

Plainfield Public Library District
Budget & Appropriations Hearing
Agenda
September 21, 2016
6:00 P.M.
Small Meeting Room

1. Call to Order, Pledge of Allegiance, Roll Call (5 minutes)
2. Public Comment (15 minutes)
3. Discussion (10 minutes)
4. Adjournment

**Plainfield Public Library District
Regular Board Meeting Agenda
September 21, 2016
6:30 P.M.
Small Meeting Room**

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|-----|---|-------------------------|---------|
| 1. | Call to Order, Pledge, Roll Call | (5 minutes) | |
| 2. | Special Recognition | | |
| | a. Kara Kohn - 10 Years of Service | | |
| | b. Debbie Maxwell - 15 Years of Service | | |
| 3. | Public Comment | (3-5 minutes per topic) | |
| | a. Trustee Attendance at Community Events | | |
| | b. Trustee Meeting Report | | |
| | 1. 2016 Illinois Bond Election Workshop | | |
| | 2. RAILS Trustee Workshop | | |
| | 3. Friends of the Library | | |
| 4. | Consent Agenda | (5 minutes) | |
| | a. August 17, 2016 Regular Board Meeting Minutes | | 3-4 |
| 5. | Approval of Bills Paid and Bills Payables | (5 minutes) | |
| | a. Payroll (Tax Escrow) | \$ 130,771.75 | |
| | b. General Bills | \$ 109,178.40 | |
| | c. Illinois Municipal Retirement Fund | \$ 24,082.18 | |
| | d. VALIC (Deferred Compensation) | \$ 2,938.22 | |
| | e. Petty Cash | \$ - | |
| | f. Flexible Spending Plan | \$ 983.05 | |
| | g. Special Reserve Fund | <u>\$ -</u> | |
| | h. TOTAL | \$ 267,953.60 | 5-69 |
| 6. | Committee Reports | (10 minutes) | |
| 7. | Library Director's Report | (10 minutes) | 70-86 |
| 8. | Action Items | (30-60 minutes) | |
| | a. Unfinished Business | | |
| | i. Homecoming Parade | | |
| | ii. Ordinance 2016-5 Budget & Appropriations | | 87-95 |
| | iii. Building and Expansion Planning | | 96-97 |
| | b. New Business | | |
| | i. 2016 Closing Schedule | | 98 |
| | ii. Policy Update - Facilities and Appendix 5A | | 99-108 |
| | iii. Resolution 2016-3 To Determine Funds Needed | | 109-111 |
| 9. | Executive Session | (10 minutes) | |
| | a. 5 ILCS 120/2 (c)(5) - Purchase or Lease of Real Property | | |
| 10. | Action for Items Discussed in Executive Session | (5 minutes) | |
| 11. | Adjournment | | |

PLAINFIELD PUBLIC LIBRARY DISTRICT
MINUTES OF BOARD MEETING
AUGUST 17, 2016

CALL TO ORDER, PLEDGE, ROLL CALL: The meeting of August 17, 2016, was called to order at 6:30 p.m. in the Library's Small Meeting Room at 15025 S. Illinois Street. The Pledge of Allegiance was recited. Roll call was conducted. Present: Gilmore, Andel, Miller, Knight, Kinley, Puetz and Schmidt. Absent: None. Staff present: Pappas, Maxwell; DeFazio, Petersen, Gulas, Yocherer, and Joe, Laura and Luca Marcantonio, (all 7 left at 6:36 p.m.). Guests present: Marc Rogers of CCS International, Jill Yott (left at 7:10 p.m.)

SPECIAL RECOGNITION: The board thanked Joe Marcantonio and Heather Yocherer for ten years of dedicated service.

PUBLIC COMMENT: None

Trustee Attendance at Community Events: Five trustees attended the Summer Reading Finish Line party. Puetz reported on his attendance at the Village Plan Commission meeting.

CONSENT AGENDA: Gilmore accepted the July 20, 2016, regular and August 4, 2016, special meeting minutes as presented.

It was clarified that the July payment to IMRF was made at the end of June.

Schmidt moved for approval of Bills for July in the amount of \$319,699.88 as follows: Payroll \$137,918.49, General Library Bills \$176,836.32, IMRF \$.00, VALIC (Deferred Compensation) \$4,833.94, Petty Cash \$.00, Flexible Spending Plan \$111.13 and Special Reserve Fund \$.00. Andel seconded the motion. All voted yes via roll call vote; motion carried.

COMMITTEE REPORTS: None

LIBRARY DIRECTOR'S REPORT: The Library Director's report was reviewed. Pappas encouraged the trustees to look at the lower level bulletin board celebrating the summer reading program. Reminder dates were given for the Friends Sneak Peek on 8/24 and the Park District referendum community information sessions on 9/7 and 9/28.

One of our part-time reference librarians has accepted a full time position in management at Des Plaines. Other staff have stepped up to cover her book discussions as we will not be replacing her. We are still working on a policy regarding alcohol and should bring that back to the board in the near future. In your packet are talking points about fall changes, including Sunday hours.

Tuck-pointing has been completed. Cleaning and painting of the exterior foundation walls will start shortly.

Gilmore reminded all that we will start our meeting next month at 6 p.m. for the B&A Public Hearing.

ACTION ITEMS

A. Unfinished Business

Building and Expansion Planning - Pappas shared information on staffing/budget and tax rate comparisons for various libraries. There are no concepts yet, but Nagle Hartray will be here next month. We need to decide if there is enough information and what is needed to move forward in January. Gilmore would like to gather 6 to 8 local architects and 2 board members to meet to bounce ideas off each other. A packet of discussion items would be prepared with the meeting being led by our architect. A goal was set to meet in the coming month and report at

the next board meeting. Meanwhile, the Trustees will be working on people who are willing to talk with us. In September we will refine and compile a list of who to reach out to.

Pappas reported that she and Gilmore will be meeting with Steve Larson and John Piemonte of Ehlers and Associates. RW Baird does not provide marketing services for referendums. We need to know what it costs to operate a building, including staffing and other costs to determine our operating needs. Gilmore will also be meeting with Vince Fazio to discuss parking in the near future. There is no report on the Village parking study as of yet. Gilmore is also going to meet with Tasha Kitson at the Chamber to discuss how to interface with businesses to engage in development.

Introduction to Marketing Consultant – Jill Yott is from Frankfort and spent the majority of her marketing career working for non-profits. She has a long-standing love for libraries and worked for the Downers Grove Library for several years. The past six years she has been a freelance marketing consultant. She feels our library is a best kept secret and we need to get the word out what we have to offer. A value campaign showing our worth and all we have to offer would apply here. Yott will work with Pappas and the Department Heads on the marketing campaign. This should also create a base for the referendum.

ILA Attendance – Miller will attend and Gilmore and Kinley are probable. Trustees will advise Maxwell about the status of their attendance by September 1st.

B. New Business

Homecoming Parade – The parade is October 1st. The library will have no presence this year, however, Gilmore suggested a car or two of interested parties could participate. Schmidt, Kinley, Puetz, Knight and Gilmore can participate. Gilmore will check on cars and participants. Knight will check with the Friends to see if they might consider joining in.

Policy Update – Kinley moved to accept policy changes to Library Services as presented. Miller seconded the motion. All voted yes via roll call vote; motion carried.

White Oak Territory Transfer - The board discussed this and they do not want to enter into a legal agreement regarding a transfer of property. Pappas and Gilmore will respond thanking them for contacting us and state that the board has considered and reviewed their proposal but is not interest in pursuing this.

Computer Purchase – Kinley moved to approve a computer purchase from Dell in the amount of \$18,499. Schmidt seconded the motion. All voted yes via roll call vote; motion carried.

ADJOURNMENT: Schmidt moved to adjourn; Puetz seconded the motion. All voted yes; motion carried. The meeting adjourned at 8:32 p.m.

Respectfully submitted,

Debbie Maxwell
Recording Secretary

Respectfully submitted,

Vicki Knight
Board Secretary

Plainfield Public Library
Library Fund Income Statement
 July through August 2016

	Jul - Aug 16	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
1004001 · Real Estate Taxes (Library)	1,496,451.17	2,763,292.91	-1,266,841.74	54.2%
1004002 · Personal Property Taxes	5,589.36	18,000.00	-12,410.64	31.1%
1004003 · Overlap Districts Agreement	0.00	312,000.00	-312,000.00	0.0%
1004004 · Fines	7,732.06	45,000.00	-37,267.94	17.2%
1004005 · Books Bags Sales	2.00	0.00	2.00	100.0%
1004006 · Copier Fees	1,570.75	11,500.00	-9,929.25	13.7%
1004007 · Fax Fees	579.30	2,000.00	-1,420.70	29.0%
1004008 · Non Resident Fees	1,118.87	2,400.00	-1,281.13	46.6%
1004009 · Book Sales	0.00	65.00	-65.00	0.0%
1004010 · Meeting Room Deposits	75.00	1,350.00	-1,275.00	5.6%
1004400 · Tax Escrow Interest (Library)	0.00	1,500.00	-1,500.00	0.0%
1004401 · Checking Interest	1,673.02	500.00	1,173.02	334.6%
1004402 · E-Pay Interest	10.07	100.00	-89.93	10.1%
1004502 · Donations - Friends	0.00	6,000.00	-6,000.00	0.0%
1004701 · Per Capita Grant	0.00	0.00	0.00	0.0%
1004902 · Sale of Library Used Equipment	100.00			
1015500 · Operating Transfer Out	0.00	-100,000.00	100,000.00	0.0%
Total Income	1,514,901.60	3,063,707.91	-1,548,806.31	49.4%
Expense				
1015000 · Administration Department				
1015001 · Administration Salaries	38,528.30	299,678.00	-261,149.70	12.9%
1015005 · Insurance	19,848.75	149,536.00	-129,687.25	13.3%
1015011 · Staff Development	811.53	13,000.00	-12,188.47	6.2%
1015012 · Travel Expenses	547.82	10,000.00	-9,452.18	5.5%
1015013 · Membership Dues	1,558.00	4,300.00	-2,742.00	36.2%
1015014 · Human Resources	189.98	17,250.00	-17,060.02	1.1%
1015201 · Payroll Services	973.50	7,000.00	-6,026.50	13.9%
1015202 · Legal Services (Library)	0.00	6,000.00	-6,000.00	0.0%
1015203 · Accounting Services	800.00	1,200.00	-400.00	66.7%
1015204 · Bank Fees	288.07	1,600.00	-1,311.93	18.0%
1015205 · Trustee Development	5.39	2,000.00	-1,994.61	0.3%
1015305 · Bindery	20.00	400.00	-380.00	5.0%
1015306 · Microfilming Supplies	0.00	4,000.00	-4,000.00	0.0%
1015310 · Office Supplies - Admin	255.72	2,000.00	-1,744.28	12.8%
1015311 · Postage	825.98	6,000.00	-5,174.02	13.8%
1015313 · Newsletter	10,202.00	55,000.00	-44,798.00	18.5%
1015314 · Web Page Development	0.00	5,000.00	-5,000.00	0.0%
1015315 · Printing - General	70.90	400.00	-329.10	17.7%
1015316 · Printing - Legal	354.75	2,100.00	-1,745.25	16.9%
1015317 · Telephone	2,566.45	16,800.00	-14,233.55	15.3%
1015318 · Public Relations (Library)	1,225.90	19,000.00	-17,774.10	6.5%
1015321 · Administrative - Misc	10.00			
1015322 · Contingencies Operating Fund	0.00	10,000.00	-10,000.00	0.0%

Plainfield Public Library
Library Fund Income Statement
 July through August 2016

	Jul - Aug 16	Budget	\$ Over Budget	% of Budget
1015801 · Library - Wide Events	5.00	7,750.00	-7,745.00	0.1%
1018001 · Computers (Library)	1,359.99	25,000.00	-23,640.01	5.4%
1018003 · Furniture & Fixtures	0.00	15,000.00	-15,000.00	0.0%
Total 1015000 · Administration Department	80,448.03	680,014.00	-599,565.97	11.8%
1025000 · Tech Services Dept				
1025001 · Tech Services Salaries	17,278.83	109,712.00	-92,433.17	15.7%
1025306 · Tech Services Process Supply	761.25	12,650.00	-11,888.75	6.0%
1025307 · OCLC	2,415.44	2,550.00	-134.56	94.7%
Total 1025000 · Tech Services Dept	20,455.52	124,912.00	-104,456.48	16.4%
1035000 · Circulation Department				
1035001 · Circulation Salaries	63,631.23	412,768.00	-349,136.77	15.4%
1035003 · Page Salaries	10,802.56	73,292.00	-62,489.44	14.7%
1035308 · Circulation Supplies	948.18	19,500.00	-18,551.82	4.9%
1035309 · ILL Lost Items	70.75	1,500.00	-1,429.25	4.7%
Total 1035000 · Circulation Department	75,452.72	507,060.00	-431,607.28	14.9%
1045000 · Reference/Adult Services				
1045001 · Reference Salaries	56,568.93	374,719.00	-318,150.07	15.1%
1045101 · Adult Summer Reading	217.82	5,250.00	-5,032.18	4.1%
1045102 · Adult Programs	1,234.20	9,750.00	-8,515.80	12.7%
1045103 · Databases - Adult	7,576.00	75,000.00	-67,424.00	10.1%
1045104 · Downloadable Materials	1,066.78	90,000.00	-88,933.22	1.2%
1045105 · Portable Media Devices - Adult	109.95	3,000.00	-2,890.05	3.7%
1045107 · Compact Discs - Adult	312.57	5,000.00	-4,687.43	6.3%
1045108 · Videos & DVD's - Adult	4,161.80	27,000.00	-22,838.20	15.4%
1045109 · Audio Books - Adult	6,952.91	27,000.00	-20,047.09	25.8%
1045110 · Replacement Materials	0.00	1,000.00	-1,000.00	0.0%
1045112 · Fiction - Adult	4,130.17	27,500.00	-23,369.83	15.0%
1045113 · Leased Material - Adult	0.00	16,500.00	-16,500.00	0.0%
1045114 · Large Print - Adult	1,487.41	6,250.00	-4,762.59	23.8%
1045115 · Graphic Novels - Adult	1,413.68	5,000.00	-3,586.32	28.3%
1045116 · Nonfiction - Adult	795.04	12,500.00	-11,704.96	6.4%
1045117 · Foreign Language - Adult	1,087.62	10,000.00	-8,912.38	10.9%
1045118 · Reference - Adult	213.75	3,000.00	-2,786.25	7.1%
1045119 · Standing Orders - Adult	912.33	5,000.00	-4,087.67	18.2%
1045120 · Periodicals - Adult	64.60	10,000.00	-9,935.40	0.6%
1045121 · Purchase On Demand	840.84	10,000.00	-9,159.16	8.4%
1045212 · Instructors and Facilitators	75.00	4,750.00	-4,675.00	1.6%
1045310 · Office Supplies - Adult	670.54	3,500.00	-2,829.46	19.2%
1045405 · Local History Supplies	170.21	2,500.00	-2,329.79	6.8%
Total 1045000 · Reference/Adult Services	90,062.15	734,219.00	-644,156.85	12.3%

Plainfield Public Library
Library Fund Income Statement
 July through August 2016

	Jul - Aug 16	Budget	\$ Over Budget	% of Budget
1055000 · Youth Services				
1055001 · Youth Services Salaries	64,503.52	414,436.00	-349,932.48	15.6%
1055101 · Summer Reading - Childrens	2,154.87	8,000.00	-5,845.13	26.9%
1055102 · JUV Programs	0.00	3,300.00	-3,300.00	0.0%
1055103 · DataBase - YS/YA	27,812.00	31,900.00	-4,088.00	87.2%
1055104 · Downloadable Materials YS/YA	0.00	5,000.00	-5,000.00	0.0%
1055105 · Portable Media Devices - YS/YA	0.00	1,750.00	-1,750.00	0.0%
1055107 · Compact Discs - Children's	23.98	2,500.00	-2,476.02	1.0%
1055108 · Videos & DVD's - Children's	1,176.48	14,000.00	-12,823.52	8.4%
1055109 · Audio Books - Children's	0.00	6,600.00	-6,600.00	0.0%
1055112 · Fiction - Children's	601.22	16,500.00	-15,898.78	3.6%
1055116 · Nonfiction - Children's	472.62	35,000.00	-34,527.38	1.4%
1055118 · Reference - Children's	0.00	2,000.00	-2,000.00	0.0%
1055119 · Standing Orders - Children's	1,378.21	6,000.00	-4,621.79	23.0%
1055120 · Periodicals - Children's	1,077.61	1,500.00	-422.39	71.8%
1055123 · Easy Fiction	497.79	20,000.00	-19,502.21	2.5%
1055310 · Office Supplies - Y/S	14.36	9,500.00	-9,485.64	0.2%
Total 1055000 · Youth Services	99,712.66	577,986.00	-478,273.34	17.3%
1065000 · Young Adult Services				
1065101 · Summer Reading - YA	1,008.95	3,300.00	-2,291.05	30.6%
1065102 · YA Programs	90.35	3,000.00	-2,909.65	3.0%
1065106 · Software - YA	0.00	1,500.00	-1,500.00	0.0%
1065107 · Compact Discs - YA	237.63	1,800.00	-1,562.37	13.2%
1065108 · Videos & DVD's - YA	426.85	4,500.00	-4,073.15	9.5%
1065109 · Audio Books - YA	0.00	2,800.00	-2,800.00	0.0%
1065112 · Fiction - YA	169.34	16,000.00	-15,830.66	1.1%
1065116 · Nonfiction - YA	0.00	8,000.00	-8,000.00	0.0%
1065119 · Standing Orders - YA	0.00	4,500.00	-4,500.00	0.0%
1065120 · Periodicals - YA	0.00	1,200.00	-1,200.00	0.0%
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%
Total 1065000 · Young Adult Services	1,933.12	48,350.00	-46,416.88	4.0%
1075000 · Community Relations Dept				
1075001 · Community Relations Salaries	13,162.64	94,976.00	-81,813.36	13.9%
1075123 · Comm. Relations Print Materials	0.00	500.00	-500.00	0.0%
1075310 · Comm. Relations Office Supply	50.59	1,750.00	-1,699.41	2.9%
Total 1075000 · Community Relations Dept	13,213.23	97,226.00	-84,012.77	13.6%
1085000 · Maintenance Department				
1085001 · Maintenance Salaries	12,143.44	89,275.00	-77,131.56	13.6%
Total 1085000 · Maintenance Department	12,143.44	89,275.00	-77,131.56	13.6%

Plainfield Public Library
Library Fund Income Statement
 July through August 2016

	Jul - Aug 16	Budget	\$ Over Budget	% of Budget
1095000 · Service Arrangements				
1095206 · Pinnacle Cooperative	0.00	51,600.00	-51,600.00	0.0%
1095207 · Computer Maintenance Agreement	36.00	60,000.00	-59,964.00	0.1%
1095209 · Email & Web Hosting Fees	738.32	5,500.00	-4,761.68	13.4%
1095210 · Lease Agreements	59,899.23	29,750.00	30,149.23	201.3%
1095211 · Subscription Services	4,277.37	38,000.00	-33,722.63	11.3%
1095301 · Software	307.99	8,000.00	-7,692.01	3.8%
1095303 · Data Lines	583.70	3,000.00	-2,416.30	19.5%
Total 1095000 · Service Arrangements	65,842.61	195,850.00	-130,007.39	33.6%
Total Expense	459,263.48	3,054,892.00	-2,595,628.52	15.0%
Net Ordinary Income	1,055,638.12	8,815.91	1,046,822.21	11,974.2%
Net Income	1,055,638.12	8,815.91	1,046,822.21	11,974.2%

Plainfield Public Library
Audit Fund Income Statement
 July through August 2016

	<u>Jul - Aug 16</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Ordinary Income/Expense				
Income				
3004001 · Real Estate Taxes (Audit)	3,577.87	8,298.18	-4,720.31	43.1%
3004400 · Tax Escrow Interest - Audit	0.00	10.00	-10.00	0.0%
Total Income	<u>3,577.87</u>	<u>8,308.18</u>	<u>-4,730.31</u>	<u>43.1%</u>
Expense				
3005218 · Audit Expense	0.00	8,250.00	-8,250.00	0.0%
Total Expense	<u>0.00</u>	<u>8,250.00</u>	<u>-8,250.00</u>	<u>0.0%</u>
Net Ordinary Income	<u>3,577.87</u>	<u>58.18</u>	<u>3,519.69</u>	<u>6,149.7%</u>
Net Income	<u><u>3,577.87</u></u>	<u><u>58.18</u></u>	<u><u>3,519.69</u></u>	<u><u>6,149.7%</u></u>

Plainfield Public Library
Building and Site Fund
July through August 2016

	<u>Jul - Aug 16</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Ordinary Income/Expense				
Income				
5004001 · Real Estate Taxes - Site Fund	131,487.00	207,454.42	-75,967.42	63.4%
5004400 · Tax Escrow Interest - Site Fund	0.00	10.00	-10.00	0.0%
Total Income	<u>131,487.00</u>	<u>207,464.42</u>	<u>-75,977.42</u>	<u>63.4%</u>
Expense				
5085212 · Custodial Services	2,260.00	27,170.00	-24,910.00	8.3%
5085213 · Disposal Services	377.02	2,000.00	-1,622.98	18.9%
5085214 · Building Maintenance Agreement	578.21	5,000.00	-4,421.79	11.6%
5085215 · Equipment Maintenance Agreement	1,031.47	18,000.00	-16,968.53	5.7%
5085216 · Building Repair	33,173.08	90,000.00	-56,826.92	36.9%
5085217 · Equipment Repair	3,024.00	35,000.00	-31,976.00	8.6%
5085399 · Contingencies	0.00	20,000.00	-20,000.00	0.0%
5085601 · Utilities - Electric	9,360.01	45,000.00	-35,639.99	20.8%
5085602 · Utilities - Gas	315.59	9,000.00	-8,684.41	3.5%
5085603 · Utilities - Water	680.20	3,360.00	-2,679.80	20.2%
5085604 · Building Supplies	116.93	10,000.00	-9,883.07	1.2%
5085605 · Equipment & Tools	2,292.07	6,000.00	-3,707.93	38.2%
5085606 · Janitorial Supplies	370.80	10,000.00	-9,629.20	3.7%
Total Expense	<u>53,579.38</u>	<u>280,530.00</u>	<u>-226,950.62</u>	<u>19.1%</u>
Net Ordinary Income	<u>77,907.62</u>	<u>-73,065.58</u>	<u>150,973.20</u>	<u>-106.6%</u>
Net Income	<u><u>77,907.62</u></u>	<u><u>-73,065.58</u></u>	<u><u>150,973.20</u></u>	<u><u>-106.6%</u></u>

Plainfield Public Library
Construction Fund
July through August 2016

	<u>Jul - Aug 16</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Ordinary Income/Expense				
Income				
7504400 · Interest	220.13	10.00	210.13	2,201.3%
7504504 · Impact Fees	6,039.00	25,000.00	-18,961.00	24.2%
7504505 · Transfer in from other Accounts	0.00	100,000.00	-100,000.00	0.0%
Total Income	<u>6,259.13</u>	<u>125,010.00</u>	<u>-118,750.87</u>	<u>5.0%</u>
Expense				
7505213 · Legal services	0.00	4,000.00	-4,000.00	0.0%
7505214 · Architechural Services	0.00	50,000.00	-50,000.00	0.0%
7508001 · Computers	0.00	0.00	0.00	0.0%
7508003 · Furniture & Equipmet	0.00	0.00	0.00	0.0%
7508004 · Community Relations	0.00	7,500.00	-7,500.00	0.0%
7508005 · Real Estate Acquisition	0.00	20,000.00	-20,000.00	0.0%
7508006 · BLDG Development	18,950.00	30,400.00	-11,450.00	62.3%
Total Expense	<u>18,950.00</u>	<u>111,900.00</u>	<u>-92,950.00</u>	<u>16.9%</u>
Net Ordinary Income	<u>-12,690.87</u>	<u>13,110.00</u>	<u>-25,800.87</u>	<u>-96.8%</u>
Net Income	<u><u>-12,690.87</u></u>	<u><u>13,110.00</u></u>	<u><u>-25,800.87</u></u>	<u><u>-96.8%</u></u>

Plainfield Public Library
FICA Fund Income Statement
 July through August 2016

	<u>Jul - Aug 16</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Ordinary Income/Expense				
Income				
2004001 · Real Estate Taxes (FICA)	82,291.47	144,388.28	-62,096.81	57.0%
2004100 · FICA Tax Escrow Interest	0.00	10.00	-10.00	0.0%
Total Income	<u>82,291.47</u>	<u>144,398.28</u>	<u>-62,106.81</u>	<u>57.0%</u>
Expense				
2005011 · FICA Expense	20,784.12	143,781.00	-122,996.88	14.5%
Total Expense	<u>20,784.12</u>	<u>143,781.00</u>	<u>-122,996.88</u>	<u>14.5%</u>
Net Ordinary Income	<u>61,507.35</u>	<u>617.28</u>	<u>60,890.07</u>	<u>9,964.3%</u>
Net Income	<u><u>61,507.35</u></u>	<u><u>617.28</u></u>	<u><u>60,890.07</u></u>	<u><u>9,964.3%</u></u>

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

Type	Date	Num	Name	Memo	Split	Amount	Balance	
32000 · Retained Earnings							367,893.85	
Total 32000 · Retained Earnings							367,893.85	
1015000 · Administration Department							1,661.73	
1015203 · Accounting Services							800.00	
Total 1015203 · Accounting Services							800.00	
1015318 · Public Relations (Library)							861.73	
Bill	08/02/2016	27708	Plainfield Area Cha...	July Greeter ...	0002001 · Acc...	155.75	1,017.48	
Bill	08/22/2016	8/22/1...	CTC Constant Contact		0002001 · Acc...	63.75	1,081.23	
Bill	08/31/2016	7/30/1...	Facebook		0002001 · Acc...	144.67	1,225.90	
Total 1015318 · Public Relations (Library)							364.17	1,225.90
Total 1015000 · Administration Department							364.17	2,025.90
1095000 · Service Arrangements							0.00	
1095207 · Computer Maintenance Agreement							0.00	
Bill	08/11/2016	INV01...	Zendesk, Inc.		0002001 · Acc...	36.00	36.00	
Total 1095207 · Computer Maintenance Agreement							36.00	36.00
Total 1095000 · Service Arrangements							36.00	36.00
5085212 · Custodial Services							0.00	
Bill	08/01/2016	16122	Best Quality Cleaning	Cleaning Serv...	0002001 · Acc...	2,260.00	2,260.00	
Total 5085212 · Custodial Services							2,260.00	2,260.00
5085213 · Disposal Services							188.51	
Bill	08/01/2016	14321...	Groot Industries, Inc.	Monthly charg...	0002001 · Acc...	188.51	377.02	
Total 5085213 · Disposal Services							188.51	377.02
TOTAL						2,848.68	372,592.77	

Plainfield Public Library
IMRF Fund Income Statement
 July through August 2016

	<u>Jul - Aug 16</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Ordinary Income/Expense				
Income				
2504001 · Real Estate Taxes (IMRF)	115,386.55	202,475.52	-87,088.97	57.0%
2504400 · IMRF Tax Escrow Interest	0.00	10.00	-10.00	0.0%
Total Income	<u>115,386.55</u>	<u>202,485.52</u>	<u>-87,098.97</u>	<u>57.0%</u>
Expense				
2505012 · IMRF Expense-ER	15,755.45	202,394.00	-186,638.55	7.8%
Total Expense	<u>15,755.45</u>	<u>202,394.00</u>	<u>-186,638.55</u>	<u>7.8%</u>
Net Ordinary Income	<u>99,631.10</u>	<u>91.52</u>	<u>99,539.58</u>	<u>108,862.7%</u>
Net Income	<u><u>99,631.10</u></u>	<u><u>91.52</u></u>	<u><u>99,539.58</u></u>	<u><u>108,862.7%</u></u>

**Plainfield Public Library
 Liability Insurance Fund
 July through August 2016**

	<u>Jul - Aug 16</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Ordinary Income/Expense				
Income				
4004001 · Real Estate Tax (Liability)	10,733.63	28,213.80	-17,480.17	38.0%
4004400 · Tax Escrow Interest (Liab In FD)	0.00	10.00	-10.00	0.0%
Total Income	<u>10,733.63</u>	<u>28,223.80</u>	<u>-17,490.17</u>	<u>38.0%</u>
Expense				
4005802 · Unemployment Insurance	740.35	1,500.00	-759.65	49.4%
4005803 · Liab Ins- Govt Crime	0.00	1,751.00	-1,751.00	0.0%
4005805 · Liab Ins- Prop/Pack/Umbrella	0.00	17,860.00	-17,860.00	0.0%
4005806 · Liab Ins- Workers Comp	0.00	6,925.00	-6,925.00	0.0%
Total Expense	<u>740.35</u>	<u>28,036.00</u>	<u>-27,295.65</u>	<u>2.6%</u>
Net Ordinary Income	<u>9,993.28</u>	<u>187.80</u>	<u>9,805.48</u>	<u>5,321.2%</u>
Net Income	<u><u>9,993.28</u></u>	<u><u>187.80</u></u>	<u><u>9,805.48</u></u>	<u><u>5,321.2%</u></u>

