2016				1004004 · Fines	45.70	105,127.84
Deposit	01/27/2016				1004004 · Fines	24.19	105,152.03
Deposit	01/28/2016				1004004 · Fines	5.25	105,157.28

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Type	Date	Num	Name	Memo	Split	Amount	Balance
Deposit	01/28/2016			epay deposit	1004004 · Fines	55.50	105,212.78
Deposit	01/29/2016			Deposit	1004004 · Fines	24.00	105,236.78
Deposit	01/30/2016			Deposit	1004004 · Fines	45.70	105,282.48
Deposit	01/31/2016			Deposit	1004004 · Fines	24.90	105,307.38
Check	01/31/2016			Service Charge	1015204 · Ban...	-73.26	105,234.12
Deposit	01/31/2016			Interest	1004402 · E-P...	18.07	105,252.19
Total 1001005 · E-Pay							105,252.19
<b>4001005 · Investments - Liab Insur Fund</b>							
Total 4001005 · Investments - Liab Insur Fund							0.00
<b>5001006 · Investments - Site &amp; Bldg</b>							
Total 5001006 · Investments - Site & Bldg							0.00
<b>6001005 · Investments - Debt Service</b>							
Total 6001005 · Investments - Debt Service							0.00
<b>7501011 · Construction Checking Acct</b>							
Deposit	01/31/2016			Interest	7504400 · Inter...	60.27	348,532.32
Total 7501011 · Construction Checking Acct							348,592.59
<b>7501012 · Prime Reserve Account</b>							
Total 7501012 · Prime Reserve Account							0.00
<b>8001005 · Tax Escrow (Working Cash</b>							
Total 8001005 · Tax Escrow (Working Cash							26,835.46
<b>11000 · Accounts Receivable</b>							
Total 11000 · Accounts Receivable							0.00
<b>1001010 · Property Tax Rec (Library)</b>							
Total 1001010 · Property Tax Rec (Library)							1,578,917.57
<b>1001020 · Interest Rec (Library)</b>							
Total 1001020 · Interest Rec (Library)							0.00
<b>1001030 · Health Insurance Receivable</b>							
Total 1001030 · Health Insurance Receivable							0.00
<b>1001040 · Prepaid Insurance (Library)</b>							
Total 1001040 · Prepaid Insurance (Library)							15,010.52
<b>1001175 · Due from Construction Fund</b>							
Total 1001175 · Due from Construction Fund							15,010.52
<b>12000 · Undeposited Funds</b>							
Total 12000 · Undeposited Funds							44,162.20
<b>2001010 · Property Taxes Rec (FICA)</b>							
Total 2001010 · Property Taxes Rec (FICA)							84,619.22

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Type	Date	Num	Name	Memo	Split	Amount	Balance
Total 2001010 · Property Taxes Rec (FICA)							84,619.22
2501010 · Prop Tax Rec (IMRF)							121,159.92
Total 2501010 · Prop Tax Rec (IMRF)							121,159.92
3001010 · Property Tax Receivable - Audit							3,846.10
Total 3001010 · Property Tax Receivable - Audit							3,846.10
3001020 · Interest Receivable (Audit)							0.00
Total 3001020 · Interest Receivable (Audit)							0.00
4001010 · Property Tax Receivable							10,577.34
Total 4001010 · Property Tax Receivable							10,577.34
4001020 · Interest Receivable							0.00
Total 4001020 · Interest Receivable							0.00
4001030 · Prepaid Insurance							8,250.00
Total 4001030 · Prepaid Insurance							8,250.00
5001010 · Property Tax Rec - (Site)							136,545.23
Total 5001010 · Property Tax Rec - (Site)							136,545.23
5001020 · Interest Receivable - Site Fund							0.00
Total 5001020 · Interest Receivable - Site Fund							0.00
5001040 · Prepaid Expenses							0.00
Total 5001040 · Prepaid Expenses							0.00
6001010 · Property Tax Rec (Debt)							0.00
Total 6001010 · Property Tax Rec (Debt)							0.00
6001020 · Interest Receivable							0.00
Total 6001020 · Interest Receivable							0.00
7501005 · Investments							0.00
Total 7501005 · Investments							0.00
7501110 · Due from General Fund							-44,162.20
Total 7501110 · Due from General Fund							-44,162.20
15000 · Furniture and Equipment							0.00
Total 15000 · Furniture and Equipment							0.00
17000 · Accumulated Depreciation							0.00
Total 17000 · Accumulated Depreciation							0.00
0002001 · Accounts Payable							-88,892.20
Bill	01/01/2016	MAP1...	Libraries First	Museum Adv...	1095211 · Sub...	-500.00	
Bill	01/01/2016	221806	D & I Electronics, Inc.	Account # 20...	5085215 · Equi...	-924.00	
Bill	01/01/2016	20035...	Quench USA, INC	Account # D0...	5085215 · Equi...	-276.00	

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Bill	01/01/2016	10262	Butler Domestic	Professional c...	5085212 · Cust...	-2,980.00	-93,572.20
Bill	01/01/2016	135639	Suburban Elevator ...	Full maintena...	5085215 · Equi...	-565.47	-94,137.67
Bill	01/01/2016	13855...	Groot Industries, Inc.	Account # 51...	5085213 · Disp...	-143.34	-94,281.01
Bill	01/01/2016	11860...	Round House - Pe...		1045109 · Audi...	-26.25	-94,307.26
Bill	01/01/2016	1346383	Center Point Large ...	Messaging fe...	1045114 · Larg...	-133.02	-94,440.28
Bill	01/02/2016	358	Shoutbomb LLC	Lost item - se...	1095211 · Sub...	-360.00	-94,800.28
Bill	01/02/2016	Lost it...	White Oak Lockport		1095211 · Sub...	-21.00	-94,821.28
Bill	01/03/2016	12/4/1...	Cardmember Service		-SPLIT-	-29,097.72	-123,919.00
Bill	01/04/2016	MFLR...	Mosio	Mosio for Libr...	1095211 · Sub...	-1,199.00	-125,118.00
Bill	01/04/2016	34432...	Cintas		5085214 · Buil...	-52.80	-125,170.80
Bill	01/04/2016	26696	Plainfield Area Cha...	December Gr...	1015318 · Publ...	-52.50	-125,223.30
Bill	01/04/2016	20315...	Baker & Taylor Books-		1045115 · Gra...	-63.94	-125,287.24
Bill	01/04/2016	118655	Children's Plus Inc.		1055116 · Non...	-630.19	-125,917.43
Bill	01/04/2016	20315...	Baker & Taylor Books-		1055112 · Ficti...	-29.46	-125,946.89
Bill	01/05/2016	1-Oct-...	Slager, Gina	Program - 1/5...	1055102 · JUV...	-400.00	-126,346.89
Bill	01/05/2016	30576	Alagna, Lauren	Program - 1/1...	0001003 · Che...	50.00	-126,296.89
Bill	01/05/2016	30577	Anderson	Pest manage...	0001003 · Che...	91.78	-126,205.11
Bill	01/05/2016	30578	Baker & Taylor Books-		0001003 · Che...	1,414.00	-124,791.11
Bill	01/05/2016	30579	Baker & Taylor Ente...		0001003 · Che...	65.66	-124,725.45
Bill	01/05/2016	30580	Bensenville Commu...	Lost item - se...	0001003 · Che...	24.00	-124,701.45
Bill	01/05/2016	30581	Cardmember Service		0001003 · Che...	29,097.72	-95,603.73
Bill	01/05/2016	30582	Center Point Large ...		0001003 · Che...	161.66	-95,442.07
Bill	01/05/2016	30583	Children's Plus Inc.		0001003 · Che...	1,387.45	-94,054.62
Bill	01/05/2016	30584	Cintas		0001003 · Che...	105.60	-93,949.02
Bill	01/05/2016	30585	ComEd	Account # 86...	0001003 · Che...	62.06	-93,886.96
Bill	01/05/2016	30586	Creekside Printing	Newsletter	0001003 · Che...	6,048.00	-87,838.96
Bill	01/05/2016	30587	D & I Electronics, Inc.	Account # 20...	0001003 · Che...	924.00	-86,914.96
Bill	01/05/2016	30588	Datasource, ink		0001003 · Che...	159.00	-86,755.96
Bill	01/05/2016	30589	Enterprise Newspap...	Legal Ad - Me...	0001003 · Che...	91.38	-86,664.58
Bill	01/05/2016	30590	Ford, Devon	Program - 1/1...	0001003 · Che...	75.00	-86,589.58
Bill	01/05/2016	30591	Fountaindale Public ...	Damaged ite...	0001003 · Che...	40.00	-86,549.58
Bill	01/05/2016	30592	Gale / Cengage Lea...		0001003 · Che...	243.23	-86,306.35
Bill	01/05/2016	30593	Harlequin - Reader ...		0001003 · Che...	72.80	-86,233.55
Bill	01/05/2016	30594	Health Care Service ...	Account # 85...	0001003 · Che...	1,254.07	-84,979.48
Bill	01/05/2016	30595	JJ Jones		0001003 · Che...	4,128.00	-80,851.48
Bill	01/05/2016	30596	Metlife - Group Bene...	Group # KM0...	0001003 · Che...	743.59	-80,107.89
Bill	01/05/2016	30597	MidAmerican Energ...	Account # 25...	0001003 · Che...	3,984.46	-76,123.43
Bill	01/05/2016	30598	Midwest Tape		0001003 · Che...	91.73	-76,031.70
Bill	01/05/2016	30599	NCBERS Group Life...	January 2016	0001003 · Che...	112.00	-75,919.70
Bill	01/05/2016	30600	Nicor Gas		0001003 · Che...	624.91	-75,294.79
Bill	01/05/2016	30601	Plainfield Township ...	Meeting room...	0001003 · Che...	120.00	-75,174.79
Bill	01/05/2016	30602	Postmaster		0001003 · Che...	8,400.00	-66,774.79
Bill	01/05/2016	30603	Quench USA, INC	Account # D0...	0001003 · Che...	276.00	-66,498.79
Bill	01/05/2016	30604	Signs by Tomorrow	Sign cover	0001003 · Che...	228.63	-66,270.16
Bill	01/05/2016	30605	The Employers Ass...	December 20...	0001003 · Che...	56.00	-66,214.16
Bill	01/05/2016	30606	Thompson Elevator ...	Semi-annual ...	0001003 · Che...	100.00	-66,114.16
Bill	01/05/2016	30607	Tri-K		0001003 · Che...	466.62	-65,647.54
Bill	01/05/2016	30608	Vision Service Plan ...	For January 2...	0001003 · Che...	225.11	-65,422.43
Bill	01/05/2016	30609	Weblix Incorporated	Web Site Mai...	0001003 · Che...	90.00	-65,332.43

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Bill Pmt -Check	01/05/2016	30610	Community Career ...	Job club - 1/2...	0001003 · Che...	125.00	-65,207.43
Bill Pmt -Check	01/05/2016	30611	Iwrey, Miriam	Program - 1/2...	0001003 · Che...	100.00	-65,107.43
Bill Pmt -Check	01/05/2016	30612	Konica Minolta	Coverage peri...	0001003 · Che...	740.20	-64,367.23
Bill Pmt -Check	01/05/2016	30613	Konica Minolta Pre...	Copier lease	0001003 · Che...	1,404.66	-62,962.57
Bill Pmt -Check	01/05/2016	30614	Mosio	Mosio for Libr...	0001003 · Che...	1,199.00	-61,763.57
Bill Pmt -Check	01/05/2016	30615	Movie Licensing USA	Program - 1/2...	0001003 · Che...	110.00	-61,653.57
Bill Pmt -Check	01/05/2016	30616	Palmer, Kent	Program - 1/2...	0001003 · Che...	100.00	-61,553.57
Bill Pmt -Check	01/05/2016	30617	PJR Computing	Program - 1/2...	0001003 · Che...	250.00	-61,303.57
Bill Pmt -Check	01/05/2016	30618	Plainfield Area Cha...	5k Give Back ...	0001003 · Che...	75.00	-61,228.57
Bill Pmt -Check	01/05/2016	30619	Rand, Janet	Job club - 1/2...	0001003 · Che...	100.00	-61,128.57
Bill Pmt -Check	01/05/2016	30620	Robbins Schwartz	Referendum	0001003 · Che...	2,555.50	-58,573.07
Bill Pmt -Check	01/05/2016	30621	Rose Deenen	Program - 1/3...	0001003 · Che...	300.00	-58,273.07
Bill Pmt -Check	01/05/2016	30622	Shetina Appraisal C...	Appraisal for ...	0001003 · Che...	400.00	-57,873.07
Bill Pmt -Check	01/05/2016	30623	Shoutbomb LLC	Messaging fe...	0001003 · Che...	360.00	-57,513.07
Bill Pmt -Check	01/05/2016	30624	T-Mobile	Account # 72...	0001003 · Che...	518.73	-56,994.34
Bill Pmt -Check	01/05/2016	30625	TBS - Today's Busin...	New PC proje...	0001003 · Che...	1,856.60	-55,137.74
Bill Pmt -Check	01/05/2016	30626	Tech Pro Logic	2 classes - 1/...	0001003 · Che...	3,720.00	-51,417.74
Bill Pmt -Check	01/05/2016	30627	Texley, Sharon	Lost item - se...	0001003 · Che...	150.00	-51,267.74
Bill Pmt -Check	01/05/2016	30628	White Oak Lockport	Library Aware...	0001003 · Che...	21.00	-51,246.74
Bill Pmt -Check	01/05/2016	30629	EBSCO Information ...		0001003 · Che...	4,867.00	-46,379.74
Bill	01/05/2016	62971...	Kin-ko Ace Stores, I...		5085216 · Buil...	-26.98	-46,406.72
Bill	01/05/2016	638787	Paragon Micro Inc.		1095302 · Co...	-61.97	-46,468.69
Bill	01/05/2016	20315...	Baker & Taylor Books-		-SPLIT-	-292.08	-46,760.77
Bill	01/05/2016	20315...	Baker & Taylor Books-		-SPLIT-	-8.98	-46,769.75
Bill	01/06/2016	#0139...	American Library As...	Membership ...	1015013 · Me...	-284.00	-47,053.75
Bill	01/06/2016	# 021...	American Library As...	Membership ...	1015013 · Me...	-259.00	-47,312.75
Bill	01/06/2016	Contra...	Gale / Cengage Lea...	Subscription 3...	1045103 · Dat...	-4,725.00	-52,037.75
Bill	01/06/2016	1/13-2...	Comcast	Account #877...	1095303 · Dat...	-129.85	-52,167.60
Bill	01/07/2016	01072...	Donovan, Laura	Program - 1/7...	1045102 · Adul...	-200.00	-52,367.60
Bill	01/07/2016	LIS S5...	Jackson, Melinda	Tuition reimbu...	1015011 · Staff...	-450.00	-52,817.60
Bill	01/07/2016	57017...	Gale / Cengage Lea...		1045114 · Larg...	-50.03	-52,867.63
Bill	01/08/2016	WRP ...	Sutcliffe, Amy	Back wall WR...	1055310 · Offic...	-79.35	-52,946.98
Bill	01/08/2016	0017343	Nagle Hatray	Professional s...	7508006 · BLD...	-5,051.81	-57,998.79
Bill	01/08/2016	IN106...	Brilliance Publishing...		1045109 · Audi...	-149.96	-58,148.75
Bill	01/08/2016	11861...	Random House - Fe...		1045109 · Audi...	-86.25	-58,235.00
Bill	01/08/2016	20315...	Baker & Taylor Books-		1045112 · Ficti...	-398.92	-58,633.92
Bill	01/08/2016	57025...	Gale / Cengage Lea...		1045114 · Larg...	-83.17	-58,717.09
Bill	01/09/2016	Dama...	Joliet Public Library	Damaged ite...	1035309 · ILL ...	-19.00	-58,736.09
Bill	01/11/2016	01112...	Prairie Godmothers	Program-1/11...	1045102 · Adul...	-465.00	-59,201.09
Bill	01/11/2016	34433...	Cintas		5085214 · Buil...	-52.80	-59,253.89
Bill	01/11/2016	93584...	Midwest Tape		1045107 · Co...	-8.99	-59,262.88
Bill	01/11/2016	93584...	Midwest Tape		1065108 · Vide...	-22.99	-59,285.87
Bill	01/11/2016	93584...	Midwest Tape		1065107 · Co...	-13.99	-59,299.86
Bill	01/11/2016	93584...	Midwest Tape		1055108 · Vide...	-71.95	-59,371.81
Bill	01/11/2016	93584...	Midwest Tape		1045107 · Co...	-78.55	-59,450.36
Bill	01/11/2016	93584...	Midwest Tape		1045108 · Vide...	-20.99	-59,471.35
Bill	01/11/2016	93584...	Midwest Tape		1045108 · Vide...	-45.98	-59,517.33
Bill	01/11/2016	93584...	Midwest Tape		1045108 · Vide...	-56.57	-59,573.90
Bill	01/11/2016	93584...	Midwest Tape		1045108 · Vide...	-64.97	-59,638.87

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Type	Date	Num	Name	Memo	Split	Amount	Balance
Bill	01/11/2016	93584...	Midwest Tape		1045108 · Vide...	-72.96	-59,711.83
Bill	01/11/2016	93584...	Midwest Tape		1045108 · Vide...	-39.98	-59,751.81
Bill	01/11/2016	93584...	Midwest Tape		1045108 · Vide...	-17.99	-59,769.80
Bill	01/11/2016	20315...	Baker & Taylor Books-		1045114 · Larg...	-17.49	-59,787.29
Bill	01/11/2016	20315...	Baker & Taylor Books-		1055116 · Non...	-126.03	-59,913.32
Bill	01/11/2016	20315...	Baker & Taylor Books-		1055123 · Eas...	-20.38	-59,933.70
Bill	01/12/2016	KM20...	Cavallo, William	2 classes - 1/...	1045212 · Instr...	-150.00	-60,083.70
Bill	01/12/2016	62973...	Kin-ko Ace Stores, I...		-SPLIT-	-109.96	-60,193.66
Bill	01/12/2016	20316...	Baker & Taylor Books-		1045115 · Gra...	-108.57	-60,302.23
Bill	01/12/2016	5134	The Chalkboard Cre...	Supplies for J...	1055102 · JUV...	-10.18	-60,312.41
Bill	01/12/2016	20315...	Baker & Taylor Books-		-SPLIT-	-125.56	-60,437.97
Bill	01/12/2016	104285	Apple Books		1045116 · Non...	-850.67	-61,288.64
Bill	01/12/2016	20316...	Baker & Taylor Books-		1055112 · Ficti...	-44.41	-61,333.05
Bill	01/12/2016	639386	Paragon Micro Inc.		1095302 · Co...	-57.98	-61,391.03
Bill	01/13/2016	KM20...	Johnson, Amanda	2 classes - 1/...	1045212 · Instr...	-150.00	-61,541.03
Bill	01/13/2016	56983	The Law Offices of ...	Legal service...	1015202 · Leg...	-4,095.00	-65,636.03
Bill	01/13/2016	75269...	Recorded Books, Inc.		1045109 · Audi...	-99.00	-65,735.03
Bill	01/13/2016	75269...	Recorded Books, Inc.		1045109 · Audi...	-99.00	-65,834.03
Bill	01/13/2016	20316...	Baker & Taylor Books-		-SPLIT-	-328.52	-66,162.55
Bill	01/14/2016	01142...	Cameron, Ron	Program - 1/1...	1045102 · Adul...	-450.00	-66,612.55
Bill	01/14/2016	1/14/1...	Chan, Alex	Program - 1/2...	1065102 · YA ...	-50.00	-66,662.55
Bill	01/14/2016	105465	Enterprise Newspap...	Winter Guide ...	1015316 · Print...	-165.00	-66,827.55
Bill	01/14/2016	01141...	Creekside Printing	Newsletter & ...	1015313 · New...	-4,325.00	-71,152.55
Bill	01/14/2016	119097	Children's Plus Inc.		1055123 · Eas...	-548.11	-71,700.66
Bill	01/14/2016	119098	Children's Plus Inc.		1055123 · Eas...	-169.90	-71,870.56
Bill	01/14/2016	119118	Children's Plus Inc.		1055116 · Non...	-309.20	-72,179.76
Bill	01/14/2016	10861...	Random House - Pe...		1045109 · Audi...	-33.75	-72,213.51
Bill	01/14/2016	75270...	Recorded Books, Inc.		1045109 · Audi...	-173.20	-72,386.71
Bill	01/15/2016	1/15-2...	Call One	Account #120...	1015317 · Tele...	-811.36	-73,198.07
Bill	01/15/2016	13836	Datasource, ink		1075310 · Co...	-89.00	-73,287.07
Bill	01/15/2016	93600...	Midwest Tape		1065108 · Vide...	-11.99	-73,299.06
Bill	01/15/2016	93600...	Midwest Tape		1065107 · Co...	-11.19	-73,310.25
Bill	01/15/2016	93600...	Midwest Tape		1055108 · Vide...	-71.97	-73,382.22
Bill	01/15/2016	93600...	Midwest Tape		1045107 · Co...	-91.93	-73,474.15
Bill	01/15/2016	182739	The Employers Ass...	January 2016 ...	1015005 · Insu...	-56.00	-73,530.15
Bill	01/15/2016	2/1/16...	Health Care Service ...	Account # 85...	1015005 · Insu...	-1,254.07	-74,784.22
Bill	01/15/2016	93600...	Midwest Tape		1045108 · Vide...	-29.99	-74,814.21
Bill	01/15/2016	93600...	Midwest Tape		1045108 · Vide...	-35.99	-74,850.20
Bill	01/15/2016	93600...	Midwest Tape		1045108 · Vide...	-82.97	-74,933.17
Bill	01/15/2016	93600...	Midwest Tape		1045108 · Vide...	-80.96	-75,014.13
Bill	01/15/2016	12/15/...	Nicor Gas	Account # 66...	5085602 · Utilit...	-66.24	-75,080.37
Bill	01/15/2016	20316...	Baker & Taylor Books-		1045112 · Ficti...	-313.68	-75,394.05
Bill	01/17/2016	1/17/1...	Alagna, Lauren	Program - 1/1...	1065102 · YA ...	-50.00	-75,444.05
Bill Pmt -Check	01/18/2016	30630	American Library As...		0001003 · Che...	543.00	-74,901.05
Bill Pmt -Check	01/18/2016	30631	Baker & Taylor - Co...		0001003 · Che...	483.28	-74,417.77
Bill Pmt -Check	01/18/2016	30632	Baker & Taylor Books-		0001003 · Che...	5,714.90	-68,702.87
Bill Pmt -Check	01/18/2016	30633	Baldwin, Annette		0001003 · Che...	275.00	-68,427.87
Bill Pmt -Check	01/18/2016	30634	Blackstone Audio, Inc.	Program - 2/1...	0001003 · Che...	743.91	-67,683.96
Bill Pmt -Check	01/18/2016	30635	Brilliance Publishing...		0001003 · Che...	214.94	-67,469.02