Plainfield Public Library
General Ledger
As of August 31, 2016

Type	Date	Num	Name	Memo	Amount	Balance
0001003 · Checking Account Midwest Bank						226,460.33
1001003 · Checking Account (Library)						67,739.21
General Journal	08/03/2016	1-imrf-1		Employee Deduction for IMRF	-8,326.73	59,412.48
Deposit	08/04/2016			1-dep-1	4,947.50	64,359.98
Deposit	08/04/2016			1-dep-1	2,389.13	66,749.11
Deposit	08/04/2016			1-dep-2	472.00	67,221.11
General Journal	08/04/2016	1-payr...		record payroll for 8/4/16	36.53	67,257.64
General Journal	08/04/2016	1-payr...		record payroll for 8/4/16	741.18	67,998.82
General Journal	08/04/2016	1-payr...		record payroll for 8/4/16	-40.94	67,957.88
General Journal	08/11/2016	1-valic-1	VALIC	8/11/16 payroll	-1,469.61	66,488.27
General Journal	08/11/2016	1-payr...		record payroll for 8/11/16	-2,201.68	64,286.59
General Journal	08/11/2016	1-payr...		record payroll for 8/11/16	-47,240.57	17,046.02
General Journal	08/11/2016	1-payr...		record payroll for 8/11/16	-228.72	16,817.30
General Journal	08/11/2016	1-tran...		to record transfer of funds	500,000.00	516,817.30
Deposit	08/12/2016			1-dep-1	1,796.65	518,613.95
General Journal	08/22/2016	1-valic-1	VALIC	08/25/16 payroll	-1,469.61	517,144.34
Deposit	08/24/2016			1-dep-24	6,754.01	523,898.35
General Journal	08/24/2016	1-imrf-1		Employee Deduction for IMRF	-45.60	523,852.75
General Journal	08/25/2016	1-payr...		record payroll for 8/25/16	-2,218.89	521,633.86
General Journal	08/25/2016	1-payr...		record payroll for 8/25/16	-47,615.99	474,017.87
General Journal	08/25/2016	1-payr...		record payroll for 8/25/16	-211.86	473,806.01
General Journal	08/30/2016	CASH...		RECORD ENTRY TO BALANCE CASH	-118,697.80	355,108.21
Total 1001003 · Checking Account (Library)					287,369.00	355,108.21
2001003 · Checking Account (FICA)						8,818.81
General Journal	08/04/2016	1-payr...		record payroll for 8/4/16	279.48	9,098.29
General Journal	08/11/2016	1-payr...		record payroll for 8/11/16	-16,196.39	-7,098.10
General Journal	08/25/2016	1-payr...		record payroll for 8/25/16	-16,355.42	-23,453.52
General Journal	08/30/2016	CASH...		RECORD ENTRY TO BALANCE CASH	45,907.90	22,454.38
Total 2001003 · Checking Account (FICA)					13,635.57	22,454.38
2501003 · Checking Account (IMRF)						56,859.22
General Journal	08/03/2016	1-imrf-1		employer contribution for IMRF	-15,709.85	41,149.37
General Journal	08/24/2016	1-imrf-1		employer contribution for IMRF	0.00	41,149.37
General Journal	08/30/2016	CASH...		RECORD ENTRY TO BALANCE CASH	-45.60	41,103.77
Total 2501003 · Checking Account (IMRF)					-15,755.45	41,103.77
3001003 · Checking Account (Audit)						3,359.78
Total 3001003 · Checking Account (Audit)						3,359.78
4001003 · Checking Account (Liability)						-33,740.52
Total 4001003 · Checking Account (Liability)						-33,740.52
5001003 · Checking Account (Site)						317,772.38
General Journal	08/30/2016	CASH...		RECORD ENTRY TO BALANCE CASH	-45,912.33	271,860.05
Total 5001003 · Checking Account (Site)					-45,912.33	271,860.05

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

Type	Date	Num	Name	Memo	Amount	Balance	
6001003 · Checking Account (Debt)						0.00	
Total 6001003 · Checking Account (Debt)						0.00	
7511003 · Checking Account (Construction)						-194,348.55	
General Journal	08/30/2016	CASH...		RECORD ENTRY TO BALANCE CASH	1,564.00	-192,784.55	
Total 7511003 · Checking Account (Construction)						1,564.00	-192,784.55
8001003 · Checking Account (working cash)						0.00	
Total 8001003 · Checking Account (working cash)						0.00	
0001003 · Checking Account Midwest Bank - Other						0.00	
Bill Pmt -Check	08/04/2016	31291	Cardmember S...		-4,093.15	-4,093.15	
Bill Pmt -Check	08/04/2016	31292	Quench USA, I...	Billing period: 4/1/16-6/30/16	-276.00	-4,369.15	
Bill Pmt -Check	08/11/2016	31293	American Libra...	Membership - Kiley Mullane	-104.00	-4,473.15	
Bill Pmt -Check	08/11/2016	31294	AT&T	Account #131015428, monthly charges: 7/29-...	-162.00	-4,635.15	
Bill Pmt -Check	08/11/2016	31295	Baker & Taylor ...		-3,161.94	-7,797.09	
Bill Pmt -Check	08/11/2016	31296	Best Quality Cl...	Cleaning Service - August 2016	-2,260.00	-10,057.09	
Bill Pmt -Check	08/11/2016	31297	Blackstone Au...		-477.97	-10,535.06	
Bill Pmt -Check	08/11/2016	31298	Brilliance Publi...		-338.90	-10,873.96	
Bill Pmt -Check	08/11/2016	31299	CCS	Pre-Referendum Services-July 2016	-1,700.00	-12,573.96	
Bill Pmt -Check	08/11/2016	31300	Cintas		-87.70	-12,661.66	
Bill Pmt -Check	08/11/2016	31301	Enterprise New...		-354.75	-13,016.41	
Bill Pmt -Check	08/11/2016	31302	Gale / Cengag...		-104.81	-13,121.22	
Bill Pmt -Check	08/11/2016	31303	Hess, Tania	Supplies for Program on 7/11/16	-125.00	-13,246.22	
Bill Pmt -Check	08/11/2016	31304	IHLS - OCLC	FY2017 OCLC Service Fee	-2,415.44	-15,661.66	
Bill Pmt -Check	08/11/2016	31305	Illinois Library ...	Membership - Kara Kohn	-100.00	-15,761.66	
Bill Pmt -Check	08/11/2016	31306	Konica Minolta	Coverage periods: 6/25/16-7/24/16	-578.19	-16,339.85	
Bill Pmt -Check	08/11/2016	31307	Mango Langua...	1 Little Pim Subscription	-2,199.00	-18,538.85	
Bill Pmt -Check	08/11/2016	31308	Midwest Tape		-1,374.93	-19,913.78	
Bill Pmt -Check	08/11/2016	31309	Movie Licensin...	Copyright Compliance Site License	-1,085.00	-20,998.78	
Bill Pmt -Check	08/11/2016	31310	NCPERS Grou...	Premium for August 2016	-96.00	-21,094.78	
Bill Pmt -Check	08/11/2016	31311	Nicor Gas	Account # 69-33-59-1000 1	-202.56	-21,297.34	
Bill Pmt -Check	08/11/2016	31312	Obirek, Kathleen	Program - 9/12/16	-250.00	-21,547.34	
Bill Pmt -Check	08/11/2016	31313	Parsons, Sue	Unbirthday party program - YS supplies	-16.99	-21,564.33	
Bill Pmt -Check	08/11/2016	31314	Penguin Rando...		-485.25	-22,049.58	
Bill Pmt -Check	08/11/2016	31315	Plainfield Area ...	July Greeter Program	-155.75	-22,205.33	
Bill Pmt -Check	08/11/2016	31316	Quality Books I...		-43.53	-22,248.86	
Bill Pmt -Check	08/11/2016	31317	Reader Service	Harlequin, August 2016	-36.40	-22,285.26	
Bill Pmt -Check	08/11/2016	31318	Recorded Book...		-1,097.23	-23,382.49	
Bill Pmt -Check	08/11/2016	31319	T-Mobile	Account # 725118701	-155.69	-23,538.18	
Bill Pmt -Check	08/11/2016	31320	Village of Plainf...		-340.10	-23,878.28	
Bill Pmt -Check	08/11/2016	31321	White Oak Cre...	Replacement cost	-10.00	-23,888.28	
Bill Pmt -Check	08/16/2016	31322	American Libra...		-34.20	-23,922.48	
Bill Pmt -Check	08/16/2016	31323	Anderson	Pest service for August 2016	-91.78	-24,014.26	
Bill Pmt -Check	08/16/2016	31324	Baker & Taylor...	Axis360 Annual Hosting, Access and Service ...	-750.00	-24,764.26	
Bill Pmt -Check	08/16/2016	31325	Bruno's Tuckpo...	Tuckpointing & Flashing / Caulking repairs	-32,750.00	-57,514.26	
Bill Pmt -Check	08/16/2016	31326	Call One	Account # 1121549	-1,060.57	-58,574.83	
Bill Pmt -Check	08/16/2016	31327	Center Point L...		-136.62	-58,711.45	

Plainfield Public Library
General Ledger
As of August 31, 2016

Type	Date	Num	Name	Memo	Amount	Balance
Bill Pmt -Check	08/16/2016	31328	Cintas	Towels & mats	-43.85	-58,755.30
Bill Pmt -Check	08/16/2016	31329	Comcast	Account # 8771 20 160 0441566	-129.85	-58,885.15
Bill Pmt -Check	08/16/2016	31330	Forte Payment ...	Warranty Fee	-5.00	-58,890.15
Bill Pmt -Check	08/16/2016	31331	Gale / Cengag...		-264.85	-59,155.00
Bill Pmt -Check	08/16/2016	31332	Groot Industrie...	Monthly charge - garbage & recycling	-188.51	-59,343.51
Bill Pmt -Check	08/16/2016	31333	Joliet Public Li...	Damaged item, 8/16/16	-25.95	-59,369.46
Bill Pmt -Check	08/16/2016	31334	Kin-ko Ace Sto...		-17.47	-59,386.93
Bill Pmt -Check	08/16/2016	31335	Lissy Peace an...	Program - 9/15/16	-150.00	-59,536.93
Bill Pmt -Check	08/16/2016	31336	Movie Licensin...	Program - 9/15/16	-110.00	-59,646.93
Bill Pmt -Check	08/16/2016	31337	Nagle Hartray	Professional services: 7/1/16-7/31/16	-3,835.00	-63,481.93
Bill Pmt -Check	08/16/2016	31338	Northbrook Pu...		-34.80	-63,516.73
Bill Pmt -Check	08/16/2016	31339	Slager, Gina	Program - 9/9/16	-150.00	-63,666.73
Bill Pmt -Check	08/16/2016	31340	Zabinski Consu...	Accounting services for July 2016	-800.00	-64,466.73
Bill Pmt -Check	08/16/2016	31341	Slager, Gina	Program - 9/2/16	-150.00	-64,616.73
Bill Pmt -Check	08/17/2016	31342	Baker & Taylor ...		-99.66	-64,716.39
Bill Pmt -Check	08/17/2016	31343	Baker & Taylor ...		-547.53	-65,263.92
Bill Pmt -Check	08/17/2016	31344	Blackstone Au...		-147.99	-65,411.91
Bill Pmt -Check	08/17/2016	31345	Chaves, Therese	Mileage	-12.57	-65,424.48
Bill Pmt -Check	08/17/2016	31346	Deszcz, Judith	Mileage	-99.95	-65,524.43
Bill Pmt -Check	08/17/2016	31347	Haras, Kelly	Mileage	-51.84	-65,576.27
Bill Pmt -Check	08/17/2016	31348	Herbst, Renee	Mileage	-85.32	-65,661.59
Bill Pmt -Check	08/17/2016	31349	Kohn, Kara	Mileage	-103.90	-65,765.49
Bill Pmt -Check	08/17/2016	31350	Lane, Tracey	Mileage	-22.78	-65,788.27
Bill Pmt -Check	08/17/2016	31351	Finnegan, Donna	Mileage	-37.16	-65,825.43
Bill Pmt -Check	08/17/2016	31352	Maxwell, Debra	Mileage	-41.04	-65,866.47
Bill Pmt -Check	08/17/2016	31353	Midwest Tape		-2,335.75	-68,202.22
Bill Pmt -Check	08/17/2016	31354	Penguin Rando...		-30.00	-68,232.22
Bill Pmt -Check	08/17/2016	31355	Recorded Book...		-209.13	-68,441.35
Bill Pmt -Check	08/17/2016	31356	Slager, Gina	Program - 9/16/16	-150.00	-68,591.35
Bill Pmt -Check	08/17/2016	31357	Baker & Taylor ...		-485.53	-69,076.88
Bill Pmt -Check	08/17/2016	31358	Midwest Tape		-89.13	-69,166.01
Bill Pmt -Check	08/25/2016	31359	Ehlers & Assoc...	1/2 of fee for contract services	-4,750.00	-73,916.01
General Journal	08/30/2016	CASH...		RECORD ENTRY TO BALANCE CASH	117,183.83	43,267.82
Bill Pmt -Check	08/31/2016	31360	Baker & Taylor ...		-213.38	43,054.44
Bill Pmt -Check	08/31/2016	31361	Baker & Taylor ...		-1,777.29	41,277.15
Bill Pmt -Check	08/31/2016	31362	Baker & Taylor ...		-80.66	41,196.49
Bill Pmt -Check	08/31/2016	31363	Brainfuse Inc.		-9,000.00	32,196.49
Bill Pmt -Check	08/31/2016	31364	Cintas		-131.55	32,064.94
Bill Pmt -Check	08/31/2016	31365	ComEd	Account # 8616315012	-89.76	31,975.18
Bill Pmt -Check	08/31/2016	31366	Creekside Print...	Newsletter & Flip Book	-6,002.00	25,973.18
Bill Pmt -Check	08/31/2016	31367	Cross Points S...	Fire Alarm System Monitoring - 4th Quarter	-180.00	25,793.18
Bill Pmt -Check	08/31/2016	31368	Curtin, Dennis	Job Club - 9/21/16	-75.00	25,718.18
Bill Pmt -Check	08/31/2016	31369	Health Care Se...	Dental	-761.78	24,956.40
Bill Pmt -Check	08/31/2016	31370	Health Care Se...	Medical	-9,389.78	15,566.62
Bill Pmt -Check	08/31/2016	31371	Illinois Library ...	Membership - Linda Ling	-100.00	15,466.62
Bill Pmt -Check	08/31/2016	31372	Kin-ko Ace Sto...		-28.46	15,438.16
Bill Pmt -Check	08/31/2016	31373	Konica Minolta	Coverage Periods:7/25/16-8/24/16	-1,024.72	14,413.44
Bill Pmt -Check	08/31/2016	31374	MidAmerican E...	Account # 255824	-4,706.99	9,706.45
Bill Pmt -Check	08/31/2016	31375	Midwest Tape		-906.49	8,799.96

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

09/11/16
Accrual Basis

Type	Date	Num	Name	Memo	Amount	Balance
Bill Pmt -Check	08/31/2016	31376	NCPERS Grou...	Premium for September 2016	-96.00	8,703.96
Bill Pmt -Check	08/31/2016	31377	Nicor Gas		-99.29	8,604.67
Bill Pmt -Check	08/31/2016	31378	Pappas, Lisa	VOID: Reimbursement for ATLAS Membership	0.00	8,604.67
Bill Pmt -Check	08/31/2016	31379	Paragon Micro ...		-1,359.99	7,244.68
Bill Pmt -Check	08/31/2016	31380	Parsons, Sue	Teen Game Night	-30.00	7,214.68
Bill Pmt -Check	08/31/2016	31381	Penguin Rando...		-60.00	7,154.68
Bill Pmt -Check	08/31/2016	31382	PLIC - SBD Gr...		-697.39	6,457.29
Bill Pmt -Check	08/31/2016	31383	Rand, Janet	Job club - 9/21/16	-100.00	6,357.29
Bill Pmt -Check	08/31/2016	31384	Recorded Book...		-1,640.79	4,716.50
Bill Pmt -Check	08/31/2016	31385	Rivistas Subscr...		-1,077.61	3,638.89
Bill Pmt -Check	08/31/2016	31386	RMG	RTU Repair	-1,592.00	2,046.89
Bill Pmt -Check	08/31/2016	31387	The Employers...	August 2016 - Flexible Spending	-56.00	1,990.89
Bill Pmt -Check	08/31/2016	31388	Tri-K	Janitorial supplies	-370.80	1,620.09
Bill Pmt -Check	08/31/2016	31389	Vision Service ...	For September 2016	-125.43	1,494.66
Bill Pmt -Check	08/31/2016	31390	Weblinx Incorp...	Web Site Maintenance-August 2016	-90.00	1,404.66
Bill Pmt -Check	08/31/2016	31391	Konica Minolta ...	Account # 1250941	-1,404.66	0.00
Bill Pmt -Check	08/31/2016	31392	ATLAS	VOID: Atlas membership - Lisa Pappas	0.00	0.00
Total 0001003 · Checking Account Midwest Bank - Other					0.00	0.00
Total 0001003 · Checking Account Midwest Bank					240,900.79	467,361.12
0001004 · Tax Escrow Acct - IL Funds						0.00
1001004 · Tax Escrow (Library)						0.00
Total 1001004 · Tax Escrow (Library)						0.00
2001004 · Tax Escrow (FICA)						0.00
Total 2001004 · Tax Escrow (FICA)						0.00
2501004 · Tax Escrow (IMRF)						0.00
Total 2501004 · Tax Escrow (IMRF)						0.00
3001004 · Tax Escrow (Audit)						0.00
Total 3001004 · Tax Escrow (Audit)						0.00
4001004 · Tax Escrow (Liability)						0.00
Total 4001004 · Tax Escrow (Liability)						0.00
5001004 · Tax Escrow (Site)						0.00
Total 5001004 · Tax Escrow (Site)						0.00
6001004 · Tax Escrow (Debt)						0.00
Total 6001004 · Tax Escrow (Debt)						0.00
8001004 · Tax Escrow (Woking Cash)						0.00
Total 8001004 · Tax Escrow (Woking Cash)						0.00

**Plainfield Public Library
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Type	Date	Num	Name	Memo	Amount	Balance	
0001004 · Tax Escrow Acct - IL Funds - Other						0.00	
Total 0001004 · Tax Escrow Acct - IL Funds - Other						0.00	
Total 0001004 · Tax Escrow Acct - IL Funds						0.00	
0001007 · First Community Bank Tax Escrow						2,758,844.28	
1001007 · Tax Escrow (Library)						2,404,102.21	
General Journal	08/10/2016	1-willt...		RECORD PROPERTY TAX DISTRIBUTION	67,813.51	2,471,915.72	
General Journal	08/11/2016	1-tran...		to record transfer of funds	-500,000.00	1,971,915.72	
General Journal	08/24/2016	1-kent...		RECORD PROPERTY TAX DISTRIBUTION	21.05	1,971,936.77	
Deposit	08/31/2016			Interest	785.87	1,972,722.64	
Total 1001007 · Tax Escrow (Library)						-431,379.57	1,972,722.64
2001007 · Tax Escrow (FICA)						78,561.18	
General Journal	08/10/2016	1-willt...		RECORD PROPERTY TAX DISTRIBUTION	3,729.13	82,290.31	
General Journal	08/24/2016	1-kent...		RECORD PROPERTY TAX DISTRIBUTION	1.16	82,291.47	
Total 2001007 · Tax Escrow (FICA)						3,730.29	82,291.47
2501007 · Tax Escrow (IMRF)						110,156.03	
General Journal	08/10/2016	1-willt...		RECORD PROPERTY TAX DISTRIBUTION	5,228.90	115,384.93	
General Journal	08/24/2016	1-kent...		RECORD PROPERTY TAX DISTRIBUTION	1.62	115,386.55	
Total 2501007 · Tax Escrow (IMRF)						5,230.52	115,386.55
3001007 · Tax Escrow (Audit)						3,415.68	
General Journal	08/10/2016	1-willt...		RECORD PROPERTY TAX DISTRIBUTION	162.14	3,577.82	
General Journal	08/24/2016	1-kent...		RECORD PROPERTY TAX DISTRIBUTION	0.05	3,577.87	
Total 3001007 · Tax Escrow (Audit)						162.19	3,577.87
4001007 · Tax Escrow (Liability)						10,247.07	
General Journal	08/10/2016	1-willt...		RECORD PROPERTY TAX DISTRIBUTION	486.41	10,733.48	
General Journal	08/24/2016	1-kent...		RECORD PROPERTY TAX DISTRIBUTION	0.15	10,733.63	
Total 4001007 · Tax Escrow (Liability)						486.56	10,733.63
5001007 · Tax Escrow (Site)						125,526.65	
General Journal	08/10/2016	1-willt...		RECORD PROPERTY TAX DISTRIBUTION	5,958.50	131,485.15	
General Journal	08/24/2016	1-kent...		RECORD PROPERTY TAX DISTRIBUTION	1.85	131,487.00	
Total 5001007 · Tax Escrow (Site)						5,960.35	131,487.00
6001007 · Tax Escrow (Debt)						0.00	
Total 6001007 · Tax Escrow (Debt)						0.00	
8001007 · Tax Escrow (Working Cash)						26,835.46	
Total 8001007 · Tax Escrow (Working Cash)						26,835.46	

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Type	Date	Num	Name	Memo	Amount	Balance
0001007 · First Community Bank Tax Escrow - Other						0.00
Total 0001007 · First Community Bank Tax Escrow - Other						0.00
Total 0001007 · First Community Bank Tax Escrow					-415,809.66	2,343,034.62
001001 · Petty Cash - Summary						2,084.00
1001002 · Petty Cash - Imprest						2,369.00
Total 1001002 · Petty Cash - Imprest						2,369.00
5001001 · Petty Cash						-260.00
Total 5001001 · Petty Cash						-260.00
001001 · Petty Cash - Summary - Other						-25.00
Check	08/16/2016	786	will county clerk		-20.00	-45.00
Check	08/25/2016	787	Paul Hines Co...		-10.00	-55.00
Total 001001 · Petty Cash - Summary - Other					-30.00	-55.00
Total 001001 · Petty Cash - Summary					-30.00	2,054.00
1001001 · Petty Cash on Hand						250.00
Total 1001001 · Petty Cash on Hand						250.00
1001005 · E-Pay						16,049.82
General Journal	08/31/2016	1-tran...		to record transfer of funds	2,140.12	18,189.94
General Journal	08/31/2016	1-fee-1		to record banks fees	-64.10	18,125.84
Deposit	08/31/2016			Interest	5.56	18,131.40
Total 1001005 · E-Pay					2,081.58	18,131.40
1001006 · E-PAY (Illinois National Bank)						1,100.58
Deposit	08/01/2016			1-epay-1	28.90	1,129.48
Deposit	08/02/2016			1-epay-2	65.99	1,195.47
Deposit	08/03/2016			1-epay-3	47.69	1,243.16
Deposit	08/04/2016			1-dep-4	52.00	1,295.16
Deposit	08/05/2016			1-dep-5	22.00	1,317.16
Deposit	08/06/2016			1-dep-6	29.50	1,346.66
Deposit	08/08/2016			1-dep-8	63.80	1,410.46
Deposit	08/09/2016			1-dep-9	81.60	1,492.06
Deposit	08/10/2016			1-dep-10	57.20	1,549.26
Deposit	08/11/2016			1-dep-11	65.83	1,615.09
Deposit	08/12/2016			1-epay-12	81.94	1,697.03
Deposit	08/13/2016			1-epay-13	166.00	1,863.03
Deposit	08/15/2016			1-epay-15	32.40	1,895.43
Deposit	08/16/2016			1-epay-16	37.70	1,933.13
Deposit	08/17/2016			1-epay-17	83.40	2,016.53
Deposit	08/18/2016			1-epay-18	25.20	2,041.73
Deposit	08/19/2016			1-epay-19	26.40	2,068.13
Deposit	08/20/2016			1-epay-20	58.60	2,126.73
Deposit	08/22/2016			1-epay-22	96.75	2,223.48

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Type	Date	Num	Name	Memo	Amount	Balance
Deposit	08/23/2016			1-epay-23	19.90	2,243.38
Deposit	08/24/2016			1-epay-24	35.70	2,279.08
Deposit	08/25/2016			1-epay-22	12.20	2,291.28
Deposit	08/26/2016			1-epay-26	14.80	2,306.08
Deposit	08/27/2016			1-epay-27	222.65	2,528.73
Deposit	08/29/2016			1-epay-29	65.69	2,594.42
Deposit	08/30/2016			1-epay-30	42.10	2,636.52
Deposit	08/31/2016			1-epay-31	34.80	2,671.32
General Journal	08/31/2016	1-dep-1		to record deposits	581.69	3,253.01
General Journal	08/31/2016	1-tran...		to record transfer of funds	-2,140.12	1,112.89
Check	08/31/2016			Service Charge	-35.99	1,076.90
Total 1001006 · E-PAY (Illinois National Bank)					-23.68	1,076.90
4001005 · Investments - Liab Insur Fund						0.00
Total 4001005 · Investments - Liab Insur Fund						0.00
5001006 · Investments - Site & Bldg						0.00
Total 5001006 · Investments - Site & Bldg						0.00
6001005 · Investments - Debt Service						0.00
Total 6001005 · Investments - Debt Service						0.00
7501011 · Construction Checking Acct						349,112.19
Deposit	08/31/2016			Interest	114.56	349,226.75
Total 7501011 · Construction Checking Acct					114.56	349,226.75
7501012 · Prime Reserve Account						0.00
Total 7501012 · Prime Reserve Account						0.00
8001005 · Tax Escrow (Working Cash)						0.00
Total 8001005 · Tax Escrow (Working Cash)						0.00
11000 · Accounts Receivable						0.00
Total 11000 · Accounts Receivable						0.00
1001010 · Property Tax Rec (Library)						1,607,681.99
Total 1001010 · Property Tax Rec (Library)						1,607,681.99
1001020 · Interest Rec (Library)						0.00
Total 1001020 · Interest Rec (Library)						0.00
1001030 · Health Insurance Receivable						0.00
Total 1001030 · Health Insurance Receivable						0.00
1001040 · Prepaid Insurance (Library)						15,010.52
Total 1001040 · Prepaid Insurance (Library)						15,010.52

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Type	Date	Num	Name	Memo	Amount	Balance
1001175 · Due from Construction Fund						44,162.20
Total 1001175 · Due from Construction Fund						44,162.20
12000 · Undeposited Funds						0.00
Total 12000 · Undeposited Funds						0.00
2001010 · Property Taxes Rec (FICA)						88,407.64
Total 2001010 · Property Taxes Rec (FICA)						88,407.64
2501010 · Prop Tax Rec (IMRF)						123,963.28
Total 2501010 · Prop Tax Rec (IMRF)						123,963.28
3001010 · Property Tax Receivable - Audit						3,843.85
Total 3001010 · Property Tax Receivable - Audit						3,843.85
3001020 · Interest Receivable (Audit)						0.00
Total 3001020 · Interest Receivable (Audit)						0.00
4001010 · Property Tax Receivable						11,531.36
Total 4001010 · Property Tax Receivable						11,531.36
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)						141,260.38
Total 5001010 · Property Tax Rec - (Site)						141,260.38
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