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Type	Date	Num	Name	Memo	Split	Amount	Balance
Bill Pmt -Check	01/18/2016	30636	Butler Domestic	Professional c...	0001003 · Che...	2,980.00	-64,489.02
Bill Pmt -Check	01/18/2016	30637	Cavallo, William	2 classes - 2/...	0001003 · Che...	150.00	-64,339.02
Bill Pmt -Check	01/18/2016	30638	Chan, Alex	Program - 1/2...	0001003 · Che...	50.00	-64,289.02
Bill Pmt -Check	01/18/2016	30639	Children's Plus Inc.		0001003 · Che...	1,456.42	-62,832.60
Bill Pmt -Check	01/18/2016	30640	Cintas		0001003 · Che...	158.40	-62,674.20
Bill Pmt -Check	01/18/2016	30641	Community Career ...	Job club - 2/1...	0001003 · Che...	75.00	-62,599.20
Bill Pmt -Check	01/18/2016	30642	Gale / Cengage Lea...	Subscription 3...	0001003 · Che...	4,725.00	-57,874.20
Bill Pmt -Check	01/18/2016	30643	Groot Industries, Inc.	Account # 51 ...	0001003 · Che...	143.34	-57,730.86
Bill Pmt -Check	01/18/2016	30644	Jackson, Melinda	Tuition reimbu...	0001003 · Che...	450.00	-57,280.86
Bill Pmt -Check	01/18/2016	30645	Jaworski, Thomas	Program - 2/1...	0001003 · Che...	175.00	-57,105.86
Bill Pmt -Check	01/18/2016	30646	Johnson, Amanda	2 classes - 2/...	0001003 · Che...	150.00	-56,955.86
Bill Pmt -Check	01/18/2016	30647	Joliet Public Library	Damaged ite...	0001003 · Che...	19.00	-56,936.86
Bill Pmt -Check	01/18/2016	30648	Kin-ko Ace Stores, I...		0001003 · Che...	136.94	-56,799.92
Bill Pmt -Check	01/18/2016	30649	McBrien, Chris	Winter Readin...	0001003 · Che...	400.00	-56,399.92
Bill Pmt -Check	01/18/2016	30650	Midwest Tape		0001003 · Che...	4,205.30	-52,194.62
Bill Pmt -Check	01/18/2016	30651	Rand, Janet	Job club - 2/1...	0001003 · Che...	100.00	-52,094.62
Bill Pmt -Check	01/18/2016	30652	Randall, Beth	Program - 2/4...	0001003 · Che...	250.00	-51,844.62
Bill Pmt -Check	01/18/2016	30653	Recorded Books, Inc.		0001003 · Che...	1,991.40	-49,853.22
Bill Pmt -Check	01/18/2016	30654	Rock, Stephanie	Program - 2/8...	0001003 · Che...	75.00	-49,778.22
Bill Pmt -Check	01/18/2016	30655	Sam's Club		0001003 · Che...	178.87	-49,599.35
Bill Pmt -Check	01/18/2016	30656	Suburban Elevator ...	Full maintena...	0001003 · Che...	565.47	-49,033.88
Bill Pmt -Check	01/18/2016	30657	Sutcliffe, Amy	Back wall WR...	0001003 · Che...	79.35	-48,954.53
Bill Pmt -Check	01/18/2016	30658	Texley, Sharon	2 classes - 2/...	0001003 · Che...	150.00	-48,804.53
Bill Pmt -Check	01/18/2016	30659	Thornton, Christine	Program - 2/1...	0001003 · Che...	300.00	-48,504.53
Bill Pmt -Check	01/18/2016	30660	Tri-K	Supplies - kitc...	0001003 · Che...	684.76	-47,819.77
Bill Pmt -Check	01/18/2016	30661	Village of Plainfield		0001003 · Che...	267.46	-47,552.31
Bill	01/18/2016	4th Qu...	LIMRiCC Unemploy...	4th Quarter 2...	4005802 · Une...	-239.92	-47,792.23
Bill	01/18/2016	34433...	Cintas		5085214 · Buil...	-52.80	-47,845.03
Bill	01/18/2016	12/15/...	Nicor Gas	Account # 69...	5085602 · Utilit...	-1,061.76	-48,906.79
Bill	01/19/2016	1/19/2...	Ford, Devon	Program - 1/1...	1065102 · YA ...	-75.00	-48,981.79
Bill	01/19/2016	Bill dat...	AT&T	#131015428 ...	1095303 · Dat...	-107.00	-49,088.79
Bill	01/19/2016	12/15/...	Jackson, Melinda	Mileage	1015012 · Trav...	-65.96	-49,154.75
Bill	01/19/2016	12/21/...	Maxwell, Debra	Mileage	1015012 · Trav...	-29.33	-49,184.08
Bill	01/19/2016	12/15/...	Deszcz, Judith	Mileage	1015012 · Trav...	-103.69	-49,287.77
Bill	01/19/2016	12/17/...	Herbst, Renee	Mileage	1015012 · Trav...	-31.05	-49,318.82
Bill	01/19/2016	1/8/20...	Molstre, Kristin	Mileage	1015012 · Trav...	-41.04	-49,359.86
Bill	01/19/2016	1/6/16...	Quimlan, Anita	Mileage	1015012 · Trav...	-12.96	-49,372.82
Bill	01/19/2016	30662	AT&T	#131015428 ...	0001003 · Che...	107.00	-49,265.82
Bill Pmt -Check	01/19/2016	30663	Call One	Account #120...	0001003 · Che...	811.36	-48,454.46
Bill Pmt -Check	01/19/2016	30664	CCS	December 2015	0001003 · Che...	1,700.00	-46,754.46
Bill Pmt -Check	01/19/2016	30665	Cintas		0001003 · Che...	52.80	-46,701.66
Bill Pmt -Check	01/19/2016	30666	Comcast	Account #877 ...	0001003 · Che...	129.85	-46,571.81
Bill Pmt -Check	01/19/2016	30667	Criterion Pictures USA	Program - 1/2...	0001003 · Che...	100.00	-46,471.81
Bill Pmt -Check	01/19/2016	30668	Deszcz, Judith	Mileage	0001003 · Che...	103.69	-46,368.12
Bill Pmt -Check	01/19/2016	30669	Forté Payment Syst...	New credit ca...	0001003 · Che...	324.00	-46,044.12
Bill Pmt -Check	01/19/2016	30670	Herbst, Renee	Mileage	0001003 · Che...	31.05	-46,013.07
Bill Pmt -Check	01/19/2016	30671	Jackson, Melinda	Mileage	0001003 · Che...	65.96	-45,947.11
Bill Pmt -Check	01/19/2016	30672	LIMRiCC Unemploy...	4th Quarter 2...	0001003 · Che...	239.92	-45,707.19
Bill Pmt -Check	01/19/2016	30673	Maxwell, Debra	Mileage	0001003 · Che...	29.33	-45,677.86

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Bill Pmt -Check	01/19/2016	30674	Moistre, Kristin	Mileage	0001003 · Che...	41.04	-45,636.82
Bill Pmt -Check	01/19/2016	30675	Nagle Hartray	Professional s...	0001003 · Che...	5,051.81	-40,585.01
Bill Pmt -Check	01/19/2016	30676	Plainfield Area Cha...	December Gr...	0001003 · Che...	52.50	-40,532.51
Bill Pmt -Check	01/19/2016	30677	Quinlan, Anita	Mileage	0001003 · Che...	12.96	-40,519.55
Bill Pmt -Check	01/19/2016	30678	The Hartford	Account # 14...	0001003 · Che...	6,722.00	-33,797.55
Bill Pmt -Check	01/19/2016	30679	Datasource, ink		0001003 · Che...	89.00	-33,708.55
Bill Pmt -Check	01/19/2016	30680	Enterprise Newspap...	Winter Guide ...	0001003 · Che...	165.00	-33,543.55
Bill	01/19/2016	Febru...	Metlife - Group Bene...	Group # KM0...	1015005 · Insu...	-819.89	-34,363.44
Bill	01/19/2016	29616...	Vision Service Plan ...	For February ...	1015005 · Insu...	-225.11	-34,588.55
Bill	01/19/2016	20316...	Konica Minolta Pre...		1095210 · Lea...	-1,404.66	-35,993.21
Bill	01/20/2016	KM20...	Baker & Taylor Books-	Job club - 1/2...	1045121 · Purc...	-34.67	-36,027.88
Bill	01/20/2016	KM20...	Community Career ...	Job club - 1/2...	1045212 · Instr...	-125.00	-36,152.88
Bill	01/20/2016	KM20...	Rand, Janet	Job club - 1/2...	1045212 · Instr...	-100.00	-36,252.88
Bill	01/20/2016	KM20...	Texley, Sharon	2 classes - 1/...	1045212 · Instr...	-150.00	-36,402.88
Bill	01/20/2016	08062...	IAMS	Deposit for S...	1015801 · Libr...	-600.00	-37,002.88
Bill	01/20/2016	26744	Plainfield Area Cha...	2016 State of ...	1015318 · Publ...	-35.00	-37,037.88
Bill	01/20/2016	75273...	Recorded Books, Inc.		1045109 · Audi...	-74.20	-37,112.08
Bill	01/20/2016	75273...	Recorded Books, Inc.		1045109 · Audi...	-99.00	-37,211.08
Bill	01/20/2016	26570...	Recorded Books, Inc.	Referendum	7505213 · Leg...	-440.00	-37,651.08
Bill	01/21/2016	01212...	Robbins Schwartz	Program - 1/2...	1045102 · Adul...	-100.00	-37,751.08
Bill	01/21/2016	97301	Iwrey, Miriam		5085604 · Buil...	-511.02	-38,262.10
Bill	01/21/2016	93615...	Tri-K		1045107 · Co...	-14.99	-38,277.09
Bill	01/21/2016	93615...	Midwest Tape		7508006 · BLD...	-7,830.00	-46,107.09
Bill	01/21/2016	2042	Columbian Model & ...	Plainfield Libr...	1045109 · Audi...	-99.00	-46,206.09
Bill	01/21/2016	75274...	Recorded Books, Inc.		1045109 · Audi...	-67.27	-46,273.36
Bill	01/21/2016	75274...	Recorded Books, Inc.		7508006 · BLD...	-400.00	-46,673.36
Bill	01/21/2016	RES0...	Shetina Appraisal C...	Appraisal - 15...	1045108 · Vide...	-22.99	-46,696.35
Bill	01/21/2016	93615...	Midwest Tape		1045108 · Vide...	-22.99	-46,719.34
Bill	01/21/2016	93615...	Midwest Tape		1055108 · Vide...	-5.59	-46,724.93
Bill	01/21/2016	93615...	Midwest Tape		1045108 · Vide...	-33.38	-46,758.31
Bill	01/21/2016	93615...	Midwest Tape		1045108 · Vide...	-59.97	-46,818.28
Bill	01/21/2016	93615...	Midwest Tape		1065108 · Vide...	-26.99	-46,845.27
Bill	01/21/2016	93615...	Midwest Tape		1045108 · Vide...	-22.99	-46,868.26
Bill	01/21/2016	93615...	Midwest Tape		1065107 · Co...	-13.99	-46,882.25
Bill	01/21/2016	93615...	Midwest Tape		1045108 · Vide...	-22.99	-46,905.24
Bill	01/21/2016	93615...	Midwest Tape		1045108 · Vide...	-73.97	-46,979.21
Bill	01/22/2016	Daga...	Joliet Public Library ...	Damaged ite...	1035309 · ILL ...	-25.00	-47,004.21
Bill	01/22/2016	57810...	NCPERS Group Life...	Premium for ...	1002007 · Ben...	-112.00	-47,116.21
Bill	01/24/2016	90021...	Konica Minolta	Coverage Peri...	1095210 · Lea...	-665.66	-47,781.87
Bill	01/25/2016	01252...	Palmer, Kent	Program - 1/2...	1045102 · Adul...	-100.00	-47,881.87
Bill	01/25/2016	Dama...	Lemont Public Library	Damaged ite...	1035309 · ILL ...	-15.00	-47,896.87
Bill	01/25/2016	34433...	Cintas		5085214 · Buil...	-52.80	-47,949.67
Bill	01/25/2016	62977...	Kin-Ko Ace Stores, L...		-SPLIT-	-48.97	-47,998.64
Bill	01/25/2016	01221...	Meyerhoff, Jenny	Program - 3/1...	1055102 · JUJ...	-500.00	-48,498.64
Bill	01/25/2016	12/21/...	ComEd	Account # 86...	5085601 · Utilit...	-71.11	-48,569.75
Bill	01/27/2016	01272...	PJR Computing	Program - 1/2...	1045102 · Adul...	-250.00	-48,819.75
Bill	01/27/2016	Petty ...	Plainfield Public Libr...	Petty cash rei...	-SPLIT-	-232.97	-49,052.72
Bill	01/27/2016	2016 ...	Adult Reading Roun...	Membership 2...	1015011 · Staff...	-10.00	-49,062.72
Bill	01/27/2016	69758...	MidAmerican Energ...	Account # 25...	5085601 · Utilit...	-3,938.27	-53,000.99

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Type	Date	Num	Name	Memo	Split	Amount	Balance	
Bill	01/28/2016	01282...	Movie Licensing USA	Program - 1/2...	1045102 · Adul...	-110.00	-53,110.99	
Bill	01/28/2016	01282...	Criterion Pictures USA	Program - 1/2...	1045102 · Adul...	-100.00	-53,210.99	
Bill Pmt -Check	01/29/2016	30681	Adult Reading Roun...	Membership 2...	0001003 · Che...	10.00	-53,200.99	
Bill Pmt -Check	01/29/2016	30682	Alagna, Lauren	Program - 2/2...	0001003 · Che...	50.00	-53,150.99	
Bill Pmt -Check	01/29/2016	30683	Baker & Taylor-Axis ...	Program - 2/2...	0001003 · Che...	16.99	-53,134.00	
Bill Pmt -Check	01/29/2016	30684	Big Brothers and Big...	Program - 2/2...	0001003 · Che...	50.00	-53,084.00	
Bill Pmt -Check	01/29/2016	30685	Blackstone Audio, Inc.	Program - 2/2...	0001003 · Che...	145.47	-52,938.53	
Bill Pmt -Check	01/29/2016	30686	Brilliance Publishing...	Program - 2/2...	0001003 · Che...	149.96	-52,788.57	
Bill Pmt -Check	01/29/2016	30687	CCS	Program - 2/2...	0001003 · Che...	6,700.00	-46,088.57	
Bill Pmt -Check	01/29/2016	30688	Chan, Alex	Program - 2/2...	0001003 · Che...	50.00	-46,038.57	
Bill Pmt -Check	01/29/2016	30689	Cintas	Program - 2/2...	0001003 · Che...	52.80	-45,985.77	
Bill Pmt -Check	01/29/2016	30690	Collier, Joe	Program - 2/2...	0001003 · Che...	150.00	-45,835.77	
Bill Pmt -Check	01/29/2016	30691	Creekside Printing	Newsletter & ...	0001003 · Che...	4,325.00	-41,510.77	
Bill Pmt -Check	01/29/2016	30692	Ford, Devon	Program - 2/2...	0001003 · Che...	75.00	-41,435.77	
Bill Pmt -Check	01/29/2016	30693	Frenzel, Steven	Program - 2/2...	0001003 · Che...	225.00	-41,210.77	
Bill Pmt -Check	01/29/2016	30694	Gale / Cengage Lea...	Program - 2/2...	0001003 · Che...	133.20	-41,077.57	
Bill Pmt -Check	01/29/2016	30695	Health Care Service ...	Account # 85...	0001003 · Che...	1,254.07	-39,823.50	
Bill Pmt -Check	01/29/2016	30696	IAMS	Deposit for S...	0001003 · Che...	600.00	-39,223.50	
Bill Pmt -Check	01/29/2016	30697	Joliet Public Library ...	Damaged ite...	0001003 · Che...	25.00	-39,198.50	
Bill Pmt -Check	01/29/2016	30698	Kin-ko Ace Stores, I...	Damaged ite...	0001003 · Che...	48.97	-39,149.53	
Bill Pmt -Check	01/29/2016	30699	Lemont Public Library	Damaged ite...	0001003 · Che...	15.00	-39,134.53	
Bill Pmt -Check	01/29/2016	30700	Metlife - Group Bene...	Group # KIM0...	0001003 · Che...	819.89	-38,314.64	
Bill Pmt -Check	01/29/2016	30701	NCPERS Group Life...	Premium for ...	0001003 · Che...	112.00	-38,202.64	
Bill Pmt -Check	01/29/2016	30702	Nicor Gas	Premium for ...	0001003 · Che...	1,128.00	-37,074.64	
Bill Pmt -Check	01/29/2016	30703	Paragon Micro Inc.	Petty cash rei...	0001003 · Che...	61.97	-37,012.67	
Bill Pmt -Check	01/29/2016	30704	Plainfield Public Libr...	Petty cash rei...	0001003 · Che...	232.97	-36,779.70	
Bill Pmt -Check	01/29/2016	30705	Random House - Pe...	Petty cash rei...	0001003 · Che...	112.50	-36,667.20	
Bill Pmt -Check	01/29/2016	30706	The Chalkboard Cre...	Supplies for J...	0001003 · Che...	10.18	-36,657.02	
Bill Pmt -Check	01/29/2016	30707	The Employers Ass...	January 2016 ...	0001003 · Che...	56.00	-36,601.02	
Bill Pmt -Check	01/29/2016	30708	Tri-K	January 2016 ...	0001003 · Che...	511.02	-36,090.00	
Bill Pmt -Check	01/29/2016	30709	Vision Service Plan ...	For February ...	0001003 · Che...	225.11	-35,864.89	
Bill	01/29/2016	12/29/...	T-Mobile	Account # 72...	1015317 · Tele...	-450.51	-36,315.40	
Bill	01/30/2016	01302...	Rose Deenen	Program - 1/3...	1045102 · Adul...	-300.00	-36,615.40	
Bill	01/31/2016	7443	CCS	January 2016	7508006 · BLD...	-1,700.00	-38,315.40	
Bill	01/31/2016	12/1/1...	Village of Plainfield	Account # 20...	5085603 · Utilit...	-253.56	-38,568.96	
Bill	01/31/2016	12/4/1...	Village of Plainfield	Account # 20...	5085603 · Utilit...	-22.67	-38,591.63	
Total 0002001 · Accounts Payable							50,300.57	-38,591.63
0001900 · Credit Card							0.00	0.00
0001901 · Credit Card (Pappas)							0.00	0.00
Total 0001901 · Credit Card (Pappas)							0.00	0.00
0001902 · Credit Card (Marcantonio)							0.00	0.00
Total 0001902 · Credit Card (Marcantonio)							0.00	0.00
0001903 · Credit Card (Miliavec)							0.00	0.00
Total 0001903 · Credit Card (Miliavec)							0.00	0.00
0001904 · Credit Card (Roubal)							0.00	0.00

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Total 0001904 · Credit Card (Roubal)							0.00
0001905 · Credit Card (DeFazio)							0.00
Total 0001905 · Credit Card (DeFazio)							0.00
0001906 · Credit Card (Petersen)							0.00
Total 0001906 · Credit Card (Petersen)							0.00
0001907 · Credit Card (Quinlan)							0.00
Total 0001907 · Credit Card (Quinlan)							0.00
0001908 · Credit Card (Agne)							0.00
Total 0001908 · Credit Card (Agne)							0.00
0001909 · Credit Card (Maxwell)							0.00
Total 0001909 · Credit Card (Maxwell)							0.00
0001910 · Credit Card (Ling)							0.00
Total 0001910 · Credit Card (Ling)							0.00
0001911 · Credit Card (Zudic)							0.00
Total 0001911 · Credit Card (Zudic)							0.00
0001900 · Credit Card - Other							0.00
Total 0001900 · Credit Card - Other							0.00
Total 0001900 · Credit Card							0.00
1002001 · Accounts Payable (Library)							3,782.12
Total 1002001 · Accounts Payable (Library)							3,782.12
1002002 · Federal Withholdings Payable							0.00
Total 1002002 · Federal Withholdings Payable							0.00
1002003 · State Withholding Payable							0.00
Total 1002003 · State Withholding Payable							0.00
1002004 · Employee FICA Payable							10.91
Total 1002004 · Employee FICA Payable							10.91
1002006 · Benefits Payable - Health							12.06
Bill 01/27/2016							12.06
Total 1002006 · Benefits Payable - Health							12.06
1002007 · Benefits Payable - NCPERS							636.00
Bill 01/22/2016							748.00
Total 1002007 · Benefits Payable - NCPERS							748.00
1002008 · Garnishment Payments Payable							748.00
Total 1002008 · Garnishment Payments Payable							-400.00

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Type	Date	Num	Name	Memo	Split	Amount	Balance
Total 1002008 · Garnishment Payments Payable							
1002009 · 457 Payable							-400.00
General Journal	01/14/2016	val pa...	VALIC	for 01/14/16 p...	1001004 · Tax ...	1,669.61	100.00
General Journal	01/14/2016	1-payr...	VALIC	to record 1/14...	1015001 · Adm...	-1,669.61	100.00
General Journal	01/28/2016	1-valic-1	VALIC	for 1/28/16 pa...	1001004 · Tax ...	1,669.61	1,769.61
General Journal	01/28/2016	1-payr...	VALIC	record payroll ...	1015001 · Adm...	-1,669.61	100.00
Total 1002009 · 457 Payable							
1002010 · Compensated Absences Payable							
Total 1002010 · Compensated Absences Payable							
1002011 · Accrued Expenditures							
Total 1002011 · Accrued Expenditures							
1002012 · Accrued Payroll							
Total 1002012 · Accrued Payroll							
1002020 · Accrued Expenditures							
Total 1002020 · Accrued Expenditures							
1002030 · Def Property Tax (Library)							
Total 1002030 · Def Property Tax (Library)							
100205 · Employee I.M.R.F Payable							
General Journal	01/04/2016	1-imrf-2		to record IMR...	1001004 · Tax ...	11,300.04	-4,009.14
General Journal	01/14/2016	1-payr...		to record 1/14...	1015001 · Adm...	-3,773.74	7,290.90
General Journal	01/28/2016	1-payr...		record payroll ...	1015001 · Adm...	-3,809.62	3,517.16
Total 100205 · Employee I.M.R.F Payable							
100401 · Real Estate Taxes (Library)							
Total 100401 · Real Estate Taxes (Library)							
2002004 · FICA Payable							
Total 2002004 · FICA Payable							
2002030 · Def Prop Taxes (FICA)							
Total 2002030 · Def Prop Taxes (FICA)							
200401 · Real Estate Taxes Liability							
Total 200401 · Real Estate Taxes Liability							
24000 · Payroll Liabilities							
Total 24000 · Payroll Liabilities							
2502005 · IMRF Payable							
Total 2502005 · IMRF Payable							
2502030 · Def Property Taxes (IMRF)							
Total 2502030 · Def Property Taxes (IMRF)							

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Type	Date	Num	Name	Memo	Split	Amount	Balance
Total 2502030 · Def Property Taxes (IMRF)							-222,178.51
250401 · IMRF Real Estate Taxes							0.00
Total 250401 · IMRF Real Estate Taxes							0.00
3002001 · Accounts Payable (Audit)							0.00
Total 3002001 · Accounts Payable (Audit)							0.00
3002030 · Def Property Taxes (Audit)							-7,052.48
Total 3002030 · Def Property Taxes (Audit)							-7,052.48
4002001 · Accounts Payable (Liability)							-1,356.13
Total 4002001 · Accounts Payable (Liability)							-1,356.13
4002030 · Def Property Taxes (Liability)							-19,396.18
Total 4002030 · Def Property Taxes (Liability)							-19,396.18
5002001 · Accounts Payable (Site)							-3,782.12
Total 5002001 · Accounts Payable (Site)							-3,782.12
5002030 · Def Property Taxes - (Site)							-250,391.42
Total 5002030 · Def Property Taxes - (Site)							-250,391.42
6002001 · Accounts Payable (Debt)							0.00
Total 6002001 · Accounts Payable (Debt)							0.00
6002030 · Def Property Tax (Debt)							0.00
Total 6002030 · Def Property Tax (Debt)							0.00
7502001 · Accounts Payable (Construction)							0.00
Total 7502001 · Accounts Payable (Construction)							0.00
7502510 · Due to General Fund							0.00
Total 7502510 · Due to General Fund							0.00
1003001 · Fund Balance (Library)							-1,216,922.08
Total 1003001 · Fund Balance (Library)							-1,216,922.08
2003001 · Fund Balance (FICA)							-42,951.68
Total 2003001 · Fund Balance (FICA)							-42,951.68
2503001 · Fund Balance (IMRF)							-87,772.74
Total 2503001 · Fund Balance (IMRF)							-87,772.74
30000 · Opening Balance Equity							0.00
Total 30000 · Opening Balance Equity							0.00
3003001 · Fund Balance (Audit)							-5,239.72
Total 3003001 · Fund Balance (Audit)							-5,239.72
30100 · Capital Stock							0.00

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Type	Date	Num	Name	Memo	Split	Amount	Balance
Total 30100 · Capital Stock							0.00
30200 · Dividends Paid							0.00
Total 30200 · Dividends Paid							0.00
32000 · Retained Earnings							56,247.84
Total 32000 · Retained Earnings							56,247.84
4003001 · Fund Balance - Liability Fund							16,455.96
Total 4003001 · Fund Balance - Liability Fund							16,455.96
400400 · Property taxes							0.00
Total 400400 · Property taxes							0.00
5003001 · Fund Balance - Site Fund							-312,459.84
Total 5003001 · Fund Balance - Site Fund							-312,459.84
6003001 · Fund Balance							0.00
Total 6003001 · Fund Balance							0.00
7503001 · Fund Balance-Res-Construction							-304,271.17
Total 7503001 · Fund Balance-Res-Construction							-304,271.17
8003001 · Fund Balance (Working Cash)							-53,670.92
Total 8003001 · Fund Balance (Working Cash)							-53,670.92
1004001 · Real Estate Taxes (Library)							-1,323,225.00
Deposit	01/04/2016			Deposit	0001003 · Che...	-34.20	-1,323,259.20
Deposit	01/13/2016			Deposit	1001005 · E-Pay	-31.99	-1,323,291.19
Total 1004001 · Real Estate Taxes (Library)						-66.19	-1,323,291.19
1004002 · Personal Property Taxes							-14,916.73
Total 1004002 · Personal Property Taxes							-14,916.73
1004003 · Overlap Districts Agreement							0.00
Total 1004003 · Overlap Districts Agreement							0.00
1004004 · Fines							-19,850.98
Deposit	01/02/2016			Deposit	1001005 · E-Pay	-45.60	-19,896.58
Deposit	01/04/2016			Deposit	1001005 · E-Pay	-23.90	-19,920.48
Deposit	01/04/2016			epay deposit	1001005 · E-Pay	-2.40	-19,922.88
Deposit	01/05/2016			Deposit	1001005 · E-Pay	-90.34	-20,013.22
Deposit	01/05/2016			epay deposit	1001005 · E-Pay	-101.29	-20,114.51
Deposit	01/05/2016			Deposit	0001003 · Che...	-33.50	-20,148.01
Deposit	01/06/2016			Deposit	1001005 · E-Pay	-10.90	-20,158.91
Deposit	01/06/2016			Deposit	1001005 · E-Pay	-19.99	-20,178.90
Deposit	01/06/2016			Deposit	0001003 · Che...	-35.20	-20,214.10
Deposit	01/07/2016			Deposit	1001005 · E-Pay	-70.10	-20,284.20
Deposit	01/07/2016			epay deposit	1001005 · E-Pay	-27.50	-20,311.70
Deposit	01/07/2016			Deposit	0001003 · Che...	-12.40	-20,324.10

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Deposit	01/08/2016			Deposit	1001005 · E-Pay	-33.55	-20,357.65
Deposit	01/08/2016			epay deposit	1001005 · E-Pay	-10.20	-20,367.85
Deposit	01/08/2016			Deposit	0001003 · Che...	-40.70	-20,408.55
Deposit	01/09/2016			Deposit	1001005 · E-Pay	-37.90	-20,446.45
Deposit	01/09/2016			Deposit	1001005 · E-Pay	-13.00	-20,459.45
Deposit	01/10/2016			Deposit	1001005 · E-Pay	-14.40	-20,473.85
Deposit	01/11/2016			epay deposit	1001005 · E-Pay	-35.20	-20,509.05
Deposit	01/11/2016			Deposit	1001005 · E-Pay	-14.20	-20,523.25
Deposit	01/11/2016			Deposit	0001003 · Che...	-26.10	-20,549.35
Deposit	01/11/2016			Deposit	0001003 · Che...	-4.40	-20,553.75
Deposit	01/12/2016			Deposit	1001005 · E-Pay	-47.30	-20,601.05
Deposit	01/12/2016			epay deposit	1001005 · E-Pay	-9.10	-20,610.15
Deposit	01/12/2016			Deposit	0001003 · Che...	-52.40	-20,662.55
Deposit	01/13/2016			epay deposit	1001005 · E-Pay	-17.90	-20,680.45
Deposit	01/13/2016			Deposit	0001003 · Che...	-11.90	-20,692.35
Deposit	01/14/2016			Deposit	1001005 · E-Pay	-18.49	-20,710.84
Deposit	01/14/2016			epay deposit	1001005 · E-Pay	-54.20	-20,765.04
Deposit	01/14/2016			Deposit	0001003 · Che...	-23.20	-20,788.24
Deposit	01/15/2016			Deposit	0001003 · Che...	-80.80	-20,869.04
Deposit	01/15/2016			epay dep-1	1001005 · E-Pay	-1,161.51	-22,030.55
Deposit	01/15/2016			Deposit	0001003 · Che...	-74.74	-22,105.29
Deposit	01/16/2016			epay dep-2	1001005 · E-Pay	-2.60	-22,107.89
Deposit	01/17/2016			epay dep-3	1001005 · E-Pay	-45.38	-22,153.27
Deposit	01/18/2016			epay dep-4	1001005 · E-Pay	-4.50	-22,157.77
Deposit	01/19/2016			epay dep-5	1001005 · E-Pay	-53.90	-22,211.67
Deposit	01/19/2016			Deposit	0001003 · Che...	-43.99	-22,255.66
Deposit	01/19/2016			Deposit	0001003 · Che...	-28.00	-22,283.66
Deposit	01/20/2016			epay dep-6	1001005 · E-Pay	-5.30	-22,288.96
Deposit	01/20/2016			epay deposit	1001005 · E-Pay	-10.49	-22,299.45
Deposit	01/20/2016			Deposit	0001003 · Che...	-51.85	-22,351.30
Deposit	01/20/2016			Deposit	0001003 · Che...	-35.89	-22,387.19
Deposit	01/21/2016			epay dep-7	1001005 · E-Pay	-63.39	-22,450.58
Deposit	01/21/2016			epay deposit	1001005 · E-Pay	-2.40	-22,452.98
Deposit	01/22/2016			Deposit	0001003 · Che...	-21.90	-22,474.88
Deposit	01/22/2016			epay dep-8	1001005 · E-Pay	-24.60	-22,499.48
Deposit	01/22/2016			epay deposit	1001005 · E-Pay	-8.75	-22,508.23
Deposit	01/22/2016			Deposit	0001003 · Che...	-4.80	-22,513.03
Deposit	01/23/2016			epay dep-9	1001005 · E-Pay	-25.00	-22,538.03
Deposit	01/25/2016			cash dep-1	0001003 · Che...	-37.40	-22,575.43
Deposit	01/25/2016			cash dep-1	0001003 · Che...	-596.88	-23,172.31
Deposit	01/25/2016			epay payment	1001005 · E-Pay	-44.00	-23,216.31
Deposit	01/25/2016			epay deposit	1001005 · E-Pay	-22.20	-23,238.51
Deposit	01/25/2016			Deposit	0001003 · Che...	-27.39	-23,265.90
Deposit	01/25/2016			Deposit	0001003 · Che...	-9.75	-23,275.65
Deposit	01/26/2016			Deposit	1001005 · E-Pay	-16.00	-23,291.65
Deposit	01/26/2016			epay deposit	1001005 · E-Pay	-24.90	-23,316.55
Deposit	01/26/2016			Deposit	0001003 · Che...	-12.30	-23,328.85
Deposit	01/27/2016			Deposit	1001005 · E-Pay	-45.70	-23,374.55
Deposit	01/27/2016			epay deposit	1001005 · E-Pay	-24.19	-23,398.74

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Deposit	01/27/2016			Deposit	0001003 · Che...	-9.85	-23,408.59	
Deposit	01/28/2016			Deposit	1001005 · E-Pay	-5.25	-23,413.84	
Deposit	01/28/2016			epay deposit	1001005 · E-Pay	-55.50	-23,469.34	
Deposit	01/28/2016			Deposit	0001003 · Che...	-47.30	-23,516.64	
Deposit	01/29/2016			Deposit	1001005 · E-Pay	-24.00	-23,540.64	
Deposit	01/29/2016			Deposit	0001003 · Che...	-36.35	-23,576.99	
Deposit	01/30/2016			Deposit	1001005 · E-Pay	-45.70	-23,622.69	
Deposit	01/31/2016			Deposit	1001005 · E-Pay	-24.90	-23,647.59	
Total 1004004 · Fines							-3,796.61	-23,647.59
<b>1004005 · Books Bags Sales</b>								
Total 1004005 · Books Bags Sales							0.00	0.00
<b>1004006 · Copier Fees</b>								
Deposit	01/15/2016			Deposit	0001003 · Che...	-385.70	-6,201.05	
Deposit	01/25/2016			cash dep-1	0001003 · Che...	-224.65	-6,586.75	
Total 1004006 · Copier Fees							-610.35	-6,811.40
<b>1004007 · Fax Fees</b>								
Deposit	01/15/2016			to record dep...	0001003 · Che...	-103.50	-1,388.14	
Deposit	01/25/2016			cash deposits	0001003 · Che...	-84.25	-1,491.64	
Total 1004007 · Fax Fees							-187.75	-1,575.89
<b>1004008 · Non Resident Fees</b>								
Deposit	01/25/2016			cash dep-1	0001003 · Che...	-156.00	-1,812.27	
Total 1004008 · Non Resident Fees							-156.00	-1,968.27
<b>1004009 · Book Sales</b>								
Deposit	01/14/2016			Deposit	1001005 · E-Pay	-30.50	-9.50	
Total 1004009 · Book Sales							-30.50	-40.00
<b>1004010 · Meeting Room Deposits</b>								
Deposit	01/11/2016			Deposit	1001005 · E-Pay	-25.00	-825.00	
Total 1004010 · Meeting Room Deposits							-25.00	-850.00
<b>1004011 · Cash Over/Short</b>								
Total 1004011 · Cash Over/Short								-850.00
<b>1004310 · Staff Purchases</b>								
Deposit	01/15/2016			Deposit	0001003 · Che...	-328.69	339.48	
Total 1004310 · Staff Purchases							-328.69	10.79
<b>1004311 · Flex Spending</b>								
Total 1004311 · Flex Spending								-309.88
Total 1004311 · Flex Spending								-309.88

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Type	Date	Num	Name	Memo	Split	Amount	Balance
1004315 · Foundation							-498.85
Total 1004315 · Foundation							-498.85
1004316 · Friends							0.00
Total 1004316 · Friends							0.00
1004400 · Tax Escrow Interest (Library)							-788.82
Deposit	01/31/2016			Interest	0001004 · Tax ...	-368.80	-1,157.62
Total 1004400 · Tax Escrow Interest (Library)							-1,157.62
1004401 · Checking interest							-34.49
Deposit	01/31/2016			Interest	0001003 · Che...	-10.20	-44.69
Total 1004401 · Checking interest							-44.69
1004402 · E-Pay Interest							-28.36
Deposit	01/31/2016			Interest	1001005 · E-Pay	-18.07	-46.43
Total 1004402 · E-Pay Interest							-46.43
1004502 · Donations - Friends							0.00
Deposit	01/25/2016			cash dep-1	0001003 · Che...	-250.00	-250.00
Total 1004502 · Donations - Friends							-250.00
1004503 · Donations - Summer Reading							0.00
Total 1004503 · Donations - Summer Reading							0.00
1004504 · Donations - Gen Memorial							-14,034.80
Total 1004504 · Donations - Gen Memorial							-14,034.80
1004701 · Per Capita Grant							0.00
Total 1004701 · Per Capita Grant							0.00
1004702 · Grants - Other							0.00
Total 1004702 · Grants - Other							0.00
1004901 · Miscellaneous Income (Library)							-1,184.97
Total 1004901 · Miscellaneous Income (Library)							-1,184.97
1004902 · Sale of Library Used Equipment							-607.33
Total 1004902 · Sale of Library Used Equipment							-607.33
1015500 · Operating Transfer Out							0.00
Total 1015500 · Operating Transfer Out							0.00
2004001 · Real Estate Taxes (FICA)							-72,764.73
Total 2004001 · Real Estate Taxes (FICA)							-72,764.73
2004100 · FICA Tax Escrow Interest							0.00

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Type	Date	Num	Name	Memo	Split	Amount	Balance
Total 2004100 · FICA Tax Escrow Interest							0.00
2504001 · Real Estate Taxes (IMRF)							-102,028.80
Total 2504001 · Real Estate Taxes (IMRF)							-102,028.80
2504400 · IMRF Tax Escrow Interest							0.00
Total 2504400 · IMRF Tax Escrow Interest							0.00
3004001 · Real Estate Taxes (Audit)							-3,163.68
Total 3004001 · Real Estate Taxes (Audit)							-3,163.68
3004400 · Tax Escrow Interest - Audit							0.00
Total 3004400 · Tax Escrow Interest - Audit							0.00
4004001 · Real Estate Tax (Liability)							-9,491.07
Total 4004001 · Real Estate Tax (Liability)							-9,491.07
4004400 · Tax Escrow Interest (Liab In FD							0.00
Total 4004400 · Tax Escrow Interest (Liab In FD							0.00
47900 · Sales							0.00
Total 47900 · Sales							0.00
5004001 · Real Estate Taxes - Site Fund							-116,265.39
Total 5004001 · Real Estate Taxes - Site Fund							-116,265.39
5004400 · Tax Escrow Interest - Site Fund							0.00
Total 5004400 · Tax Escrow Interest - Site Fund							0.00
5004500 · Lighting Grant							0.00
Total 5004500 · Lighting Grant							0.00
6004001 · Real Estate Taxes							0.00
Total 6004001 · Real Estate Taxes							0.00
6004400 · Tax Escrow Interest							0.00
Total 6004400 · Tax Escrow Interest							0.00
7504250 · Grants - Construction							0.00
Total 7504250 · Grants - Construction							0.00
7504400 · Interest							-98.95
Deposit	01/31/2016			Interest	7501011 · Con...	-60.27	-159.22
Total 7504400 · Interest						-60.27	-159.22
7504450 · Prime Account Interest							0.00
Total 7504450 · Prime Account Interest							0.00
7504504 · Impact Fees							-14,633.00
Deposit	01/15/2016			Deposit	0001003 · Che...	-1,888.00	-16,521.00

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Deposit	01/25/2016			cash dep-1	0001003 · Che...	-472.00	-16,993.00
Total 7504504 · Impact Fees							
7504505 · Transfer in from other Accounts							
Total 7504505 · Transfer in from other Accounts							
7504810 · In from General Fund							
Total 7504810 · In from General Fund							
7504900 · Miscellaneous Income							
Total 7504900 · Miscellaneous Income							
1015000 · Administration Department							
1015001 · Administration Salaries							
General Journal	01/14/2016	1-payr...		to record 1/14...	-SPLIT-	10,515.29	150,678.81
General Journal	01/28/2016	1-payr...		record payroll ...	-SPLIT-	10,984.25	161,194.10
Total 1015001 · Administration Salaries							
1015005 · Insurance							
Check	01/08/2016	2047	Milavec, Julie	med bank	0001003 · Che...	1,550.03	77,092.04
Check	01/13/2016	0113161	Medibank	payment	1001003 · Che...	57.00	78,642.07
General Journal	01/14/2016	1-payr...		to record 1/14...	1015001 · Adm...	-1,339.32	78,699.07
Bill	01/15/2016	182739	The Employers Ass...	January 2016 ...	0002001 · Acc...	56.00	77,415.75
Bill	01/15/2016	2/1/16...	Health Care Service ...	Account # 85...	0002001 · Acc...	1,254.07	78,669.82
Bill	01/19/2016	Febru...	Mettife - Group Bene...	Group # KMO...	0002001 · Acc...	819.89	79,489.71
Bill	01/19/2016	Febru...	Vision Service Plan ...	For February ...	0002001 · Acc...	225.11	79,714.82
General Journal	01/28/2016	1-payr...		record payroll ...	1015001 · Adm...	-1,256.51	78,458.31
Total 1015005 · Insurance							
1015011 · Staff Development							
Bill	01/03/2016	12/4/1...	Cardmember Service		0002001 · Acc...	260.78	9,929.13
Bill	01/07/2016	LIS S5...	Jackson, Melinda	Tuition reimbu...	0002001 · Acc...	450.00	10,189.91
Bill	01/27/2016	Petty ...	Plainfield Public Libr...	Petty cash rei...	0002001 · Acc...	0.00	10,639.91
Bill	01/27/2016	2016 ...	Adult Reading Roun...	Membership 2...	0002001 · Acc...	10.00	10,649.91
Total 1015011 · Staff Development							
1015012 · Travel Expenses							
Bill	01/19/2016	12/15-...	Jackson, Melinda	Mileage	0002001 · Acc...	65.96	5,391.93
Bill	01/19/2016	12/21/...	Maxwell, Debra	Mileage	0002001 · Acc...	29.33	5,457.89
Bill	01/19/2016	12/15-...	Deszcz, Judith	Mileage	0002001 · Acc...	103.69	5,487.22
Bill	01/19/2016	12/17/...	Herbst, Renee	Mileage	0002001 · Acc...	31.05	5,590.91
Bill	01/19/2016	1/8/20...	Moistre, Kristin	Mileage	0002001 · Acc...	41.04	5,621.96
Bill	01/19/2016	1/6/16...	Quinlan, Anita	Mileage	0002001 · Acc...	12.96	5,663.00
Bill	01/27/2016	Petty ...	Plainfield Public Libr...	Cash paymen...	0002001 · Acc...	232.97	5,675.96
Bill	01/27/2016	Petty ...	Plainfield Public Libr...	Petty cash rei...	0002001 · Acc...	0.00	5,908.93