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Type	Date	Num	Name	Memo	Amount	Balance
17000 · Accumulated Depreciation						0.00
Total 17000 · Accumulated Depreciation						0.00
0002001 · Accounts Payable						-21,712.60
Bill	08/01/2016	10525...	Amazon		-16.99	-21,729.59
Bill Pmt -CCard	08/01/2016		Amazon		16.99	-21,712.60
Bill	08/01/2016	20321...	Baker & Taylor ...		-62.76	-21,775.36
Bill	08/01/2016	94191...	Midwest Tape		-178.92	-21,954.28
Bill	08/01/2016	94191...	Midwest Tape		-23.98	-21,978.26
Bill	08/01/2016	94191...	Midwest Tape		-103.93	-22,082.19
Bill	08/01/2016	94191...	Midwest Tape		-120.75	-22,202.94
Bill	08/01/2016	94191...	Midwest Tape		-175.14	-22,378.08
Bill	08/01/2016	94191...	Midwest Tape		-43.17	-22,421.25
Bill	08/01/2016	94191...	Midwest Tape		-23.99	-22,445.24
Bill	08/01/2016	94191...	Midwest Tape		-12.99	-22,458.23
Bill	08/01/2016	94191...	Midwest Tape		-39.17	-22,497.40
Bill	08/01/2016	16122	Best Quality Cl...	Cleaning Service - August 2016	-2,260.00	-24,757.40
Bill	08/01/2016	34443...	Cintas		-43.85	-24,801.25
Bill	08/01/2016	10881...	Penguin Rando...		-71.25	-24,872.50
Bill	08/01/2016	10881...	Penguin Rando...		-30.00	-24,902.50
Bill	08/01/2016	2215683	Movie Licensin...	Copyright Compliance Site License	-1,085.00	-25,987.50
Bill	08/01/2016	75381...	Recorded Book...		-29.99	-26,017.49
Bill	08/01/2016	1392137	Center Point L...		-136.62	-26,154.11
Bill	08/01/2016	3911270	Anderson	Pest service for August 2016	-91.78	-26,245.89
Bill	08/01/2016	14321...	Groot Industrie...	Monthly charge - garbage & recycling	-188.51	-26,434.40
Bill	08/01/2016	NS16...	Baker & Taylor...	Axis360 Annual Hosting, Access and Service ...	-750.00	-27,184.40
Bill	08/02/2016	Febru...	Forest Park Na...	Program - 8/2/16 (Champions of Survival)	-220.40	-27,404.80
Bill	08/02/2016	71602...	Staples Advant...		-12.19	-27,416.99
Bill	08/02/2016	71602...	Staples Advant...		-67.98	-27,484.97
Bill Pmt -CCard	08/02/2016		Staples Advant...		12.19	-27,472.78
Bill Pmt -CCard	08/02/2016		Staples Advant...		67.98	-27,404.80
Bill	08/02/2016	20321...	Baker & Taylor ...		-209.51	-27,614.31
Bill	08/02/2016	20321...	Baker & Taylor ...		-175.24	-27,789.55
Bill	08/02/2016	8/2/16...	Illinois Library ...	Membership - Kara Kohn	-100.00	-27,889.55
Bill	08/02/2016	75380...	Recorded Book...		-19.99	-27,909.54
Bill	08/02/2016	75381...	Recorded Book...		-39.99	-27,949.53
Bill	08/02/2016	27708	Plainfield Area ...	July Greeter Program	-155.75	-28,105.28
Bill	08/03/2016	20322...	Baker & Taylor ...		-326.33	-28,431.61
Bill	08/03/2016	20322...	Baker & Taylor ...		-269.34	-28,700.95
Bill	08/03/2016	Party ...	Parsons, Sue	Unbirthday party program - YS supplies	-16.99	-28,717.94
Bill	08/04/2016	7/4/16...	Cardmember S...		-4,093.15	-32,811.09
Bill Pmt -Check	08/04/2016	31291	Cardmember S...		4,093.15	-28,717.94
Bill Pmt -Check	08/04/2016	31292	Quench USA, I...	Billing period: 4/1/16-6/30/16	276.00	-28,441.94
Bill	08/04/2016	75383...	Recorded Book...		-454.00	-28,895.94
Bill	08/04/2016	75383...	Recorded Book...		-270.60	-29,166.54
Bill	08/04/2016	75383...	Recorded Book...		-46.37	-29,212.91
Bill	08/04/2016	20322...	Baker & Taylor ...		-67.21	-29,280.12
Bill	08/04/2016	58461...	Gale / Cengag...		-55.98	-29,336.10
Bill	08/04/2016	58463...	Gale / Cengag...		-124.10	-29,460.20

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Type	Date	Num	Name	Memo	Amount	Balance
Bill	08/04/2016	71602...	Staples Advant...		-26.49	-29,486.69
Bill	08/04/2016	69207...	Staples Advant...		-15.93	-29,502.62
Bill	08/05/2016	Dama...	White Oak Cre...	Replacement cost	-10.00	-29,512.62
Bill	08/05/2016	58469...	Gale / Cengag...		-57.58	-29,570.20
Bill	08/05/2016	10881...	Penguin Rando...		-30.00	-29,600.20
Bill	08/05/2016	75384...	Recorded Book...		-34.95	-29,635.15
Bill	08/05/2016	00736...	American Libra...		-34.20	-29,669.35
Bill Pmt -CCard	08/05/2016		Staples Advant...		26.49	-29,642.86
Credit	08/05/2016	69207...	Staples Advant...		0.94	-29,641.92
Credit	08/05/2016	69207...	Staples Advant...		0.94	-29,640.98
Bill Pmt -CCard	08/05/2016		Staples Advant...		14.05	-29,626.93
Bill	08/06/2016	8/13/1...	Comcast	Account # 8771 20 160 0441566	-129.85	-29,756.78
Bill	08/06/2016	105-3...	Amazon		-87.98	-29,844.76
Bill Pmt -CCard	08/06/2016		Amazon		87.98	-29,756.78
Bill	08/08/2016	2057429	American Libra...	Membership - Kiley Mullane	-104.00	-29,860.78
Bill	08/08/2016	58480...	Gale / Cengag...		-27.19	-29,887.97
Bill	08/08/2016	94213...	Midwest Tape		-75.75	-29,963.72
Bill	08/08/2016	94213...	Midwest Tape		-296.53	-30,260.25
Bill	08/08/2016	94213...	Midwest Tape		-70.35	-30,330.60
Bill	08/08/2016	94213...	Midwest Tape		-198.33	-30,528.93
Bill	08/08/2016	94213...	Midwest Tape		-15.19	-30,544.12
Bill	08/08/2016	94213...	Midwest Tape		-185.54	-30,729.66
Bill	08/08/2016	94213...	Midwest Tape		-20.58	-30,750.24
Bill	08/08/2016	94213...	Midwest Tape		-29.99	-30,780.23
Bill	08/08/2016	75384...	Recorded Book...		-14.99	-30,795.22
Bill	08/08/2016	34443...	Cintas	Towels & mats	-43.85	-30,839.07
Bill	08/08/2016	99272	Tri-K	Janitorial supplies	-370.80	-31,209.87
Bill	08/08/2016	002-2...	Amazon		-9.93	-31,219.80
Bill Pmt -CCard	08/08/2016		Amazon		9.93	-31,209.87
Bill	08/09/2016	20322...	Baker & Taylor ...		-220.84	-31,430.71
Bill	08/09/2016	20322...	Baker & Taylor ...		-16.88	-31,447.59
Bill	08/09/2016	75385...	Recorded Book...		-74.20	-31,521.79
Bill	08/09/2016	0017470	Nagle Hartray	Professional services: 7/1/16-7/31/16	-3,835.00	-35,356.79
Bill	08/09/2016	5930333	Demco		-721.79	-36,078.58
Bill Pmt -CCard	08/09/2016		Demco		721.79	-35,356.79
Bill	08/09/2016	108-2...	Amazon		-8.89	-35,365.68
Bill Pmt -CCard	08/09/2016		Amazon		8.89	-35,356.79
Bill	08/09/2016	8/9/16...	Target		-15.95	-35,372.74
Bill Pmt -CCard	08/09/2016		Target		15.95	-35,356.79
Bill	08/09/2016	Posta...	US Post		-100.00	-35,456.79
Bill Pmt -CCard	08/09/2016		US Post		100.00	-35,356.79
Bill	08/10/2016	Bill dat...	AT&T	Account #131015428, monthly charges: 7/29-...	-162.00	-35,518.79
Bill	08/10/2016	Augus...	Reader Service	Harlequin, August 2016	-36.40	-35,555.19
Bill	08/10/2016	75385...	Recorded Book...		-45.00	-35,600.19
Bill	08/10/2016	75385...	Recorded Book...		-39.99	-35,640.18
Bill	08/10/2016	63053...	Kin-ko Ace Sto...		-17.47	-35,657.65
Bill	08/10/2016	106-3...	Amazon		-199.99	-35,857.64
Bill Pmt -CCard	08/10/2016		Amazon		199.99	-35,657.65
Bill Pmt -Check	08/11/2016	31293	American Libra...	Membership - Kiley Mullane	104.00	-35,553.65

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08/11/16
Accrual Basis

Type	Date	Num	Name	Memo	Amount	Balance
Bill Pmt -Check	08/11/2016	31294	AT&T	Account #131015428, monthly charges: 7/29-...	162.00	-35,391.65
Bill Pmt -Check	08/11/2016	31295	Baker & Taylor ...		3,161.94	-32,229.71
Bill Pmt -Check	08/11/2016	31296	Best Quality Cl...	Cleaning Service - August 2016	2,260.00	-29,969.71
Bill Pmt -Check	08/11/2016	31297	Blackstone Au...		477.97	-29,491.74
Bill Pmt -Check	08/11/2016	31298	Brilliance Publi...		338.90	-29,152.84
Bill Pmt -Check	08/11/2016	31299	CCS	Pre-Referendum Services-July 2016	1,700.00	-27,452.84
Bill Pmt -Check	08/11/2016	31300	Cintas		87.70	-27,365.14
Bill Pmt -Check	08/11/2016	31301	Enterprise New...		354.75	-27,010.39
Bill Pmt -Check	08/11/2016	31302	Gale / Cengag...		104.81	-26,905.58
Bill Pmt -Check	08/11/2016	31303	Hess, Tania	Supplies for Program on 7/11/16	125.00	-26,780.58
Bill Pmt -Check	08/11/2016	31304	IHLS - OCLC	FY2017 OCLC Service Fee	2,415.44	-24,365.14
Bill Pmt -Check	08/11/2016	31305	Illinois Library ...	Membership - Kara Kohn	100.00	-24,265.14
Bill Pmt -Check	08/11/2016	31306	Konica Minolta	Coverage periods: 6/25/16-7/24/16	578.19	-23,686.95
Bill Pmt -Check	08/11/2016	31307	Mango Langua...	1 Little Pim Subscription	2,199.00	-21,487.95
Bill Pmt -Check	08/11/2016	31308	Midwest Tape		1,374.93	-20,113.02
Bill Pmt -Check	08/11/2016	31309	Movie Licensin...	Copyright Compliance Site License	1,085.00	-19,028.02
Bill Pmt -Check	08/11/2016	31310	NCPERS Grou...	Premium for August 2016	96.00	-18,932.02
Bill Pmt -Check	08/11/2016	31311	Nicor Gas	Account # 69-33-59-1000 1	202.56	-18,729.46
Bill Pmt -Check	08/11/2016	31312	Obirek, Kathleen	Program - 9/12/16	250.00	-18,479.46
Bill Pmt -Check	08/11/2016	31313	Parsons, Sue	Unbirthday party program - YS supplies	16.99	-18,462.47
Bill Pmt -Check	08/11/2016	31314	Penguin Rando...		485.25	-17,977.22
Bill Pmt -Check	08/11/2016	31315	Plainfield Area ...	July Greeter Program	155.75	-17,821.47
Bill Pmt -Check	08/11/2016	31316	Quality Books I...		43.53	-17,777.94
Bill Pmt -Check	08/11/2016	31317	Reader Service	Harlequin, August 2016	36.40	-17,741.54
Bill Pmt -Check	08/11/2016	31318	Recorded Book...		1,097.23	-16,644.31
Bill Pmt -Check	08/11/2016	31319	T-Mobile	Account # 725118701	155.69	-16,488.62
Bill Pmt -Check	08/11/2016	31320	Village of Plainf...		340.10	-16,148.52
Bill Pmt -Check	08/11/2016	31321	White Oak Cre...	Replacement cost	10.00	-16,138.52
Bill	08/11/2016	20322...	Baker & Taylor ...		-217.62	-16,356.14
Bill	08/11/2016	16-0699	Bruno's Tuckpo...	Tuckpointing & Flashing / Caulking repairs	-32,750.00	-49,106.14
Bill	08/11/2016	71607...	Staples Advant...		-15.58	-49,121.72
Bill	08/11/2016	71607...	Staples Advant...		-50.97	-49,172.69
Bill	08/11/2016	71607...	Staples Advant...		15.58	-49,157.11
Bill Pmt -CCard	08/11/2016		Staples Advant...		50.97	-49,106.14
Bill Pmt -CCard	08/11/2016		Staples Advant...		-12.96	-49,119.10
Bill	08/11/2016	109-5...	Amazon		-162.47	-49,281.57
Bill	08/11/2016	109-5...	Amazon		12.96	-49,268.61
Bill Pmt -CCard	08/11/2016		Amazon		162.47	-49,106.14
Bill Pmt -CCard	08/11/2016		Amazon		-30.00	-49,136.14
Bill	08/11/2016	53996...	Eventbrite	Shaking it Up : Staff Reorganization	-15.00	-49,151.14
Bill	08/11/2016	53997...	Eventbrite	Danger in the Stacks	-36.00	-49,187.14
Bill	08/11/2016	INV01...	Zendesk, Inc.		30.00	-49,157.14
Bill Pmt -CCard	08/11/2016		Eventbrite	Shaking it Up : Staff Reorganization	15.00	-49,142.14
Bill Pmt -CCard	08/11/2016		Eventbrite	Danger in the Stacks	36.00	-49,106.14
Bill Pmt -CCard	08/11/2016		Zendesk, Inc.		-30.00	-49,136.14
Bill	08/11/2016	54013...	Eventbrite		30.00	-49,106.14
Bill Pmt -CCard	08/11/2016		Eventbrite		-309.81	-49,415.95
Bill	08/12/2016	20322...	Baker & Taylor ...		-232.60	-49,648.55
Bill	08/12/2016	94226...	Midwest Tape		-193.52	-49,842.07
Bill	08/12/2016	94226...	Midwest Tape			

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Type	Date	Num	Name	Memo	Amount	Balance
Bill	08/12/2016	94226...	Midwest Tape		-29.99	-49,872.06
Bill	08/12/2016	94226...	Midwest Tape		-167.97	-50,040.03
Bill	08/12/2016	94226...	Midwest Tape		-19.99	-50,060.02
Bill	08/12/2016	94226...	Midwest Tape		-133.94	-50,193.96
Bill	08/12/2016	94226...	Midwest Tape		-89.56	-50,283.52
Bill	08/12/2016	94226...	Midwest Tape		-62.37	-50,345.89
Bill	08/12/2016	94226...	Midwest Tape		-93.56	-50,439.45
Bill	08/12/2016	94226...	Midwest Tape		-17.99	-50,457.44
Bill	08/12/2016	94226...	Midwest Tape		-205.48	-50,662.92
Bill	08/12/2016	94226...	Midwest Tape		-84.54	-50,747.46
Bill	08/12/2016	94226...	Midwest Tape		-111.98	-50,859.44
Bill	08/12/2016	94226...	Midwest Tape		-64.35	-50,923.79
Bill	08/12/2016	94226...	Midwest Tape		-24.78	-50,948.57
Bill	08/12/2016	Dama...	Northbrook Pu...		-34.80	-50,983.37
Bill	08/12/2016	20322...	Baker & Taylor ...		-100.47	-51,083.84
Bill	08/12/2016	50142...	Baker & Taylor ...		-213.38	-51,297.22
Bill	08/12/2016	190509	The Employers...	August 2016 - Flexible Spending	-56.00	-51,353.22
Bill	08/12/2016	Googl...	Google		-279.16	-51,632.38
Bill Pmt -CCard	08/12/2016		Google		279.16	-51,353.22
Bill	08/12/2016	106-7...	Amazon		-58.97	-51,412.19
Bill Pmt -CCard	08/12/2016		Amazon		58.97	-51,353.22
Bill	08/12/2016	08/12/...	Adobe Creative...		-382.37	-51,735.59
Bill Pmt -CCard	08/12/2016		Adobe Creative...		382.37	-51,353.22
Bill	08/12/2016	08/12/...	Premier Showc...		-15.00	-51,368.22
Bill Pmt -CCard	08/12/2016		Premier Showc...		15.00	-51,353.22
Bill	08/13/2016	105-0...	Amazon		-21.97	-51,375.19
Bill Pmt -CCard	08/13/2016		Amazon		21.97	-51,353.22
Bill	08/15/2016	08152...	Pawlowski, Joa...	Program - 8/15/16	-150.00	-51,503.22
Bill	08/15/2016	8/15/1...	Call One	Account # 1121549	-1,060.57	-52,563.79
Bill	08/15/2016	75388...	Recorded Book...		-35.00	-52,598.79
Bill	08/15/2016	34443...	Cintas		-43.85	-52,642.64
Bill	08/15/2016	28347	Cross Points S...	Fire Alarm System Monitoring - 4th Quarter	-180.00	-52,822.64
Bill	08/15/2016	07/18/...	Nicor Gas	Account # 66-74-59-1701 4	-13.36	-52,836.00
Bill	08/15/2016	23330	Weblinx Incorp...	Web Site Maintenance-August 2016	-90.00	-52,926.00
Bill	08/16/2016	Dama...	Joliet Public Li...	Damaged item, 8/16/16	-25.95	-52,951.95
Bill	08/16/2016	7/19/1...	Deszcz, Judith	Mileage	-99.95	-53,051.90
Bill	08/16/2016	7/19/1...	Lane, Tracey	Mileage	-22.78	-53,074.68
Bill	08/16/2016	7/20/1...	Finnegan, Donna	Mileage	-37.16	-53,111.84
Bill	08/16/2016	7/8/16...	Maxwell, Debra	Mileage	-41.04	-53,152.88
Bill	08/16/2016	7/15/1...	Herbst, Renee	Mileage	-85.32	-53,238.20
Bill	08/16/2016	7/21/16	Haras, Kelly	Mileage	-51.84	-53,290.04
Bill	08/16/2016	7/22/16	Kohn, Kara	Mileage	-103.90	-53,393.94
Bill Pmt -Check	08/16/2016	31322	American Libra...		34.20	-53,359.74
Bill Pmt -Check	08/16/2016	31323	Anderson	Pest service for August 2016	91.78	-53,267.96
Bill Pmt -Check	08/16/2016	31324	Baker & Taylor...	Axis360 Annual Hosting, Access and Service ...	750.00	-52,517.96
Bill Pmt -Check	08/16/2016	31325	Bruno's Tuckpo...	Tuckpointing & Flashing / Caulking repairs	32,750.00	-19,767.96
Bill Pmt -Check	08/16/2016	31326	Call One	Account # 1121549	1,060.57	-18,707.39
Bill Pmt -Check	08/16/2016	31327	Center Point L...		136.62	-18,570.77
Bill Pmt -Check	08/16/2016	31328	Cintas	Towels & mats	43.85	-18,526.92

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Bill Pmt -Check	08/16/2016	31329	Comcast	Account # 8771 20 160 0441566	129.85	-18,397.07
Bill Pmt -Check	08/16/2016	31330	Forte Payment ...	Warranty Fee	5.00	-18,392.07
Bill Pmt -Check	08/16/2016	31331	Gale / Cengag...		264.85	-18,127.22
Bill Pmt -Check	08/16/2016	31332	Groot Industrie...	Monthly charge - garbage & recycling	188.51	-17,938.71
Bill Pmt -Check	08/16/2016	31333	Joliet Public Li...	Damaged item, 8/16/16	25.95	-17,912.76
Bill Pmt -Check	08/16/2016	31334	Kin-ko Ace Sto...		17.47	-17,895.29
Bill Pmt -Check	08/16/2016	31335	Lissy Peace an...	Program - 9/15/16	150.00	-17,745.29
Bill Pmt -Check	08/16/2016	31336	Movie Licensin...	Program - 9/15/16	110.00	-17,635.29
Bill Pmt -Check	08/16/2016	31337	Nagle Hartray	Professional services: 7/1/16-7/31/16	3,835.00	-13,800.29
Bill Pmt -Check	08/16/2016	31338	Northbrook Pu...		34.80	-13,765.49
Bill Pmt -Check	08/16/2016	31339	Slager, Gina	Program - 9/9/16	150.00	-13,615.49
Bill Pmt -Check	08/16/2016	31340	Zabinski Consu...	Accounting services for July 2016	800.00	-12,815.49
Bill Pmt -Check	08/16/2016	31341	Slager, Gina	Program - 9/2/16	150.00	-12,665.49
Bill	08/16/2016	20322...	Baker & Taylor ...		-260.21	-12,925.70
Bill	08/16/2016	20322...	Baker & Taylor ...		-12.65	-12,938.35
Bill	08/16/2016	118802	Illinois Library ...	Membership - Linda Ling	-100.00	-13,038.35
Bill	08/16/2016	7/18/1...	Nicor Gas	69-33-59-1000 1	-85.93	-13,124.28
Bill	08/16/2016	Septe...	Vision Service ...	For September 2016	-125.43	-13,249.71
Bill	08/16/2016	Posta...	US Post		-100.00	-13,349.71
Bill Pmt -CCard	08/16/2016		US Post		100.00	-13,249.71
Bill	08/16/2016	75388...	Recorded Book...		-219.40	-13,469.11
Bill	08/16/2016	75388...	Recorded Book...		-44.99	-13,514.10
Bill	08/16/2016	75388...	Recorded Book...		-99.00	-13,613.10
Bill	08/16/2016	75389...	Recorded Book...		-260.20	-13,873.30
Bill	08/17/2016	KM20...	Rand, Janet	Job Club - 8/17/16	-100.00	-13,973.30
Bill	08/17/2016	KM20...	Schlacks, Bob	Job Club - 8/17/16	-75.00	-14,048.30
Bill	08/17/2016	7/19/1...	Chaves, Therese	Mileage	-12.57	-14,060.87
Bill Pmt -Check	08/17/2016	31342	Baker & Taylor ...		99.66	-13,961.21
Bill Pmt -Check	08/17/2016	31343	Baker & Taylor ...		547.53	-13,413.68
Bill Pmt -Check	08/17/2016	31344	Blackstone Au...		147.99	-13,265.69
Bill Pmt -Check	08/17/2016	31345	Chaves, Therese	Mileage	12.57	-13,253.12
Bill Pmt -Check	08/17/2016	31346	Deszcz, Judith	Mileage	99.95	-13,153.17
Bill Pmt -Check	08/17/2016	31347	Haras, Kelly	Mileage	51.84	-13,101.33
Bill Pmt -Check	08/17/2016	31348	Herbst, Renee	Mileage	85.32	-13,016.01
Bill Pmt -Check	08/17/2016	31349	Kohn, Kara	Mileage	103.90	-12,912.11
Bill Pmt -Check	08/17/2016	31350	Lane, Tracey	Mileage	22.78	-12,889.33
Bill Pmt -Check	08/17/2016	31351	Finnegan, Donna	Mileage	37.16	-12,852.17
Bill Pmt -Check	08/17/2016	31352	Maxwell, Debra	Mileage	41.04	-12,811.13
Bill Pmt -Check	08/17/2016	31353	Midwest Tape		2,335.75	-10,475.38
Bill Pmt -Check	08/17/2016	31354	Penguin Rando...		30.00	-10,445.38
Bill Pmt -Check	08/17/2016	31355	Recorded Book...		209.13	-10,236.25
Bill Pmt -Check	08/17/2016	31356	Slager, Gina	Program - 9/16/16	150.00	-10,086.25
Bill Pmt -Check	08/17/2016	31357	Baker & Taylor ...		485.53	-9,600.72
Bill Pmt -Check	08/17/2016	31358	Midwest Tape		89.13	-9,511.59
Bill	08/17/2016	B2321...	Baker & Taylor ...		-80.66	-9,592.25
Bill	08/17/2016	9/1/16...	Health Care Se...	Dental	-761.78	-10,354.03
Bill	08/17/2016	9/1/16...	Health Care Se...	Medical	-9,389.78	-19,743.81
Bill	08/17/2016	20322...	Baker & Taylor ...		-354.77	-20,098.58
Bill	08/17/2016	75389...	Recorded Book...		-101.60	-20,200.18

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Type	Date	Num	Name	Memo	Amount	Balance
Bill	08/17/2016	IN111...	Brilliance Publi...		-259.93	-20,460.11
Bill	08/17/2016	8101763	New Readers ...		-86.40	-20,546.51
Bill	08/18/2016	2006317	Brainfuse Inc.	Online Job Assistance: 7/1/16-6/30/17	-1,000.00	-21,546.51
Bill	08/18/2016	Memb...	Pappas, Lisa	VOID: Reimbursement for ATLAS Membership	0.00	-21,546.51
Bill	08/18/2016	27171...	SurveyMonkey	Gold Plan 8/18/16-8/17/16	-300.00	-21,846.51
Bill Pmt -CCard	08/18/2016		SurveyMonkey	Gold Plan 8/18/16-8/17/16	300.00	-21,546.51
Bill	08/18/2016	9/1/16...	PLIC - SBD Gr...		-697.39	-22,243.90
Bill	08/18/2016	20322...	Baker & Taylor ...		-282.05	-22,525.95
Bill	08/18/2016	20322...	Baker & Taylor ...		-223.24	-22,749.19
Bill	08/18/2016	58550...	Gale / Cengag...		-55.98	-22,805.17
Bill	08/18/2016	75390...	Recorded Book...		-161.20	-22,966.37
Bill	08/18/2016	75390...	Recorded Book...		-42.80	-23,009.17
Bill	08/18/2016	75390...	Recorded Book...		-198.00	-23,207.17
Bill	08/18/2016	75390...	Recorded Book...		-21.40	-23,228.57
Bill	08/18/2016	75390...	Recorded Book...		-29.40	-23,257.97
Bill	08/18/2016	31135...	Konica Minolta ...	Account # 1250941	-1,404.66	-24,662.63
Bill	08/19/2016	ILA C...	Illinois Library ...	2016 ILA Annual Conference-Kara Kohn	-150.00	-24,812.63
Bill	08/19/2016	ILA C...	Illinois Library ...	2016 ILA Annual Conference - Kelly Haras	-200.00	-25,012.63
Bill Pmt -CCard	08/19/2016		Illinois Library ...	2016 ILA Annual Conference-Kara Kohn	150.00	-24,862.63
Bill Pmt -CCard	08/19/2016		Illinois Library ...	2016 ILA Annual Conference - Kelly Haras	200.00	-24,662.63
Bill	08/19/2016	78869...	Best Buy		-79.99	-24,742.62
Bill	08/19/2016	78869...	Best Buy		-79.99	-24,822.61
Bill Pmt -CCard	08/19/2016		Best Buy		79.99	-24,742.62
Bill Pmt -CCard	08/19/2016		Best Buy		79.99	-24,662.63
Bill	08/19/2016	94246...	Midwest Tape		-38.98	-24,701.61
Bill	08/19/2016	94246...	Midwest Tape		-53.58	-24,755.19
Bill	08/19/2016	94246...	Midwest Tape		-27.99	-24,783.18
Bill	08/19/2016	94246...	Midwest Tape		-53.76	-24,836.94
Bill	08/19/2016	94249...	Midwest Tape		-13.99	-24,850.93
Bill	08/19/2016	94249...	Midwest Tape		-178.30	-25,029.23
Bill	08/19/2016	94249...	Midwest Tape		-57.56	-25,086.79
Bill	08/19/2016	94249...	Midwest Tape		-10.39	-25,097.18
Bill	08/19/2016	94249...	Midwest Tape		-27.98	-25,125.16
Bill	08/19/2016	94249...	Midwest Tape		-36.98	-25,162.14
Bill	08/19/2016	20322...	Baker & Taylor ...		-497.85	-25,659.99
Bill	08/19/2016	20322...	Baker & Taylor ...		-46.05	-25,706.04
Bill	08/19/2016	58564...	Gale / Cengag...		-50.38	-25,756.42
Bill	08/19/2016	75391...	Recorded Book...		-82.20	-25,838.62
Bill	08/19/2016	75391...	Recorded Book...		-82.20	-25,920.82
Bill	08/19/2016	75391...	Recorded Book...		-82.20	-26,003.02
Bill	08/19/2016	75391...	Recorded Book...		-181.20	-26,184.22
Bill	08/19/2016	10883...	Penguin Rando...		-33.75	-26,217.97
Bill	08/19/2016	7/20/1...	ComEd	Account # 8616315012	-89.76	-26,307.73
Bill	08/19/2016	106-7...	Amazon		-67.39	-26,375.12
Bill Pmt -CCard	08/19/2016		Amazon		67.39	-26,307.73
Bill	08/20/2016	109-7...	Amazon		-82.84	-26,390.57
Bill Pmt -CCard	08/20/2016		Amazon		82.84	-26,307.73
Bill	08/22/2016	34443...	Cintas		-43.85	-26,351.58
Bill	08/22/2016	8/22/1...	CTC Constant ...		-63.75	-26,415.33

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Type	Date	Num	Name	Memo	Amount	Balance
Bill Pmt -CCard	08/22/2016		CTC Constant ...		63.75	-26,351.58
Bill	08/22/2016	106-1...	Amazon		-19.96	-26,371.54
Bill Pmt -CCard	08/22/2016		Amazon		19.96	-26,351.58
Bill	08/22/2016	729758	Paragon Micro ...		-1,359.99	-27,711.57
Bill	08/22/2016	20322...	Baker & Taylor ...		-45.81	-27,757.38
Bill	08/22/2016	10883...	Penguin Rando...		-26.25	-27,783.63
Bill	08/22/2016	109-5...	Amazon		-15.95	-27,799.58
Bill Pmt -CCard	08/22/2016		Amazon		15.95	-27,783.63
Bill	08/22/2016	08221...	Creekside Print...	Newsletter & Flip Book	-6,002.00	-33,785.63
Bill	08/22/2016	7414873	MidAmerican E...	Account # 255824	-4,706.99	-38,492.62
Bill	08/23/2016	63058...	Kin-ko Ace Sto...		-18.48	-38,511.10
Bill	08/23/2016	Progra...	Parsons, Sue	Teen Game Night	-30.00	-38,541.10
Bill	08/23/2016	5781	NCPERS Grou...	Premium for September 2016	-96.00	-38,637.10
Bill	08/23/2016	08/23/...	Jewel-Osco		-29.00	-38,666.10
Bill Pmt -CCard	08/23/2016		Jewel-Osco		29.00	-38,637.10
Bill	08/23/2016	W521...	HomeDepot.com		-74.00	-38,711.10
Bill	08/23/2016	W521...	HomeDepot.com		-1,799.00	-40,510.10
Bill Pmt -CCard	08/23/2016		HomeDepot.com		74.00	-40,436.10
Bill Pmt -CCard	08/23/2016		HomeDepot.com		1,799.00	-38,637.10
Bill	08/23/2016	75392...	Recorded Book...		-99.00	-38,736.10
Bill	08/23/2016	75392...	Recorded Book...		-156.40	-38,892.50
Bill	08/23/2016	8/23/1...	Blue Sky Impre...		-1,038.00	-39,930.50
Bill Pmt -CCard	08/23/2016		Blue Sky Impre...		1,038.00	-38,892.50
Bill	08/23/2016	B2366...	Baker & Taylor ...		-27.59	-38,920.09
Bill	08/24/2016	2223155	Movie Licensin...		-5.00	-38,925.09
Bill Pmt -CCard	08/24/2016		Movie Licensin...		5.00	-38,920.09
Bill	08/24/2016	Posta...	Stamps.com		-15.99	-38,936.08
Bill Pmt -CCard	08/24/2016		Stamps.com		15.99	-38,920.09
Bill	08/24/2016	90026...	Konica Minolta	Coverage Periods:7/25/16-8/24/16	-1,024.72	-39,944.81
Bill	08/24/2016	75393...	Recorded Book...		-354.40	-40,299.21
Bill	08/24/2016	75393...	Recorded Book...		-99.00	-40,398.21
Bill	08/24/2016	75393...	Recorded Book...		-99.00	-40,497.21
Bill	08/24/2016	75393...	Recorded Book...		-93.26	-40,590.47
Bill	08/24/2016	20322...	Baker & Taylor ...		-42.32	-40,632.79
Bill	08/24/2016	20322...	Baker & Taylor ...		-538.71	-41,171.50
Bill	08/24/2016	DET4...	Disney Educati...		-80.00	-41,251.50
Bill	08/25/2016	PO:08...	Ehlers & Assoc...	1/2 of fee for contract services	-4,750.00	-46,001.50
Bill Pmt -Check	08/25/2016	31359	Ehlers & Assoc...	1/2 of fee for contract services	4,750.00	-41,251.50
Bill	08/25/2016	94265...	Midwest Tape		-47.98	-41,299.48
Bill	08/25/2016	94265...	Midwest Tape		-23.98	-41,323.46
Bill	08/25/2016	94265...	Midwest Tape		-81.96	-41,405.42
Bill	08/25/2016	94265...	Midwest Tape		-18.99	-41,424.41
Bill	08/25/2016	94265...	Midwest Tape		-47.98	-41,472.39
Bill	08/25/2016	94265...	Midwest Tape		-29.99	-41,502.38
Bill	08/25/2016	94265...	Midwest Tape		-11.19	-41,513.57
Bill	08/25/2016	94265...	Midwest Tape		-22.99	-41,536.56
Bill	08/25/2016	94265...	Midwest Tape		-40.76	-41,577.32
Bill	08/25/2016	94265...	Midwest Tape		-37.97	-41,615.29
Bill	08/25/2016	94265...	Midwest Tape		-81.16	-41,696.45

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Bill	08/25/2016	08252...	Menards		-77.93	-41,774.38
Bill Pmt -CCard	08/25/2016		Menards		77.93	-41,696.45
Bill	08/25/2016	75394...	Recorded Book...		-82.20	-41,778.65
Bill	08/25/2016	75394...	Recorded Book...		-181.20	-41,959.85
Bill	08/26/2016	160988	RMG	RTU Repair	-1,592.00	-43,551.85
Bill	08/26/2016	T0826...	Familytree.com		-59.99	-43,611.84
Bill Pmt -CCard	08/26/2016		Familytree.com		59.99	-43,551.85
Bill	08/26/2016	Posta...	US Post		-50.00	-43,601.85
Bill Pmt -CCard	08/26/2016		US Post		50.00	-43,551.85
Bill	08/26/2016	75395...	Recorded Book...		-99.00	-43,650.85
Bill	08/26/2016	75395...	Recorded Book...		-35.99	-43,686.84
Bill	08/26/2016	75396...	Recorded Book...		-21.40	-43,708.24
Bill	08/26/2016	3024895	Cavendish Squ...		-193.91	-43,902.15
Bill	08/26/2016	11468...	Scholastic Libr...		-218.40	-44,120.55
Bill	08/26/2016	11468...	Scholastic Libr...		-473.20	-44,593.75
Bill	08/26/2016	11468...	Scholastic Libr...		-75.40	-44,669.15
Bill	08/26/2016	11468...	Scholastic Libr...		-113.10	-44,782.25
Bill	08/26/2016	50142...	Baker & Taylor ...		-233.94	-45,016.19
Bill	08/27/2016	110-9...	Amazon		-38.90	-45,055.09
Bill Pmt -CCard	08/27/2016		Amazon		38.90	-45,016.19
Bill	08/27/2016	Confer...	Illinois Library ...		-245.00	-45,261.19
Bill Pmt -CCard	08/27/2016		Illinois Library ...		245.00	-45,016.19
Bill	08/29/2016	34444...	Cintas		-43.85	-45,060.04
Bill	08/29/2016	28801	Rivistas Subscr...	JUV Periodicals	-567.52	-45,627.56
Bill	08/29/2016	28802	Rivistas Subscr...		-79.60	-45,707.16
Bill	08/29/2016	28803	Rivistas Subscr...		-430.49	-46,137.65
Bill	08/29/2016	08292...	Uptown Eatery ...		-16.99	-46,154.64
Bill Pmt -CCard	08/29/2016		Uptown Eatery ...		16.99	-46,137.65
Bill	08/29/2016	7/29/1...	T-Mobile	Account # 725118701	-328.94	-46,466.59
Bill	08/29/2016	58706...	Gale / Cengag...		-282.29	-46,748.88
Bill	08/29/2016	75397...	Recorded Book...		-21.40	-46,770.28
Bill	08/29/2016	20322...	Baker & Taylor ...		-85.15	-46,855.43
Bill	08/29/2016	20322...	Baker & Taylor ...		-65.10	-46,920.53
Bill	08/30/2016	63061...	Kin-ko Ace Sto...		-9.98	-46,930.51
Bill	08/30/2016	08302...	Barnes & Noble		-9.00	-46,939.51
Bill	08/30/2016	Kindle	Amazon		-13.99	-46,953.50
Bill	08/30/2016	Kindle	Amazon		-13.99	-46,967.49
Bill	08/30/2016	Kindle	Amazon		-13.99	-46,981.48
Bill	08/30/2016	Kindle	Amazon		-12.99	-46,994.47
Bill	08/30/2016	Kindle	Amazon		-12.99	-47,007.46
Bill	08/30/2016	Kindle	Amazon		-12.99	-47,020.45
Bill	08/30/2016	Kindle	Amazon		-12.99	-47,033.44
Bill	08/30/2016	Kindle	Amazon		-12.99	-47,046.43
Bill	08/30/2016	Kindle	Amazon		-9.99	-47,056.42
Bill	08/30/2016	Kindle	Amazon		-14.99	-47,071.41
Bill	08/30/2016	Kindle	Amazon		-12.89	-47,084.30
Bill	08/30/2016	Kindle	Amazon		-6.96	-47,091.26
Bill	08/30/2016	112-1...	Amazon		-57.30	-47,148.56
Bill Pmt -CCard	08/30/2016		Amazon		12.99	-47,135.57

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Type	Date	Num	Name	Memo	Amount	Balance
Bill Pmt -CCard	08/30/2016		Amazon		13.99	-47,121.58
Bill Pmt -CCard	08/30/2016		Amazon		13.99	-47,107.59
Bill Pmt -CCard	08/30/2016		Amazon		13.99	-47,093.60
Bill Pmt -CCard	08/30/2016		Amazon		12.99	-47,080.61
Bill Pmt -CCard	08/30/2016		Amazon		12.99	-47,067.62
Bill Pmt -CCard	08/30/2016		Amazon		12.99	-47,054.63
Bill Pmt -CCard	08/30/2016		Amazon		12.99	-47,041.64
Bill Pmt -CCard	08/30/2016		Amazon		9.99	-47,031.65
Bill Pmt -CCard	08/30/2016		Amazon		14.99	-47,016.66
Bill Pmt -CCard	08/30/2016		Amazon		12.89	-47,003.77
Bill Pmt -CCard	08/30/2016		Amazon		6.96	-46,996.81
Bill Pmt -CCard	08/30/2016		Amazon		57.30	-46,939.51
Bill	08/30/2016	08302...	Walmart		-51.45	-46,990.96
Bill Pmt -CCard	08/30/2016		Walmart		51.45	-46,939.51
Bill	08/30/2016	2787774	Boxwood Tech...		-70.00	-47,009.51
Bill	08/30/2016	00116...	Staples Advant...		-44.96	-47,054.47
Bill Pmt -CCard	08/30/2016		Staples Advant...		44.96	-47,009.51
Bill Pmt -CCard	08/30/2016		Boxwood Tech...		70.00	-46,939.51
Bill Pmt -CCard	08/30/2016		Barnes & Noble		9.00	-46,930.51
Bill	08/30/2016	Posta...	US Post		-100.00	-47,030.51
Bill Pmt -CCard	08/30/2016		US Post		100.00	-46,930.51
Bill	08/30/2016	99378	ALLPartitions &...		-106.40	-47,036.91
Bill Pmt -CCard	08/30/2016		ALLPartitions &...		106.40	-46,930.51
Bill	08/30/2016	69208...	Staples Advant...		-54.97	-46,985.48
Bill Pmt -CCard	08/30/2016		Staples Advant...		54.97	-46,930.51
Bill	08/30/2016	2016-...	Buffer Medium ...		-1,015.00	-47,945.51
Bill Pmt -CCard	08/30/2016		Buffer Medium ...		1,015.00	-46,930.51
Bill	08/30/2016	11469...	Scholastic Libr...		-304.20	-47,234.71
Bill	08/30/2016	20322...	Baker & Taylor ...		-92.62	-47,327.33
Bill	08/30/2016	20322...	Baker & Taylor ...		-513.63	-47,840.96
Bill Pmt -Check	08/31/2016	31360	Baker & Taylor ...		213.38	-47,627.58
Bill Pmt -Check	08/31/2016	31361	Baker & Taylor ...		1,777.29	-45,850.29
Bill Pmt -Check	08/31/2016	31362	Baker & Taylor ...		80.66	-45,769.63
Bill Pmt -Check	08/31/2016	31363	Brainfuse Inc.		9,000.00	-36,769.63
Bill Pmt -Check	08/31/2016	31364	Cintas		131.55	-36,638.08
Bill Pmt -Check	08/31/2016	31365	ComEd	Account # 8616315012	89.76	-36,548.32
Bill Pmt -Check	08/31/2016	31366	Creekside Print...	Newsletter & Flip Book	6,002.00	-30,546.32
Bill Pmt -Check	08/31/2016	31367	Cross Points S...	Fire Alarm System Monitoring - 4th Quarter	180.00	-30,366.32
Bill Pmt -Check	08/31/2016	31368	Curtin, Dennis	Job Club - 9/21/16	75.00	-30,291.32
Bill Pmt -Check	08/31/2016	31369	Health Care Se...	Dental	761.78	-29,529.54
Bill Pmt -Check	08/31/2016	31370	Health Care Se...	Medical	9,389.78	-20,139.76
Bill Pmt -Check	08/31/2016	31371	Illinois Library ...	Membership - Linda Ling	100.00	-20,039.76
Bill Pmt -Check	08/31/2016	31372	Kin-ko Ace Sto...		28.46	-20,011.30
Bill Pmt -Check	08/31/2016	31373	Konica Minolta	Coverage Periods:7/25/16-8/24/16	1,024.72	-18,986.58
Bill Pmt -Check	08/31/2016	31374	MidAmerican E...	Account # 255824	4,706.99	-14,279.59
Bill Pmt -Check	08/31/2016	31375	Midwest Tape		906.49	-13,373.10
Bill Pmt -Check	08/31/2016	31376	NCPERS Grou...	Premium for September 2016	96.00	-13,277.10
Bill Pmt -Check	08/31/2016	31377	Nicor Gas		99.29	-13,177.81
Bill Pmt -Check	08/31/2016	31378	Pappas, Lisa	VOID: Reimbursement for ATLAS Membership	0.00	-13,177.81

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Type	Date	Num	Name	Memo	Amount	Balance
Bill Pmt -Check	08/31/2016	31379	Paragon Micro ...		1,359.99	-11,817.82
Bill Pmt -Check	08/31/2016	31380	Parsons, Sue	Teen Game Night	30.00	-11,787.82
Bill Pmt -Check	08/31/2016	31381	Penguin Rando...		60.00	-11,727.82
Bill Pmt -Check	08/31/2016	31382	PLIC - SBD Gr...		697.39	-11,030.43
Bill Pmt -Check	08/31/2016	31383	Rand, Janet	Job club - 9/21/16	100.00	-10,930.43
Bill Pmt -Check	08/31/2016	31384	Recorded Book...		1,640.79	-9,289.64
Bill Pmt -Check	08/31/2016	31385	Rivistas Subscr...		1,077.61	-8,212.03
Bill Pmt -Check	08/31/2016	31386	RMG	RTU Repair	1,592.00	-6,620.03
Bill Pmt -Check	08/31/2016	31387	The Employers...	August 2016 - Flexible Spending	56.00	-6,564.03
Bill Pmt -Check	08/31/2016	31388	Tri-K	Janitorial supplies	370.80	-6,193.23
Bill Pmt -Check	08/31/2016	31389	Vision Service ...	For September 2016	125.43	-6,067.80
Bill Pmt -Check	08/31/2016	31390	Weblinx Incorp...	Web Site Maintenance-August 2016	90.00	-5,977.80
Bill Pmt -Check	08/31/2016	31391	Konica Minolta ...	Account # 1250941	1,404.66	-4,573.14
Bill	08/31/2016	7/30/1...	Facebook		-144.67	-4,717.81
Bill Pmt -CCard	08/31/2016		Facebook		144.67	-4,573.14
Bill	08/31/2016	199732	The Office of L...		-5.03	-4,578.17
Bill Pmt -CCard	08/31/2016		The Office of L...		5.03	-4,573.14
Bill	08/31/2016	20322...	Baker & Taylor ...		-60.59	-4,633.73
Bill	08/31/2016	63062...	Kin-ko Ace Sto...		-62.95	-4,696.68
Bill	08/31/2016	160364	RMG	HVAC Preventive Maintenance	-1,019.00	-5,715.68
Bill	08/31/2016	7/1/16...	ATLAS	VOID: Atlas membership - Lisa Pappas	0.00	-5,715.68
Bill Pmt -Check	08/31/2016	31392	ATLAS	VOID: Atlas membership - Lisa Pappas	0.00	-5,715.68
Bill	08/31/2016	75398...	Recorded Book...		-42.80	-5,758.48
Bill	08/31/2016	7/4/16...	Village of Plainf...		-317.58	-6,076.06
Bill	08/31/2016	07/04/...	Village of Plainf...		-22.52	-6,098.58
Bill	08/31/2016	20322...	Baker & Taylor ...		-116.93	-6,215.51
Bill	08/31/2016	23233	Forte Payment ...	Warranty Fee	-5.00	-6,220.51
Total 0002001 · Accounts Payable					15,492.09	-6,220.51
0001900 · Credit Card						-4,033.86
0001901 · Credit Card (Pappas)						-846.77
Bill	08/04/2016	7/4/16...	Cardmember S...		910.52	63.75
Bill Pmt -CCard	08/12/2016		Google		-279.16	-215.41
Bill Pmt -CCard	08/12/2016		Adobe Creative...		-382.37	-597.78
Bill Pmt -CCard	08/18/2016		SurveyMonkey	Gold Plan 8/18/16-8/17/16	-300.00	-897.78
Bill Pmt -CCard	08/22/2016		CTC Constant ...		-63.75	-961.53
Bill Pmt -CCard	08/23/2016		Blue Sky Impre...		-1,038.00	-1,999.53
Bill Pmt -CCard	08/30/2016		Staples Advant...		-44.96	-2,044.49
Bill Pmt -CCard	08/30/2016		Boxwood Tech...		-70.00	-2,114.49
Bill Pmt -CCard	08/30/2016		Buffer Medium ...		-1,015.00	-3,129.49
Bill Pmt -CCard	08/31/2016		Facebook		-144.67	-3,274.16
Total 0001901 · Credit Card (Pappas)					-2,427.39	-3,274.16

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Type	Date	Num	Name	Memo	Amount	Balance
0001902 · Credit Card (Marcantonio)						-101.33
Bill	08/04/2016	7/4/16...	Cardmember S...		49.37	-51.96
Bill Pmt -CCard	08/27/2016		Amazon		-38.90	-90.86
Bill Pmt -CCard	08/27/2016		Illinois Library ...		-245.00	-335.86
Bill Pmt -CCard	08/30/2016		Walmart		-51.45	-387.31
Total 0001902 · Credit Card (Marcantonio)					-285.98	-387.31
0001903 · Credit Card (Milavec)						-279.16
Bill	08/04/2016	7/4/16...	Cardmember S...		279.16	0.00
Total 0001903 · Credit Card (Milavec)					279.16	0.00
0001904 · Credit Card (Roubal)						-904.52
Bill Pmt -CCard	08/01/2016		Amazon		-16.99	-921.51
Bill	08/04/2016	7/4/16...	Cardmember S...		1,079.65	158.14
Bill Pmt -CCard	08/06/2016		Amazon		-87.98	70.16
Bill Pmt -CCard	08/08/2016		Amazon		-9.93	60.23
Bill Pmt -CCard	08/09/2016		Amazon		-8.89	51.34
Bill Pmt -CCard	08/11/2016		Amazon		-12.96	38.38
Bill Pmt -CCard	08/11/2016		Amazon		-162.47	-124.09
Bill Pmt -CCard	08/11/2016		Eventbrite		-30.00	-154.09
Bill Pmt -CCard	08/13/2016		Amazon		-21.97	-176.06
Bill Pmt -CCard	08/19/2016		Illinois Library ...	2016 ILA Annual Conference-Kara Kohn	-150.00	-326.06
Bill Pmt -CCard	08/19/2016		Illinois Library ...	2016 ILA Annual Conference - Kelly Haras	-200.00	-526.06
Bill Pmt -CCard	08/20/2016		Amazon		-82.84	-608.90
Bill Pmt -CCard	08/22/2016		Amazon		-19.96	-628.86
Bill Pmt -CCard	08/22/2016		Amazon		-15.95	-644.81
Bill Pmt -CCard	08/26/2016		Familytree.com		-59.99	-704.80
Bill Pmt -CCard	08/30/2016		Amazon		-12.99	-717.79
Bill Pmt -CCard	08/30/2016		Amazon		-13.99	-731.78
Bill Pmt -CCard	08/30/2016		Amazon		-13.99	-745.77
Bill Pmt -CCard	08/30/2016		Amazon		-13.99	-759.76
Bill Pmt -CCard	08/30/2016		Amazon		-12.99	-772.75
Bill Pmt -CCard	08/30/2016		Amazon		-12.99	-785.74
Bill Pmt -CCard	08/30/2016		Amazon		-12.99	-798.73
Bill Pmt -CCard	08/30/2016		Amazon		-12.99	-811.72
Bill Pmt -CCard	08/30/2016		Amazon		-9.99	-821.71
Bill Pmt -CCard	08/30/2016		Amazon		-14.99	-836.70
Bill Pmt -CCard	08/30/2016		Amazon		-12.89	-849.59
Bill Pmt -CCard	08/30/2016		Amazon		-6.96	-856.55
Bill Pmt -CCard	08/30/2016		Amazon		-57.30	-913.85
Bill Pmt -CCard	08/30/2016		Barnes & Noble		-9.00	-922.85
Bill Pmt -CCard	08/31/2016		The Office of L...		-5.03	-927.88
Total 0001904 · Credit Card (Roubal)					-23.36	-927.88

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Type	Date	Num	Name	Memo	Amount	Balance
0001905 · Credit Card (DeFazio)						
Bill Pmt -CCard	08/12/2016		Premier Showc...		-15.00	-207.80
						-222.80
Total 0001905 · Credit Card (DeFazio)					-15.00	-222.80
0001906 · Credit Card (Petersen)						
Bill	08/04/2016	7/4/16...	Cardmember S...		379.46	-379.46
Bill Pmt -CCard	08/09/2016		US Post		-100.00	0.00
Bill Pmt -CCard	08/11/2016		Eventbrite	Shaking it Up : Staff Reorganization	-30.00	-100.00
Bill Pmt -CCard	08/11/2016		Eventbrite	Danger in the Stacks	-15.00	-130.00
Bill Pmt -CCard	08/11/2016		Zendesck, Inc.		-36.00	-145.00
Bill Pmt -CCard	08/16/2016		US Post		-100.00	-181.00
Bill Pmt -CCard	08/19/2016		Best Buy		-79.99	-281.00
Bill Pmt -CCard	08/19/2016		Best Buy		-79.99	-360.99
Bill Pmt -CCard	08/24/2016		Stamps.com		-15.99	-440.98
Bill Pmt -CCard	08/26/2016		US Post		-50.00	-456.97
Bill Pmt -CCard	08/29/2016		Uptown Eatery ...		-16.99	-506.97
Bill Pmt -CCard	08/30/2016		US Post		-100.00	-523.96
						-623.96
Total 0001906 · Credit Card (Petersen)					-244.50	-623.96
0001907 · Credit Card (Quinlan)						
Total 0001907 · Credit Card (Quinlan)						0.00
						0.00
0001908 · Credit Card (Agne)						
Bill	08/04/2016	7/4/16...	Cardmember S...		227.00	-227.00
Bill Pmt -CCard	08/10/2016		Amazon		-199.99	0.00
Bill Pmt -CCard	08/12/2016		Amazon		-58.97	-199.99
Bill Pmt -CCard	08/19/2016		Amazon		-67.39	-258.96
Bill Pmt -CCard	08/23/2016		HomeDepot.com		-74.00	-326.35
Bill Pmt -CCard	08/23/2016		HomeDepot.com		-1,799.00	-400.35
Bill Pmt -CCard	08/25/2016		Menards		-77.93	-2,199.35
Bill Pmt -CCard	08/30/2016		ALLPartitions &...		-106.40	-2,277.28
						-2,383.68
Total 0001908 · Credit Card (Agne)					-2,156.68	-2,383.68
0001909 · Credit Card (Maxwell)						
Bill Pmt -CCard	08/02/2016		Staples Advant...		-12.19	-938.67
Bill Pmt -CCard	08/02/2016		Staples Advant...		-67.98	-950.86
Bill	08/04/2016	7/4/16...	Cardmember S...		1,018.84	-1,018.84
Bill Pmt -CCard	08/05/2016		Staples Advant...		-26.49	0.00
Bill Pmt -CCard	08/09/2016		Demco		-721.79	-26.49
Bill Pmt -CCard	08/11/2016		Staples Advant...		-15.58	-748.28
Bill Pmt -CCard	08/11/2016		Staples Advant...		-50.97	-763.86
						-814.83
Total 0001909 · Credit Card (Maxwell)					123.84	-814.83
0001910 · Credit Card (Ling)						
Total 0001910 · Credit Card (Ling)						0.00
						0.00

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Type	Date	Num	Name	Memo	Amount	Balance
0001911 · Credit Card (Zudic)						
Bill	08/04/2016	7/4/16...	Cardmember S...		94.00	-94.00
						0.00
Total 0001911 · Credit Card (Zudic)					94.00	0.00
0001912 · Credit Card (Chaves, Therese)						
Bill	08/04/2016	7/4/16...	Cardmember S...		39.22	-39.22
Bill Pmt -CCard	08/09/2016		Target		-15.95	0.00
Bill Pmt -CCard	08/23/2016		Jewel-Osco		-29.00	-15.95
Bill Pmt -CCard	08/24/2016		Movie Licensin...		-5.00	-44.95
						-49.95
Total 0001912 · Credit Card (Chaves, Therese)					-10.73	-49.95
0001913 · Credit Card (Herbst)						
Bill	08/04/2016	7/4/16...	Cardmember S...		15.93	-15.93
Bill Pmt -CCard	08/05/2016		Staples Advant...		-14.05	0.00
Bill Pmt -CCard	08/30/2016		Staples Advant...		-54.97	-14.05
						-69.02
Total 0001913 · Credit Card (Herbst)					-53.09	-69.02
0001900 · Credit Card - Other						
Total 0001900 · Credit Card - Other						0.00
Total 0001900 · Credit Card					-4,719.73	0.00
1002001 · Accounts Payable (Library)						
Total 1002001 · Accounts Payable (Library)						0.00
1002002 · Federal Withholdings Payable						
Total 1002002 · Federal Withholdings Payable						0.00
1002003 · State Withholding Payable						
Total 1002003 · State Withholding Payable						0.00
1002004 · Employee FICA Payable						
Total 1002004 · Employee FICA Payable						10.91
1002005 · Employee I.M.R.F Payable						
General Journal	08/03/2016	1-imrf-1		Employee Deduction for IMRF	8,326.73	-8,372.64
General Journal	08/04/2016	1-payr...		record payroll for 8/4/16	45.91	-45.91
General Journal	08/11/2016	1-payr...		record payroll for 8/11/16	-3,698.69	0.00
General Journal	08/24/2016	1-imrf-1		Employee Deduction for IMRF	0.00	-3,698.69
General Journal	08/25/2016	1-payr...		record payroll for 8/25/16	-3,735.25	-3,698.69
						-7,433.94
Total 1002005 · Employee I.M.R.F Payable					938.70	-7,433.94
1002006 · Benefits Payable - Health						
Total 1002006 · Benefits Payable - Health						12.06
						12.06

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Type	Date	Num	Name	Memo	Amount	Balance
1002007 · Benefits Payable - NCPERS						1,404.00
Bill	08/23/2016	5781	NCPERS Grou...	Premium for September 2016	96.00	1,500.00
Total 1002007 · Benefits Payable - NCPERS						96.00
1002008 · Garnishment Payments Payable						-400.00
Total 1002008 · Garnishment Payments Payable						-400.00
1002009 · 457 Payable						100.00
General Journal	08/04/2016	1-payr...	VALIC	record payroll for 8/4/16	0.00	100.00
General Journal	08/11/2016	1-valic-1	VALIC	8/11/16 payroll	1,469.61	1,569.61
General Journal	08/11/2016	1-payr...	VALIC	record payroll for 8/11/16	-1,469.61	100.00
General Journal	08/22/2016	1-valic-1	VALIC	08/25/16 payroll	1,469.61	1,569.61
General Journal	08/25/2016	1-payr...	VALIC	record payroll for 8/25/16	-1,469.61	100.00
Total 1002009 · 457 Payable						0.00
1002010 · Compensated Absences Payable						0.00
Total 1002010 · Compensated Absences Payable						0.00
1002011 · Accrued Expenditures						0.00
Total 1002011 · Accrued Expenditures						0.00
1002012 · Accrued Payroll						0.00
Total 1002012 · Accrued Payroll						0.00
1002020 · Accrued Expenditures						-601.91
Total 1002020 · Accrued Expenditures						-601.91
1002030 · Def Property Tax (Library)						-1,607,681.99
Total 1002030 · Def Property Tax (Library)						-1,607,681.99
100401 · Real Estate Taxes (Library)						0.00
Total 100401 · Real Estate Taxes (Library)						0.00
2002004 · FICA Payable						0.00
Total 2002004 · FICA Payable						0.00
2002030 · Def Prop Taxes (FICA)						-88,407.64
Total 2002030 · Def Prop Taxes (FICA)						-88,407.64
200401 · Real Estate Taxes Liability						0.00
Total 200401 · Real Estate Taxes Liability						0.00
24000 · Payroll Liabilities						0.00
Total 24000 · Payroll Liabilities						0.00
2502005 · IMRF Payable						0.00
Total 2502005 · IMRF Payable						0.00

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Type	Date	Num	Name	Memo	Amount	Balance
2502030 · Def Property Taxes (IMRF)						-123,963.28
Total 2502030 · Def Property Taxes (IMRF)						-123,963.28
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)						-3,843.85
Total 3002030 · Def Property Taxes (Audit)						-3,843.85
4002001 · Accounts Payable (Liability)						-1,356.13
Total 4002001 · Accounts Payable (Liability)						-1,356.13
4002030 · Def Property Taxes (Liability)						-11,531.36
Total 4002030 · Def Property Taxes (Liability)						-11,531.36
5002001 · Accounts Payable (Site)						0.00
Total 5002001 · Accounts Payable (Site)						0.00
5002030 · Def Property Taxes - (Site)						-141,260.38
Total 5002030 · Def Property Taxes - (Site)						-141,260.38
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)						-1,340,064.56
Total 1003001 · Fund Balance (Library)						-1,340,064.56
2003001 · Fund Balance (FICA)						-43,238.50
Total 2003001 · Fund Balance (FICA)						-43,238.50
2503001 · Fund Balance (IMRF)						-56,859.22
Total 2503001 · Fund Balance (IMRF)						-56,859.22
30000 · Opening Balance Equity						0.00
Total 30000 · Opening Balance Equity						0.00
3003001 · Fund Balance (Audit)						-3,359.78
Total 3003001 · Fund Balance (Audit)						-3,359.78