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Type	Date	Num	Name	Memo	Split	Amount	Balance
Total 1015012 · Travel Expenses						517.00	5,908.93
<b>1015013 · Membership Dues</b>							
Bill	01/03/2016	12/4/1...	Cardmember Service			40.00	2,171.68
Bill	01/06/2016	#0139...	American Library As...	Membership ...	0002001 · Acc...	284.00	2,211.68
Bill	01/06/2016	# 021 ...	American Library As...	Membership ...	0002001 · Acc...	259.00	2,495.68
Bill	01/27/2016	Petty ...	Plainfield Public Libr...	Petty cash rei...	0002001 · Acc...	0.00	2,754.68
Total 1015013 · Membership Dues						583.00	2,754.68
<b>1015014 · Human Resources</b>							
Total 1015014 · Human Resources							61.66
							61.66
<b>1015201 · Payroll Services</b>							
General Journal	01/14/2016	1-payr...		to record 1/14...	1015001 · Adm...	279.13	3,585.83
General Journal	01/28/2016	1-payr...		record payroll ...	1015001 · Adm...	219.32	3,864.96
Total 1015201 · Payroll Services						498.45	4,084.28
<b>1015202 · Legal Services (Library)</b>							
Bill	01/13/2016	56983	The Law Offices of ...	Legal service...	0002001 · Acc...	4,095.00	41.75
Total 1015202 · Legal Services (Library)						4,095.00	4,136.75
<b>1015203 · Accounting Services</b>							
Total 1015203 · Accounting Services							4,082.88
							4,082.88
<b>1015204 · Bank Fees</b>							
Check	01/02/2016			Service Charge	0001003 · Che...	70.28	908.03
Check	01/31/2016			Service Charge	1001005 · E-Pay	73.26	978.31
Total 1015204 · Bank Fees						143.54	1,051.57
<b>1015205 · Trustee Development</b>							
Total 1015205 · Trustee Development							1,599.35
							1,599.35
<b>1015305 · Bindery</b>							
Total 1015305 · Bindery							0.00
							0.00
<b>1015306 · Microfilming Supplies</b>							
Total 1015306 · Microfilming Supplies							2,574.93
							2,574.93
<b>1015310 · Office Supplies - Admin</b>							
Bill	01/03/2016	12/4/1...	Cardmember Service		0002001 · Acc...	105.00	3,853.51
Check	01/04/2016	779	Grundy Will HR Ass...	m. pederson r...	1001002 · Pett...	11.00	3,958.51
Total 1015310 · Office Supplies - Admin						116.00	3,969.51
<b>1015311 · Postage</b>							
Bill	01/03/2016	12/4/1...	Cardmember Service		0002001 · Acc...	504.76	1,803.40
Total 1015311 · Postage						504.76	2,308.16

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Total 1015311 · Postage						504.76	2,308.16
1015313 · Newsletter	01/14/2016	01141...	Creekside Printing	Newsletter & ...	0002001 · Acc...	4,325.00	32,947.00
Bill							37,272.00
Total 1015313 · Newsletter						4,325.00	37,272.00
1015314 · Web Page Development							0.00
Total 1015314 · Web Page Development							0.00
1015315 · Printing - General							129.87
Total 1015315 · Printing - General							129.87
1015316 · Printing - Legal	01/14/2016	105465	Enterprise Newspap...	Winter Guide ...	0002001 · Acc...	165.00	1,809.26
Bill							1,974.26
Total 1015316 · Printing - Legal						165.00	1,974.26
1015317 · Telephone							9,367.49
General Journal	01/14/2016	1-payr...		to record 1/14...	1015001 · Adm...	-20.00	9,347.49
Bill	01/15/2016	1/15-2...	Call One	Account #120...	0002001 · Acc...	811.36	10,158.85
General Journal	01/28/2016	1-payr...		record payroll ...	1015001 · Adm...	0.00	10,158.85
Bill	01/29/2016	12/29/...	T-Mobile	Account # 72...	0002001 · Acc...	450.51	10,609.36
Total 1015317 · Telephone						1,241.87	10,609.36
1015318 · Public Relations (Library)							12,728.07
Bill	01/03/2016	12/4/1 ...	Cardmember Service		0002001 · Acc...	497.86	13,225.93
Bill	01/04/2016	26696	Plainfield Area Cha...	December Gr...	0002001 · Acc...	52.50	13,278.43
Bill	01/20/2016	26744	Plainfield Area Cha...	2016 State of ...	0002001 · Acc...	35.00	13,313.43
Total 1015318 · Public Relations (Library)						585.36	13,313.43
1015319 · Customer Service Excellence							0.00
Total 1015319 · Customer Service Excellence							0.00
1015320 · Decorating Committee							0.00
Total 1015320 · Decorating Committee							0.00
1015321 · Administrative - Misc							404.88
Total 1015321 · Administrative - Misc							404.88
1015322 · Contingencies Operating Fund							0.00
Total 1015322 · Contingencies Operating Fund							0.00
1015801 · Library - Wide Events							7,296.41
Bill	01/03/2016	12/4/1 ...	Cardmember Service		0002001 · Acc...	2,173.69	9,470.10
Check	01/13/2016	780	atlas	2/24 event	1001002 · Pett...	15.00	9,485.10
Deposit	01/15/2016			Deposit	0001003 · Che...	-202.00	9,283.10
Bill	01/20/2016	08062...	IAMS	Deposit \$600...	0002001 · Acc...	600.00	9,883.10

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Type	Date	Num	Name	Memo	Split	Amount	Balance
Total 1015801 · Library - Wide Events						2,586.69	9,883.10
1018001 · Computers (Library)							1,637.96
Total 1018001 · Computers (Library)							1,637.96
1018002 · Equipment							0.00
Total 1018002 · Equipment							0.00
1018003 · Furniture & Fixtures							521.40
Total 1018003 · Furniture & Fixtures							521.40
1015000 · Administration Department - Other							0.00
Total 1015000 · Administration Department - Other							0.00
Total 1015000 · Administration Department						38,948.26	369,565.53
1015312 · Ill Postage							0.00
Total 1015312 · Ill Postage							0.00
1025000 · Tech Services Dept							64,407.51
1025001 · Tech Services Salaries							55,560.00
General Journal	01/14/2016	1-payr...				3,901.01	59,461.01
General Journal	01/28/2016	1-payr...				4,074.89	63,535.90
Total 1025001 · Tech Services Salaries						7,975.90	63,535.90
1025306 · Tech Services Process Supply							6,328.32
Bill	01/03/2016	12/4/1...	Cardmember Service			131.85	6,460.17
Bill	01/05/2016	20315...	Baker & Taylor Books-			1.15	6,461.32
Bill	01/05/2016	20315...	Baker & Taylor Books-			1.15	6,462.47
Bill	01/12/2016	20315...	Baker & Taylor Books-			4.60	6,467.07
Bill	01/13/2016	20316...	Baker & Taylor Books-			1.15	6,468.22
Total 1025306 · Tech Services Process Supply						139.90	6,468.22
1025307 · OCLC							2,519.19
Total 1025307 · OCLC							2,519.19
1025000 · Tech Services Dept - Other							0.00
Total 1025000 · Tech Services Dept - Other							0.00
Total 1025000 · Tech Services Dept						8,115.80	72,523.31
1035000 · Circulation Department							263,626.07
1035001 · Circulation Salaries							214,504.89
General Journal	01/14/2016	1-payr...				15,907.06	230,411.95
General Journal	01/28/2016	1-payr...				16,010.72	246,422.67
Total 1035001 · Circulation Salaries						31,917.78	246,422.67
1035003 · Page Salaries							37,929.50

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General Journal	01/14/2016	1-payr...		to record 1/14...	1015001 · Adm...	2,143.48	40,072.98
General Journal	01/28/2016	1-payr...		record payroll ...	1015001 · Adm...	2,406.72	42,479.70
Total 1035003 · Page Salaries							
<b>1035308 · Circulation Supplies</b>							
Bill	01/03/2016	12/4/1...	Cardmember Service		0002001 · Acc...	162.96	10,885.19
Total 1035308 · Circulation Supplies							
<b>1035309 · ILL Lost Items</b>							
Bill	01/02/2016	Lost it...	White Oak Lockport	Lost item - se...	0002001 · Acc...	21.00	469.45
Bill	01/09/2016	Dama...	Joliet Public Library	Damaged ite...	0002001 · Acc...	19.00	490.45
Bill	01/22/2016	Daga...	Joliet Public Library ...	Damaged ite...	0002001 · Acc...	25.00	509.45
Bill	01/25/2016	Dama...	Lemont Public Library	Damaged ite...	0002001 · Acc...	15.00	534.45
Total 1035309 · ILL Lost Items							
<b>1035000 · Circulation Department - Other</b>							
Total 1035000 · Circulation Department - Other							
Total 1035000 · Circulation Department							
<b>1045000 · Reference/Adult Services</b>							
<b>1045001 · Reference Salaries</b>							
General Journal	01/14/2016	1-payr...		to record 1/14...	1015001 · Adm...	13,977.77	321,871.79
General Journal	01/28/2016	1-payr...		record payroll ...	1015001 · Adm...	13,993.53	191,890.18
Total 1045001 · Reference Salaries							
<b>1045101 · Adult Summer Reading</b>							
Bill	01/03/2016	12/4/1...	Cardmember Service		0002001 · Acc...	1,764.65	310.25
Total 1045101 · Adult Summer Reading							
<b>1045102 · Adult Programs</b>							
Bill	01/03/2016	12/4/1...	Cardmember Service		0002001 · Acc...	93.60	7,260.00
Bill	01/07/2016	01072...	Donovan, Laura	Program - 1/7...	0002001 · Acc...	200.00	7,353.60
Bill	01/11/2016	01112...	Prairie Godmothers	Program-1/11...	0002001 · Acc...	465.00	7,553.60
Bill	01/14/2016	01142...	Cameron, Ron	Program - 1/1...	0002001 · Acc...	450.00	8,018.60
Bill	01/21/2016	01212...	Iwrey, Miriam	Program - 1/2...	0002001 · Acc...	100.00	8,468.60
Bill	01/25/2016	01252...	Palmer, Kent	Program - 1/2...	0002001 · Acc...	100.00	8,568.60
Bill	01/27/2016	01272...	PJR Computing	Program - 1/2...	0002001 · Acc...	250.00	8,668.60
Bill	01/28/2016	01282...	Movie Licensing USA	Program - 1/2...	0002001 · Acc...	110.00	8,918.60
Bill	01/28/2016	01282...	Criterion Pictures USA	Program - 1/2...	0002001 · Acc...	100.00	9,028.60
Bill	01/30/2016	01302...	Rose Deenen	Program - 1/3...	0002001 · Acc...	300.00	9,128.60
Total 1045102 · Adult Programs							
<b>1045103 · Database - Adult</b>							
Bill	01/03/2016	12/4/1...	Cardmember Service		0002001 · Acc...	39.95	48,248.87
Total 1045103 · Database - Adult							

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Bill	01/06/2016	Contra...	Gale / Cengage Lea...	Gale Courses...	0002001 · Acc...	4,725.00	53,013.82
Total 1045103 · DataBase - Adult							53,013.82
<b>1045104 · Downloadable Materials</b>							
Total 1045104 · Downloadable Materials							2,980.88
<b>1045105 · Portable Media Devices - Adults</b>							
Bill	01/03/2016	12/4/1...	Cardmember Service		0002001 · Acc...	38.96	252.16
Total 1045105 · Portable Media Devices - Adults							38.96
<b>1045106 · Software - Adult</b>							
Total 1045106 · Software - Adult							0.00
<b>1045107 · Compact Discs - Adult</b>							
Bill	01/11/2016	93584...	Midwest Tape		0002001 · Acc...	8.99	2,142.30
Bill	01/11/2016	93584...	Midwest Tape		0002001 · Acc...	78.55	2,151.29
Bill	01/15/2016	93600...	Midwest Tape		0002001 · Acc...	91.93	2,229.84
Bill	01/21/2016	93615...	Midwest Tape		0002001 · Acc...	14.99	2,321.77
Total 1045107 · Compact Discs - Adult							194.46
<b>1045108 · Videos &amp; DVD's - Adult</b>							
Bill	01/03/2016	12/4/1...	Cardmember Service		0002001 · Acc...	802.97	13,546.09
Bill	01/11/2016	93584...	Midwest Tape		0002001 · Acc...	20.99	14,349.06
Bill	01/11/2016	93584...	Midwest Tape		0002001 · Acc...	45.98	14,370.05
Bill	01/11/2016	93584...	Midwest Tape		0002001 · Acc...	56.57	14,416.03
Bill	01/11/2016	93584...	Midwest Tape		0002001 · Acc...	64.97	14,472.60
Bill	01/11/2016	93584...	Midwest Tape		0002001 · Acc...	72.96	14,537.57
Bill	01/11/2016	93584...	Midwest Tape		0002001 · Acc...	39.98	14,610.53
Bill	01/11/2016	93584...	Midwest Tape		0002001 · Acc...	17.99	14,650.51
Bill	01/15/2016	93600...	Midwest Tape		0002001 · Acc...	29.99	14,668.50
Bill	01/15/2016	93600...	Midwest Tape		0002001 · Acc...	35.99	14,698.49
Bill	01/15/2016	93600...	Midwest Tape		0002001 · Acc...	82.97	14,734.48
Bill	01/15/2016	93600...	Midwest Tape		0002001 · Acc...	80.96	14,817.45
Bill	01/21/2016	93615...	Midwest Tape		0002001 · Acc...	22.99	14,898.41
Bill	01/21/2016	93615...	Midwest Tape		0002001 · Acc...	22.99	14,921.40
Bill	01/21/2016	93615...	Midwest Tape		0002001 · Acc...	33.38	14,944.39
Bill	01/21/2016	93615...	Midwest Tape		0002001 · Acc...	59.97	14,977.77
Bill	01/21/2016	93615...	Midwest Tape		0002001 · Acc...	22.99	15,037.74
Bill	01/21/2016	93615...	Midwest Tape		0002001 · Acc...	22.99	15,060.73
Bill	01/21/2016	93615...	Midwest Tape		0002001 · Acc...	22.99	15,083.72
Bill	01/21/2016	93615...	Midwest Tape		0002001 · Acc...	73.97	15,157.69
Total 1045108 · Videos & DVD's - Adult							1,611.60
<b>1045109 · Audio Books - Adult</b>							
Bill	01/01/2016	11860...	Random House - Pe...		0002001 · Acc...	26.25	13,781.89
Bill	01/08/2016	IN106...	Brilliance Publishing...		0002001 · Acc...	149.96	13,958.10
Bill	01/08/2016	11861...	Random House - Pe...		0002001 · Acc...	86.25	14,044.35
Bill	01/13/2016	75269...	Recorded Books, Inc.		0002001 · Acc...	99.00	14,143.35

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Bill	01/13/2016	75269...	Recorded Books, Inc.		0002001 · Acc...	99.00	14,242.35	
Bill	01/14/2016	10861...	Random House - Pe...		0002001 · Acc...	33.75	14,276.10	
Bill	01/14/2016	75270...	Recorded Books, Inc.		0002001 · Acc...	173.20	14,449.30	
Bill	01/20/2016	75273...	Recorded Books, Inc.		0002001 · Acc...	74.20	14,523.50	
Bill	01/20/2016	75273...	Recorded Books, Inc.		0002001 · Acc...	99.00	14,622.50	
Bill	01/21/2016	75274...	Recorded Books, Inc.		0002001 · Acc...	99.00	14,721.50	
Bill	01/21/2016	75274...	Recorded Books, Inc.		0002001 · Acc...	67.27	14,788.77	
Total 1045109 · Audio Books - Adult							1,006.88	14,788.77
<b>1045110 · Replacement Materials</b>								
Total 1045110 · Replacement Materials								91.61
<b>1045112 · Fiction - Adult</b>								
Bill	01/03/2016	12/4/1...	Cardmember Service		0002001 · Acc...	37.42	10,414.76	
Bill	01/08/2016	20315...	Baker & Taylor Books-		0002001 · Acc...	398.92	10,452.18	
Bill	01/15/2016	20316...	Baker & Taylor Books-		0002001 · Acc...	313.68	10,851.10	
Total 1045112 · Fiction - Adult							750.02	11,164.78
<b>1045113 · Leased Material - Adult</b>								
Total 1045113 · Leased Material - Adult								0.00
<b>1045114 · Large Print - Adult</b>								
Bill	01/01/2016	1346383	Center Point Large ...		0002001 · Acc...	133.02	3,203.02	
Bill	01/07/2016	57017...	Gale / Cengage Lea...		0002001 · Acc...	50.03	3,336.04	
Bill	01/08/2016	57025...	Gale / Cengage Lea...		0002001 · Acc...	83.17	3,386.07	
Bill	01/11/2016	20315...	Baker & Taylor Books-		0002001 · Acc...	17.49	3,469.24	
Total 1045114 · Large Print - Adult							283.71	3,486.73
<b>1045115 · Graphic Novels - Adults</b>								
Bill	01/04/2016	20315...	Baker & Taylor Books-		0002001 · Acc...	63.94	1,918.76	
Bill	01/12/2016	20316...	Baker & Taylor Books-		0002001 · Acc...	108.57	1,982.70	
Total 1045115 · Graphic Novels - Adults							172.51	2,091.27
<b>1045116 · Nonfiction - Adult</b>								
Bill	01/03/2016	12/4/1...	Cardmember Service		0002001 · Acc...	63.84	6,440.11	
Bill	01/05/2016	20315...	Baker & Taylor Books-		0002001 · Acc...	101.81	6,503.95	
Bill	01/12/2016	104285	Apple Books		0002001 · Acc...	850.67	6,605.76	
Bill	01/13/2016	20316...	Baker & Taylor Books-		0002001 · Acc...	89.98	7,456.43	
Total 1045116 · Nonfiction - Adult							1,106.30	7,546.41
<b>1045117 · Foreign Language - Adult</b>								
Total 1045117 · Foreign Language - Adult								2,026.26
<b>1045118 · Reference - Adult</b>								
Bill	01/03/2016	12/4/1...	Cardmember Service		0002001 · Acc...	24.99	572.94	
Total 1045118 · Reference - Adult								597.93

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Type	Date	Num	Name	Memo	Split	Amount	Balance
Total 1045118 · Reference - Adult						24.99	597.93
<b>1045119 · Standing Orders - Adult</b>							3,648.71
Total 1045119 · Standing Orders - Adult							3,648.71
<b>1045120 · Periodicals - Adult</b>							4,913.11
Total 1045120 · Periodicals - Adult							4,913.11
<b>1045121 · Purchase On Demand</b>							3,313.44
Bill	01/05/2016	20315...	Baker & Taylor Books-		0002001 · Acc...	189.12	3,502.56
Bill	01/12/2016	20315...	Baker & Taylor Books-		0002001 · Acc...	120.96	3,623.52
Bill	01/13/2016	20316...	Baker & Taylor Books-		0002001 · Acc...	237.39	3,860.91
Bill	01/19/2016	20316...	Baker & Taylor Books-		0002001 · Acc...	34.67	3,895.58
Total 1045121 · Purchase On Demand						582.14	3,895.58
<b>1045122 · Other Materials - Adult</b>							0.00
Total 1045122 · Other Materials - Adult							0.00
<b>1045212 · Instructors and Facilitators</b>							3,716.31
Bill	01/03/2016	12/4/1...	Cardmember Service		0002001 · Acc...	163.43	3,879.74
Bill	01/12/2016	KM20...	Cavallo, William	2 classes - 1/...	0002001 · Acc...	150.00	4,029.74
Bill	01/13/2016	KM20...	Johnson, Amanda	2 classes - 1/...	0002001 · Acc...	150.00	4,179.74
Bill	01/20/2016	KM20...	Community Career ...	Job club - 1/2...	0002001 · Acc...	125.00	4,304.74
Bill	01/20/2016	KM20...	Rand, Janet	Job club - 1/2...	0002001 · Acc...	100.00	4,404.74
Bill	01/20/2016	KM20...	Texley, Sharon	2 classes - 1/...	0002001 · Acc...	150.00	4,554.74
Total 1045212 · Instructors and Facilitators						838.43	4,554.74
<b>1045310 · Office Supplies - Adult</b>							644.23
Bill	01/03/2016	12/4/1...	Cardmember Service		0002001 · Acc...	1,052.69	1,696.92
Total 1045310 · Office Supplies - Adult						1,052.69	1,696.92
<b>1045405 · Local History Supplies</b>							555.91
Bill	01/03/2016	12/4/1...	Cardmember Service		0002001 · Acc...	109.90	665.81
Total 1045405 · Local History Supplies						109.90	665.81
<b>1045000 · Reference/Adult Services - Other</b>							0.00
Total 1045000 · Reference/Adult Services - Other							0.00
<b>1055000 · Youth Services</b>							366,313.88
<b>1055001 · Youth Services Salaries</b>							292,015.48
General Journal	01/14/2016	1-payr...					214,776.58
General Journal	01/28/2016	1-payr...					230,037.37
Total 1055001 · Youth Services Salaries						30,909.49	245,686.07
<b>1055101 · Summer Reading - Childrens</b>							2,374.28