**Plainfield Public Library
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Type	Date	Num	Name	Memo	Amount	Balance
30100 · Capital Stock						0.00
Total 30100 · Capital Stock						0.00
30200 · Dividends Paid						0.00
Total 30200 · Dividends Paid						0.00
32000 · Retained Earnings						8,000.00
Total 32000 · Retained Earnings						8,000.00
4003001 · Fund Balance - Liability Fund						26,106.30
Total 4003001 · Fund Balance - Liability Fund						26,106.30
400400 · Property taxes						0.00
Total 400400 · Property taxes						0.00
5003001 · Fund Balance - Site Fund						-325,179.43
Total 5003001 · Fund Balance - Site Fund						-325,179.43
6003001 · Fund Balance						0.00
Total 6003001 · Fund Balance						0.00
7503001 · Fund Balance-Res-Construction						-124,970.87
Total 7503001 · Fund Balance-Res-Construction						-124,970.87
8003001 · Fund Balance (Working Cash)						-26,835.46
Total 8003001 · Fund Balance (Working Cash)						-26,835.46
1004001 · Real Estate Taxes (Library)						-1,428,616.61
General Journal	08/10/2016	1-willt...		RECORD PROPERTY TAX DISTRIBUTION	-67,813.51	-1,496,430.12
General Journal	08/24/2016	1-kent...		RECORD PROPERTY TAX DISTRIBUTION	-21.05	-1,496,451.17
Total 1004001 · Real Estate Taxes (Library)					-67,834.56	-1,496,451.17
1004002 · Personal Property Taxes						0.00
Deposit	08/04/2016		1-dep-1		-2,678.06	-2,678.06
Deposit	08/24/2016		1-dep-24		-2,911.30	-5,589.36
Total 1004002 · Personal Property Taxes					-5,589.36	-5,589.36
1004003 · Overlap Districts Agreement						0.00
Total 1004003 · Overlap Districts Agreement						0.00

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Type	Date	Num	Name	Memo	Amount	Balance
1004004 · Fines						-3,261.15
Deposit	08/01/2016		1-epay-1		-28.90	-3,290.05
Deposit	08/02/2016		1-epay-2		-65.99	-3,356.04
Deposit	08/03/2016		1-epay-3		-20.69	-3,376.73
Deposit	08/04/2016		1-dep-1		-36.55	-3,413.28
Deposit	08/04/2016		1-dep-1		-390.54	-3,803.82
Deposit	08/04/2016		1-dep-1		-49.45	-3,853.27
Deposit	08/04/2016		1-dep-1		-863.98	-4,717.25
Deposit	08/04/2016		1-dep-4		-52.00	-4,769.25
Deposit	08/05/2016		1-dep-5		-22.00	-4,791.25
Deposit	08/06/2016		1-dep-6		-29.50	-4,820.75
Deposit	08/08/2016		1-dep-8		-63.80	-4,884.55
Deposit	08/09/2016		1-dep-9		-81.60	-4,966.15
Deposit	08/10/2016		1-dep-10		-57.20	-5,023.35
Deposit	08/11/2016		1-dep-11		-65.83	-5,089.18
Deposit	08/12/2016		1-dep-1		-39.20	-5,128.38
Deposit	08/12/2016		1-dep-1		-555.70	-5,684.08
Deposit	08/12/2016		1-epay-12		-81.94	-5,766.02
Deposit	08/15/2016		1-epay-15		-32.40	-5,798.42
Deposit	08/16/2016		1-epay-16		-37.70	-5,836.12
Deposit	08/17/2016		1-epay-17		-83.40	-5,919.52
Deposit	08/18/2016		1-epay-18		-25.20	-5,944.72
Deposit	08/19/2016		1-epay-19		-26.40	-5,971.12
Deposit	08/20/2016		1-epay-20		-58.60	-6,029.72
Deposit	08/22/2016		1-epay-22		-96.75	-6,126.47
Deposit	08/23/2016		1-epay-23		-19.90	-6,146.37
Deposit	08/24/2016		1-epay-24		-10.70	-6,157.07
Deposit	08/24/2016		1-dep-24		-59.05	-6,216.12
Deposit	08/24/2016		1-dep-24		-24.95	-6,241.07
Deposit	08/24/2016		1-dep-24		-719.71	-6,960.78
Deposit	08/25/2016		1-epay-22		-12.20	-6,972.98
Deposit	08/26/2016		1-epay-26		-14.80	-6,987.78
Deposit	08/27/2016		1-epay-27		-20.00	-7,007.78
Deposit	08/29/2016		1-epay-29		-65.69	-7,073.47
Deposit	08/30/2016		1-epay-30		-42.10	-7,115.57
Deposit	08/31/2016		1-epay-31		-34.80	-7,150.37
General Journal	08/31/2016	1-dep-1		to record deposits	-581.69	-7,732.06
Total 1004004 · Fines					-4,470.91	-7,732.06
1004005 · Books Bags Sales						0.00
Deposit	08/03/2016		1-epay-3		-2.00	-2.00
Total 1004005 · Books Bags Sales					-2.00	-2.00

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Type	Date	Num	Name	Memo	Amount	Balance
1004006 · Copier Fees						-304.90
Deposit	08/04/2016			1-dep-1	-262.30	-567.20
Deposit	08/04/2016			1-dep-1	-354.80	-922.00
Deposit	08/12/2016			1-dep-1	-215.75	-1,137.75
Deposit	08/24/2016			1-dep-24	-433.00	-1,570.75
Total 1004006 · Copier Fees					-1,265.85	-1,570.75
1004007 · Fax Fees						-118.75
Deposit	08/04/2016			1-dep-1	-150.65	-269.40
Deposit	08/04/2016			1-dep-1	-176.90	-446.30
Deposit	08/12/2016			1-dep-1	-42.00	-488.30
Deposit	08/24/2016			1-dep-24	-91.00	-579.30
Total 1004007 · Fax Fees					-460.55	-579.30
1004008 · Non Resident Fees						-623.22
Deposit	08/13/2016			1-epay-13	-166.00	-789.22
Deposit	08/24/2016			1-dep-24	-127.00	-916.22
Deposit	08/27/2016			1-epay-27	-202.65	-1,118.87
Total 1004008 · Non Resident Fees					-495.65	-1,118.87
1004009 · Book Sales						0.00
Total 1004009 · Book Sales						0.00
1004010 · Meeting Room Deposits						0.00
Deposit	08/03/2016			1-epay-3	-25.00	-25.00
Deposit	08/24/2016			1-epay-24	-25.00	-50.00
Deposit	08/24/2016			1-dep-24	-25.00	-75.00
Total 1004010 · Meeting Room Deposits					-75.00	-75.00
1004011 · Cash Over/Short						0.00
Total 1004011 · Cash Over/Short						0.00
1004310 · Staff Purchases						0.00
Total 1004310 · Staff Purchases						0.00
1004311 · Flex Spending						0.00
Total 1004311 · Flex Spending						0.00
1004315 · Foundation						0.00
Total 1004315 · Foundation						0.00
1004316 · Friends						0.00
Total 1004316 · Friends						0.00
1004400 · Tax Escrow Interest (Library)						0.00
Total 1004400 · Tax Escrow Interest (Library)						0.00

**Plainfield Public Library
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Type	Date	Num	Name	Memo	Amount	Balance
1004401 · Checking interest						-887.15
Deposit	08/31/2016			Interest	-785.87	-1,673.02
Total 1004401 · Checking interest					-785.87	-1,673.02
1004402 · E-Pay Interest						-4.51
Deposit	08/31/2016			Interest	-5.56	-10.07
Total 1004402 · E-Pay Interest					-5.56	-10.07
1004502 · Donations - Friends						0.00
Total 1004502 · Donations - Friends						0.00
1004503 · Donations - Summer Reading						0.00
Total 1004503 · Donations - Summer Reading						0.00
1004504 · Donations - Gen Memorial						0.00
Total 1004504 · Donations - Gen Memorial						0.00
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)						0.00
Total 1004901 · Miscellaneous Income (Library)						0.00
1004902 · Sale of Library Used Equipment						0.00
Deposit	08/24/2016			1-dep-24	-100.00	-100.00
Total 1004902 · Sale of Library Used Equipment					-100.00	-100.00
1015500 · Operating Transfer Out						0.00
Total 1015500 · Operating Transfer Out						0.00
2004001 · Real Estate Taxes (FICA)						-78,561.18
General Journal	08/10/2016	1-willt...		RECORD PROPERTY TAX DISTRIBUTION	-3,729.13	-82,290.31
General Journal	08/24/2016	1-kent...		RECORD PROPERTY TAX DISTRIBUTION	-1.16	-82,291.47
Total 2004001 · Real Estate Taxes (FICA)					-3,730.29	-82,291.47
2004100 · FICA Tax Escrow Interest						0.00
Total 2004100 · FICA Tax Escrow Interest						0.00
2504001 · Real Estate Taxes (IMRF)						-110,156.03
General Journal	08/10/2016	1-willt...		RECORD PROPERTY TAX DISTRIBUTION	-5,228.90	-115,384.93
General Journal	08/24/2016	1-kent...		RECORD PROPERTY TAX DISTRIBUTION	-1.62	-115,386.55
Total 2504001 · Real Estate Taxes (IMRF)					-5,230.52	-115,386.55

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Type	Date	Num	Name	Memo	Amount	Balance
2504400 · IMRF Tax Escrow Interest						0.00
Total 2504400 · IMRF Tax Escrow Interest						0.00
3004001 · Real Estate Taxes (Audit)						-3,415.68
General Journal	08/10/2016	1-willt...		RECORD PROPERTY TAX DISTRIBUTION	-162.14	-3,577.82
General Journal	08/24/2016	1-kent...		RECORD PROPERTY TAX DISTRIBUTION	-0.05	-3,577.87
Total 3004001 · Real Estate Taxes (Audit)						-162.19
3004400 · Tax Escrow Interest - Audit						0.00
Total 3004400 · Tax Escrow Interest - Audit						0.00
4004001 · Real Estate Tax (Liability)						-10,247.07
General Journal	08/10/2016	1-willt...		RECORD PROPERTY TAX DISTRIBUTION	-486.41	-10,733.48
General Journal	08/24/2016	1-kent...		RECORD PROPERTY TAX DISTRIBUTION	-0.15	-10,733.63
Total 4004001 · Real Estate Tax (Liability)						-486.56
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						-125,526.65
General Journal	08/10/2016	1-willt...		RECORD PROPERTY TAX DISTRIBUTION	-5,958.50	-131,485.15
General Journal	08/24/2016	1-kent...		RECORD PROPERTY TAX DISTRIBUTION	-1.85	-131,487.00
Total 5004001 · Real Estate Taxes - Site Fund						-5,960.35
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						-105.57
Deposit	08/31/2016		Interest		-114.56	-220.13
Total 7504400 · Interest						-114.56

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Type	Date	Num	Name	Memo	Amount	Balance	
7504450 · Prime Account Interest						0.00	
Total 7504450 · Prime Account Interest						0.00	
7504504 · Impact Fees						0.00	
Deposit	08/04/2016		1-dep-1		-1,416.00	-1,416.00	
Deposit	08/04/2016		1-dep-1		-944.00	-2,360.00	
Deposit	08/04/2016		1-dep-2		-472.00	-2,832.00	
Deposit	08/12/2016		1-dep-1		-944.00	-3,776.00	
Deposit	08/24/2016		1-dep-24		-2,263.00	-6,039.00	
Total 7504504 · Impact Fees						-6,039.00	-6,039.00
7504505 · Transfer in from other Accounts						0.00	
Total 7504505 · Transfer in from other Accounts						0.00	
7504810 · In from General Fund						0.00	
Total 7504810 · In from General Fund						0.00	
7504900 · Miscellaneous Income						0.00	
Total 7504900 · Miscellaneous Income						0.00	
1015000 · Administration Department						44,797.56	
1015001 · Administration Salaries						22,560.34	
General Journal	08/04/2016	1-payr...		record payroll for 8/4/16	0.00	22,560.34	
General Journal	08/11/2016	1-payr...		record payroll for 8/11/16	8,030.04	30,590.38	
General Journal	08/25/2016	1-payr...		record payroll for 8/25/16	7,937.92	38,528.30	
Total 1015001 · Administration Salaries						15,967.96	38,528.30
1015005 · Insurance						11,304.77	
General Journal	08/04/2016	1-payr...		record payroll for 8/4/16	0.00	11,304.77	
General Journal	08/11/2016	1-payr...		record payroll for 8/11/16	-1,276.99	10,027.78	
Bill	08/12/2016	190509	The Employers...	August 2016 - Flexible Spending	56.00	10,083.78	
Bill	08/16/2016	Septe...	Vision Service ...	Part-time employees	125.43	10,209.21	
Bill	08/17/2016	9/1/16...	Health Care Se...	Dental	761.78	10,970.99	
Bill	08/17/2016	9/1/16...	Health Care Se...	Medical	9,389.78	20,360.77	
Bill	08/18/2016	9/1/16...	PLIC - SBD Gr...		697.39	21,058.16	
General Journal	08/25/2016	1-payr...		record payroll for 8/25/16	-1,209.41	19,848.75	
Total 1015005 · Insurance						8,543.98	19,848.75

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Type	Date	Num	Name	Memo	Amount	Balance
1015011 · Staff Development						109.54
Bill	08/11/2016	53996...	Eventbrite	Shaking it Up : Staff Reorganization	30.00	139.54
Bill	08/11/2016	53997...	Eventbrite	How to deal with security and safety in the libr...	15.00	154.54
Bill	08/11/2016	54013...	Eventbrite	Shaking It Up: Staff reorganization	30.00	184.54
Bill	08/12/2016	08/12/...	Premier Showc...		15.00	199.54
Bill	08/18/2016	Memb...	Pappas, Lisa	Reimbursement for Membership payment	0.00	199.54
Bill	08/19/2016	ILA C...	Illinois Library ...	October 18, 2016 Conference	150.00	349.54
Bill	08/19/2016	ILA C...	Illinois Library ...	10/18/16-10/20/16 conference	200.00	549.54
Bill	08/27/2016	Confer...	Illinois Library ...	Chase charge for Conference	245.00	794.54
Bill	08/29/2016	08292...	Uptown Eatery ...	Lunch meeting with Friends of the Library	16.99	811.53
Bill	08/31/2016	7/1/16...	ATLAS	VOID: Atlas membership - Lisa Pappas	0.00	811.53
Total 1015011 · Staff Development					701.99	811.53
1015012 · Travel Expenses						93.26
Bill	08/16/2016	7/19/1...	Deszcz, Judith	Mileage	99.95	193.21
Bill	08/16/2016	7/19/1...	Lane, Tracey	Mileage	22.78	215.99
Bill	08/16/2016	7/20/1...	Finnegan, Donna	Mileage	37.16	253.15
Bill	08/16/2016	7/8/16...	Maxwell, Debra	Mileage	41.04	294.19
Bill	08/16/2016	7/15/1...	Herbst, Renee	Mileage	85.32	379.51
Bill	08/16/2016	7/21/16	Haras, Kelly	Mileage	51.84	431.35
Bill	08/16/2016	7/22/16	Kohn, Kara	Mileage	103.90	535.25
Bill	08/17/2016	7/19/1...	Chaves, Therese	Mileage	12.57	547.82
Total 1015012 · Travel Expenses					454.56	547.82
1015013 · Membership Dues						1,254.00
Bill	08/02/2016	8/2/16...	Illinois Library ...	Dues through 8/31/17	100.00	1,354.00
Bill	08/08/2016	2057429	American Libra...	9/1/15-8/31/16	104.00	1,458.00
Bill	08/16/2016	118802	Illinois Library ...	Membership, 9/1/16-8/31/17	100.00	1,558.00
Total 1015013 · Membership Dues					304.00	1,558.00
1015014 · Human Resources						119.98
Bill	08/30/2016	2787774	Boxwood Tech...		70.00	189.98
Total 1015014 · Human Resources					70.00	189.98
1015201 · Payroll Services						491.98
General Journal	08/04/2016	1-payr...		record payroll for 8/4/16	40.94	532.92
General Journal	08/11/2016	1-payr...		record payroll for 8/11/16	228.72	761.64
General Journal	08/25/2016	1-payr...		record payroll for 8/25/16	211.86	973.50
Total 1015201 · Payroll Services					481.52	973.50
1015202 · Legal Services (Library)						0.00
Total 1015202 · Legal Services (Library)						0.00
1015203 · Accounting Services						800.00
Total 1015203 · Accounting Services						800.00

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Type	Date	Num	Name	Memo	Amount	Balance
1015204 · Bank Fees						187.98
Check	08/31/2016			Service Charge	35.99	223.97
General Journal	08/31/2016	1-fee-1		to record banks fees	64.10	288.07
Total 1015204 · Bank Fees					100.09	288.07
1015205 · Trustee Development						0.00
Bill	08/09/2016	5930333	Demco		5.39	5.39
Total 1015205 · Trustee Development					5.39	5.39
1015305 · Bindery						0.00
Check	08/16/2016	786	will county clerk	notary	20.00	20.00
Total 1015305 · Bindery					20.00	20.00
1015306 · Microfilming Supplies						0.00
Total 1015306 · Microfilming Supplies						0.00
1015307 · Office supplies - Toner						713.79
Total 1015307 · Office supplies - Toner						713.79
1015308 · Office Supplies - Copier paper						0.00
Total 1015308 · Office Supplies - Copier paper						0.00
1015310 · Office Supplies - Admin						67.58
Bill	08/02/2016	71602...	Staples Advant...		60.48	128.06
Bill	08/04/2016	71602...	Staples Advant...		26.49	154.55
Bill	08/04/2016	69207...	Staples Advant...		15.93	170.48
Credit	08/05/2016	69207...	Staples Advant...		-0.94	169.54
Credit	08/05/2016	69207...	Staples Advant...		-0.94	168.60
Bill	08/11/2016	71607...	Staples Advant...		15.58	184.18
Bill	08/11/2016	71607...	Staples Advant...		26.58	210.76
Bill	08/30/2016	00116...	Staples Advant...		44.96	255.72
Total 1015310 · Office Supplies - Admin					188.14	255.72
1015311 · Postage						459.99
Bill	08/09/2016	Posta...	US Post		100.00	559.99
Bill	08/16/2016	Posta...	US Post		100.00	659.99
Bill	08/24/2016	Posta...	Stamps.com		15.99	675.98
Bill	08/26/2016	Posta...	US Post		50.00	725.98
Bill	08/30/2016	Posta...	US Post		100.00	825.98
Total 1015311 · Postage					365.99	825.98
1015313 · Newsletter						4,200.00
Bill	08/22/2016	08221...	Creekside Print...	Newsletter & Flip Book	6,002.00	10,202.00
Total 1015313 · Newsletter					6,002.00	10,202.00

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Type	Date	Num	Name	Memo	Amount	Balance
1015314 · Web Page Development						0.00
Total 1015314 · Web Page Development						0.00
1015315 · Printing - General						15.93
Bill	08/30/2016	69208...	Staples Advant...		54.97	70.90
Total 1015315 · Printing - General						54.97
1015316 · Printing - Legal						354.75
Total 1015316 · Printing - Legal						354.75
1015317 · Telephone						1,196.94
General Journal	08/04/2016	1-payr...		record payroll for 8/4/16	-5.00	1,191.94
General Journal	08/11/2016	1-payr...		record payroll for 8/11/16	-15.00	1,176.94
Bill	08/15/2016	8/15/1...	Call One	Account # 1121549	1,060.57	2,237.51
General Journal	08/25/2016	1-payr...		record payroll for 8/25/16	0.00	2,237.51
Bill	08/29/2016	7/29/1...	T-Mobile	Account # 725118701	328.94	2,566.45
Total 1015317 · Telephone						1,369.51
1015318 · Public Relations (Library)						861.73
Bill	08/02/2016	27708	Plainfield Area ...	July Greeter Program	155.75	1,017.48
Bill	08/22/2016	8/22/1...	CTC Constant ...		63.75	1,081.23
Bill	08/31/2016	7/30/1...	Facebook		144.67	1,225.90
Total 1015318 · Public Relations (Library)						364.17
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						0.00
Check	08/25/2016	787	Paul Hines Co...	Notary Certificate	10.00	10.00
Total 1015321 · Administrative - Misc						10.00
1015322 · Contingencies Operating Fund						0.00
Total 1015322 · Contingencies Operating Fund						0.00
1015801 · Library - Wide Events						5.00
Total 1015801 · Library - Wide Events						5.00
1018001 · Computers (Library)						0.00
Bill	08/22/2016	729758	Paragon Micro ...		1,359.99	1,359.99
Total 1018001 · Computers (Library)						1,359.99
1018002 · Equipment						0.00
Total 1018002 · Equipment						0.00

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Type	Date	Num	Name	Memo	Amount	Balance
1018003 · Furniture & Fixtures						0.00
Total 1018003 · Furniture & Fixtures						0.00
1015000 · Administration Department - Other						0.00
Total 1015000 · Administration Department - Other						0.00
Total 1015000 · Administration Department					36,364.26	81,161.82
1015312 · Ill Postage						0.00
Total 1015312 · Ill Postage						0.00
1025000 · Tech Services Dept						11,033.10
1025001 · Tech Services Salaries						8,606.16
General Journal	08/04/2016	1-payr...		record payroll for 8/4/16	0.00	8,606.16
General Journal	08/11/2016	1-payr...		record payroll for 8/11/16	4,340.03	12,946.19
General Journal	08/25/2016	1-payr...		record payroll for 8/25/16	4,332.64	17,278.83
Total 1025001 · Tech Services Salaries					8,672.67	17,278.83
1025306 · Tech Services Process Supply						11.50
Bill	08/02/2016	20321...	Baker & Taylor ...		5.75	17.25
Bill	08/02/2016	20321...	Baker & Taylor ...		1.15	18.40
Bill	08/09/2016	20322...	Baker & Taylor ...		5.75	24.15
Bill	08/09/2016	5930333	Demco		716.40	740.55
Bill	08/11/2016	20322...	Baker & Taylor ...		4.60	745.15
Bill	08/17/2016	20322...	Baker & Taylor ...		3.45	748.60
Bill	08/19/2016	20322...	Baker & Taylor ...		2.30	750.90
Bill	08/19/2016	20322...	Baker & Taylor ...		1.15	752.05
Bill	08/24/2016	20322...	Baker & Taylor ...		1.15	753.20
Bill	08/31/2016	20322...	Baker & Taylor ...		2.30	755.50
Bill	08/31/2016	20322...	Baker & Taylor ...		5.75	761.25
Total 1025306 · Tech Services Process Supply					749.75	761.25
1025307 · OCLC						2,415.44
Total 1025307 · OCLC						2,415.44
1025000 · Tech Services Dept - Other						0.00
Total 1025000 · Tech Services Dept - Other						0.00
Total 1025000 · Tech Services Dept					9,422.42	20,455.52
1035000 · Circulation Department						37,409.76
1035001 · Circulation Salaries						31,675.00
General Journal	08/04/2016	1-payr...		record payroll for 8/4/16	0.00	31,675.00
General Journal	08/11/2016	1-payr...		record payroll for 8/11/16	15,854.89	47,529.89
General Journal	08/25/2016	1-payr...		record payroll for 8/25/16	16,101.34	63,631.23
Total 1035001 · Circulation Salaries					31,956.23	63,631.23

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Type	Date	Num	Name	Memo	Amount	Balance
1035003 · Page Salaries						5,465.56
General Journal	08/04/2016	1-payr...		record payroll for 8/4/16	0.00	5,465.56
General Journal	08/11/2016	1-payr...		record payroll for 8/11/16	2,723.04	8,188.60
General Journal	08/25/2016	1-payr...		record payroll for 8/25/16	2,613.96	10,802.56
Total 1035003 · Page Salaries					5,337.00	10,802.56
1035308 · Circulation Supplies						269.20
Bill	08/19/2016	78869...	Best Buy		79.99	349.19
Bill	08/19/2016	78869...	Best Buy		79.99	429.18
Bill	08/23/2016	8/23/1...	Blue Sky Impre...		519.00	948.18
Total 1035308 · Circulation Supplies					678.98	948.18
1035309 · ILL Lost Items						0.00
Bill	08/05/2016	Dama...	White Oak Cre...	Title: Discovery girls	10.00	10.00
Bill	08/12/2016	Dama...	Northbrook Pu...	Skills for Toeffibt test	34.80	44.80
Bill	08/16/2016	Dama...	Joliet Public Li...	Walking Point: from the ashes of the Vietnam ...	25.95	70.75
Total 1035309 · ILL Lost Items					70.75	70.75
1035000 · Circulation Department - Other						0.00
Total 1035000 · Circulation Department - Other						0.00
Total 1035000 · Circulation Department					38,042.96	75,452.72
1045000 · Reference/Adult Services						45,849.93
1045001 · Reference Salaries						28,264.49
General Journal	08/04/2016	1-payr...		record payroll for 8/4/16	0.00	28,264.49
General Journal	08/11/2016	1-payr...		record payroll for 8/11/16	13,904.96	42,169.45
General Journal	08/25/2016	1-payr...		record payroll for 8/25/16	14,399.48	56,568.93
Total 1045001 · Reference Salaries					28,304.44	56,568.93
1045101 · Adult Summer Reading						217.82
Total 1045101 · Adult Summer Reading						217.82
1045102 · Adult Programs						1,029.22
Bill	08/09/2016	8/9/16...	Target		15.95	1,045.17
Bill	08/15/2016	08152...	Pawlowski, Joa...	DIY Memo Boards	150.00	1,195.17
Bill	08/23/2016	08/23/...	Jewel-Osco		29.00	1,224.17
Bill	08/24/2016	2223155	Movie Licensin...	chase charge, My Big Fat Greek Wedding (sh...	5.00	1,229.17
Bill	08/31/2016	199732	The Office of L...		5.03	1,234.20
Total 1045102 · Adult Programs					204.98	1,234.20
1045103 · Databases - Adult						6,576.00
Bill	08/18/2016	2006317	Brainfuse Inc.	Online Job Assistance: 7/1/16-6/30/17	1,000.00	7,576.00
Total 1045103 · Databases - Adult					1,000.00	7,576.00

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Type	Date	Num	Name	Memo	Amount	Balance
1045104 · Downloadable Materials						316.78
Bill	08/01/2016	NS16...	Baker & Taylor...	Axis360 Annual Hosting, Access and Service ...	750.00	1,066.78
Total 1045104 · Downloadable Materials					750.00	1,066.78
1045105 · Portable Media Devices - Adult						0.00
Bill	08/06/2016	105-3...	Amazon		87.98	87.98
Bill	08/13/2016	105-0...	Amazon		21.97	109.95
Total 1045105 · Portable Media Devices - Adult					109.95	109.95
1045106 · Software - Adult						0.00
Total 1045106 · Software - Adult						0.00
1045107 · Compact Discs - Adult						47.17
Bill	08/08/2016	94213...	Midwest Tape		70.35	117.52
Bill	08/12/2016	94226...	Midwest Tape		64.35	181.87
Bill	08/12/2016	94226...	Midwest Tape		24.78	206.65
Bill	08/19/2016	94249...	Midwest Tape		57.56	264.21
Bill	08/19/2016	94249...	Midwest Tape		10.39	274.60
Bill	08/25/2016	94265...	Midwest Tape		37.97	312.57
Total 1045107 · Compact Discs - Adult					265.40	312.57
1045108 · Videos & DVD's - Adult						1,483.26
Bill	08/01/2016	10525...	Amazon		16.99	1,500.25
Bill	08/01/2016	94191...	Midwest Tape		103.93	1,604.18
Bill	08/01/2016	94191...	Midwest Tape		120.75	1,724.93
Bill	08/01/2016	94191...	Midwest Tape		175.14	1,900.07
Bill	08/01/2016	94191...	Midwest Tape		43.17	1,943.24
Bill	08/01/2016	94191...	Midwest Tape		23.99	1,967.23
Bill	08/01/2016	94191...	Midwest Tape		12.99	1,980.22
Bill	08/08/2016	94213...	Midwest Tape		198.33	2,178.55
Bill	08/08/2016	94213...	Midwest Tape		15.19	2,193.74
Bill	08/08/2016	94213...	Midwest Tape		185.54	2,379.28
Bill	08/08/2016	94213...	Midwest Tape		20.58	2,399.86
Bill	08/09/2016	108-2...	Amazon		8.89	2,408.75
Bill	08/11/2016	109-5...	Amazon		12.96	2,421.71
Bill	08/11/2016	109-5...	Amazon		162.47	2,584.18
Bill	08/12/2016	94226...	Midwest Tape		193.52	2,777.70
Bill	08/12/2016	94226...	Midwest Tape		29.99	2,807.69
Bill	08/12/2016	94226...	Midwest Tape		167.97	2,975.66
Bill	08/12/2016	94226...	Midwest Tape		133.94	3,109.60
Bill	08/12/2016	94226...	Midwest Tape		89.56	3,199.16
Bill	08/12/2016	94226...	Midwest Tape		62.37	3,261.53
Bill	08/12/2016	94226...	Midwest Tape		93.56	3,355.09
Bill	08/12/2016	94226...	Midwest Tape		17.99	3,373.08
Bill	08/12/2016	94226...	Midwest Tape		205.48	3,578.56
Bill	08/19/2016	94246...	Midwest Tape		38.98	3,617.54
Bill	08/19/2016	94246...	Midwest Tape		53.58	3,671.12