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Bill	01/03/2016	12/4/1...	Cardmember Service		0002001 · Acc...	1,127.79	3,502.07
Total 1055101 · Summer Reading - Childrens							
<b>1055102 · JUV Programs</b>							
Bill	01/03/2016	12/4/1...	Cardmember Service		0002001 · Acc...	370.59	909.79
Bill	01/05/2016	1-Oct-...	Slager, Gina	Program - 1/5...	0002001 · Acc...	400.00	1,280.38
Bill	01/12/2016	5134	The Chalkboard Cre...	Supplies for J...	0002001 · Acc...	10.18	1,680.38
Bill	01/25/2016	01221...	Meyerhoff, Jenny	Program - 3/1...	0002001 · Acc...	500.00	1,690.56
Total 1055102 · JUV Programs							
<b>1055103 · DataBase - YS/YA</b>							
Total 1055103 · DataBase - YS/YA						188.00	26,637.25
<b>1055104 · Downloadable Materials YS/YA</b>							
Bill	01/03/2016	12/4/1...	Cardmember Service		0002001 · Acc...	188.00	0.00
Total 1055104 · Downloadable Materials YS/YA							
<b>1055105 · Portable Media Devices - YS/YA</b>							
Total 1055105 · Portable Media Devices - YS/YA						188.12	388.12
<b>1055106 · Software - Children's</b>							
Total 1055106 · Software - Children's						0.00	0.00
<b>1055107 · Compact Discs - Children's</b>							
Total 1055107 · Compact Discs - Children's						652.60	652.60
<b>1055108 · Videos &amp; DVD's - Children's</b>							
Bill	01/03/2016	12/4/1...	Cardmember Service		0002001 · Acc...	88.86	8,933.35
Bill	01/11/2016	93584...	Midwest Tape		0002001 · Acc...	71.95	9,022.21
Bill	01/15/2016	93600...	Midwest Tape		0002001 · Acc...	71.97	9,094.16
Bill	01/21/2016	93615...	Midwest Tape		0002001 · Acc...	5.59	9,166.13
Total 1055108 · Videos & DVD's - Children's							
<b>1055109 · Audio Books - Children's</b>							
Total 1055109 · Audio Books - Children's						238.37	9,171.72
<b>1055111 · Kits</b>							
Total 1055111 · Kits						0.00	0.00
<b>1055112 · Fiction - Children's</b>							
Bill	01/04/2016	20315...	Baker & Taylor Books-		0002001 · Acc...	29.46	6,263.62
Bill	01/12/2016	20316...	Baker & Taylor Books-		0002001 · Acc...	44.41	6,293.08
Total 1055112 · Fiction - Children's							
<b>1055116 · Nonfiction - Children's</b>							
Bill	01/04/2016	118655	Children's Plus Inc.		0002001 · Acc...	630.19	16,857.63
Bill	01/11/2016	20315...	Baker & Taylor Books-		0002001 · Acc...	126.03	17,487.82
Total 1055116 · Nonfiction - Children's							
Total 1055116 · Nonfiction - Children's							

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Bill	01/14/2016	119118	Children's Plus Inc.		0002001 · Acc...	309.20	17,923.05	
Total	1055116 · Nonfiction - Children's						1,065.42	17,923.05
<b>1055118 · Reference - Children's</b>								
Total	1055118 · Reference - Children's							1,798.00
<b>1055119 · Standing Orders - Children's</b>								
Total	1055119 · Standing Orders - Children's							2,126.16
<b>1055120 · Periodicals - Children's</b>								
Total	1055120 · Periodicals - Children's							2,126.16
<b>1055122 · Other Materials - Children's</b>								
Total	1055122 · Other Materials - Children's							87.90
<b>1055123 · Easy Fiction</b>								
Bill	01/11/2016	20315...	Baker & Taylor Books-		0002001 · Acc...	20.38	7,678.10	
Bill	01/14/2016	119097	Children's Plus Inc.		0002001 · Acc...	548.11	7,698.48	
Bill	01/14/2016	119098	Children's Plus Inc.		0002001 · Acc...	169.90	8,246.59	
Total	1055123 · Easy Fiction						738.39	8,416.49
<b>1055124 · Easy Nonfiction</b>								
Total	1055124 · Easy Nonfiction							0.00
<b>1055310 · Office Supplies - Y/S</b>								
Bill	01/03/2016	12/4/1...	Cardmember Service		0002001 · Acc...	460.36	1,755.10	
Bill	01/08/2016	WRP ...	Sutcliffe, Amy	Back wall WR...	0002001 · Acc...	79.35	2,215.46	
Total	1055310 · Office Supplies - Y/S						539.71	2,294.81
<b>1055000 · Youth Services - Other</b>								
Total	1055000 · Youth Services - Other						36,161.81	328,177.29
<b>1065000 · Young Adult Services</b>								
<b>1065101 · Summer Reading - YA</b>								
Bill	01/03/2016	12/4/1...	Cardmember Service		0002001 · Acc...	1,057.90	16,266.64	
Total	1065101 · Summer Reading - YA						1,057.90	2,689.73
<b>1065102 · YA Programs</b>								
Bill	01/03/2016	12/4/1...	Cardmember Service		0002001 · Acc...	167.17	3,747.63	
Bill	01/14/2016	1/14/1...	Chan, Alex	Program - 1/2...	0002001 · Acc...	50.00	1,774.13	
Bill	01/17/2016	1/17/1...	Alagna, Lauren	Program - 1/1...	0002001 · Acc...	50.00	1,941.30	
Bill	01/19/2016	1/19/2...	Ford, Devon	Program - 1/1...	0002001 · Acc...	75.00	1,991.30	
Total	1065102 · YA Programs						342.17	2,041.30
<b>1065106 · Software - YA</b>								
Total	1065106 · Software - YA							2,116.30
						187.92		

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Total 1065106 · Software - YA							187.92
<b>1065107 · Compact Discs - YA</b>							945.47
Bill	01/11/2016	93584...	Midwest Tape		0002001 · Acc...	13.99	959.46
Bill	01/15/2016	93600...	Midwest Tape		0002001 · Acc...	11.19	970.65
Bill	01/21/2016	93615...	Midwest Tape		0002001 · Acc...	13.99	984.64
Total 1065107 · Compact Discs - YA						39.17	984.64
<b>1065108 · Videos &amp; DVD's - YA</b>							2,327.47
Bill	01/11/2016	93584...	Midwest Tape		0002001 · Acc...	22.99	2,350.46
Bill	01/15/2016	93600...	Midwest Tape		0002001 · Acc...	11.99	2,362.45
Bill	01/21/2016	93615...	Midwest Tape		0002001 · Acc...	26.99	2,389.44
Total 1065108 · Videos & DVD's - YA						61.97	2,389.44
<b>1065109 · Audio Books - YA</b>							830.60
Total 1065109 · Audio Books - YA							830.60
<b>1065112 · Fiction - YA</b>							5,151.09
Bill	01/05/2016	20315...	Baker & Taylor Books-		0002001 · Acc...	7.83	5,158.92
Total 1065112 · Fiction - YA						7.83	5,158.92
<b>1065116 · Nonfiction - YA</b>							2,145.23
Total 1065116 · Nonfiction - YA							2,145.23
<b>1065118 · Reference - YA</b>							0.00
Total 1065118 · Reference - YA							0.00
<b>1065119 · Standing Orders - YA</b>							0.00
Total 1065119 · Standing Orders - YA							0.00
<b>1065120 · Periodicals - YA</b>							215.00
Total 1065120 · Periodicals - YA							215.00
<b>1065122 · Other Materials - YA</b>							0.00
Total 1065122 · Other Materials - YA							0.00
<b>1065123 · Outreach Print Materials</b>							0.00
Total 1065123 · Outreach Print Materials							0.00
<b>1065212 · Instructors &amp; Facilitators</b>							0.00
Total 1065212 · Instructors & Facilitators							0.00
<b>1065000 · Young Adult Services - Other</b>							0.00
Total 1065000 · Young Adult Services - Other							0.00
Total 1065000 · Young Adult Services						1,509.04	17,775.68
<b>1075000 · Community Relations Dept</b>							77,703.80
<b>1075001 · Community Relations Salaries</b>							76,720.06

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General Journal	01/14/2016	1-payr...		to record 1/14...	1015001 · Adm...	6,152.82	82,872.88
Deposit	01/15/2016			Deposit	0001003 · Che...	-25.00	82,847.88
General Journal	01/28/2016	1-payr...		record payroll ...	1015001 · Adm...	6,054.87	88,902.75
Total 1075001 · Community Relations Salaries							88,902.75
<b>1075123 · Comm. Relations Print Materials</b>							
Bill	01/03/2016	12/4/1...	Cardmember Service		0002001 · Acc...	15.91	469.50
Total 1075123 · Comm. Relations Print Materials							469.50
<b>1075310 · Comm. Relations Office Supply</b>							
Bill	01/03/2016	12/4/1...	Cardmember Service		0002001 · Acc...	188.85	514.24
Bill	01/15/2016	13836	Datasource, ink		0002001 · Acc...	89.00	703.09
Total 1075310 · Comm. Relations Office Supply							792.09
<b>1075000 · Community Relations Dept - Other</b>							
Total 1075000 · Community Relations Dept - Other							0.00
Total 1075000 · Community Relations Dept							0.00
Total 1075000 · Community Relations Dept							12,476.45
<b>1085000 · Maintenance Department</b>							
<b>1085001 · Maintenance Salaries</b>							
General Journal	01/14/2016	1-payr...		to record 1/14...	1015001 · Adm...	2,985.82	42,799.23
General Journal	01/28/2016	1-payr...		record payroll ...	1015001 · Adm...	2,990.25	42,799.23
Total 1085001 · Maintenance Salaries							45,785.05
Total 1085001 · Maintenance Salaries							48,775.30
<b>1085000 · Maintenance Department - Other</b>							
Total 1085000 · Maintenance Department - Other							0.00
Total 1085000 · Maintenance Department							0.00
Total 1085000 · Maintenance Department							5,976.07
<b>1095000 · Service Arrangements</b>							
<b>1095206 · Pinnacle Cooperative</b>							
Total 1095206 · Pinnacle Cooperative							48,775.30
<b>1095207 · Computer Maintenance Agreement</b>							
Total 1095207 · Computer Maintenance Agreement							55,830.54
<b>1095209 · Email &amp; Web Hosting Fees</b>							
Bill	01/03/2016	12/4/1...	Cardmember Service		0002001 · Acc...	283.33	0.00
Total 1095209 · Email & Web Hosting Fees							0.00
Total 1095209 · Email & Web Hosting Fees							2,283.09
<b>1095210 · Lease Agreements</b>							
Bill	01/19/2016	29616...	Konica Minolta Pre...		0002001 · Acc...	283.33	2,566.42
Bill	01/24/2016	90021...	Konica Minolta	Coverage Peri...	0002001 · Acc...	1,404.66	13,664.10
Total 1095210 · Lease Agreements							15,068.76
Total 1095210 · Lease Agreements							15,734.42
Total 1095210 · Lease Agreements							2,070.32

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<b>1095211 · Subscription Services</b>							
Bill	01/01/2016	MAP1...	Libraries First	Museum Adv...	0002001 · Acc...	500.00	27,609.40
Bill	01/02/2016	358	Shoutbomb LLC	Messaging fe...	0002001 · Acc...	360.00	28,109.40
Bill	01/03/2016	12/4/1...	Cardmember Service		0002001 · Acc...	149.00	28,469.40
Bill	01/04/2016	MFLR...	Mosio	Mosio for Libr...	0002001 · Acc...	1,199.00	28,618.40
Total 1095211 · Subscription Services						2,208.00	29,817.40
<b>1095301 · Software</b>							
Bill	01/03/2016	12/4/1...	Cardmember Service		0002001 · Acc...	264.00	660.85
Total 1095301 · Software						264.00	924.85
<b>1095302 · Computer Supplies</b>							
Bill	01/03/2016	12/4/1...	Cardmember Service		0002001 · Acc...	15,910.60	832.33
Bill	01/05/2016	638787	Paragon Micro Inc.		0002001 · Acc...	61.97	16,742.93
Bill	01/12/2016	639386	Paragon Micro Inc.		0002001 · Acc...	57.98	16,804.90
Total 1095302 · Computer Supplies						16,030.55	16,862.88
<b>1095303 · Data Lines</b>							
Bill	01/06/2016	1/13-2...	Comcast	Account #877 ...	0002001 · Acc...	129.85	1,300.77
Bill	01/19/2016	Bill dat...	AT&T	#131015428 ...	0002001 · Acc...	107.00	1,430.62
Total 1095303 · Data Lines						236.85	1,537.62
<b>1095000 · Service Arrangements - Other</b>							
Total 1095000 · Service Arrangements - Other						21,093.05	76,923.59
<b>2005011 · FICA Expense</b>							
General Journal	01/14/2016	1-payr...		to record 1/14...	1015001 · Adm...	5,330.95	73,782.02
General Journal	01/28/2016	1-payr...		record payroll ...	1015001 · Adm...	5,431.92	79,112.97
Total 2005011 · FICA Expense						10,762.87	84,544.89
<b>2505012 · IMRF Expense-ER</b>							
General Journal	01/04/2016	1-imrf-2		to record IMR...	1001004 · Tax ...	23,386.57	100,393.16
Total 2505012 · IMRF Expense-ER						23,386.57	123,779.73
<b>3005218 · Audit Expense</b>							
Total 3005218 · Audit Expense							8,250.00
<b>4005802 · Unemployment Insurance</b>							
Bill	01/18/2016	4th Qu...	LIMRiCC Unemploy...	4th Quarter 2...	0002001 · Acc...	239.92	994.67
Deposit	01/25/2016			refund on une...	0001003 · Che...	-1,060.14	1,234.59
Total 4005802 · Unemployment Insurance						-820.22	174.45
<b>4005803 · Liab Ins- Govt Crime</b>							
Total 4005803 · Liab Ins- Govt Crime							1,751.40

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Total 4005803 · Liab Ins- Govt Crime							1,751.40
4005804 · Liab Ins- Deduct/Retention							0.00
Total 4005804 · Liab Ins- Deduct/Retention							0.00
4005805 · Liab Ins- Prop/Pack/Umbrella							17,858.00
Total 4005805 · Liab Ins- Prop/Pack/Umbrella							17,858.00
4005806 · Liab Ins- Workers Comp							6,722.00
Total 4005806 · Liab Ins- Workers Comp							6,722.00
508399 · Contingency Expense							0.00
Total 508399 · Contingency Expense							0.00
5085212 · Custodial Services							16,799.34
Bill	01/01/2016	10262	Butler Domestic	Professional c...	0002001 · Acc...	2,980.00	19,779.34
Total 5085212 · Custodial Services						2,980.00	19,779.34
5085213 · Disposal Services							716.70
Bill	01/01/2016	13855...	Groot Industries, Inc.	Account # 51...	0002001 · Acc...	143.34	860.04
Total 5085213 · Disposal Services						143.34	860.04
5085214 · Building Maintenance Agreement							2,031.41
Bill	01/04/2016	34432...	Cintas		0002001 · Acc...	52.80	2,084.21
Bill	01/11/2016	34433...	Cintas		0002001 · Acc...	52.80	2,137.01
Bill	01/18/2016	34433...	Cintas		0002001 · Acc...	52.80	2,189.81
Bill	01/25/2016	34433...	Cintas		0002001 · Acc...	52.80	2,242.61
Total 5085214 · Building Maintenance Agreement						211.20	2,242.61
5085215 · Equipment Maintenance Agreement							3,975.55
Bill	01/01/2016	221806	D & I Electronics, Inc.	Account # 20...	0002001 · Acc...	924.00	4,899.55
Bill	01/01/2016	20035...	Quench USA, INC	Account # DO...	0002001 · Acc...	276.00	5,175.55
Bill	01/01/2016	135639	Suburban Elevator ...	Full maintena...	0002001 · Acc...	565.47	5,741.02
Total 5085215 · Equipment Maintenance Agreement						1,765.47	5,741.02
5085216 · Building Repair							47,361.86
Bill	01/03/2016	12/4/1...	Cardmember Service		0002001 · Acc...	180.62	47,542.48
Bill	01/05/2016	62971...	Kin-ko Ace Stores, I...		0002001 · Acc...	26.98	47,569.46
Total 5085216 · Building Repair						207.60	47,569.46
5085217 · Equipment Repair							9,374.88
Total 5085217 · Equipment Repair							9,374.88
5085399 · Contingencies							1,736.00
Total 5085399 · Contingencies							1,736.00
5085601 · Utilities - Electric							25,532.53

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Bill	01/25/2016	12/21/...	ComEd	Account # 86...	0002001 · Acc...	71.11	25,603.64
Bill	01/27/2016	69758...	MidAmerican Energ...	Account # 25...	0002001 · Acc...	3,938.27	29,541.91
Total 5085601 · Utilities - Electric							
<b>5085602 · Utilities - Gas</b>							
Bill	01/15/2016	12/15/...	Nicor Gas	Account # 66...	0002001 · Acc...	66.24	1,828.24
Bill	01/18/2016	12/15/...	Nicor Gas	Account # 69...	0002001 · Acc...	1,061.76	1,894.48
Total 5085602 · Utilities - Gas							
<b>5085603 · Utilities - Water</b>							
Bill	01/31/2016	12/11/1...	Village of Plainfield	Account # 20...	0002001 · Acc...	253.56	1,736.31
Bill	01/31/2016	12/4/1...	Village of Plainfield	Account # 20...	0002001 · Acc...	22.67	1,989.87
Total 5085603 · Utilities - Water							
<b>5085604 · Building Supplies</b>							
Bill	01/03/2016	12/4/1...	Cardmember Service		0002001 · Acc...	248.81	9,029.32
Bill	01/12/2016	62973...	Kin-ko Ace Stores, I...		0002001 · Acc...	9.98	9,278.13
Bill	01/21/2016	97301	Tri-K		0002001 · Acc...	511.02	9,288.11
Bill	01/25/2016	62977...	Kin-ko Ace Stores, I...		0002001 · Acc...	19.98	9,799.13
Total 5085604 · Building Supplies							
<b>5085605 · Equipment &amp; Tools</b>							
Bill	01/03/2016	12/4/1...	Cardmember Service		0002001 · Acc...	326.63	9,819.11
Bill	01/12/2016	62973...	Kin-ko Ace Stores, I...		0002001 · Acc...	99.98	1,501.23
Bill	01/25/2016	62977...	Kin-ko Ace Stores, I...		0002001 · Acc...	28.99	1,827.86
Total 5085605 · Equipment & Tools							
<b>6000 · Advertising and Promotion</b>							
Total 60000 · Advertising and Promotion							
<b>6006001 · Debt Refunding Expenditures</b>							
Total 6006001 · Debt Refunding Expenditures							
<b>6006002 · Bond Interest</b>							
Total 6006002 · Bond Interest							
<b>6006003 · Bond Principal</b>							
Total 6006003 · Bond Principal							
<b>6006004 · Debt Fiscal Charges</b>							
Total 6006004 · Debt Fiscal Charges							
<b>60200 · Automobile Expense</b>							
Total 60200 · Automobile Expense							
<b>60400 · Bank Service Charges</b>							
Total 60400 · Bank Service Charges							

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Total 60400 · Bank Service Charges							0.00
<b>61700 · Computer and Internet Expenses</b>							0.00
Total 61700 · Computer and Internet Expenses							0.00
<b>62400 · Depreciation Expense</b>							0.00
Total 62400 · Depreciation Expense							0.00
<b>63300 · Insurance Expense</b>							0.00
Total 63300 · Insurance Expense							0.00
<b>63400 · Interest Expense</b>							0.00
Total 63400 · Interest Expense							0.00
<b>64300 · Meals and Entertainment</b>							0.00
Total 64300 · Meals and Entertainment							0.00
<b>64900 · Office Supplies</b>							0.00
Total 64900 · Office Supplies							0.00
<b>66000 · Payroll Expenses</b>							0.00
Total 66000 · Payroll Expenses							0.00
<b>66700 · Professional Fees</b>							0.00
Total 66700 · Professional Fees							0.00
<b>67100 · Rent Expense</b>							0.00
Total 67100 · Rent Expense							0.00
<b>67200 · Repairs and Maintenance</b>							0.00
Total 67200 · Repairs and Maintenance							0.00
<b>68100 · Telephone Expense</b>							0.00
Total 68100 · Telephone Expense							0.00
<b>68400 · Travel Expense</b>							0.00
Total 68400 · Travel Expense							0.00
<b>68600 · Utilities</b>							0.00
Total 68600 · Utilities							0.00
<b>7505213 · Legal services</b>							2,610.50
Bill	01/20/2016	26570...	Robbins Schwartz	Referendum	0002001 · Acc...	440.00	3,050.50
Total 7505213 · Legal services						440.00	3,050.50
<b>7505214 · Architechural Services</b>							0.00
Total 7505214 · Architechural Services							0.00
<b>7505215 · Public Relations</b>							264.63
Total 7505215 · Public Relations							264.63

Plainfield Public Library  
**General Ledger**  
 As of January 31, 2016

8:36 PM  
 02/11/16  
 Accrual Basis

Type	Date	Num	Name	Memo	Split	Amount	Balance
7508001 · Computers							2,433.39
Total 7508001 · Computers							2,433.39
7508003 · Furniture & Equipment							12,661.67
Total 7508003 · Furniture & Equipment							12,661.67
7508004 · Community Relations							6,572.33
Total 7508004 · Community Relations							6,572.33
7508005 · Real Estate Acquisition							30,000.00
Total 7508005 · Real Estate Acquisition							30,000.00
7508006 · BLDG Development							89,836.09
Bill	01/08/2016	0017343	Nagle Hartray	Professional s...	0002001 · Acc...	5,051.81	94,887.90
Bill	01/21/2016	2042	Columbian Model & ...	Plainfield Libr...	0002001 · Acc...	7,830.00	102,717.90
Bill	01/21/2016	RES0...	Shetina Appraisal C...	Appraisal - 15...	0002001 · Acc...	400.00	103,117.90
Bill	01/31/2016	7443	CCS	January 2016	0002001 · Acc...	1,700.00	104,817.90
Total 7508006 · BLDG Development						14,981.81	104,817.90
7508007 · Demolition Costs							0.00
Total 7508007 · Demolition Costs							0.00
7509010 · Out to General Fund							0.00
Total 7509010 · Out to General Fund							0.00
80000 · Ask My Accountant							0.00
Total 80000 · Ask My Accountant							0.00
No acct							0.00
Total no acct							0.00
<b>TOTAL</b>						<b>0.00</b>	<b>0.00</b>

Plainfield Public Library  
Transactions by Account  
As of January 31, 2016

Type	Date	Num	Name	Memo	Clr	Split	Amount	Balance
0001004 · Tax Escrow Acct - IL Funds								
1001004 · Tax Escrow (Library)								
General Journal	01/04/2016	1-imrf-2		to record IMR...	X	-SPLIT-		98,985.35
General Journal	01/14/2016	val pa...	VALIC	for 01/14/16 p...	X	1002009 · 457 ...	-34,686.61	98,985.35
General Journal	01/14/2016	1-payr...		to record 1/14...	X	1015001 · Adm...	-1,669.61	64,298.74
General Journal	01/14/2016	1-payr...		to record 1/14...	X	1015001 · Adm...	-13,958.55	62,629.13
General Journal	01/14/2016	1-payr...		to record 1/14...	X	1015001 · Adm...	-50,082.82	48,670.58
General Journal	01/14/2016	1-payr...		to record 1/14...	X	1015001 · Adm...	-279.13	-1,412.24
General Journal	01/25/2016	1-tran...		TO RECORD ...	X	1001003 · Che...	-500,000.00	-1,691.37
General Journal	01/28/2016	1-valic-1	VALIC	for 1/28/16 pa...	X	1002009 · 457 ...	-1,669.61	-501,691.37
General Journal	01/28/2016	1-payr...		record payroll ...	X	1015001 · Adm...	-14,253.49	-503,360.98
General Journal	01/28/2016	1-payr...		record payroll ...	X	1015001 · Adm...	-51,174.70	-517,614.47
General Journal	01/28/2016	1-payr...		record payroll ...	X	1015001 · Adm...	-219.32	-568,789.17
Total 1001004 · Tax Escrow (Library)							-667,993.84	-569,008.49
Total 0001004 · Tax Escrow Acct - IL Funds							-667,993.84	-569,008.49
<b>TOTAL</b>							<b>-667,993.84</b>	<b>-569,008.49</b>

**PLAINFIELD PUBLIC LIBRARY DISTRICT  
ILLINOIS FUNDS TAX ESCROW ACCOUNT  
FINANCIAL STATEMENT AS OF JANUARY 31, 2016**

Balance as of	12/31/2015		\$	2,327,962.52
Receipts for Month:				
	Will County Property Taxes	-		
	Kendall County	-		
	Interest Earned	368.80		
	Total Receipts	368.80		368.80
Disbursements for Month:				
	Transfer to Checking Account	(500,000.00)		
	IMRF Employees	(11,300.04)		
	IMRF Employer	(23,386.57)		
	457 Payment	(3,339.22)		
	Payroll	(129,968.01)		
	Total Disbursements	(667,993.84)		(667,993.84)
Balance as of	1/31/2016	#7139168386	\$	1,660,337.48

**PLAINFIELD PUBLIC LIBRARY DISTRICT  
ILLINOIS FUNDS RESERVE ACCOUNT  
FINANCIAL STATEMENT AS OF JANUARY 31, 2016**

Balance as of	12/31/2015		\$	348,532.32
Receipts for Month:				
	Impact Fees Received for Month	-		
	Donation - Friends			
	Reclass to due to General Fund	-		
	Transfer from Tax Escrow			
	Interest Earned	60.27		
	Total Receipts	60.27		60.27
Disbursements for Month:				
Reclassified Expenses from General Fund:				
	Total Disbursements	-		-
Balance as of	1/31/2016	#7139122514	\$	348,592.59

**PLAINFIELD PUBLIC LIBRARY DISTRICT  
FIRST MIDWEST BANK PETTY CASH CHECKING  
FINANCIAL STATEMENT AS OF JANUARY 31, 2016**

Balance as of	12/31/2015		\$	2,500.00
Receipts for Month:				
	Transfer from Checking	-		
	Total Receipts	-		-
Disbursements for Month:				
		(51.00)		
	Total Disbursements	(51.00)		(51.00)
Balance as of	1/31/2016	#3650001443	\$	2,449.00

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**PLAINFIELD PUBLIC LIBRARY DISTRICT  
ILLINOIS FUNDS E-PAY  
FINANCIAL STATEMENT AS OF JANUARY 31, 2016**

Balance as of	12/31/2015		\$	103,708.15
Receipts for Month:				
	Fines/Room Reservation Deposited	1,599.25		
	Interest Earned	18.07		
	Total Receipts	1,617.32		1,617.32
Disbursements for Month:				
		73.28		
	Total Disbursements	(73.28)		(73.28)
Balance as of	1/31/2016	#151600010970	\$	105,252.19

**PLAINFIELD PUBLIC LIBRARY DISTRICT  
FIRST MIDWEST BANK CHECKING ACCOUNT  
FINANCIAL STATEMENT AS OF JANUARY 31, 2016**

Balance as of	12/31/2015		\$	601,918.17
Receipts for Month:				
	Deposits	7,571.95		
	Per Capita Grant			
	Transfer from Tax Escrow	500,000.00		
	Interest Earned	10.20		
	Total Receipts	507,582.15		507,582.15
Disbursements for Month:				
	Bills Paid	(142,724.85) *		
	Adjustment for due to Construction			*
	Bank Fees	(70.28)		
	Petty cash disbursements	-		*
	FSA	(57.00)		
	Reclassified to Tax Escrow			
	United Healthcare EFT	-		*
	Total Disbursements	(142,852.13)		(142,852.13)
Balance as of	1/31/2016	#6717572	\$	966,648.19

\*General Bills = \$45,397.91

**PLAINFIELD PUBLIC LIBRARY DISTRICT  
SUMMARY OF ALL ACCOUNTS  
FINANCIAL STATEMENT AS OF JANUARY 31, 2016**

General Library Fund -- Checking	#6717572	\$	966,648.19
Illinois Funds Checking -- Operating Account	#7139168386		1,660,337.48
Illinois Funds Checking -- Reserve Account	#7139122514		348,592.59
Petty Cash Checking	#3650001443		2,449.00
E-Pay	#151600010970		105,252.19
Total of All Funds		\$	<u>3,083,279.45</u>
 Total Interest Earned for Month by All Accounts		\$	457.34

**Plainfield Public Library District  
Library Director's Report  
February 13, 2016**

Building & Expansion Plan Informational Campaign

The focus of the past two months has been almost exclusively the informational campaign. The second Special Edition newsletter mailed to homes arrived right around the start of early voting, as scheduled. The last video in the 3 part series is being disseminated. The Drop In Q&A sessions are going well. The number of questions coming in through the website form is low. However, comments on social media and online news media sites have been overwhelming at times. I am updating the FAQ regularly with the answers from all questions received. Though press releases are going out approximately every 7-10 days, they are not necessarily being used by the local media. So I am using them as blog posts, to get the information out another way.

Illinois Funds and New account for Property Tax Direct Deposit

The Illinois Funds waited until the last minute to inform its taxing body clients that as of the end of February, it will no longer accept direct deposit of property tax payments. To fill this gap, the Library needs a new account to accept these payments that meets the Finance Policy parameters. A Request for Proposal process cannot be accommodated with the immediate need for this new account. Instead, the four local banks that can meet this need will each present their account options and rates that meet the Library's parameters. The banks are: Heartland, First Community, First Midwest and WinTrust (Plainfield Bank & Trust). Each has its own approach to securing the funds. First Midwest Bank has been the Library's local bank for its checking accounts since before my tenure began in 2000.

Ordinance 2016-1 Approving Plans for Property Purchase and the Finance Plan for Said Property Purchase

This ordinance is a formality, since the finance plan is passing a referendum which includes the funding.

Upcoming Trustee Events

The Plainfield Area Chamber of Commerce Candidates Night is Monday, February 22 from 6pm to 8pm in the freshman Center at Plainfield High School Central Campus. Star Wars Day is Saturday, March 5 from 10am to 2pm, throughout the Library. A Drop In Q&A Session will be held concurrently with the event. The Plainfield Irish Parade will step off at 1pm on Sunday, March 13 at Plainfield High School Central Campus. President Carl Gilmore has secured antique vehicles for the Trustees to ride in. The "Picture a 21<sup>st</sup> Century Library" banners from the Homecoming parade will be reused.

My Schedule

I am planning to be out of the office on Election Day, March 15.

### January/February Meetings

January 18	Appy Hour - Tap House Grill
January 19	Plainfield Area Chamber of Commerce (PACC) Ribbon Cutting - LuNajera Drop In Q&A
January 20	Plainfield Area Chamber of Commerce (PACC) State of the Village Luncheon Plainfield Area Chamber of Commerce (PACC) Executive Board Board Meeting
January 21	Shorewood Area Illinois Librarians (SAIL)
January 25	Plainfield Area Chamber of Commerce (PACC) Legislative Committee Village of Plainfield Committee of the Whole
January 25	Department Heads Foundation for Excellence Board
January 27	Plainfield Area Chamber of Commerce (PACC) Open House
January 28 -31	Vacation
February 3	Plainfield Area Chamber of Commerce (PACC) Chamber Network Night (CNN) - Plainfield Bank & Trust
February 4	Drop In Q&A
February 5	Plainfield Area Chamber of Commerce (PACC) Board
February 6	Coffee with the Superintendent Drop In Q&A
February 8	Susan Wade, First Midwest Bank
February 9	Department Heads Herald News Photographer Plainfield Area Chamber of Commerce (PACC) Ribbon Cutting - St. Baldrick's
February 10	Coffee with the Mayor Ken Mulcrone, Vanguard Energy

Plainfield Area Chamber of Commerce (PACC) Chamber  
Network Night (CNN) - Wine & Cheese by TCC

- February 11      Greg Shaefer, First Community Bank  
Plainfield Area Chamber of Commerce (PACC) Bylaws  
Committee  
Rob Vivaldelli, Heartland Bank  
Historic Preservation Commission
- February 12      Illinois Library Association Legislative Breakfast  
Vikaas Shanker, Herald News  
Pinnacle Library Cooperative Governing Board
- February 14      Drop In Q&A

## Assistant Director's Report

### January 2016

#### Highlights of activities:

- Continuing to wrestle with the new software was the top priority. While it is up and running, it was quite a struggle and we will not be using it for the Summer Reading Program. The good news is that the software has not deterred the public from participating as we have almost 900 participants at the half-way mark, which is up from 2015 and tied with 2014 stats. The theme has really appealed to people.
- The content for the special newsletters was also a primary focus. Kudos to Marketing Assistant Sam Ritz, who has done a fantastic job creating beautiful, informative newsletters.
- Posting and monitoring of social media in regards to the expansion planning kept me busy. The Facebook post notifying the public on the fact that there is a 3D model has really amped up interest. At this writing, it has received over 100 likes, 20 shares and has more than 3700 views. By far, our most popular post ever. And the dialogue being sparked between users on our post has been fascinating to observe.

# DEPARTMENT REPORTS

## JANUARY 2016

### ADULT SERVICES REPORT

#### January 2016

#### January 2015

Reference Questions: 2936

Reference Questions: 3195

#### ADULT PROGRAMS

#### ADULT PROGRAMS

Book Discussion:  
 A Novel Idea Attended: 21  
 Not Your Mama's Attended: 8  
 Cover to Cover Attended: 30

Book Discussion:  
 A Novel Idea Attended: 13  
 Not Your Mama's Attended: 8

Programs: 108 Attended: 707

Programs: 48 Attended: 446

Tech Training: 15 Attended: 24

Tech Training: 19 Attended: 61

Book-A-Librarian Sessions: 2

Book-A-Librarian Sessions: 4

Workforce Lab: 4 Attended: 27  
 Attended: 27

Workforce Lab: 4 Attended: 24  
 Attended: 24

**Total Adult Programs: 132**

**Total Adult Programs: 77**

**Total Adult Program Attendance: 819**

**Total Adult Program Attendance: 556**

#### Statistical Breakdown of Reference Questions



#### Duration

Brief - under 5 min	2667
Short - under 10 min	216
Long - over 10 min	53

#### Question Type

Directional	442
ILL/Holds	459
Instruction	180
Readers Advisory	247
Reference	1037
Research	24
Technology	547

#### Asked by

Patron	2924
Staff	12
Other	0

#### OF NOTE:

- Our busiest January day statistically was the 10th, Winter Reading Sign-Up Day, when we answered 222 questions in 4 hrs.
- Programming statistics continue to climb primarily due to small group and one-on-one tutoring sessions for ESL/ELL. Of note, the new afternoon book discussion group, Cover to Cover, led by

our newest staff member, Laurie Papadourakis, met for the first time on Wednesday, January 20, attracting a group of 30 attendees.

- Adult Winter Reading Registration is up 37.18% over last year. So far, at the mid-way point of the program, 439 adult patrons have enrolled, compared with 320 for the same time period last year.
  - Kelly developed excellent WRP training which she presented at the YS meeting on 1/4, attended by members of R&RS
  - Kara’s RA Team has done a wonderful job with the popular “Bundles of Love” and “Blind Date with a Book” promotions
- Various staff members are working on the following:
  - The Great Read (Feb. 20 – April 30)
  - Star Wars Day (March 5)
  - National Library Week (April 10 – 16)
  - Money Smart Week (April 23 – 30)
- The struggle to obtain timely and accurate financial statements from our accountant continues. This has made planning and purchasing difficult. It has particularly impacted our ability to make mid-year adjustments.
- Just a little over a year after she resigned for personal reasons, former Reference Assistant Diane Di Giovanni, let us know that her husband had passed away on January 18 after a 15 month battle with pancreatic cancer. Our thoughts, prayers and sympathy go out to Diane and her family. Their son Eric also worked here a short time as a Summer Page.

## **CIRCULATION SERVICES**

	January 2016	January 2015
Items Checked Out at Circ. Desk –	30,724	28,133
Items Checked Out at Self-Checkout –	19,890	20,993
PinDigital Checkout –	3,474	3236
Zinio -	280	540
Freegal - didn't have	1,108 downloads / 2,594 streaming	607 downloads / streaming N/A
eRead Illinois -	525	262
Flipster-	26	N/A didn't have
<b>Total Checkouts -</b>	<b>58,621</b>	<b>53,771</b>
New Cardholders Added -	276	269
Cardholders Deleted -	310 (no activity deletions)	2819 (No activity deletions)
Total Cardholders -	36,103	33,408
Museum Pass Statistics -	3	1
<b><u>OCLC / Interlibrary Loan Stats –</u></b>		
ILL Received from other Libraries-	328	264
ILL Our Items Sent -	67	91

## Circulation Dept.

Wow! This is the largest difference between check outs at the desk and at the self-check machines that we have ever had, when I first started there were more check outs at the self-check machines. I think more people are checking out at the desk as opposed to the self-check machines because we have the friendliest staff!

Love is all around us, as you can see from the amazing decorations the Winter Reading decorating committee made this year. We will be changing up the Circulation representatives on the Summer Reading decorating committee to give some new people a chance to be part of it. Colette & Kim have done an amazing job over the years on both of these committees but it is time to change things up a bit.



## Home Services Delivery

Home deliveries: 157

Programs & Conferences attended: Alzheimer's telephone conference, Senior Daytime Program, "Serving Patrons with Dementia" talked to 13 out of 33 attendees, TRIAD Program 14 attendees, made Library Program announcements.

Misc.: Met with Michelle R and Tina to discuss Senior Resources Kiosk in the reference area. Donna and I held the Library Card making Event at Heritage Woods - 11 new cards made - 11 New HDS patrons signed up

2 New parent patrons signed up

Newsletters delivered to all Cedarlake residents and all HDS at Heritage Woods and Harbor Chase. Harbor Chase Memory Care Open House spoke to 15 people, toured normally off limits areas.

Donna completed Home Delivery patron Winter Reading entries and began logging pages for patrons as well. 16 HDS have completed their goal.

## **YOUTH SERVICES**

### Programs\*:

<b>Program</b>	<b># Occurrences</b>	<b>Attendance</b>
<b>Storytimes</b>		
Baby and Me	9	88
Tales for Tots	9	174
Fun with Music	18	569
Family Storytime	68	3

Read and Make	3	27
Rock-a-Bye Baby	2	17
Romp-n-Rhyme	2	70
Preschool Storytime	7	36

**Children’s Programs**

Family Movie: <i>Hotel Transylvania 2</i>	1	25
Tech Take Apart Tuesday	1	20
MLK Day Dreaming Up	1	35

**Children’s Paid Programming**

Singsong and Yoga with Gina Marie	2	45
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**Teen Programs**

CrafTeen	1	12
Teen Building with STEAM	1	17
Teen Writers Group	1	7
Nintendo Wii U Tournament	1	22
Lip Sync Showdown	1	14

**Teen Paid Programming**

Drama Club	1	9
Shufflin’ Crew	1	9
ROBLOX	2	14

<b>Subtotal</b>	<b>67</b>	<b>1348</b>
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**Special Services (formerly considered Outreach activities)**

Tours/Presentations (at the library for outside groups)	0	
Storytimes (at the library for outside groups)	3	48
Programs for Preschoolers (in community)	4	94
Programs for Grade School Age Children (in community)	37	1827
Programs for Middle School Age Children (in community)	1	258

<b>Subtotal</b>	<b>45</b>	<b>2227</b>
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<b>TOTAL</b>	<b>112</b>	<b>3575</b>
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**Outside Events where staff represented the library** 12

**Attendees at events where the library was represented** 132

\*All programs are presented by YS staff with the exception of the Paid Programming

**Desk Activity**

Reference/Readers Advisory Questions	816
Holds Placed for Patrons	104
Assistance with Technology	249
Circulation Functions	113
Program Registration	168

**Staff Activities:**

\*The YS staff put together some great displays for winter reading:



\*In January, 31 Wee Readers, 243 Kids and 106 Teens signed up for Winter Reading.

\*Joe Marcantonio accompanied Anita and Tracey to Key Club meetings at Plainfield North and Plainfield East High Schools in preparation for him to take over Anita's role as library liaison to these clubs.

\*The Star Wars Day committee finalized plans for all of the day's prize drawings. Plainfield North High School art teacher, Pete Quimby, submitted the final graphic options for the staff t-shirts and local artist Ashton Gallagher submitted the final promotional graphics (which can now be seen on the library's digital sign). Star Wars Day is Saturday, March 5 from 10:00 am to 2:00 pm.

## **MAINTENANCE**

Custodial –

- Sanitize all public toilets
- Clean all baseboard tile in all public toilet
- Clean UL can lights in restroom hallway
- Detail clean & vacuum Large Meeting Room
- Detail Clean Staff Lounge, microwaves, garbage cans
- Detail Vacuuming/Edging Lower Level

Maintenance –

- Soap & water in all sinks & floor drains
- Monthly inspection by Anderson Pest Control
- Replaced broken UL Women's Washroom Stall door lock

- Generator voltage regulator replaced and tested, will need further testing.
- Continue to replace compact fluorescent bulbs with LED as they burn out
- Monitoring di electric unions to continue to replace bad ones
- Created more detailed task lists for maintenance items

## **Community Relations Coordinator**

**Anita Quinlan**

**January, 2016**

### **Library Referendum**

- Sent out personalized email to people on the marketing referendum list. Posted the second video in the weekly enews twice during the month.
- Sent out a community connections newsletter about the second video.
- Gave a presentation about the referendum at Central Elementary School. People wanted to know how it was going to sit on the property and why the Board decided to build new instead of remodel the current building.
- Made an announcement at CAPE inviting myself to talk to any upcoming PTA/PTO meetings. (3 new appointments)
- Scheduled to speak at two association meetings in February and the Art League.

### **Friends of the Library:**

- The Friends held an extra meeting in January to firm up plans about a fund-raiser to make sure that information about it was included in the spring print newsletter. The Friends are planning a bus trip and outing to West Side Story at the Paramount Theater in Aurora.
- At the same meeting, they asked a representative from the Say Yes Committee to talk to them about ways the Friends could get involved at meetings and in other ways.

### **AOK**

- One of the organizations that belongs to this network of social service agencies, Will County Child and Family Connections, wants to set up screenings for children in the lobby during age appropriate storytimes. The goal is to raise awareness among parents about available services for children with developmental delays. I connected the DH of Youth Services with the service coordinator of the agency.

### **Other Community Activities**

- Made final promotional push for the Volunteer Fair
- Hosted Green Village Series: Winter Birds
- Reviewed the print newsletter with others on the committee. Created weekly enews.
- Attended Toastmasters, Key Clubs, AOK, CAPE and Lions Club meetings
- Participated in the Great Read planning committee. Finalized plans for the Art Contest.