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Type	Date	Num	Name	Memo	Amount	Balance
Bill	08/19/2016	94246...	Midwest Tape		27.99	3,699.11
Bill	08/19/2016	94246...	Midwest Tape		53.76	3,752.87
Bill	08/19/2016	94249...	Midwest Tape		27.98	3,780.85
Bill	08/19/2016	94249...	Midwest Tape		36.98	3,817.83
Bill	08/22/2016	106-1...	Amazon		19.96	3,837.79
Bill	08/22/2016	109-5...	Amazon		15.95	3,853.74
Bill	08/25/2016	94265...	Midwest Tape		47.98	3,901.72
Bill	08/25/2016	94265...	Midwest Tape		81.96	3,983.68
Bill	08/25/2016	94265...	Midwest Tape		18.99	4,002.67
Bill	08/25/2016	94265...	Midwest Tape		47.98	4,050.65
Bill	08/25/2016	94265...	Midwest Tape		29.99	4,080.64
Bill	08/25/2016	94265...	Midwest Tape		81.16	4,161.80
Total 1045108 · Videos & DVD's - Adult					2,678.54	4,161.80
1045109 · Audio Books - Adult						2,245.07
Bill	08/01/2016	10881...	Penguin Rando...	PO: AD/BOT/ Jun-Aug S	71.25	2,316.32
Bill	08/01/2016	10881...	Penguin Rando...	PO: AD/BOT/ Jun-Aug S	30.00	2,346.32
Bill	08/01/2016	75381...	Recorded Book...		29.99	2,376.31
Bill	08/02/2016	75380...	Recorded Book...	Locke & Key	19.99	2,396.30
Bill	08/02/2016	75381...	Recorded Book...	Truly madly guilty	39.99	2,436.29
Bill	08/04/2016	75383...	Recorded Book...		454.00	2,890.29
Bill	08/04/2016	75383...	Recorded Book...		270.60	3,160.89
Bill	08/04/2016	75383...	Recorded Book...	The book that matters most	46.37	3,207.26
Bill	08/05/2016	10881...	Penguin Rando...	City Baker's Guide	30.00	3,237.26
Bill	08/05/2016	75384...	Recorded Book...	Dark Territory	34.95	3,272.21
Bill	08/08/2016	75384...	Recorded Book...	Barbarian Days	14.99	3,287.20
Bill	08/09/2016	75385...	Recorded Book...	War Dogs	74.20	3,361.40
Bill	08/10/2016	75385...	Recorded Book...	Red Platoon	45.00	3,406.40
Bill	08/10/2016	75385...	Recorded Book...	Among the Wicked	39.99	3,446.39
Bill	08/15/2016	75388...	Recorded Book...		35.00	3,481.39
Bill	08/16/2016	75388...	Recorded Book...	assorted audiobooks	219.40	3,700.79
Bill	08/16/2016	75388...	Recorded Book...		44.99	3,745.78
Bill	08/16/2016	75388...	Recorded Book...		99.00	3,844.78
Bill	08/16/2016	75389...	Recorded Book...		260.20	4,104.98
Bill	08/17/2016	75389...	Recorded Book...		101.60	4,206.58
Bill	08/17/2016	IN111...	Brilliance Publi...		259.93	4,466.51
Bill	08/18/2016	75390...	Recorded Book...		161.20	4,627.71
Bill	08/18/2016	75390...	Recorded Book...		42.80	4,670.51
Bill	08/18/2016	75390...	Recorded Book...		198.00	4,868.51
Bill	08/18/2016	75390...	Recorded Book...		21.40	4,889.91
Bill	08/18/2016	75390...	Recorded Book...		29.40	4,919.31
Bill	08/19/2016	75391...	Recorded Book...		82.20	5,001.51
Bill	08/19/2016	75391...	Recorded Book...		82.20	5,083.71
Bill	08/19/2016	75391...	Recorded Book...		82.20	5,165.91
Bill	08/19/2016	75391...	Recorded Book...		181.20	5,347.11
Bill	08/19/2016	10883...	Penguin Rando...		33.75	5,380.86
Bill	08/22/2016	10883...	Penguin Rando...		26.25	5,407.11
Bill	08/23/2016	75392...	Recorded Book...		99.00	5,506.11

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Type	Date	Num	Name	Memo	Amount	Balance
Bill	08/23/2016	75392...	Recorded Book...		156.40	5,662.51
Bill	08/24/2016	75393...	Recorded Book...		354.40	6,016.91
Bill	08/24/2016	75393...	Recorded Book...		99.00	6,115.91
Bill	08/24/2016	75393...	Recorded Book...		99.00	6,214.91
Bill	08/24/2016	75393...	Recorded Book...		93.26	6,308.17
Bill	08/25/2016	75394...	Recorded Book...		82.20	6,390.37
Bill	08/25/2016	75394...	Recorded Book...		181.20	6,571.57
Bill	08/26/2016	75395...	Recorded Book...		99.00	6,670.57
Bill	08/26/2016	75395...	Recorded Book...		35.99	6,706.56
Bill	08/26/2016	75396...	Recorded Book...		21.40	6,727.96
Bill	08/29/2016	75397...	Recorded Book...		21.40	6,749.36
Bill	08/30/2016	08302...	Barnes & Noble		9.00	6,758.36
Bill	08/30/2016	Kindle	Amazon		13.99	6,772.35
Bill	08/30/2016	Kindle	Amazon		13.99	6,786.34
Bill	08/30/2016	Kindle	Amazon		13.99	6,800.33
Bill	08/30/2016	Kindle	Amazon		12.99	6,813.32
Bill	08/30/2016	Kindle	Amazon		12.99	6,826.31
Bill	08/30/2016	Kindle	Amazon		12.99	6,839.30
Bill	08/30/2016	Kindle	Amazon		12.99	6,852.29
Bill	08/30/2016	Kindle	Amazon		12.99	6,865.28
Bill	08/30/2016	Kindle	Amazon		9.99	6,875.27
Bill	08/30/2016	Kindle	Amazon		14.99	6,890.26
Bill	08/30/2016	Kindle	Amazon		12.89	6,903.15
Bill	08/30/2016	Kindle	Amazon		6.96	6,910.11
Bill	08/31/2016	75398...	Recorded Book...		42.80	6,952.91
Total 1045109 · Audio Books - Adult					4,707.84	6,952.91
1045110 · Replacement Materials						0.00
Total 1045110 · Replacement Materials						0.00
1045112 · Fiction - Adult						2,001.51
Bill	08/03/2016	20322...	Baker & Taylor ...		326.33	2,327.84
Bill	08/03/2016	20322...	Baker & Taylor ...		269.34	2,597.18
Bill	08/04/2016	20322...	Baker & Taylor ...		67.21	2,664.39
Bill	08/08/2016	002-2...	Amazon		9.93	2,674.32
Bill	08/10/2016	Augus...	Reader Service	Harlequin, August 2016	36.40	2,710.72
Bill	08/12/2016	20322...	Baker & Taylor ...		309.81	3,020.53
Bill	08/24/2016	20322...	Baker & Taylor ...		538.71	3,559.24
Bill	08/30/2016	112-1...	Amazon		57.30	3,616.54
Bill	08/30/2016	20322...	Baker & Taylor ...		513.63	4,130.17
Total 1045112 · Fiction - Adult					2,128.66	4,130.17
1045113 · Leased Material - Adult						0.00
Total 1045113 · Leased Material - Adult						0.00

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Type	Date	Num	Name	Memo	Amount	Balance
1045114 · Large Print - Adult						569.50
Bill	08/01/2016	1392137	Center Point L...		136.62	706.12
Bill	08/04/2016	58461...	Gale / Cengag...		55.98	762.10
Bill	08/04/2016	58463...	Gale / Cengag...		124.10	886.20
Bill	08/05/2016	58469...	Gale / Cengag...		57.58	943.78
Bill	08/08/2016	58480...	Gale / Cengag...		27.19	970.97
Bill	08/09/2016	20322...	Baker & Taylor ...		16.88	987.85
Bill	08/18/2016	58550...	Gale / Cengag...		55.98	1,043.83
Bill	08/19/2016	58564...	Gale / Cengag...		50.38	1,094.21
Bill	08/22/2016	20322...	Baker & Taylor ...		45.81	1,140.02
Bill	08/29/2016	58706...	Gale / Cengag...		282.29	1,422.31
Bill	08/29/2016	20322...	Baker & Taylor ...		65.10	1,487.41
Total 1045114 · Large Print - Adult					917.91	1,487.41
1045115 · Graphic Novels - Adult						623.04
Bill	08/01/2016	20321...	Baker & Taylor ...		62.76	685.80
Bill	08/12/2016	20322...	Baker & Taylor ...		100.47	786.27
Bill	08/16/2016	20322...	Baker & Taylor ...		260.21	1,046.48
Bill	08/18/2016	20322...	Baker & Taylor ...		282.05	1,328.53
Bill	08/29/2016	20322...	Baker & Taylor ...		85.15	1,413.68
Total 1045115 · Graphic Novels - Adult					790.64	1,413.68
1045116 · Nonfiction - Adult						205.10
Bill	08/02/2016	20321...	Baker & Taylor ...		203.76	408.86
Bill	08/09/2016	20322...	Baker & Taylor ...		215.09	623.95
Bill	08/19/2016	20322...	Baker & Taylor ...		44.90	668.85
Bill	08/20/2016	109-7...	Amazon		82.84	751.69
Bill	08/31/2016	20322...	Baker & Taylor ...		43.35	795.04
Total 1045116 · Nonfiction - Adult					589.94	795.04
1045117 · Foreign Language - Adult						1,087.62
Total 1045117 · Foreign Language - Adult						1,087.62
1045118 · Reference - Adult						213.75
Total 1045118 · Reference - Adult						213.75
1045119 · Standing Orders - Adult						465.01
Bill	08/12/2016	50142...	Baker & Taylor ...		213.38	678.39
Bill	08/26/2016	50142...	Baker & Taylor ...		233.94	912.33
Total 1045119 · Standing Orders - Adult					447.32	912.33
1045120 · Periodicals - Adult						78.00
Deposit	08/04/2016			1-dep-1	-13.40	64.60
Total 1045120 · Periodicals - Adult					-13.40	64.60

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Type	Date	Num	Name	Memo	Amount	Balance
1045121 · Purchase On Demand						397.62
Bill	08/02/2016	20321...	Baker & Taylor ...		174.09	571.71
Bill	08/11/2016	20322...	Baker & Taylor ...		213.02	784.73
Bill	08/24/2016	20322...	Baker & Taylor ...		41.17	825.90
Bill	08/31/2016	20322...	Baker & Taylor ...		14.94	840.84
Total 1045121 · Purchase On Demand					443.22	840.84
1045122 · Other Materials - Adult						0.00
Total 1045122 · Other Materials - Adult						0.00
1045123 · Exxon Mobile Grant Expenditures						0.00
Total 1045123 · Exxon Mobile Grant Expenditures						0.00
1045212 · Instructors and Facilitators						-100.00
Bill	08/17/2016	KM20...	Rand, Janet	Job Club - 8/17/16	100.00	0.00
Bill	08/17/2016	KM20...	Schlacks, Bob	Job Club - 8/17/16	75.00	75.00
Total 1045212 · Instructors and Facilitators					175.00	75.00
1045310 · Office Supplies - Adult						105.15
Bill	08/02/2016	71602...	Staples Advant...		12.19	117.34
Bill	08/05/2016	00736...	American Libra...	bookmark & buttons	34.20	151.54
Bill	08/23/2016	8/23/1...	Blue Sky Impre...		519.00	670.54
Total 1045310 · Office Supplies - Adult					565.39	670.54
1045405 · Local History Supplies						23.82
Bill	08/17/2016	8101763	New Readers ...		86.40	110.22
Bill	08/26/2016	T0826...	Familytree.com		59.99	170.21
Total 1045405 · Local History Supplies					146.39	170.21
1045000 · Reference/Adult Services - Other						0.00
Total 1045000 · Reference/Adult Services - Other						0.00
Total 1045000 · Reference/Adult Services					44,212.22	90,062.15
1055000 · Youth Services						63,856.18
1055001 · Youth Services Salaries						33,631.20
General Journal	08/04/2016	1-payr...		record payroll for 8/4/16	-1,020.07	32,611.13
General Journal	08/11/2016	1-payr...		record payroll for 8/11/16	15,954.53	48,565.66
General Journal	08/25/2016	1-payr...		record payroll for 8/25/16	15,937.86	64,503.52
Total 1055001 · Youth Services Salaries					30,872.32	64,503.52
1055101 · Summer Reading - Childrens						1,917.48
Bill	08/02/2016	Febru...	Forest Park Na...	Program - 8/2/16 (Champions of Survival)	220.40	2,137.88
Bill	08/03/2016	Party ...	Parsons, Sue	Unbirthday party program - YS supplies	16.99	2,154.87
Total 1055101 · Summer Reading - Childrens					237.39	2,154.87

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Type	Date	Num	Name	Memo	Amount	Balance
1055102 · JUV Programs						0.00
Total 1055102 · JUV Programs						0.00
1055103 · DataBase - YS/YA						27,812.00
Total 1055103 · DataBase - YS/YA						27,812.00
1055104 · Downloadable Materials YS/YA						0.00
Total 1055104 · Downloadable Materials YS/YA						0.00
1055105 · Portable Media Devices - YS/YA						0.00
Total 1055105 · Portable Media Devices - YS/YA						0.00
1055106 · Software - Children's						0.00
Total 1055106 · Software - Children's						0.00
1055107 · Compact Discs - Children's						0.00
Bill	08/25/2016	94265...	Midwest Tape		23.98	23.98
Total 1055107 · Compact Discs - Children's					23.98	23.98
1055108 · Videos & DVD's - Children's						196.07
Bill	08/01/2016	94191...	Midwest Tape		23.98	220.05
Bill	08/08/2016	94213...	Midwest Tape		296.53	516.58
Bill	08/12/2016	94226...	Midwest Tape		232.60	749.18
Bill	08/12/2016	94226...	Midwest Tape		19.99	769.17
Bill	08/17/2016	B2321...	Baker & Taylor ...		80.66	849.83
Bill	08/19/2016	94249...	Midwest Tape		178.30	1,028.13
Bill	08/23/2016	B2366...	Baker & Taylor ...		27.59	1,055.72
Bill	08/24/2016	DET4...	Disney Educati...		80.00	1,135.72
Bill	08/25/2016	94265...	Midwest Tape		40.76	1,176.48
Total 1055108 · Videos & DVD's - Children's					980.41	1,176.48
1055109 · Audio Books - Children's						0.00
Total 1055109 · Audio Books - Children's						0.00
1055111 · Kits						0.00
Total 1055111 · Kits						0.00
1055112 · Fiction - Children's						13.05
Bill	08/19/2016	20322...	Baker & Taylor ...		495.55	508.60
Bill	08/30/2016	20322...	Baker & Taylor ...		92.62	601.22
Total 1055112 · Fiction - Children's					588.17	601.22
1055116 · Nonfiction - Children's						121.30
Bill	08/17/2016	20322...	Baker & Taylor ...		351.32	472.62
Total 1055116 · Nonfiction - Children's					351.32	472.62

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

Type	Date	Num	Name	Memo	Amount	Balance	
1055118 · Reference - Children's						0.00	
Total 1055118 · Reference - Children's						0.00	
1055119 · Standing Orders - Children's						0.00	
Bill	08/26/2016	3024895	Cavendish Squ...		193.91	193.91	
Bill	08/26/2016	11468...	Scholastic Libr...		218.40	412.31	
Bill	08/26/2016	11468...	Scholastic Libr...		473.20	885.51	
Bill	08/26/2016	11468...	Scholastic Libr...		75.40	960.91	
Bill	08/26/2016	11468...	Scholastic Libr...		113.10	1,074.01	
Bill	08/30/2016	11469...	Scholastic Libr...		304.20	1,378.21	
Total 1055119 · Standing Orders - Children's						1,378.21	1,378.21
1055120 · Periodicals - Children's						0.00	
Bill	08/29/2016	28801	Rivistas Subscr...	JUV Periodicals	567.52	567.52	
Bill	08/29/2016	28802	Rivistas Subscr...	YS Parent	79.60	647.12	
Bill	08/29/2016	28803	Rivistas Subscr...	YS Staff	430.49	1,077.61	
Total 1055120 · Periodicals - Children's						1,077.61	1,077.61
1055122 · Other Materials - Children's						0.00	
Total 1055122 · Other Materials - Children's						0.00	
1055123 · Easy Fiction						150.72	
Bill	08/16/2016	20322...	Baker & Taylor ...		12.65	163.37	
Bill	08/18/2016	20322...	Baker & Taylor ...		223.24	386.61	
Bill	08/31/2016	20322...	Baker & Taylor ...		111.18	497.79	
Total 1055123 · Easy Fiction						347.07	497.79
1055124 · Easy Nonfiction						0.00	
Total 1055124 · Easy Nonfiction						0.00	
1055310 · Office Supplies - Y/S						14.36	
Total 1055310 · Office Supplies - Y/S						14.36	
1055000 · Youth Services - Other						0.00	
Total 1055000 · Youth Services - Other						0.00	
Total 1055000 · Youth Services						35,856.48	99,712.66
1065000 · Young Adult Services						1,244.25	
1065101 · Summer Reading - YA						978.95	
Bill	08/23/2016	Progra...	Parsons, Sue	Teen Game Night	30.00	1,008.95	
Total 1065101 · Summer Reading - YA						30.00	1,008.95

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

Type	Date	Num	Name	Memo	Amount	Balance
1065102 · YA Programs						0.00
Bill	08/27/2016	110-9...	Amazon		38.90	38.90
Bill	08/30/2016	08302...	Walmart	Chase charge	51.45	90.35
Total 1065102 · YA Programs					90.35	90.35
1065106 · Software - YA						0.00
Total 1065106 · Software - YA						0.00
1065107 · Compact Discs - YA						12.99
Bill	08/01/2016	94191...	Midwest Tape		39.17	52.16
Bill	08/08/2016	94213...	Midwest Tape		75.75	127.91
Bill	08/12/2016	94226...	Midwest Tape		84.54	212.45
Bill	08/19/2016	94249...	Midwest Tape		13.99	226.44
Bill	08/25/2016	94265...	Midwest Tape		11.19	237.63
Total 1065107 · Compact Discs - YA					224.64	237.63
1065108 · Videos & DVD's - YA						82.97
Bill	08/01/2016	94191...	Midwest Tape		178.92	261.89
Bill	08/08/2016	94213...	Midwest Tape		29.99	291.88
Bill	08/12/2016	94226...	Midwest Tape		111.98	403.86
Bill	08/25/2016	94265...	Midwest Tape		22.99	426.85
Total 1065108 · Videos & DVD's - YA					343.88	426.85
1065109 · Audio Books - YA						0.00
Total 1065109 · Audio Books - YA						0.00
1065112 · Fiction - YA						169.34
Total 1065112 · Fiction - YA						169.34
1065116 · Nonfiction - YA						0.00
Total 1065116 · Nonfiction - YA						0.00
1065118 · Reference - YA						0.00
Total 1065118 · Reference - YA						0.00
1065119 · Standing Orders - YA						0.00
Total 1065119 · Standing Orders - YA						0.00
1065120 · Periodicals - YA						0.00
Total 1065120 · Periodicals - YA						0.00
1065122 · Other Materials - YA						0.00
Total 1065122 · Other Materials - YA						0.00
1065123 · Outreach Print Materials						0.00
Total 1065123 · Outreach Print Materials						0.00

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

Type	Date	Num	Name	Memo	Amount	Balance
1065212 · Instructors & Facilitators						0.00
Total 1065212 · Instructors & Facilitators						0.00
1065000 · Young Adult Services - Other						0.00
Total 1065000 · Young Adult Services - Other						0.00
Total 1065000 · Young Adult Services					688.87	1,933.12
1075000 · Community Relations Dept						6,827.92
1075001 · Community Relations Salaries						6,801.72
General Journal	08/04/2016	1-payr...		record payroll for 8/4/16	0.00	6,801.72
General Journal	08/11/2016	1-payr...		record payroll for 8/11/16	3,205.11	10,006.83
General Journal	08/25/2016	1-payr...		record payroll for 8/25/16	3,155.81	13,162.64
Total 1075001 · Community Relations Salaries					6,360.92	13,162.64
1075123 · Comm. Relations Print Materials						0.00
Total 1075123 · Comm. Relations Print Materials						0.00
1075310 · Comm. Relations Office Supply						26.20
Bill	08/11/2016	71607...	Staples Advant...		24.39	50.59
Total 1075310 · Comm. Relations Office Supply					24.39	50.59
1075000 · Community Relations Dept - Other						0.00
Total 1075000 · Community Relations Dept - Other						0.00
Total 1075000 · Community Relations Dept					6,385.31	13,213.23
1085000 · Maintenance Department						6,044.83
1085001 · Maintenance Salaries						6,044.83
General Journal	08/04/2016	1-payr...		record payroll for 8/4/16	0.00	6,044.83
General Journal	08/11/2016	1-payr...		record payroll for 8/11/16	3,046.65	9,091.48
General Journal	08/25/2016	1-payr...		record payroll for 8/25/16	3,051.96	12,143.44
Total 1085001 · Maintenance Salaries					6,098.61	12,143.44
1085000 · Maintenance Department - Other						0.00
Total 1085000 · Maintenance Department - Other						0.00
Total 1085000 · Maintenance Department					6,098.61	12,143.44
1095000 · Service Arrangements						59,933.85
1095206 · Pinnacle Cooperative						0.00
Total 1095206 · Pinnacle Cooperative						0.00
1095207 · Computer Maintenance Agreement						0.00
Bill	08/11/2016	INV01...	Zendesk, Inc.		36.00	36.00
Total 1095207 · Computer Maintenance Agreement					36.00	36.00

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

Type	Date	Num	Name	Memo	Amount	Balance
1095209 · Email & Web Hosting Fees						369.16
Bill	08/12/2016	Googl...	Google		279.16	648.32
Bill	08/15/2016	23330	Weblinx Inco...	Web Site Maintenance-August 2016	90.00	738.32
Total 1095209 · Email & Web Hosting Fees					369.16	738.32
1095210 · Lease Agreements						57,469.85
Bill	08/18/2016	31135...	Konica Minolta ...	Account # 1250941	1,404.66	58,874.51
Bill	08/24/2016	90026...	Konica Minolta	Coverage Periods:7/25/16-8/24/16	1,024.72	59,899.23
Total 1095210 · Lease Agreements					2,429.38	59,899.23
1095211 · Subscription Services						1,495.00
Bill	08/01/2016	2215683	Movie Licensin...	9/1/16-8/31/17	1,085.00	2,580.00
Bill	08/12/2016	08/12/...	Adobe Creative...	automatic renewal	382.37	2,962.37
Bill	08/18/2016	27171...	SurveyMonkey	Gold Plan 8/18/16-8/17/16	300.00	3,262.37
Bill	08/30/2016	2016-...	Buffer Medium ...		1,015.00	4,277.37
Total 1095211 · Subscription Services					2,782.37	4,277.37
1095301 · Software						307.99
Total 1095301 · Software						307.99
1095302 · Computer Supplies						0.00
Total 1095302 · Computer Supplies						0.00
1095303 · Data Lines						291.85
Bill	08/06/2016	8/13/1...	Comcast	Account # 8771 20 160 0441566	129.85	421.70
Bill	08/10/2016	Bill dat...	AT&T	Monthly	162.00	583.70
Total 1095303 · Data Lines					291.85	583.70
1095000 · Service Arrangements - Other						0.00
Total 1095000 · Service Arrangements - Other						0.00
Total 1095000 · Service Arrangements					5,908.76	65,842.61
2005011 · FICA Expense						10,748.87
General Journal	08/04/2016	1-payr...		record payroll for 8/4/16	-78.03	10,670.84
General Journal	08/11/2016	1-payr...		record payroll for 8/11/16	5,039.68	15,710.52
General Journal	08/25/2016	1-payr...		record payroll for 8/25/16	5,073.60	20,784.12
Total 2005011 · FICA Expense					10,035.25	20,784.12
2505012 · IMRF Expense-ER						0.00
General Journal	08/03/2016	1-imrf-1		employer contribution for IMRF	15,709.85	15,709.85
General Journal	08/24/2016	1-imrf-1		employer contribution for IMRF	45.60	15,755.45
Total 2505012 · IMRF Expense-ER					15,755.45	15,755.45

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

Type	Date	Num	Name	Memo	Amount	Balance
3005218 · Audit Expense						0.00
Total 3005218 · Audit Expense						0.00
4005802 · Unemployment Insurance						740.35
Total 4005802 · Unemployment Insurance						740.35
4005803 · Liab Ins- Govt Crime						0.00
Total 4005803 · Liab Ins- Govt Crime						0.00
4005804 · Liab Ins- Deduct/Retention						0.00
Total 4005804 · Liab Ins- Deduct/Retention						0.00
4005805 · Liab Ins- Prop/Pack/Umbrella						0.00
Total 4005805 · Liab Ins- Prop/Pack/Umbrella						0.00
4005806 · Liab Ins- Workers Comp						0.00
Total 4005806 · Liab Ins- Workers Comp						0.00
508399 · Contingency Expense						0.00
Total 508399 · Contingency Expense						0.00
5085212 · Custodial Services						0.00
Bill	08/01/2016	16122	Best Quality Cl...	Cleaning Service - August 2016	2,260.00	2,260.00
Total 5085212 · Custodial Services						2,260.00
5085213 · Disposal Services						188.51
Bill	08/01/2016	14321...	Groot Industrie...	Monthly charge - garbage & recycling	188.51	377.02
Total 5085213 · Disposal Services						188.51
5085214 · Building Maintenance Agreement						267.18
Bill	08/01/2016	34443...	Cintas	towels, mats	43.85	311.03
Bill	08/01/2016	3911270	Anderson	Pest service for August 2016	91.78	402.81
Bill	08/08/2016	34443...	Cintas	Towels & mats	43.85	446.66
Bill	08/15/2016	34443...	Cintas		43.85	490.51
Bill	08/22/2016	34443...	Cintas		43.85	534.36
Bill	08/29/2016	34444...	Cintas	towels, mats	43.85	578.21
Total 5085214 · Building Maintenance Agreement						311.03
5085215 · Equipment Maintenance Agreement						846.47
Bill	08/15/2016	28347	Cross Points S...	Oct. - Dec., 2016	180.00	1,026.47
Bill	08/31/2016	23233	Fort Payment ...	Warranty Fee	5.00	1,031.47
Total 5085215 · Equipment Maintenance Agreement						185.00

Plainfield Public Library
General Ledger
As of August 31, 2016

Type	Date	Num	Name	Memo	Amount	Balance
5085216 · Building Repair						84.94
Bill	08/10/2016	63053...	Kin-ko Ace Sto...		17.47	102.41
Bill	08/11/2016	16-0699	Bruno's Tuckpo...	Tuckpointing & Flashing / Caulking repairs	32,750.00	32,852.41
Bill	08/12/2016	106-7...	Amazon		58.97	32,911.38
Bill	08/19/2016	106-7...	Amazon		67.39	32,978.77
Bill	08/25/2016	08252...	Menards		77.93	33,056.70
Bill	08/30/2016	63061...	Kin-ko Ace Sto...		9.98	33,066.68
Bill	08/30/2016	99378	ALLPartitions &...		106.40	33,173.08
Total 5085216 · Building Repair					33,088.14	33,173.08
5085217 · Equipment Repair						413.00
Bill	08/26/2016	160988	RMG	RTU Repair	1,592.00	2,005.00
Bill	08/31/2016	160364	RMG	HVAC Preventive Maintenance	1,019.00	3,024.00
Total 5085217 · Equipment Repair					2,611.00	3,024.00
5085399 · Contingencies						0.00
Total 5085399 · Contingencies						0.00
5085601 · Utilities - Electric						4,563.26
Bill	08/19/2016	7/20/1...	ComEd	House Electric	89.76	4,653.02
Bill	08/22/2016	7414873	MidAmerican E...	Account # 255824	4,706.99	9,360.01
Total 5085601 · Utilities - Electric					4,796.75	9,360.01
5085602 · Utilities - Gas						216.30
Bill	08/15/2016	07/18/...	Nicor Gas	15022 S RT. 59	13.36	229.66
Bill	08/16/2016	7/18/1...	Nicor Gas	15025 S Illinois St.	85.93	315.59
Total 5085602 · Utilities - Gas					99.29	315.59
5085603 · Utilities - Water						340.10
Bill	08/31/2016	7/4/16...	Village of Plainf...	15025 S Illinois St.	317.58	657.68
Bill	08/31/2016	07/04/...	Village of Plainf...	15022 S RTE 59	22.52	680.20
Total 5085603 · Utilities - Water					340.10	680.20
5085604 · Building Supplies						28.00
Bill	08/02/2016	71602...	Staples Advant...		7.50	35.50
Bill	08/23/2016	63058...	Kin-ko Ace Sto...		18.48	53.98
Bill	08/31/2016	63062...	Kin-ko Ace Sto...		62.95	116.93
Total 5085604 · Building Supplies					88.93	116.93

Plainfield Public Library
General Ledger
As of August 31, 2016

Type	Date	Num	Name	Memo	Amount	Balance
5085605 · Equipment & Tools						219.08
Bill	08/10/2016	106-3...	Amazon		199.99	419.07
Bill	08/23/2016	W521...	HomeDepot.com		74.00	493.07
Bill	08/23/2016	W521...	HomeDepot.com		1,799.00	2,292.07
Total 5085605 · Equipment & Tools					2,072.99	2,292.07
5085606 · Janitorial Supplies						0.00
Bill	08/08/2016	99272	Tri-K	towels, tissue	370.80	370.80
Total 5085606 · Janitorial Supplies					370.80	370.80
60000 · Advertising and Promotion						0.00
Total 60000 · Advertising and Promotion						0.00
6006001 · Debt Refunding Expenditures						0.00
Total 6006001 · Debt Refunding Expenditures						0.00
6006002 · Bond Interest						0.00
Total 6006002 · Bond Interest						0.00
6006003 · Bond Principal						0.00
Total 6006003 · Bond Principal						0.00
6006004 · Debt Fiscal Charges						0.00
Total 6006004 · Debt Fiscal Charges						0.00
60200 · Automobile Expense						0.00
Total 60200 · Automobile Expense						0.00
60400 · Bank Service Charges						0.00
Total 60400 · Bank Service Charges						0.00
61700 · Computer and Internet Expenses						0.00
Total 61700 · Computer and Internet Expenses						0.00
62400 · Depreciation Expense						0.00
Total 62400 · Depreciation Expense						0.00
63300 · Insurance Expense						0.00
Total 63300 · Insurance Expense						0.00
63400 · Interest Expense						0.00
Total 63400 · Interest Expense						0.00
64300 · Meals and Entertainment						0.00
Total 64300 · Meals and Entertainment						0.00
64900 · Office Supplies						0.00
Total 64900 · Office Supplies						0.00

Plainfield Public Library
General Ledger
 As of August 31, 2016

Type	Date	Num	Name	Memo	Amount	Balance
66000 · Payroll Expenses						0.00
Total 66000 · Payroll Expenses						0.00
66700 · Professional Fees						0.00
Total 66700 · Professional Fees						0.00
67100 · Rent Expense						0.00
Total 67100 · Rent Expense						0.00
67200 · Repairs and Maintenance						0.00
Total 67200 · Repairs and Maintenance						0.00
68100 · Telephone Expense						0.00
Total 68100 · Telephone Expense						0.00
68400 · Travel Expense						0.00
Total 68400 · Travel Expense						0.00
68600 · Utilities						0.00
Total 68600 · Utilities						0.00
7505213 · Legal services						0.00
Total 7505213 · Legal services						0.00
7505214 · Architechural Services						0.00
Total 7505214 · Architechural Services						0.00
7505215 · Public Relations						0.00
Total 7505215 · Public Relations						0.00
7508001 · Computers						0.00
Total 7508001 · Computers						0.00
7508003 · Furniture & Equipmet						0.00
Total 7508003 · Furniture & Equipmet						0.00
7508004 · Community Relations						0.00
Total 7508004 · Community Relations						0.00
7508005 · Real Estate Acquisition						0.00
Total 7508005 · Real Estate Acquisition						0.00
7508006 · BLDG Development						10,365.00
Bill	08/09/2016	0017470	Nagle Hartray	Professional services: 7/1/16-7/31/16	3,835.00	14,200.00
Bill	08/25/2016	PO:08...	Ehlers & Assoc...	1/2 of fee for contract services	4,750.00	18,950.00
Total 7508006 · BLDG Development					8,585.00	18,950.00
7508007 · Demolition Costs						0.00
Total 7508007 · Demolition Costs						0.00

9:33 AM

09/11/16

Accrual Basis

Plainfield Public Library
General Ledger
As of August 31, 2016

Type	Date	Num	Name	Memo	Amount	Balance
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
TOTAL					<u>0.00</u>	<u>0.00</u>

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

Balance as of	7/31/2016			\$	349,111.69
Receipts for Month:					
	Impact Fees Received for Month		-		
	Interest Earned		114.56		
	Total Receipts		114.56		114.56
Disbursements for Month:					
Reclassified Expenses from General Fund:					
	Total Disbursements		-		-
Balance as of	8/31/2016	#7139122514		\$	349,226.25

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

Balance as of	7/31/2016		\$	2,109.00
Receipts for Month:				
	Transfer from Checking	-		
	Total Receipts	-		-
Disbursements for Month:				
		25.00		
		20.00		
		45.00		
	Total Disbursements	-		(45.00)
Balance as of	8/31/2016	#3650001443	\$	2,064.00

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

Balance as of	7/31/2016		\$	16,049.82
Receipts for Month:				
	Transfer from Illinois National Bank	2,076.02		
	Interest Earned	5.56		
	Total Receipts	2,081.58		2,081.58
Disbursements for Month:				
		-		
	Total Disbursements	-		-
Balance as of	8/31/2016	#151600010970	\$	18,131.40

**PLAINFIELD PUBLIC LIBRARY DISTRICT
ILLINOIS NATIONAL BANK
FINANCIAL STATEMENT AS OF August 31, 2016**

Balance as of	7/31/2016		\$ 1,000.00
Receipts for Month:			
	Fines/Room Reservation Deposited	2,176.11	
	Interest Earned	-	
	Total Receipts	<u>2,176.11</u>	2,176.11
Disbursements for Month:			
	Transfer to Epay	(2,076.02)	
	Bank Fees	(100.09)	
	Total Disbursements	<u>(2,176.11)</u>	(2,176.11)
Balance as of	8/31/2016	#151600010970	<u><u>\$ 1,000.00</u></u>

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

Balance as of	7/31/2016		\$ 292,230.36
Receipts for Month:			
	Deposits	18,094.52	
	Transfer In	500,000.00	
	Interest Earned	9.04	
	Total Receipts	518,103.56	
Disbursements for Month:			
	Bills Paid	(109,101.00) *	
	Transfer to First Community	-	
	Payroll Fees	(481.52)	
	Bank Fees	(77.40)	
	FSA	(983.05)	
	Payroll	(130,771.75)	
	IMRF	(24,082.18)	
	457 Payment	(2,938.22)	
	United Healthcare EFT	- *	
	Total Disbursements	(268,435.12)	
Balance as of	8/31/2016	#6717572	\$ 541,898.80

**PLAINFIELD PUBLIC LIBRARY DISTRICT
FIRST COMMUNITY BANK TAX ESCROW
FINANCIAL STATEMENT AS OF August 31, 2016**

Balance as of	7/31/2016		\$ 2,758,844.28
Receipts for Month:			
	Transfer from other Bank	-	
	Property Taxes	83,404.47	
	Interest Earned	785.87	
	Total Receipts	84,190.34	
Disbursements for Month:			
		(500,000.00)	
	Total Disbursements	(500,000.00)	
Balance as of	8/31/2016	#1945	\$ 2,343,034.62

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

General Library Fund -- Checking	#6717572	\$	541,898.80
Illinois Funds Checking -- Operating Account	#7139168386		-
Illinois Funds Checking -- Reserve Account	#7139122514		349,226.25
Illinois National Bank	#151600010970		1,000.00
First Community Bank	#1945		2,343,034.62
Petty Cash Checking	#3650001443		2,064.00
E-Pay	#151600010970		18,131.40
Total of All Funds		\$	<u>3,255,355.07</u>
 Total Interest Earned for Month by All Accounts		\$	915.03

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

Building and Expansion Planning

Nagle Hartray will be presenting updated renderings at the meeting. Planning is underway for a Local Design Community Advisory meeting, tentatively scheduled for the evening of October 6 at the Plainfield Township Community Center at 6:00 pm, as our rooms are all in use. Steve Larson of Ehlers & Associates will also be presenting on their financial advising role in the expansion planning process.

First Sunday

The first Sunday that we did not open as usual was September 11th. We have had minimal verbal complaints after the fact and no voicemail complaints. It was advertised in in our last two patron newsletters, prominently on our website for the past month, on our Facebook page numerous times, for the past several weeks in our weekly e-newsletter, on flyers and bookmarks, on the digital sign on Route 59 and the front door and sign out front have been changed since May to say closed on Sundays.

Practicum Student attending Board meeting

We have a practicum student, Liz Wright, earning her LTA (Library Technical Assistant) certificate from JJC, who is completing 60 hours of training at the Library. Liz will be attending the 9/21 board meeting as part of her training.

Planning for the Future Committee/Marketing

The committee met with marketing consultant, Jill Yott, on September 7 to begin the process for an education marketing campaign. The committee has decided to target the campaign to parents of young families and empty-nesters/retirees. Jill is working on the specifics of the marketing plan and will be meeting with me the week of September 26.

Alcoholic Beverages Policy

The policy has been included as part of the Facilities Policy and is in your packet for approval. I have a call in to Village Clerk Michelle Gibas, to clarify whether a temporary event license would be needed for programs that feature alcohol, such as a wine-tasting program. The license is \$100 and we would be restricted to two licenses in a calendar year.

Petitions for April 2017

Circulation of petitions for board seats in the April 2017 election begins September 20 and continues through December 19. Packets can be picked up in the Business Office.

Credit Card Payments at Print/Copy/Fax Stations

TBS, our vendor for coin boxes, print stations, etc., now has credit card payment at the coin towers as an option—something the public has asked for for years. Some important facts:

1. The unit sits on its own secure cellular network so there are no PCI compliance issues.
2. The unit is chip ready and still supports swipe. It also supports Apple Pay, Google Wallet, etc. from smart devices.

3. The cost per transaction is low based on a small transaction percentage. The cost is \$7.95 per month, per unit for the secure cellular network and 5.95% per transaction fee and are automatically deducted from direct deposit. The deposited funds are from the prior weeks' transactions. Most libraries eat this fee because of the convenience it offers the customer plus it reduces the amount of cash-handling.

6. Most libraries are seeing 50-60% credit card usage already.

7. The paperwork and audit trail process is easy and we get a live dashboard for monitoring transactions.

We will be purchasing 4 units at a cost of \$695/each and a one-time \$200 installation fee. We have scheduled installation for Friday, September 30.

Friends of the Library Sneak Peek Event and Annual Book Sale

The Friends' inaugural event, the Sneak Peek and Silent Auction as well as the annual book sale, were a terrific success. The FOL made over \$5200.00 at the sneak peek and the sale. They are meeting later this month to discuss the future of this event as well as whether to discontinue other fundraising events. We are discussing ways to continue some services while the Library is closed if the Sneak Peek is done in the future. FOL President Alba Jensen will attend the board meeting.

Truth & Taxation Hearing at October 19 Meeting

The Truth & Taxation Hearing is scheduled at 6:00 pm, just prior to the official board meeting at 6:30 pm.

Library Staff Invited to Participate in Village Focus Group

Community Liaison, Tracey Lane, was asked to participate in a focus group conducted by Upland Designs, for the Village, focusing on the Village's image through gateway signage. Citizen input will directly impact the choice of entry signage and landscaping improvements. There are three meetings scheduled this fall; I will have Tracey write a brief report at the end.

Charging Hubs Pilot Program

We have placed several mini charging/outlet hubs at tables in the upstairs Bay Area and in the Magazine Room as a pilot program. These will allow people to charge their own devices or have them plugged in while working. We chose to go this route as opposed to large charging stations that you may see at other libraries (such as Fountaindale) for a number of reasons: at \$25/each, these are a fraction of the cost of stand-up charging stations; we don't have an appropriate space for placement and to allow people to remain with their device while charging. We will place more throughout the building if these prove successful.

Auditor Field Work

Lauterbach & Amen conducted the field work for the audit last week. All went well.

OMA/FOIA training

I completed annual Open Meetings Act and FOIA training this month.

Meetings Attended

8/18 Interview accounting position
8/19 Pinnacle Governing Board
8/22 Ehlers & Associates: Steve Larson, John Piemonte, Carl Gilmore
8/23 Department Heads
8/24 Coaching session
9/1 Ehlers & Associates: Steve Larson, John Piemonte, Anthony Kalina
9/7 Jill Yott, Marketing Consultant
9/7 Coaching session
9/8 CCS: Graham Harwood, Marc Rogers, Carl Gilmore
9/12 Auditors
9/13 Bill Wilson, Carl Gilmore
9/13 Department Heads

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

HOLDINGS

BOOKS

	July 2016	ADDITIONS	DELETIONS	August 2016
Local History	548	37	0	585
Reference	1,695	0	0	1,695
Ready Reference	92	0	(2)	90
Genealogy Reference	277	0	0	277
Foreign lang. Ref.	39	0	0	39
Foreign language	3,056	27	(55)	3,028
Adult	57,109	357	(194)	57,272
Leased Books	3,315	55	0	3,370
Young Adult	6,982	11	(38)	6,955
Teen Fiction	4,826	0	(568)	4,258
Juvenile	<u>55,904</u>	<u>286</u>	<u>(385)</u>	<u>55,805</u>
Totals	133,843	773	(1,242)	133,374

NONPRINT

Books on CD	5,157	80	(2)	5,235
Books on Tape	0	0	0	0
MP3	371	0	0	371
CDs	7,078	66	(131)	7,013
Kits	111	2	(1)	112
Microforms	347	0	0	347
Video games	179	10	(1)	188
Video cassettes	9	0	0	9
DVDs	12,469	201	(230)	12,440
Leased DVDs/Blu-rays	<u>13</u>	<u>0</u>	0	13
Blu-Ray Discs	<u>1,137</u>	<u>16</u>	(1)	1,152
Equipment	<u>47</u>	<u>0</u>	(2)	45
TOTAL HOLDINGS	160,761	1,148	(1,610)	160,299

We concluded this year's SRP with the "Finish Line" event on August 6th. The weather was glorious and I had so much fun taking photos of patrons enjoying Ac-Rock's performance. With CollectionHQ's Biggest Improver Challenge (BIC) project in our minds, weeding is back to full swing. In addition to the regular DH meetings, I also met with the Head of Circulation for our in-service day planning, as well as another CHQ meeting.

Site and Location Usage Report (Summary)

Start date	8/1/2016
End date	8/31/2016
Context	All
User Group	All
Site	All
Location	All
Show NTA/TA Usage	Yes
Show deleted users	Yes
Total Usage	2333
Total Duration (d hh:mm:ss)	67 21:21:48
Total Utilisation (d hh:mm:ss)	68 02:33:51
Average Duration (hh:mm:ss)	00:41:54
Average Utilisation (hh:mm:ss)	00:42:02

<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>	1604	48 18:19:55	00:43:46	48 23:21:19	00:43:57
<u>Plainfield Public Library</u>	<u>Youth Services Internet</u>	545	17 11:14:04	00:46:09	17 10:52:02	00:46:06
<u>Plainfield Public Library</u>	<u>Express Email</u>	184	1 15:47:49	00:12:58	1 16:20:30	00:13:09

MEETING ROOM RESERVATIONS STATISTICS

AUGUST 2016

USE	LARGE MTG. ROOM	SMALL MTG. ROOM	STUDY ROOM	COMPUTER ROOM	STORYTIME ROOM	OTHER/ OFF SITE
Library Use	25	43	13	10	12	6
Public Use	10	3	28	0	0	0

YEAR-TO-DATE

Library Use	416	340	160	143	213	41
Public Use	24	19	331	0	0	1

YEAR-TO-DATE MONTHLY USAGE

YEAR	2016	2015	2014	2013	2012	2011
January	223	188	187	179	132 ***	147
February	238	182	187	192	172	215
March	258	233	184	203	173	180
April	244	227	203	233	192	208
May	215	164	177	187	172	146
June	201	185	180	155	142	137
July	159	197	182	168	152	128
August	150 *	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 **
TOTAL	1,688	2,361	2,144	2,149	2,034	1,742

* Friends of the Library Book Sale

** Study Room Blocked out for computer roll out

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

DEPARTMENT REPORTS

AUGUST 2016

ADULT SERVICES REPORT

<u>August 2016</u>				<u>August 2015</u>			
Reference Questions:		2711		Reference Questions:		2962	
<u>Adult Programs</u>				<u>Adult Programs</u>			
Book Discussion:				Book Discussion:			
Not Your Mama's	Attended:	8		Not Your Mama's	Attended:	8	
A Novel Idea	Attended:	22		A Novel Idea	Attended:	24	
Cover to Cover	Attended:	21					
Programs:	71	Attended:	501	Programs:	50	Attended:	462
Tech Training:	7	Attended:	4	Tech Training:	14	Attended:	24
Book-A-Librarian Sessions:		4		Book-A-Librarian Sessions:		7	
Workforce Lab:	4	Attended:	35	Workforce Lab:	5	Attended:	24
Total Adult Programs:		81		Total Adult Programs:		66	
Total One-On-One Sessions:		8		Total One-On-One Sessions:		12	
Total Adult Program Attendance:		595		Total Adult Program Attendance:		549	

2016 Adult Summer Reading Program Statistics														
	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	Increase/ Decrease from 2015	Increase/ Decrease from 2014
Number who registered	438	687	954	1083	1331	1310	1438	1428	1249	1213	1377	1427	4%	18%
Number who completed	300	450	597	562	671	798	793	900	717	664	791	535	-32%	-19%
Completion rate	68%	66%	63%	52%	50%	61%	55%	63%	57%	55%	57%	37%	-35%	-33%
Number who registered first day (Mon)	not available	not available	not available	not available	254	434	306	391	359	326	397	460	16%	41%
Number who registered first week (Mon-Sat)	not available	not available	not available	not available	795	937	1030	913	843	844	858	1093	27%	30%
Number who registered who didn't log any	not available	not available	not available	444	611	461	609	491	487	510	539	854	58	67%
% who didn't log any	not available	not available	not available	41%	46%	35%	42%	34%	39%	42%	43%	60%	40%	43%
Total number of pages read (staff and patrons)	not available	2,396,385	2,842,803	2,275,741	2,003,428	1,936,156	1,481,755	-23%	-26%					
Number of staff participants	32	38	44	57	54	58	62	65	63	65	62	47	-24%	-28%
Number of male participants	37	57	99	139	161	156	185	218	114	151	194	283	46%	87%
Number of male who completed	not available	not available	not available	69	72	89	92	126	63	89	118	81	-31%	-9%

Statistical Breakdown of Reference Questions



Duration		Question Type		Asked by	
Brief - under 5 min	2554	Directional	463	Patron	2694
Short - under 10 min	98	ILL/Holds	423	Staff	9
Long - over 10 min	59	Instruction	201	Volunteer	1
		Readers Advisory	369	Other	7
		Reference	920		
		Research	8		
		Technology	327		

OF NOTE

- Despite an increase in the numbers of adults who registered, the number and percentage of those who completed the **Summer Reading Program** dropped. We are attributing this in part to the new software which requires an adult “Creator” registration for family accounts, leading to the registration of adults who never planned to actually take part. In general, we really like the **Beanstack** software, we’ll just need to look more closely at how we should implement adult registration next year.
- Michelle met with departmental **non-fiction** selectors to adjust CollectionHQ budgeting suggestions with what will realistically work for us here. This has led to a more equitable final discretionary **spending plan for FY17**.
- Due to changes in the FY16 IPLAR statistics questions, Michelle is now tracking **one-on-one training sessions** separately for the purposes of that survey, but still including them in our programming counts, as they are scheduled sessions.
- Part-time Reference Assistant **Laurie Papadourakis** accepted a full-time position at Des Plaines Public Library. Her last day was August 24. We are sad to lose her, but are delighted that she found a full-time opportunity.
- With Laurie’s departure, and adding 4 of her 16 lost hours to Debi Grandsard’s schedule temporarily for FY17, the R&RS Department now employs a total of **6.7 FTE** (not including the on-call substitutes)
- For the remainder of 2016, due to the publication of these sessions in the newsletter, our third book discussion, **Cover to Cover**, which was originated by Laurie, will continue. Tina will take on the September session, Kiley the October one, and Kara will host the November and December sessions. Beginning in January, we will go back down to **two book discussions**, but no decision has been made on which ones we will continue to offer.
- Kelly and Kiley are taking the lead on planning our September 11-17 **Outside the Lines** campaign: <http://www.getoutsidethelines.org>

- Michelle and Kelly participated in a trial for **Buffer**, an online tool which will allow us to manage our social media accounts from a single platform. Lisa has approved purchase, Kelly has developed training, and we will begin using this exclusively on September 10.
- Tina sent boxes of **Plainfield Central High School yearbooks** to be digitally converted for free via the OCI Records Conversion Project in Oklahoma. Digitized versions of these yearbooks, going back to 1949, will ultimately be made available on the Library's website.
- The FT Reference Librarians met to discuss refinements, additions and changes to the **website** for when the new CMS is implemented.
- Michelle's suggestion for **The Great Read's** 2017 theme was chosen by the group of 6 participating public libraries, Plainfield District 202 and JJC. The program, which will run the month of February, will be called "Celebrating 20 Years of **Harry Potter** Magic."

CIRCULATION SERVICES

	August 2016	August 2015
Items Checked Out at Circ. Desk –	30,711	29,652
Items Checked Out at Self-Checkout –	18,452	19,148
PinDigital Checkout –	4,131	3,071
Zinio -	263	439
Freegal -	977 downloads / 3,185 streaming	1,072 downloads / 2,293 streams
eRead Illinois -	508	331
Flipster-	37	10
Total Checkouts -	58,264	56,016
New Cardholders Added -	251	331
Cardholders Deleted -	97	73
Total Cardholders -	37,664	35,385
Museum Pass Statistics -	25	28
 <u>OCLC / Interlibrary Loan Stats –</u>		
ILL Received from other Libraries-	335	263
ILL Our Items Sent -	25	50

Home Services Delivery

Judi & Donna made 170 deliveries, had 22 at the TRIAD Program, 7 at the Cedarlake Book Discussion and had 18 at a Lakewood Nursing stop.

YOUTH SERVICES

Programs	# Occurrences August 2016	Attendance August 2016	# Occurrences August 2015	Attendance August 2015
Storytimes	1	39	0	0
Children's Programs	5	158	2	31
Children's Paid		78		

Programming	1	47	0	0
Teen Programs	0* *No teen drama performances this year	0	3* *Three teen drama performances this year	231
Teen Paid Programming	0	0	0	0
Subtotal	7	205	5	262
Special Services				
Tours/Presentations (at the library for outside groups)	0	0	0	0
Storytimes (at the library for outside groups)	0	0	0	0
Programs for Preschoolers (in the community)	3	96	0	0
Programs for Grade School Students (in the community)	14	1160	11	1299
Programs for Middle School Students (in the community)	0	0	0	0
Programs for High School Students (in the Community)	1	32	n/a	n/a
Travel Kits	1	4	n/a	n/a
Subtotal	19	1292	11	1299
TOTAL	26	1497	16	1561
Outside events where staff represented the library	1	115	1	119
Desk Activity				
Desk Activity	August 2016	August 2015		
Reference/Readers Advisory Questions	323	769		
Informational Questions	237	n/a		
Assistance with Technology	257	466		
Circulation Functions	112	297		
Program Registration	21	52		
SRP Logging	453	1504		

Staff Activities:

*The Planning for the Future Committee met and created talking points for the staff regarding the various changes for the fall (cut in programming, not being open on Sundays, etc.). Committee members Tracey Lane and Kelly Haras also worked on a celebration of summer bulletin board, “Summer Reading Had Us a Blast” which featured pictures and fun facts from the SRP.



*Veronica De Fazio met with Nicole Knepper from the newly formed Plainfield Parent Community Network (PPCN) to learn more about this new group and begin thinking about how the Library can be involved. The PPCN was thinking the Library’s role would be to provide space to hold some of their parent workshops, but there might be opportunities for more involvement.

*The school year is off to a great start. The Youth Services staff helped Mindy Jackson, the YS School Liaison, cover all of the back to school Curriculum Nights, Literacy Nights and other special events to which we were invited. At these events, the library has a table, hands out information about library services and issues library cards to any Plainfield District patrons who may need one.

*Veronica facilitated her first meeting as co-chair of the Reaching Forward Conference committee. The Reaching Forward conference for all library staff will be Friday, May 5, 2017.

*Veronica attended the PSD 202 CAPE meeting on August 26.

MAINTENANCE

Custodial –

- Detail edge cleaning Entrance, Lower Level Elevator Lobbies
- Cleaned behind upstairs water cooler, dusted all cords and back of machine
- Cleaned and dusted all windows and sills in the Business Office, Technical, and Reference offices
- Edge vacuum Business Office, Technical, and Reference offices
- Detail cleaning center stairs & metalwork
- Cleaned Circulation Dept compost kettle
- Detailed cleaned staff refrigerators
- Cleaned up Large Meeting Room after Book Sale; Friends items back to house & garage; unsold computer items back to house

Maintenance –

- Tuckpoint work on Library building by Bruno Tuckpointing
- Soap & Water in all water fountains, sinks & floor drains Aug 3
- SRP preparations – grounds keeping, set up tent, extension cord for band, 2 tables, 1 chair
- Replaced broken wall pocket holder on shelving end cap
- Weed pulling around concrete slab, rose bushes, lilac bushes Illinois Street parking lot east end
- Weed pulling Illinois Street parking lot sidewalk from staff entrance going east & east sidewalk of Rt 59 parking lot

- Anderson Pest Control monthly inspection Aug 10th
- Installed 2 hooks & PVC pipe on office wall for hanging Community Events banner & tablecloths
- Tuckpointing completed on August 11th
- Weeded the digital sign ground area
- Picked up trash around back bay area.
- Washed down the North side of building to remove concrete dust from the tuckpointing project.
- Steam cleaned several spots on carpet in LL near elevator, break room and YS desk and play area.
- Continue to work on main staircase caulk lines. Cleaning and scrubbing
- Picked up tables from church for the FOL book sale
- Repaired RTU 3, low on coolant. Ross Mechanical charged the unit.
- Filters were replaced on Roof top units per Annual maintenance
- Hung towel bar in kitchen for towels & dishrags
- Repaired O ring on Lower Level Public Womens toilet
- Removed all wall hangings and patched walls in Director Office in preparation to paint
- Computer items & boxes kept for warranty from IT to house for storage



• THANK YOU •



President Gilmore -
Plainfield Library Trustees

9-6-16

Dear President Gilmore,
On behalf of the Friends of
the Plainfield Library, I thank
you for your support of our
inaugural "Sneak-Peek" held
in conjunction with our annual
Book Sale to benefit our
library. We felt it was a
wonderful success and are
eager to expand this event
in 2017.

With your support, we look
forward to serving our community.
Sincerely, Alba Jensen, President



VILLAGE OF PLAINFIELD POLICE DEPARTMENT



August 29, 2016

Plainfield Public Library District
15025S. Illinois Street
Plainfield IL, 60544

Dear Plainfield Public Library District,

On behalf of the Plainfield Police Department, I would like to say thank you very much for attending this year's National Night Out. Our Department has the privilege of hosting, along with our local Target store, the National Night Out event that occurs annually in August. It is an evening the Department looks forward to because it gives us an opportunity to interact with our community and our residents.

We wanted to say thank you to all the Plainfield Public Library District employees whom took the time to come out and set up a display table for the event. The residents of our community who came out to National Night Out had a wonderful time interacting with the library staff.

Thank you again for your efforts in making this a wonderful evening for our community. I would like you to know that your efforts were recognized and appreciated.

Sincerely,

A handwritten signature in black ink, appearing to read "Erin Cook".

Officer Erin Cook #131
Plainfield Police Department



SPRINGFIELD OFFICE:
232 - N STRATTON BUILDING
SPRINGFIELD, IL 62706
(217) 782-1331



DISTRICT OFFICE:
24047 LOCKPORT STREET
PLAINFIELD, IL 60544
(815) 254-0000

MARK BATINICK
STATE REPRESENTATIVE • 97TH DISTRICT

July 26th, 2016

Veronica DeFazio
Plainfiel Public Library
15025 South Illinois Street
Plainfield, IL 60544-2819

*Tracey
Lane
attended*

Dear Veronica DeFazio,

I want to extend my thanks to you for your participation at my Kids Fair in June. With nearly seven-hundred kids and parents in attendance, the Fair was a tremendous success and we couldn't have pulled it off without your valuable participation.

If I can ever be of assistance to you regarding legislation or any other matter involving state government, please do not hesitate to contact my office at (815) 254-0000. Thank you again.

Sincerely,

Mark Batinick
State Representative, 97th District

MB:dc

positive act, a total stranger can benefit from your actions.

What this means is that you don't need to go to extraordinary lengths to make a profound impact. In

The driver rides the car in front of him, then begins eyeing your lane.

Without warning, he lurches ahead of you, just a few feet

the author and do not represent the institution or organization.

✉ LETTER TO THE EDITOR

Library thanks summer reading program participants, supporters

231 children read every one of the 62 days of the summer reading program:

Congratulations to the almost 4,000 people of all ages who participated in the Plainfield Public Library's 2016 Summer Reading Program. We hope you enjoyed Reading for the Win!

SOME FUN FACTS ABOUT THIS YEAR'S PROGRAM:

- 231 children read every one of the 62 days of the summer reading program;
- 598 teens read 1,098,225 pages:

- 1307 children and adults attended 37 programs for kids and families;
- Adult participants read close to 1.5 million pages (1,475,896); and
- 14 adult participants read and logged more than 10,000 pages.

The oldest participant in the adult reading program was 87 and the youngest 18, demonstrating this really is an all ages program.