### **Upcoming Community Events:**

- **The Great Read Kickoff – February 20, 2-3:30**

**PLAINFIELD PUBLIC LIBRARY DISTRICT  
TECHNICAL SERVICES STATISTICAL REPORT FOR  
JANUARY 2016**

**HOLDINGS**

**BOOKS**

	December 2015	ADDITIONS	DELETIONS	January 2016
Local History	544	0	0	544
Reference	1,726	0	(1)	1,725
Ready Reference	103	8	0	111
Genealogy Reference	277	0	0	277
Foreign lang. Ref.	39	0	0	39
Foreign language	2,819	33	0	2,852
Adult	58,727	403	(503)	58,627
Leased Books	3,440	22	0	3,462
Young Adult	6,594	61	(31)	6,624
Teen Fiction	4,505	53	(65)	4,493
Juvenile	<u>54,525</u>	<u>466</u>	<u>(363)</u>	<u>54,628</u>
Totals	133,299	1,046	(963)	133,382
<b>NONPRINT</b>				
Books on CD	4,938	25	(4)	4,959
Books on Tape	0	0	0	0
MP3	362	0	0	362
CDs	6,754	17	(6)	6,765
Kits	190	0	(1)	189
Microforms	347	0	0	347
Video games	177	0	(1)	176
Video cassettes	9	0	0	9
DVDs	12,547	98	(85)	12,560
Leased DVDs/Blu-rays	<u>34</u>	<u>0</u>	<u>(5)</u>	<u>29</u>
Blu-Ray Discs	<u>982</u>	<u>13</u>	<u>(5)</u>	<u>990</u>
Equipment	<u>27</u>	<u>1</u>	0	<u>28</u>
<b>TOTAL HOLDINGS</b>	159,666	1,200	(1,070)	159,796

Happy New Year!!!

The first month of 2016 in TS was busy as usual. Prior to my vacation (I was off the first two weeks of January), I ordered all the carts strategically so the shipments wouldn't be all arriving at the same time during my absence. Special thanks to the selectors who transferred their carts to me by the deadline I had set forth. It's certainly a team effort. A special shout out to my staff who held the fort while I was gone.

I have been corresponding with B&T regarding our migration from Title Source 3 to Title Source 360. A tentative migration timeline has been shared with the Assistant Director, Heads of R&RS and YS. A kick-off call with our B&T Migration Project Manager has been scheduled on February 10<sup>th</sup>. We are all very excited about migrating to TS360. Ready or not, it's happening! ☺

# Site and Location Usage Report (Summary)

<b>Start date</b>	1/1/2016
<b>End date</b>	1/31/2016
<b>Context</b>	All
<b>User Group</b>	All
<b>Site</b>	All
<b>Location</b>	All
<b>Show NTA/TA Usage</b>	Yes
<b>Show deleted users</b>	Yes
<b>Total Usage</b>	2295
<b>Total Duration (d hh:mm:ss)</b>	67 13:23:36
<b>Total Utilisation (d hh:mm:ss)</b>	68 06:30:37
<b>Average Duration (hh:mm:ss)</b>	00:42:23
<b>Average Utilisation (hh:mm:ss)</b>	00:42:50

<u>Site</u>	<u>Location</u>	<u>Location total usage</u>	<u>Total duration in location (d hh:mm:ss)</u>	<u>Average duration in location (hh:mm:ss)</u>	<u>Location utilised (d hh:mm:ss)</u>	<u>Average utilisation in Location (hh:mm:ss)</u>
<u>Plainfield Public Library</u>	<u>Adult Services Internet</u>	1723	51 19:26:09	00:43:18	52 09:36:52	00:43:47
<u>Plainfield Public Library</u>	<u>Youth Services Internet</u>	439	14 16:39:57	00:48:12	14 19:30:29	00:48:35
<u>Plainfield Public Library</u>	<u>Express Email</u>	133	1 01:17:30	00:11:24	1 01:23:16	00:11:27

## JANUARY 2016

USE	LARGE MTG. ROOM	SMALL MTG. ROOM	STUDY ROOM	COMPUTER ROOM	STORYTIME ROOM	OTHER/ OFF SITE
Library Use	61	38	17	19	29	4
Public Use	3	1	51	0	0	0

## YEAR-TO-DATE

Library Use	61	38	17	19	29	4
Public Use	3	1	51	0	0	0

## YEAR-TO-DATE MONTHLY USAGE

YEAR	2016	2015	2014	2013	2012	2011
January	223	188	187	179	132 ***	147
February		182	187	192	172	215
March		233	184	203	173	180
April		227	203	233	192	208
May		164	177	187	172	146
June		185	180	155	142	137
July		197	182	168	152	128
August		129 *	139 *	132 *	131 *	98 *+
September		221	190	194	184	149 +
October		238	179	185	246	109 +
November		222	186	192	195	144 +
December		175	150	129	143	81 **
<b>TOTAL</b>	<b>223</b>	<b>2,361</b>	<b>2,144</b>	<b>2,149</b>	<b>2,034</b>	<b>1,742</b>

\* Friends of the Library Book Sale

\*\* Study Room Blocked out for computer roll out

+ Design on a Dime Renovations (blocked out rooms not noted)

<b>Policy and Procedure Manual</b>	<b>Section 4</b>
<b>Finance Policy</b>	Issued: 1/20/2010 Revised: 11/19/2014  Approving Authority: Plainfield Public Library District Board of Trustees

## **BUDGET AND REPORTING**

The Plainfield Public Library District has a Board-approved written budget. This budget is developed annually as a cooperative process between the Board's Finance Committee, the Library Director and additional staff members with responsibility for budgetary elements. Each year, the Board of Trustees determines if the library's revenues are adequate to meet the needs of the community. If the revenues are not adequate to meet the needs of the community, the Board of Trustees takes action to increase the library's revenue.

The Plainfield Public Library District spends a minimum of 12% of its operating budget on materials for patrons. Materials include books, audiovisual materials, periodicals and fees for online information services. Costs related to the installation and maintenance of a LAN or a shared or stand-alone bibliographic database are not included.

On a monthly basis, the Library Director presents written reports on library operations to the Board of Trustees. These reports include such areas as finance, library usage, matters of personnel, collection development and programming in addition to any other relevant and pertinent information.

The Library maintains adequate records of library operations in a manner easily understood by the public as well as the Board of Trustees and Library Director. This record of library operations is presented at each Board of Trustees monthly meeting and clearly indicates the financial position of the library. In addition to the general financial position of the library, this record clearly indicates the current position of each budgetary line item including budgeted amount, receipts, monthly and year to date expenditures and remaining budget.

## **ROUTINE BANKING PROCEDURES**

The Library Director of the Plainfield Public Library District is authorized to make deposits into appropriate library accounts. Such deposits include, but are not limited to, the deposit of accumulated fees and fines, gifts, donations, grants and tax receipts.

The Library Director of the Plainfield Public Library District is authorized to transfer funds from one library account to another library account for payment of monthly library bills which have been approved by the Board of Trustees.

The Library Director of the Plainfield Public Library District is not authorized to sign checks or receive cash from library accounts except when the Board of Trustees authorizes such action.

## **PURCHASING**

Purchases of the District are governed by the State of Illinois statutes. It is the policy of the Plainfield Public Library District Board of Trustees to, in addition to any statutory requirements, use the most responsible business practices in its purchases. It is the policy that all purchases, contracts and expenditure of funds shall be awarded to the lowest responsible bidder considering conformity with specifications, terms of delivery, quality and serviceability. However, bidding is not required in the following cases:

- A. Where the goods or services to be procured are economically procurable from only one source
- B. Where the services required are for professional skills
- C. In emergencies involving public health, public safety or where immediate expenditure is necessary
- D. Contracts for the maintenance or servicing of equipment which are made with the manufacturers or authorized service agents of that equipment
- E. Where the goods or services are procured from another governmental agency
- F. Purchases and contracts for the use, purchase or installation of data processing equipment or software
- G. Contracts which by their nature are not adapted to award by competitive bidding, such as contracts for printing, tax anticipation warrants and other evidences of indebtedness and contracts for utility services such as water, light, heat or telephone
- H. Purchases as identified by this policy of less than \$20,000

The staff, as required by Board directive, shall seek bids (or quotations if bids are not specifically required) from the widest possible array of contractors, suppliers and vendors that time permits. This practice will produce the most competitive offers and terms available from the widest number of interested firms or individuals.

No commitment for expenditures of District monies, except from the petty cash fund, shall be made without authorization issued according to the following conditions:

- A. \$20,000 or More  
All expenditures of \$20,000 or more shall be made only with prior Board approval in the manner prescribed by State law and Board rules and regulations. Advertisements for sealed bids or requests for proposals will be properly handled through the public media. Sealed bids, based on authorized specifications, or requests for proposals shall be received at a public bid opening and include all costs for labor and materials, Bid Bond, Performance Bond and Certificate of Insurance. Bids will then be tabulated and submitted to the Board along with staff's recommendation for action. Formal contracts with appropriate signatures for both Board and Contractor are required.

- B. Less than \$20,000 - More Than \$2,500  
All expenditures of less than \$20,000, but more than \$2,500, shall be made only with prior Board approval. Staff shall obtain at least three (3) formal written quotations whenever practicable. Administrative staff will also submit a recommendation for Board action.
- C. Less than \$2,500  
Expenditures of less than \$2,500, for approved budget line items, can be made at the discretion of the Library Director. The Director shall be responsible for monitoring and adhering to pertinent budget and obtaining proper quotations.
- D. Capital expenditures shall be subject to the Fixed Asset Policy.

### **RECEIPTS AND DISBURSEMENTS**

- A. All monies received on a daily basis shall be deposited as soon as is practicable.
- B. All employee reimbursements for expenses greater than \$10.00 shall be made by means of checks drawn upon Library accounts.
- C. Two (2) of any five (5) designated signators shall sign any check drawn on a Library account.
- D. The Board of Trustees authorizes a Petty Cash fund in the amount of \$250.
- E. The Board of Trustees authorizes a Petty Cash imprest checking account in the amount of \$1,000.
- F. The Library Director shall maintain a corporate credit card account for library expenses. Designated staff shall be authorized card holders, at the Library Director's discretion.
- G. The Board of Trustees authorizes electronic payment of regular ongoing expenses, such as medical insurance premiums and utilities.
- H. The Board of Trustees authorizes a Cash Drawer Change fund in the amount of \$400.

### **TRAVEL EXPENSES AND REIMBURSEMENTS**

- A. Upon submission of receipts, Trustees shall be reimbursed for appropriate meeting-related expenses.
- B. Staff or Trustees using their privately owned vehicles for library-related business shall be reimbursed for mileage from the Library to destination and return at the current IRS rate. In addition to mileage, tolls and parking fees shall be reimbursed.
- C. Mileage expenses and receipts for overnight travel to be reimbursed must be submitted to the Business Office within 10 days of the trip.
- D. Receipts and mileage for reimbursements to staff may be submitted monthly.
- E. Travel, whether by private or commercial vehicle, shall be done at the lowest possible cost, with consideration for staff or Trustee time.

- F. Usual and customary cost of lodging will be fully reimbursed upon presentation of receipts.
- G. Reimbursement shall be granted for meal expenses incurred while attending local area meetings that extend through the lunch hour. Meal expenses, when included as part of a registration form for a local area meeting, conference or workshop (i.e., LACONI, etc.) shall be paid in full by the Library with approval of the Library Director or employee's supervisor.
- H. A reimbursement, not to exceed IRS per diem rates, shall be granted to cover food related expenses when attendance at meetings requires an overnight stay. If the reimbursement exceeds IRS per diem rates, approval must be obtained prior to reimbursement.
- I. The cost of alcoholic beverages shall not be reimbursed.

### **MONETARY GIFTS TO THE LIBRARY**

The Library welcomes cash contributions, gifts of real property, stocks and bonds. It is our custom to expend cash gifts on materials, equipment, or a project which is acceptable to the donor. Although it is unlikely, there may be an occasion in which the restrictions set by the donor make it impossible for the Library to accept the contribution. All donations are subject to the approval of the Library Director and the Board of Trustees. Tax deductible contributions in support of the Library may also be made through the Plainfield Public Library Foundation.

### **DISPOSAL OF SURPLUS LIBRARY MATERIALS**

Library property (i.e., print and non-print materials, equipment, supplies, and/or any personal property) which in the judgment of the Library Director is no longer necessary or useful for library purposes, may be disposed of in the following manner:

- A. Books and non-print materials from the Library's collection, or gift materials, may be discarded, sold, or, be given to local philanthropic, educational, cultural, government, or other not-for-profit organizations.
- B. Any other property having an individual current value of less than \$100 may, at the discretion of the Library Director, be discarded, traded in on new equipment, or made available for sale.
- C. In the case of individual surplus items having current value of more than \$100 but less than \$1,000, the Board may authorize a trade-in of such items on new equipment or sale of such items in accordance with the provisions of the Illinois Public Library Act.
- D. No favoritism shall be shown to staff, members of the Board of Trustees or members of their immediate families who make bids on or purchase any Library item declared surplus.
- E. Any property having a unit value of more than \$1,000 but less than \$2,500 will be displayed at the Library and a public notice of its availability, the date, and terms of the proposed sale shall be posted.

## **INVESTMENT OF FUNDS**

### **Purpose and Scope**

The purpose of this policy statement is to outline the responsibilities, general objectives and specific guidelines for management of public funds by the Plainfield Public Library District. Its scope is all public funds of the Library.

### **Responsibilities**

All investment policies and procedures of the Plainfield Public Library District will be in accordance with Illinois law. The authority of the Board of Trustees to control and invest public funds is defined in the Illinois Public Funds Investment Act and the investments permitted are described therein. Administration and execution of these policies are the responsibility of the Treasurer who is hereby designated as the "Chief Investment Officer" of the Library acting under the authority of the Board of Trustees.

### **Delegation of Authority**

Management and administrative responsibility for the investment program is hereby delegated to the Chief Investment Officer. The Chief Investment Officer, and by designation, the Library Director, is responsible for establishing internal controls and written procedures for the operation of the investment program.

### **"Prudent Person" Standard**

All Library investment activities shall use a "prudent person" standard of care. This standard shall be applied in the context of managing an overall portfolio and specifies that investments shall be made with judgment and care, under circumstances then prevailing, which persons of prudence, discretion and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the probable safety of their capital, as well as the probable income to be derived. Investment officers, acting in accordance with this Policy and the written procedures of the Library and exercising due diligence, shall be relieved of personal responsibility for a security's credit risk or market price/value changes, provided deviations from expectations are reported in a timely fashion and appropriate action is taken to control adverse developments.

### **Objectives**

In selecting financial institutions and investment instruments to be used, the following general objectives should be considered in the priority listed:

- A. Legality (conforming with all legal requirements) and safety (reserving capital and including diversification appropriate to the nature and amount of the funds)
- B. Liquidity (Maintaining sufficient liquidity to meet current obligations and those reasonably to be anticipated)
- C. Yield (attaining a market rate of return on investments)
- D. Simplicity of management

## **Guidelines**

The following guidelines should be used to meet the general investment objectives:

### **A. Legality and Safety:**

1. Investments will be made only in securities guaranteed by the U.S. government, or in FDIC insured institutions including SAIF of the FDIC. Deposit accounts in banks or savings and loan institutions will not exceed the amount insured by FDIC coverage [unless adequately collateralized pursuant to Regulations of the Federal Reserve regarding custody and safekeeping of collateral].
2. Authorized investments include and will primarily consist of: Certificate of Deposit, Treasury Bills and other securities guaranteed by the U.S. Government, participation in the Illinois Funds and any other investments allowed under State law that satisfy the investment objectives of the Library.

### **B. Liquidity:**

In general, investments should be managed to meet liquidity needs for the current month plus one month (based on forecasted needs) and any reasonably anticipated special needs.

### **C. Yield – Return on Investment:**

Within the constraints of Illinois law, considerations of safety and this investment policy, every effort should be made to maximize return on investments made. All available funds will be placed in investments or kept in interest bearing deposit accounts.

### **D. Simplicity of Management:**

The time required by library administrative staff to manage investments shall be kept to a minimum.

## **Reporting:**

Investments, fund balances and the status of such accounts will be reported at each regularly scheduled meeting of the Board of Trustees and at least quarterly include information regarding securities in the portfolio by class or type, book value, income earned and market value as of the report date. At least annually, the Chief Investment Officer shall review this Policy for any needed modifications and report to the Board of Trustees on the investment portfolio, its effectiveness in meeting the Library's need for safety, liquidity, rate of return, diversification and general performance. These reports will be available to the general public upon request.

## **FIXED ASSETS**

### **Purpose**

The purpose of this fixed asset policy is to provide control and accountability over fixed assets and to gather and maintain information needed for the preparation of financial statements.

## Overview

This policy is established to address the Library's investment in property, which comprises a significant resource. This policy is meant to ensure compliance with various accounting and financial reporting standards including Generally Accepted Accounting Principles (GAAP) and Governmental Accounting, Audit and Financial Reporting (GAAFR).

Further, this policy is meant to reflect the Library's desire to meet the reporting requirements set forth in the Governmental Accounting Standards Board (GASB) Statement No. 34. Specifically, the GASB Statement No. 34 states that governments should provide additional disclosures in their summary of significant accounting policies including the policy for capitalizing assets and for estimating the useful lives of those assets which is used to calculate the depreciation expense. The Statement also requires disclosure of major classes of assets, beginning and end-of-year balances, capital acquisition, sales/dispositions and current-period depreciation expense.

## Inventory

The Accountant will designate responsibility for control of fixed assets. The Accountant shall ensure that such control is maintained by establishing a fixed asset inventory. The inventory will include the following for each asset: 1) Asset description; 2) Asset classification; 3) Cost; 4) Estimated useful life; 5) Date asset was acquired and 6) Method of acquisition (purchase, donation). This list will be maintained, updated and reviewed by the Accountant or designee.

## Valuing Fixed Assets

Fixed assets should be valued at cost or historical costs, plus those costs necessary to place the asset in its location (i.e. freight, installation charges.) In the absence of historical costs information, a realistic estimate will be used. Donated assets will be recorded at the estimated current fair market value.

## Capitalizing

Assets should be capitalized if they meet the following criteria: tangible; useful life of more than one year and/or cost exceeds designated threshold as noted by category. Assets are to be capitalized at the time of acquisition.

Capital Assets include the following major classes of assets:

**Land** – Capitalized value is to include the purchase price plus costs such as legal fees and filing fees.

**Land Improvements** – Capitalized value should include improvements such as parking lots, fences, pedestrian bridges, landscaping.

**Buildings** – Costs include purchase price plus costs such as legal fees and filing fees.

**Building Improvements** – Building improvements include structures and all other property permanently attached to, or an integral part of the structure. These costs include re-roofing, electrical/plumbing, carpet replacement and HVAC.

**Furniture, Fixtures and Equipment** – Assets included in this category are office furniture, office equipment, phone system, kitchen equipment and shelving.

**Library Materials** – Library materials include all items that are checked out to the public, artwork, reference materials and items used by staff only.

Capital assets below the capitalization threshold on a unit basis but warranting “control” shall be inventoried and an appropriate list will be maintained.

**Depreciation**

Depreciation is computed on a straight-line method with depreciation computed annually.

Below are the estimated useful lives and thresholds of the assets that are currently used:

<u>Category</u>	<u>Life</u>	<u>Monetary Thresholds</u>
Land	N/A	1
Land Improvements	20-30 years	25,000
Buildings	45 years	50,000
Building Improvements	10-30 years	50,000
Furniture, Fixtures and Equipment	5-20 years	5,000
*Library Materials	3-10 years	5,000

\*Library materials should be categorized by collection type with a useful life for each collection. Each year, new inventory will be added and old inventory written off.

**ETHICS ORDINANCE**

WHEREAS, the Illinois General Assembly has enacted the State Officials and Employees Ethics Act (Public Act 93-615, effective November 19, 2003, as amended by Public Act 93-617, effective December 9, 2003), which is a comprehensive revision of State statutes regulating ethical conduct, political activities and the solicitation and acceptance of gifts by State officials and employees; and

WHEREAS, the Act requires all units of local government and school districts, within six months after the effective date of Public Act 93-615, to adopt ordinances or resolutions regulating the political activities of, and the solicitation and acceptance of gifts by, the officers and employees of such units "in a manner no less restrictive" than the provisions of the Act; and

WHEREAS, it is the clear intention of the Act to require units of local government and school districts to implement regulations that are at least as restrictive as those contained in the Act, and to impose penalties for violations of those regulations that are equivalent to those imposed by the Act, notwithstanding that such penalties may exceed the general authority granted to units of local government to penalize ordinance violations; and

WHEREAS, it is the clear intention of the Act to provide units of local government with all authority necessary to implement its requirements on the local level regardless of any general limitations on the power to define and punish ordinance violations that might otherwise be applicable; and

WHEREAS, because the Act provides for the imposition of significant penalties for violations of said local regulations, it is necessary to adopt the required regulations by Ordinance rather than by Resolution;

NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF TRUSTEES OF THE PLAINFIELD PUBLIC LIBRARY DISTRICT, AS FOLLOWS:

SECTION 1: The Code of Ordinances of the Plainfield Public Library District is hereby amended by the addition of the following provisions:

## **ARTICLE 1 - DEFINITIONS**

Section 1-1. For purposes of this ordinance, the following terms shall be given these definitions:

"Campaign for elective office" means any activity in furtherance of an effort to influence the selection, nomination, election or appointment of any individual to any federal, State, or local public office or office in a political organization, or the selection, nomination, or election of Presidential or Vice-Presidential electors, but does not include activities (i) relating to the support or opposition of any executive, legislative, or administrative action, (ii) relating to collective bargaining, or (iii) that are otherwise in furtherance of the person's official duties.

"Candidate" means a person who has filed nominating papers or petitions for nomination or election to an elected office, or who has been appointed to fill a vacancy in nomination and who remains eligible for placement on the ballot at a regular election, as defined in section 1-3 of the Election Code (10 ILCS 5/1-3).

"Collective bargaining" has the same meaning as that term is defined in Section 3 of the Illinois Public Labor Relations Act (5 ILCS 315/3).

"Compensated time" means, with respect to an employee, any time worked by or credited to the employee that counts toward any minimum work time requirement imposed as a condition of his or her employment, but for purposes of this Ordinance, does not include any designated holidays, vacation periods, personal time, or any period when the employee is on a leave of absence. With respect to officers or employees whose hours are not fixed, "compensated time" includes any period of time when the officer is on premises under the control of the employer and any other time when the officer or employee is executing his or her official duties, regardless of location.

"Contribution" has the same meaning as that term is defined in section 9-1.4 of the Election Code (10 ILCS 5/9-1.4).

"Employee" means a person employed by the Plainfield Public Library District, whether on a fulltime or part-time basis or pursuant to a contract, whose duties are subject to the direction and control of an employer with regard to the material details of how the work is to be performed, but does not include an independent contractor.

"Employer" means the Plainfield Public Library District.

"Gift" means any gratuity, discount, entertainment, hospitality, loan, forbearance, or other tangible or intangible item having monetary value including, but not limited to,

cash, food and drink and honoraria for speaking engagements related to or attributable to government employment or the official position of an officer or employee.

"Leave of absence" means any period during which an employee does not receive (i) compensation for employment, (ii) service credit towards pension benefits and (iii) health insurance benefits paid for by the employer.

"Officer" means a person who holds, by election or appointment, an office created by statute or ordinance, regardless of whether the officer is compensated for service in his or her official capacity.

"Political activity" means any activity in support of or in connection with any campaign for elective office or any political organization, but does not include activities (i) relating to the support or opposition of any executive, legislative, or administrative action, (ii) relating to collective bargaining, or (iii) that are otherwise in furtherance of the person's official duties.

"Political organization" means a party, committee, association, fund, or other organization (whether or not incorporated) that is required to file a statement of organization with the State Board of Elections or a county clerk under Section 9-3 of the Election Code (10 ILCS 5/9-3), but only with regard to those activities that require filing with the State Board of Elections or a county clerk.

"Prohibited political activity" means:

1. Preparing for, organizing, or participating in any political meeting, political rally, political demonstration, or other political event.
2. Soliciting contributions, including but not limited to the purchase of, selling, distributing or receiving payment for tickets for any political fundraiser, political meeting or other political event.
3. Soliciting, planning the solicitation of, or preparing any document or report regarding anything of value intended as a campaign contribution.
4. Planning, conducting, or participating in a public opinion poll in connection with a campaign for elective office or on behalf of a political organization for political purposes or for or against any referendum question.
5. Surveying or gathering information from potential or actual voters in an election to determine probable vote outcome in connection with a campaign for elective office or on behalf of a political organization for political purposes or for or against any referendum question.
6. Assisting at the polls on election day on behalf of any political organization or candidate for elective office or for or against any referendum question.
7. Soliciting votes on behalf of a candidate for elective office or a political organization or for or against any referendum question or helping in an effort to get voters to the polls.
8. Initiating for circulation, preparing, circulating, reviewing or filing any petition on behalf of a candidate for elective office or for or against any referendum question.

9. Making contributions on behalf of any candidate for elective office in that capacity or in connection with a campaign for elective office.
10. Preparing or reviewing responses to candidate questionnaires.
11. Distributing, preparing for distribution, or mailing campaign literature, campaign signs or other campaign material on behalf of any candidate for elective office or for or against any referendum question.
12. Campaigning for any elective office or for or against any referendum question.
13. Managing or working on a campaign for elective office or for or against any referendum question.
14. Serving as a delegate, alternate or proxy to a political party convention.
15. Participating in any recount or challenge to the outcome of any election.

"Prohibited source" means any person or entity who:

1. is seeking official action (i) by an officer or (ii) by an employee, or by the officer or another employee directing that employee;
2. does business or seeks to do business (i) with the officer or (ii) with an employee, or with the officer or another employee directing that employee;
3. conducts activities regulated (i) by the officer or (ii) by an employee, or by the officer or another employee directing that employee; or
4. has interests that may be substantially affected by the performance or non-performance of the official duties of the officer or employee.

## **ARTICLE 5 - PROHIBITED POLITICAL ACTIVITIES**

Section 5-1. Prohibited political activities.

1. No officer or employee shall intentionally perform any prohibited political activity during any compensated time, as defined herein. No officer or employee shall intentionally use any property or resources of the Plainfield Public Library District in connection with any prohibited political activity.
2. At no time shall any officer or employee intentionally require any other officer or employee to perform any prohibited political activity (i) as part of that officer or employee's duties, (ii) as a condition of employment, or (iii) during any compensated time off (such as holidays, vacation or personal time off).
3. No officer or employee shall be required at any time to participate in any prohibited political activity in consideration for that officer or employee being awarded additional compensation or any benefit, whether in the form of a salary adjustment, bonus, continued employment or otherwise, nor shall any officer or employee be awarded

additional compensation or any benefit in consideration for his or her participation in any prohibited political activity.

4. Nothing in this Section prohibits activities that are permissible for an officer or employee to engage in as part of his or her official duties, or activities that are undertaken by an officer or employee on a voluntary basis which are not prohibited by this Ordinance.
5. No person either (i) in a position that is subject to recognized merit principles of public employment or (ii) in a position the salary for which is paid in whole or in part by federal funds and that is subject to the Federal Standards for a Merit System of Personnel Administration applicable to grant-in-aid programs, shall be denied or deprived of employment or tenure solely because he or she is a member or an officer of a political committee, of a political party, or of a political organization or club.

#### **ARTICLE 10 - GIFT BAN**

Section 10-1. Gift ban. Except as permitted by this Article, no officer or employee and no spouse of or immediate family member living with any officer or employee (collectively referred to herein as "recipients"), shall intentionally solicit or accept any gift from any prohibited source, as defined herein or which is otherwise prohibited by law or ordinance. No prohibited source shall intentionally offer or make a gift that violates this Section.

Section 10-2. Exceptions. Section 10-1 is not applicable to the following:

1. Opportunities, benefits and services that are available on the same conditions as for the general public.
2. Anything for which the officer or employee or his or her spouse or immediate family member, pays the fair market value.
3. Any (i) contribution that is lawfully made under the Election Code or (ii) activities associated with a fundraising event in support of a political organization or candidate.
4. Educational materials and missions.
5. Travel expenses for a meeting to discuss business.
6. A gift from a relative, meaning those people related to the individual as father, mother, son, daughter, brother, sister, uncle, aunt, great aunt, great uncle, first cousin, nephew, niece, husband, wife, grandfather, grandmother, grandson, granddaughter, father-in-law, mother-in-law, son-in-law, daughter-in-law, brother-in-law, sister-in-law, stepfather, stepmother, stepson, stepdaughter, stepbrother, stepsister, half brother, half sister, and including the father, mother, grandfather or grandmother of the individual's spouse and the individual's fiancé or fiancée.
7. Anything provided by an individual on the basis of a personal friendship unless the recipient has reason to believe that, under the circumstances, the gift was provided because of the official position or employment of the recipient or his or her spouse or immediate family member and not because of the personal friendship. In determining whether a gift is provided on the basis of personal friendship, the recipient shall consider the circumstances under which the gift was offered, such as: (i) the history of the relationship between the individual giving the gift and the recipient of the gift, including any previous exchange of gifts between those individuals; (ii) whether to the actual

knowledge of the recipient the individual who gave the gift personally paid for the gift or sought a tax deduction or business reimbursement for the gift; and (iii) whether to the actual knowledge of the recipient the individual who gave the gift also at the same time gave the same or similar gifts to other officers or employees, or their spouses or immediate family members.

8. Food or refreshments not exceeding \$75 per person in value on a single calendar day; provided that the food or refreshments are (i) consumed on the premises from which they were purchased or prepared or (ii) catered. For the purposes of this Section, "catered" means food or refreshments that are purchased ready to consume which are delivered by any means.
9. Food, refreshments, lodging, transportation and other benefits resulting from outside business or employment activities (or outside activities that are not connected to the official duties of an officer or employee), if the benefits have not been offered or enhanced because of the official position or employment of the officer or employee and are customarily provided to others in similar circumstances.
10. Intra-governmental and inter-governmental gifts. For the purpose of this Act, "intragovernmental gift" means any gift given to an officer or employee from another officer or employee, and "inter-governmental gift" means any gift given to an officer or employee by an officer or employee of another governmental entity.
11. Bequests, inheritances and other transfers at death.
12. Any item or items from any one prohibited source during any calendar year having a cumulative total value of less than \$100.

Each of the exceptions listed in this Section is mutually exclusive and independent of every other.

Section 10-3. Disposition of gifts. An officer or employee, his or her spouse or an immediate family member living with the officer or employee, does not violate this Ordinance if the recipient promptly takes reasonable action to return a gift from a prohibited source to its source or gives the gift or an amount equal to its value to an appropriate charity that is exempt from income taxation under Section 501 (c)(3) of the Internal Revenue Code of 1986, as now or hereafter amended, renumbered or succeeded.

## **ARTICLE 15 - ETHICS ADVISOR**

Section 15-1. The Library Board President, with the advice and consent of the Board of Trustees shall designate an Ethics Advisor for the Plainfield Public Library District. The duties of the Ethics Advisor may be delegated to an officer or employee of the Plainfield Public Library District unless the position has been created as an office by the Plainfield Public Library District.

Section 15-2. The Ethics Advisor shall provide guidance to the officers and employees of the Plainfield Public Library District concerning the interpretation of and compliance with the provisions of this Ordinance and State ethics laws. The Ethics Advisor shall perform such other duties as may be delegated by the Board of Trustees.

## **ARTICLE 20 - ETHICS COMMISSION**

Section 20-1. There is hereby created a commission to be known as the Ethics Commission of Plainfield Public Library District. The Commission shall be comprised of three members appointed by the Library Board President with the advice and consent of the Board of Trustees. No person shall be appointed as a member of the Commission who is related, either by blood or by marriage up to the degree of first cousin, to any elected officer of the Plainfield Public Library District.

Section 20-2. At the first meeting of the Commission, the initial appointees shall draw lots to determine their initial terms. Two commissioners shall serve 2-year terms and the third commissioner shall serve a one-year term. Thereafter, all commissioners shall be appointed to 2-year terms. Commissioners may be reappointed to serve subsequent terms.

At the first meeting of the Commission, the commissioners shall choose a chairperson from their number. Meetings shall be held at the call of the chairperson or any 2 commissioners. A quorum shall consist of two commissioners and official action by the commission shall require the affirmative vote of two members.

Section 20-3. The Library Board President, with the advice and consent of the Board of Trustees, may remove a commissioner in case of incompetency, neglect of duty or malfeasance in office after service on the commissioner by certified mail, return receipt requested, of a copy of the written charges against the commissioner and after providing an opportunity to be heard in person or by counsel upon not less than 10 days' notice. Vacancies shall be filled in the same manner as original appointments.

Section 20-4. The Commission shall have the following powers and duties:

1. To promulgate procedures and rules governing the performance of its duties and the exercise of its powers.
2. Upon receipt of a signed, notarized, written complaint, to investigate, conduct hearings and deliberations, issue recommendations for disciplinary actions, impose fines in accordance with Section 25-1(c) of this Ordinance and refer violations of Article 5 or Article 10 of this Ordinance to the appropriate attorney for prosecution. The Commission shall, however, act only upon the receipt of a written complaint alleging a violation of this Ordinance and not upon its own prerogative.
3. To receive information from the public pertaining to its investigations and to require additional information and documents from persons who may have violated the provisions of this Ordinance.
4. To compel the attendance of witnesses and to compel the production of books and papers pertinent to an investigation. It is the obligation of all officers and employees of the Plainfield Public Library District to cooperate with the Commission during the course of its investigations. Failure or refusal to cooperate with requests by the Commission shall constitute grounds for discipline or discharge.
5. The powers and duties of the Commission are limited to matters clearly within the purview of this Ordinance.

Section 20-5. Complaints

1. Complaints alleging a violation of this Ordinance shall be filed with the Ethics Commission.
2. Within three (3) business days after the receipt of a complaint, the Commission shall send by certified mail, return receipt requested, a notice to the respondent that a complaint has been filed against him or her and a copy of the complaint. The Commission shall send by certified mail, return receipt requested, a confirmation of the receipt of the complaint to the complainant within three (3) business days after receipt by the commission. The notices to the respondent and the complainant shall also advise them of the date, time and place of the meeting to determine the sufficiency of the complaint and to establish whether probable cause exists to proceed.
3. Upon not less than 48 hours' public notice, the Commission shall meet to review the sufficiency of the complaint and, if the complaint is deemed sufficient to allege a violation of this Ordinance, to determine whether there is probable cause, based on the evidence presented by the complainant, to proceed. The meeting may be closed to the public to the extent authorized by the Open Meetings Act. The Commission shall issue notice to the complainant and the respondent of the Commission's ruling on the sufficiency of the complaint and, if necessary, on probable cause to proceed within seven (7) business days after receiving the complaint.

If the complaint is deemed sufficient to allege a violation of Article 10 of this Ordinance and there is a determination of probable cause, then the Commission's notice to the parties shall include a hearing date scheduled within four (4) weeks after the complaint's receipt. Alternatively, the Commission may elect to notify in writing the attorney designated by the corporate authorities to prosecute such actions and request that the complaint be adjudicated judicially. If the complaint is deemed not sufficient to allege a violation or if there is no determination of probable cause, then the Commission shall send by certified mail, return receipt requested, a notice to the parties of the decision to dismiss the complaint and that notice shall be made public.

If the complaint is deemed sufficient to allege a violation of Article 5 of this Ordinance, then the Commission shall notify in writing the attorney designated by the corporate authorities to prosecute such actions and shall transmit to the attorney the complaint and all additional documents in the custody of the Commission concerning the alleged violation.

4. On the scheduled date and upon at least 48 hours' public notice of the meeting, the Commission shall conduct a hearing on the complaint and shall allow both parties the opportunity to present testimony and evidence. The hearing may be closed to the public only if authorized by the Open Meetings Act.
5. Within 30 days after the date the hearing or any recessed hearing is concluded, the Commission shall either (i) dismiss the complaint or (ii) issue a recommendation for discipline to the alleged violator and to the Library Board President, or impose a fine upon the violator, or both. The particular findings in the case, any recommendation for discipline and any fine imposed shall be a matter of public information.
6. If the hearing was closed to the public, the respondent may file a written demand for a public hearing on the complaint within seven (7) business days after the issuance of the recommendation for discipline or imposition of a fine, or both. The filing of the demand shall stay the enforcement of the recommendation or fine. Within 14 days after receiving the demand, the Commission shall conduct a public hearing on the

complaint upon at least 48 hours' public notice of the hearing and allow both parties the opportunity to present testimony and evidence. Within seven (7) days thereafter, the Commission shall publicly issue a final recommendation to the alleged violator and to the Library Board President or impose a fine upon the violator, or both.

7. If a complaint is filed during the 60 days preceding the date of any election at which the respondent is a candidate, the Commission shall render its decision as required under subsection (e) within seven (7) days after the complaint is filed and during the seven (7) days preceding that election, the Commission shall render such decision before the date of that election, if possible.
8. The Commission may fine any person who intentionally violates any provision of Article ten (10) of this Ordinance in an amount of not less than \$1,001 and not more than \$5,000. The Commission may fine any person who knowingly files a frivolous complaint alleging a violation of this Ordinance in an amount of not less than \$1,001 and not more than \$5,000. The Commission may recommend any appropriate discipline up to and including discharge.
9. A complaint alleging the violation of this Act must be filed within one year after the alleged violation.

## **ARTICLE 25 - PENALTIES**

### Section 25-1. Penalties.

1. A person who intentionally violates any provision of Article 5 of this Ordinance may be punished by a term of incarceration in a penal institution other than a penitentiary for a period of not more than 364 days and may be fined in an amount not to exceed \$2,500.
2. A person who intentionally violates any provision of Article 10 of this Ordinance is subject to a fine in an amount of not less than \$1,001 and not more than \$5,000.
3. Any person who intentionally makes a false report alleging a violation of any provision of this Ordinance to the local enforcement authorities, the State's Attorney or any other law enforcement official may be punished by a term of incarceration in a penal institution other than a penitentiary for a period of not more than 364 days and may be fined in an amount not to exceed \$2,500.
4. A violation of Article 5 of this Ordinance shall be prosecuted as a criminal offense by an attorney for the Plainfield Public Library District by filing in the circuit court an information or sworn complaint, charging such offense. The prosecution shall be under and conform to the rules of criminal procedure. Conviction shall require the establishment of the guilt of the defendant beyond a reasonable doubt.

A violation of Article 10 of this Ordinance may be prosecuted as a quasi-criminal offense by an attorney for the Plainfield Public Library District, or, if an Ethics Commission has been created, by the Commission through the designated administrative procedure.

5. In addition to any other penalty that may be applicable, whether criminal or civil, an officer or employee who intentionally violates any provision of Article 5 or Article 10 of this Ordinance is subject to discipline or discharge.

SECTION 2: This Ordinance shall be in effect upon its passage, approval as provided by law.

**ORDINANCE 2016-1**

**ORDINANCE APPROVING PLANS FOR PROPERTY PURCHASE  
AND THE FINANCE PLAN FOR SAID PROPERTY PURCHASE**

BE IT ORDAINED BY THE BOARD OF LIBRARY TRUSTEES OF THE PLAINFIELD PUBLIC LIBRARY DISTRICT, WILL AND KENDALL COUNTIES, ILLINOIS AS FOLLOWS:

**Section 1.**     **The Purchase.** The Library Trustees hereby confirm their intent to acquire four properties (the Properties) proximate to the Library District's property. The Properties are commonly known as:

- a.     15002 S. Illinois Route 59, Plainfield, Illinois;
- b.     15008 S. Illinois Route 59, Plainfield, Illinois;
- c.     15014 S. Illinois Route 59, Plainfield, Illinois;
- d.     15018 S. Illinois Route 59, Plainfield, Illinois.

**Section 2.**     **Finance Plan.** The Library Trustees propose to pay for the Properties from the proceeds of a bond issue subject to approval of such bond issue by voters in the Library District.

**Section 3.**     **Findings and Determinations.** The Library Trustees find and determine as follows:

- A. Pursuant to Ordinance adopted December 16, 2015, the Library Trustees expressed an intent to purchase the Properties and proposed a finance plan with respect to such purchase.
- B. Notice of the proposed purchase and of this meeting was published and posted.
- C. The estimated total cost of acquiring the Properties is \$1,200,000.

**Section 4.**     **Approval of Purchase.** The Library Trustees hereby approve the purchase of the Properties on the terms stated in contracts for the Properties.

**Section 5.**     **Approval of Finance Plan.** The Library Trustees hereby approve the purchase of the Properties whereby the purchase costs will be funded from the proceeds of a bond issue subject to approval of such bond issue by voters in the Library District.

**Section 6.**      **Ratification.** The Library Trustees hereby ratify all previous decisions and actions in connection with the proposed purchase of the Properties.

**Section 7.**      **Closing.** The President and Secretary of the Board, on the advice of the Library District's Attorney, are authorized, without further Board action, to execute all documents necessary for the purchase of the Properties.

**Section 8.**      **Effective Date.** This Ordinance shall be effective immediately.

Passed this 17<sup>th</sup> day of February, 2016 by roll call vote as follows:

VOTES (By Trustee last name)

AYES: \_\_\_\_\_

NAYS: \_\_\_\_\_

ABSENT: \_\_\_\_\_

\_\_\_\_\_  
Carl F. Gilmore, President  
Board of Library Trustees  
Plainfield Public Library District

ATTEST:

\_\_\_\_\_  
Vicki M. Knight, Secretary  
Board of Library Trustees  
Plainfield Public Library District

## PROPOSED CHANGES TO PUBLIC GENERAL POLICY - SECTION 1

FEBRUARY 17, 2016

### FUNCTIONS OF THE PLAINFIELD PUBLIC LIBRARY DISTRICT

The Plainfield Public Library District shall provide tax-supported service to all persons residing within the corporate limits of the Library District. It shall have as its basic objective the provision of professionally selected materials and information which aid the individual or the group in the pursuit of education, information, **recreation and** ~~or research, and in the creative and recreational use of leisure time.~~

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### ~~STRATEGIC LONG RANGE~~ PLANNING

The Board of Trustees, with input from the Library Director, staff and when applicable, District residents, shall develop a **Strategic Plan** ~~long range plan~~ to establish the course library services should take in the next three to five years. This Plan shall be reviewed on an on-going basis.

### FRIENDS OF THE PLAINFIELD PUBLIC LIBRARY AND PLAINFIELD PUBLIC LIBRARY FOUNDATION

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A representative from the staff shall be ~~recommended~~ **appointed** by the Library Director ~~for appointment by the Board of Library Trustees~~ to serve as a Liaison to the Friends of the Library. The Liaison assists the Friends of the Library with coordinating and organizing of their fund-raising activities. That individual shall attend the Executive Board meetings and general membership meetings of the Friends of the Library. A member of the Board of Trustees shall be appointed to serve on the Foundation Board of Directors for a two-year term. Both the Friends of the Library and the Library Foundation may host events in the Library as well as solicit money and/or sell products on the premises.

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