Special thanks to the Friends of the Plainfield Library for their generous donation of \$6,000 that went towards the purchase of prizes for the kids' prize shop. And a big thank you to Kona Ice North Plainfield for partnering with the Library this summer.

Kona Ice gave out over 150 kiddie cups of shaved ice treats for free to kids who showed their certificate of completion for the Summer Reading Program.

Owners Brad and Kristin Schmidt are committed to giving back to their community so they also donated 20 percent of the proceeds from their 11 visits to the library over the course of the program, resulting in \$336.

These proceeds will help fund programs for families in the coming year.

Kudos to our community's readers and kudos to our partners, the Friends of the Library and Kona Ice North Plainfield!

Lisa Pappas,
Interim Library Director

LAMINATE \$18
(Sold in Full Boxes - Mat)

All prices include setup and installation. See us for details.

GEORGE

HOURS:
MON. & THURS. 10-8:15
TUES. & WED. & FRI. 10-5:15
SAT. 10-4:15
CLOSED SUNDAY

3 FLOORS TO SHOP

PARLOUR

Starting Mid Au Naperville will updated face lift by October. Th during this peri the transform



Anywh

August 15, 2016

Plainfield Public Library
Board of Directors
15025 S. Illinois St.
Plainfield, IL 60544

Sorry this letter has taken so long to be written. Earlier this year I was home bound due to illness and was so grateful for the service of bringing books to my home.

Judi Dezca was always pleasant and helpful with any requests I had. Since the referendum did not pass and I sure wanted to see the expansion, I think you should be sure to expound on a lot of these special services the Library offers since I don't believe a lot of people are aware of them.

Thank you and special thanks to Judi.

Sincerely,



Nancy Mazurek

BUDGET AND APPROPRIATION ORDINANCE

ORDINANCE NO. 2016-5

**PLAINFIELD PUBLIC LIBRARY DISTRICT
WILL AND KENDALL COUNTIES, ILLINOIS**

FISCAL YEAR JULY 1, 2016 to JUNE 30, 2017

This Ordinance constitutes the Budget and Appropriation Ordinance for the Plainfield Public Library District, Will and Kendall Counties, Illinois, for the fiscal year beginning July 1, 2016 and ending June 30, 2017.

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 following budget and appropriations containing an estimate of receipts and expenditures be and the same are hereby adopted as the Budget and Appropriation Ordinance for the fiscal year beginning July 1, 2016 and ending June 30, 2017.

The Board of Library Trustees caused to be prepared in tentative form a Budget and Appropriation Ordinance which Ordinance was conveniently available for public inspection for at least thirty (30) days prior to adoption of this Ordinance.

A public hearing as to such tentative Budget and Appropriation Ordinance was held on September 21, 2016, and notice of said hearing was given at least thirty (30) days prior to adoption of this Ordinance.

CORPORATE FUND

Estimated Receipts

Cash on hand on July 1, 2016	\$1,000,000
General Property Tax Levy	\$6,100,000
Miscellaneous/Grants/Other Taxes/Reserves	\$500,000
Developer Contributions	\$500,000
Total	\$8,100,000

Estimated Expenditures

Salaries	\$ 3,853,198
Health/Life/Dental Insurance/Employee Benefits	316,178
Professional Development/Travel/Membership Dues	85,680
Payroll/Accounting Services	19,845
Legal/Consulting Services	16,800
Technology Services	403,845
Office Supplies	136,080
Technical Processing Supplies	47,145
Postage/Printing	21,525
Public Relations	168,000
General Operating/Corporate Contingency	126,000
Equipment/Furnishings	84,000
Programs/Outreach	98,910
Print Materials	457,170
Non-Print Materials	383,145
Database Licensing	192,990
Property/Development	145,000
New Growth Expenses	145,000
Fund Transfers	<u>145,906</u>
 Total Estimated Expenditures	 \$ 6,846,416
 Estimated Cash on hand on June 30, 2017	 \$ 1,253,584

The foregoing estimated expenditures are appropriated for corporate purposes from the general property tax levy and from proceeds of a special tax for the Working Cash Fund (listed below).

WORKING CASH FUND

Estimated Receipts

Cash on hand on July 1, 2016	\$ 26,800
Working Cash Fund Tax Levy	<u>0</u>
 Total	 \$ 26,800

Estimated Expenditures

Transfer to Corporate Fund	\$ <u>26,800</u>
Estimated cash on hand on June 30, 2017	\$ -0-

The foregoing expenditures are appropriated from the Working Cash Fund and Corporate Fund.

SPECIAL RESERVE FUND

Estimated Receipts

Cash on hand on July 1, 2016	300,000
Interest/Transfers/Contributions	1,250,000
Grants	<u>2,500,000</u>
Total	\$ 4,050,000

Estimated Expenditures

Capital Expenditures	3,000,000
Property Acquisition/Construction/ Expansion/Related Professional Fees	<u>900,000</u>
Total	\$ <u>3,900,000</u>

Estimated cash on hand on June 30, 2017 150,000

The foregoing expenditures are appropriated from the Special Reserve Fund for the purposes stated.

BUILDINGS AND EQUIPMENT FUND -- .02% SPECIAL TAX LEVY

Estimated Receipts

Cash on hand on July 1, 2016	\$ 567,500
Receipts from .02% Special Tax Levy for the purchase of sites and buildings, the construction and equipment of buildings, the rental of buildings required for library purposes, and maintenance, repairs, and alterations of library buildings and equipment.	496,947
Interest	<u>20,000</u>
Total	\$ 1,084,447

Estimated Expenditures

Custodial Services	72,000
Maintenance Agreements/Building and Property	46,000
Repair, Replacement, Buildings and Property	190,000
Maintenance Supplies/Building and Property	40,000
Utilities/Disposal	118,720
Building, Site Maintenance Contingency	40,000

Equipment & Tools	12,000
Total	\$ <u>518,720</u>
Estimated cash on hand on June 30, 2017	565,727

The foregoing expenditures are appropriated from the proceeds of a Special Tax Levy for the purposes stated.

AUDIT FUND

Estimated Receipts

Cash on hand on July 1, 2016	\$ 12,200
Receipts from Special Tax Levy for audit expenses	<u>14,724</u>
Total	\$ 26,924

Estimated Expenditures

Audit Expenses	\$ <u>16,197</u>
Estimated cash on hand on June 30, 2017	\$ 10,727

The foregoing expenditures are appropriated from the proceeds of a Special Tax Levy for audit expenses.

ILLINOIS MUNICIPAL RETIREMENT FUND

Estimated Receipts

Cash on hand on July 1, 2016	\$ 304,000
Receipts from Special Tax Levy for Illinois Municipal Retirement Fund expenses	<u>506,149</u>
Total	\$ 810,149

Estimated Expenditures

Contributions to Illinois Municipal Retirement Fund	\$ <u>404,788</u>
Estimated cash on hand on June 30, 2017	\$ 405,361

The foregoing expenditures are appropriated from the proceeds of a Special Tax Levy for the purpose of contributions to the Illinois Municipal Retirement Fund.

SOCIAL SECURITY FUND

Estimated Receipts

Cash on hand on July 1, 2016	\$ 201,000
Receipts from Social Security Tax Levy	<u>372,526</u>
Total	\$ 573,526

Estimated Expenditures

Contributions to Social Security	\$ <u>287,562</u>
Estimated cash on hand on June 30, 2017	\$ 285,964

The foregoing expenditures are appropriated from the proceeds of a Special Tax Levy for the purpose of contributions to Social Security.

LIABILITY INSURANCE, WORKER'S
COMPENSATION INSURANCE AND RISK MANAGEMENT FUND

Estimated Receipts

Cash on hand on July 1, 2016	72,000
Receipts from Special Tax Levy for liability insurance expenses	<u>40,492</u>
Total	\$ 112,492

Estimated Expenditures

Unemployment Compensation Insurance	\$ 3,000
Government Crime Insurance	3,600
Property and Liability Insurance	36,050
Worker's Compensation Insurance	13,850
Liability Contingency	<u>55,992</u>
Total	\$ <u>112,492</u>

Estimated cash on hand on June 30, 2017	0
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The foregoing expenditures are appropriated from the proceeds of a Special Tax Levy for the purposes stated.

SUMMARY OF APPROPRIATIONS BY FUND

Corporate Fund	\$ 6,846,416
Working Cash Fund	26,800
Special Reserve Fund	3,900,000
Buildings and Equipment Fund	518,720
Audit Fund	16,197
Illinois Municipal Retirement Fund	404,788
Social Security Fund	287,562
Liability Insurance Fund	<u>112,492</u>
Total Appropriations	\$ 12,112,975

SECTION 2. All unexpended balances of any item or items appropriated in this Ordinance may be expended in making up any insufficiency in any other item or items in the same general appropriation.

SECTION 3. The invalidity of any item or section of this Ordinance shall not affect the validity of the whole or part thereof.

SECTION 4. All Ordinances or parts of Ordinances conflicting with any provision of this Ordinance be and the same are repealed.

SECTION 5. The Board of Library Trustees established a Special Reserve Fund and the unexpected balances from the proceeds received from library taxes may be accumulated in the Special Reserve Fund.

SECTION 6. This Ordinance shall be in full force and effect from and after passage and approval.

PASSED by the Board of Library Trustees this 21st day of September, 2016.

AYES: _____

NAYS: _____

ABSENT: _____

President, Board of Library Trustees,
Plainfield Public Library District,
Will and Kendall Counties, Illinois

ATTEST:

Secretary, Board of Library Trustees,
Plainfield Public Library District,
Will and Kendall Counties, Illinois

(SEAL)

CERTIFICATION OF BUDGET/APPROPRIATION IN
ACCORDANCE WITH CHAPTER 35
SECTION 200/18-50 ILLINOIS COMPILED STATUTES

The undersigned, being Clerk/Secretary and Chief Fiscal Officer of the Taxing District below named, do hereby certify that attached hereto is a **true and correct copy** of the Budget/Appropriation of said District for its July 1, 2016 through June 30, 2017 fiscal year, adopted on September 21, 2016.

We further certify that the **estimate of revenues**, by source, anticipated to be received by said Taxing District, either set forth in said document or attached hereto separately, is a true statement of said estimate.

Name of District: Plainfield Public Library District,
Will and Kendall Counties, Illinois

Clerk/Secretary: _____

Chief Fiscal Officer: _____

Date: September 21, 2016

Plainfield Public Library District
April 2017 Referendum Planning Timeline

<u>When</u>	<u>What</u>	<u>Who</u>
May 9	Target Cost/Criteria	Board
May 9	Vision/Values/Purpose Building Vision	OR, DHs, Board
May 18 Board meeting	Discuss/prioritize criteria for evaluation of options	Board
May 19 to June 14	Develop options for Building Vision meeting Target Cost/Criteria	Architect, OR
June 15 Board meeting	Selection of options	Architect, OR, Board
June 16 to July 14	Refine options	Architect, OR
July 20 Board meeting	Review plan for feedback	Board and Architect
August 17 Board meeting	Meet marketing consultant, review operating costs	Board
August 18 to September 16	Refine concept with general placeholders for interior spaces	Architect
September 21 Board Meeting	Approve concept and decide on need for community feedback	Board
September 22 to October 10	Gather feedback if needed	TBA as to who
October 14	Feedback included in Board packets	
October 19 Board meeting to December 21 Board	Finalize plan: 1) Discuss modeling/presentation materials; 2) Discuss bonding agency; 3) Determine ballot questioning	Board
January – special meeting needed	Ordinance	Board
January 18 Board meeting	Discuss marketing plans for January to April and public events	Board

For April 4, 2017 (Consolidated Election)

January 17, 2017: Deadline to adopt an Ordinance calling for a referendum;

January 26, 2017: Deadline to certify the referendum question to the County Clerk

The process outlined in this schedule assumes that the Plainfield Public Library District Board of Trustees will begin on May 9, 2016 to develop a revised plan for possible referendum on April 4, 2017. At this meeting, the Board will first address the cost and criteria for the revised plan.

- Is there a “magic number” on cost to target in the development of the plan?
- If so, what are the trade-offs of size vs. parking vs. cost preferred?

- Is there a target for building size?

Next, the Board and management team will review the current Vision for the Library from Strategic Plan 2016 and Beyond and participate in two brainstorming exercises on the Library's Values as an organization and its Purpose. With the Vision, Values and Purpose of the Library in mind, the group will create a Building Vision to guide the decisions of the design process. To inform that discussion, sample Values and Purpose Statements will be provided to the Trustees in advance.

At the May 18 meeting, criteria for evaluation will be discussed, with a goal of creating matrices of Service Benefits, Performance and Cost.

For the June 15 Board meeting, the architect will develop options that meet the Cost/Criteria and reflect the Building Vision. At that meeting, Board members will participate in a design charrette to provide direction to the architect in refining options that fit the Building Vision.

At the July 20 Board meeting, the Board of Trustees will evaluate the refined options according to matrices of Service Benefits, Performance and Cost. This will provide a quantifiable means of comparing options and selecting those to be used in conversations with key community members and groups to gather feedback. That feedback will inform the August Board meeting discussions.

At the August meeting, the Board will select options to be prepared for presentation to the public in September/October. Those concepts will be presented in their refined form at the September meeting.

The refined concepts will be presented to the public and reviewed again by the key community members in one-on-one conversations in September/October. That feedback will inform the October Board meeting discussions.

At the October Board meeting, the Board will provide the architect the final design direction and begin the process of final cost analysis with the owner's representative and the finance consultant.

Strategic Plan FY2016 and Beyond

Vision & Mission

Vision

The Plainfield Public Library District provides excellent library services to satisfy the educational, informational, entertainment and inspirational needs of community residents throughout their lives. The Library is a community center, where residents connect with resources, with each other and with their community identity. The Library leverages technology and human capital to give residents access to services and resources not only at the Library's physical location but also throughout the community in partnership with other organizations and via virtual services. The Library is a vibrant and visible presence in the community, making residents aware of 21st century library services and our Library's unique character.

Mission

EDUCATE – CAPTIVATE - CONNECT

2017
PLAINFIELD PUBLIC LIBRARY DISTRICT

The Library will be closed the following days:

Monday	January 2	New Year's Day (in lieu)
Monday	February 20	President's Day
Monday	May 29	Memorial Day
Tuesday	July 4	Independence Day
Monday	September 4	Labor Day
Saturday		Homecoming * (9am – 1pm)
Friday	November 3	Staff In-Service
Wednesday	November 22	Thanksgiving Eve* (5pm– 9pm)
Thursday	November 23	Thanksgiving Day
Saturday	December 23	Christmas Eve (in lieu)
Monday	December 25	Christmas Day
Saturday	December 30	New Year's Eve (in lieu)

Monday	January 1, 2018	New Year's Day
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* unpaid Administrative closing

Facilities Policy

Section 5

Issued: 2/17/2010

Revised: ~~4/15/2015~~ 9/21/2016

Approving Authority: Plainfield Public Library District Board of Trustees

LIBRARY AND EQUIPMENT USE

The primary use of the Plainfield Public Library District's building and grounds is to support the Library's services in order to achieve its mission. Use of the building and grounds and/or use of Library equipment by other organizations may be authorized when such uses are determined by the Library Director, or designated staff member, as contributing to the Library's mission without impairment to library services.

MEETING ROOMS AND GROUNDS

The primary purpose of the Library's meeting rooms and grounds is to support library functions, meetings and programs. The policies governing the use of the meeting rooms and grounds are in accordance with Article 6 of the *Library Bill of Rights* which states that "as an institution of education for democratic living, the library should welcome the use of its meeting rooms for socially useful and cultural activities and discussion of current public questions. Such meeting places should be available on equal terms to all groups in the community regardless of the beliefs and affiliations of their members, provided that the meetings be open to the public". The Board of Trustees of the Plainfield Public Library District adheres to the principle of "separation of Church and State" and shall abide by that principle in processing requests for use of its meeting rooms and grounds.

USE OF LIBRARY MEETING ROOMS

The Library has three rooms available for public use. They are the large meeting room, small meeting room and study room. The Plainfield Fire Protection District has set seating limits in the large meeting room. This room has a capacity of 88 and can seat up to 70 individuals in chairs or 50 people seated at tables. The small meeting room will accommodate up to 20 and the study room is limited to four (4).

- A. Priority in scheduling the use of the meeting rooms shall be given in the following order:
 1. Library-sponsored programs and meetings
 2. Meetings of official agencies, committees and boards of governmental entities located within the boundaries of the Plainfield Public Library District
 3. Educational, cultural, civic and public information events of organizations located in Plainfield
 4. Educational, cultural, civic and public information events of organizations located outside the immediate Plainfield area.

- B. The study room will be available on a first-come, first-serve basis at no charge. A limit of two (2) hours per day will be enforced if another patron is waiting.

- C. A valid Plainfield Public Library Card in good standing is required for any room use.

USE OF LIBRARY GROUNDS

- A. Priority in scheduling the use of the grounds shall be given in the following order:
 - 1. Library-sponsored programs and meetings
 - 2. Meetings of official agencies, committees and boards of governmental entities located within the boundaries of the Plainfield Public Library District
 - 3. Educational, cultural, civic and public information events of organizations located in Plainfield
 - 4. Educational, cultural, civic and public information events of organizations located outside the immediate Plainfield area.
- B. Activities on the grounds must remain at least 15 feet from Route 59 at all times. Groups using the grounds are cautioned to be aware of the safety concerns of the area near Route 59 and maintain a safe distance from the roadway.
- C. Picnic tables are located in fixed placements on the Library grounds. Groups are responsible for providing any other equipment when using the grounds.
- D. The Library is not responsible for providing an alternate location due to inclement weather.

PROHIBITED USES AND ACTIVITIES

- A. All meeting rooms and grounds are restricted to not-for-profit groups only.
- B. Meetings must be open to the public and not restricted to a group's own membership except as required by applicable law.
- C. No admission charge, collections (except for regular club dues or to cover expenses for materials to be used at meetings) or other money-raising activities may be attached to any meeting conducted in the Library's meeting rooms or on Library grounds, unless all proceeds go to the Library.
- D. Meeting rooms and grounds will not be available for purely social gatherings.
- E. Club meetings or installation ceremonies having secret rituals.
- F. Business use, including but not limited to training, interviews and meetings and tutoring services are not permitted.
- G. Classes or demonstrations involving the use of hazardous materials and/or weapons are not permitted.
- H. Any illegal activity or uses which advocate or incite illegal activities are not permitted.
- I. No candles or use of any incendiary items are permitted. No smoking is permitted during events on Library grounds.
- J. Alcoholic beverages are not permitted on Library premises without approval of the ~~Board of Trustees~~ **Library Director pursuant to Alcoholic Beverages Policy.**

- K. No physical changes are allowed to rooms except for rearrangement of furniture. No additional furniture or equipment may be used in the rooms without prior approval of the Library Director.
- L. The name, address or telephone number of the Library may not be used as the address or headquarters for any group using the Library for meeting purposes.
- M. Programs that may disrupt the quiet use and enjoyment of the Library by members of the general public are not permitted.
- N. The Meeting Room(s) and grounds may not be used to hold rallies, demonstrations or other similar events.

RESERVATIONS

- A. Reservations are required to use the large meeting room, small meeting room and Library grounds.
- B. An online room request must be completed to reserve a meeting room.
<http://www.painfieldpubliclibrary.org/library-info/meeting-room-policy.aspx>
- C. A valid Plainfield library card in good standing is needed to secure a reservation. Special provisions may be made for organizations located within the boundaries of the Plainfield Public Library District.
- D. The room reservation should allow for setup time. Please make sure your "meeting" start time reflects at least a 15 minute setup.
- E. A reservation fee of \$25 per use for the large meeting room, small meeting room or Library grounds is due within 72 hours of the reservation request. This fee is non-refundable and covers maintenance costs associated with use of the room or grounds. A reservation will be held as pending until the fee is received. If the fee is not received within 72 hours, the reservation may be released without prior notification.
- F. If a sound system is used on the grounds, it is the responsibility of the group making the reservation to obtain a permit from the Village.
- G. Local government entities will be exempt from the reservation fee.
- H. Application forms need to be submitted as far in advance as possible. Reservations cannot be made more than six (6) months in advance or less than 24 hours in advance of the requested date.
- I. Groups will be restricted to a maximum of two meetings per month.
- J. Application for use of the Library's facilities does not guarantee approval. Applications will be approved on a first-come, first-serve basis.
- K. Confirmation or denial of applications will be done by e-mail or telephone.
- L. If it is necessary to cancel a reservation for a meeting room or grounds, the Library must be notified as soon as possible. Such cancellation notification shall be submitted to the Business Office in writing and may not be rescinded later. No group can assign

its space or reservation to another group. The reservation fee will be forfeited for cancellations made less than 24 hours in advance.

- M. If a meeting room is not used and a cancellation notice is not given to the Business Office, meeting room privileges of that group may be suspended.
- N. The Library reserves the right to cancel any reservation by giving the group at least 48 hours notice, except in case of an emergency. Notice of a cancellation shall be done by e-mail or telephone. If the Library must cancel a reservation the reservation fee will be refunded.

HOURS

Meeting rooms and grounds are only available during regular library hours. The meeting room or grounds must be vacated 15 minutes prior to the closing of the Library unless you have obtained express consent of the Library Director. Violation of meeting room and grounds hours will result in loss of meeting room and grounds privileges.

FOOD SERVICE

No food or beverage can be served or eaten in the meeting rooms unless a specific request is made and approved in advance. Groups using the large meeting room are not permitted to use the staff lounge. Such behavior will prevent the group from using the Library meeting rooms in the future.

MEETING ROOM EQUIPMENT AND AVAILABILITY

Desired equipment must be requested in advance. The following equipment is available for use in the meeting rooms:

- A. Wireless microphone
- B. Podium and microphone
- C. Stacking chairs
- D. Folding tables
- E. Projector Screen

PUBLICITY

Individuals and organizations reserving use of the meeting rooms and grounds are responsible for their own publicity.

- A. All publicity must state that The Plainfield Public Library District is not a sponsor of this organization and its program.
- B. All promotional materials posted or distributed at the Library must be submitted to the Business Office for approval and posting.
- C. The location of the Library should be publicized, but the Library's telephone number may not be used for any purpose.

- D. The Library is not to be included as a source of further information.
- E. The Library will not handle attendee registrations or take messages for program participants.

GENERAL RULES

- A. The large meeting room will be set up according to the needs of each group depending upon the availability of the Library's custodial staff.
- B. The Library is not responsible for possessions left in the room or on the grounds.
- C. Use of the Library's telephone in meeting rooms is restricted for emergency use only. Depending on your provider, cell phones may not be operable in the lower level meeting rooms.
- D. Library staff is not available for porter service or custodial help unless approved by the Library Director.
- E. The Library does not supply space for groups needing a place to store their supplies or equipment.
- F. If minors are present, they must be under direct adult supervision at all times. One (1) adult must be present for every ten (10) minors under 18 years of age.
- G. Groups using the meeting rooms and grounds are responsible for leaving the room(s) and/or grounds as they found them and reimbursing the Library for any damage that may occur to Library-owned furniture, equipment or to the Library facility and grounds. Future use of the meeting rooms and grounds may be withheld from groups that have caused damage to the rooms, carpet, equipment, furniture, lawns or caused a disturbance in the Library or on the grounds and/or failed to comply with the established rules of the Library.
- H. Except in an emergency, the emergency exit door in the large meeting room must remain closed at all times, unless a staff person is present to secure the door.
- I. The Library Director is the chief person empowered to make decisions regarding the availability and use of the library meeting rooms and grounds. The Library Director may delegate authority to approve meeting room and grounds applications. Requests for exceptions to the above rules must be submitted in writing to the Business Office.

NON-COMPLIANCE

Failure to comply with the above regulations will result in loss of meeting room and grounds privileges.

ALCOHOLIC BEVERAGES POLICY

The Plainfield Public Library District seeks to make the Library the cultural hub of the community it serves. As such, the Board of Library Trustees recognizes that, from time to time, it may be appropriate to allow alcohol to be served in the Library or on library

property during library fundraising events or during programs of a cultural or educational nature.

The Board of Library Trustees may allow delivery or sale or serving of alcoholic beverages in the Library or on Library property subject to the following:

- A. Alcoholic beverages may be permitted at Library sponsored events or at events of a cultural or educational nature that are co-sponsored by the Library.
- B. Alcoholic beverages are not permitted at any event unless first approved by the Library Director.

Alcoholic beverages may be served at pre-approved meetings or events held within an enclosed or controlled space provided there is a means by which to:

- Prevent access to the general public;
- Prevent alcohol from being removed from the premises by attendees;
- Steps are taken to prevent the sale or distribution of alcohol to persons under the age of 21.

SALE OF ALCOHOL

For fundraising events, the sale of alcoholic beverages may be permitted.

WHO MAY SERVE ALCOHOL

- A. Alcohol may be served by third party vendors/caterers/entities.
- B. Alcohol may be served by Library Staff or volunteers who are approved by the Library Director.

LIABILITY INSURANCE

- A. The Library Director shall assure that the Library maintains dram shop liability insurance in maximum insurance coverage limits.
- B. Third party vendors/caterers/entities shall maintain dram shop liability insurance in maximum insurance coverage limits. Proof of such insurance shall be provided. The Library shall be named as an Additional Insured on such coverage.
- C. The Library and third party vendors/caterers/entities shall comply with applicable local laws and ordinances and obtain applicable permits.

GENERAL RULES AND RESTRICTIONS

All Library rules and regulations shall remain in effect at all times.

APPLICATION TO SERVE ALCOHOLIC BEVERAGES

A third party vendor/caterer/entity shall submit an Application To Deliver/Serve Alcoholic Beverages in a form to be provided by the Library (see Appendix 5A).

RESERVATION OF RIGHTS

The Board of Library Trustees and/or Library Director reserve all rights and discretion with respect to interpreting and implementing this Alcoholic Beverages Policy.

EXHIBITS

Occasionally, exhibits from sources within the community may be allowed in the library. All exhibits considered for space within the library must support the mission of the Library and not cause disruption of the regular flow of library work and service. Such exhibits will remain in place for not longer than four weeks, with set up and removal being the responsibility of the exhibitor. The Library assumes no liability for damage or loss relating to any exhibit set up for public viewing in the Library and will take no extraordinary measures to insure its safety.

- A. Requests for use of exhibit space will be accepted primarily from units of local government and from non-partisan, not-for-profit secular organizations. Professional or commercial groups may sponsor a display or exhibit if, in the view of the Library Director, they enhance or complement library programs or promote library services, as long as said display or exhibit does not solicit transactions for goods or services. Private individuals may also request use of the Library's display case based on adherence to this policy.
- B. No organization or individual will be permitted to display any materials which advocate the election of or defeat of a candidate for public office or which advocate an affirmative or negative opinion for or against any political, legislative or judicial issue.
- C. The exhibitor agrees to hold the Plainfield Public Library District harmless for the preservation, protection or possible damage or theft of any items placed in the display cases. The cases are locked at all times. All items placed in the display case are done so at the exhibitors' risk. It is suggested that exhibitors keep an inventory of contents and provide their own insurance coverage.
- D. Displays and exhibits are subject to limitations and availability of space as determined by the Library Director.

TYPES OF EXHIBIT FACILITIES

The Library can accommodate display/exhibits that need:

- A. Glass display cases with glass shelves
- B. Bulletin boards
- C. Open space for free standing displays

USE OF GLASS DISPLAY CASE

- A. The lobby area display case is divided into two parts. One measures 25 ½" wide x 46" high x 18" deep. It contains two glass shelves. The second measures 25 ½" wide x 32" high x 18" deep. It has one glass shelf. Both have sliding glass doors with key locks.

- B. This case is designed to display objects of an artistic, cultural, historical, informative or civic nature produced by both library staff and outside organizations and individuals.
- C. Exhibitors are responsible for setting up and dismantling their displays.
- D. The display case shall not be used to market wares or services of any kind. While art and craft displays offered by local artists would be considered, price tags cannot be displayed. Only the artist's name, address and telephone number will be included in the display.
- E. All displays must be removed promptly; otherwise, Library staff will remove them for storage. If items are not picked up within two weeks, the Library reserves the right to dispose of them as it wishes.

RESERVATIONS

- A. Reservations are necessary in order to use the Library's exhibit space.
- B. An exhibit application form must be completed. (Appendix ~~5A~~ 5B)
- C. Applications to use the Library's exhibit space must be submitted as far in advance as possible and will be approved on a first-come basis.
- D. Confirmation or denial of applications will be made by e-mail or hone.

COMMUNITY INFORMATION

The Plainfield Public Library District has several bulletin boards and literature racks located throughout the Library for posting notices of interest to District residents. Information posted does not necessarily reflect the views of the Plainfield Public Library District.

- A. Bulletin board space is available to organizations engaged in educational, cultural, intellectual or charitable activities that may serve to benefit District residents.
- B. Organizations wishing to post materials on the Library's public bulletin board must submit their materials to the business office. If approved, items will be posted by administration on a first-come basis.
- C. Under no circumstances may the bulletin board be used to advertise items or services for sale.
- D. All notices shall be posted for as long as possible prior to date of an event, depending on availability of space.
- E. Materials that do not meet Library guidelines will not be displayed and will be removed upon discovery.
- F. Flyers and handouts will be removed from literature racks on a periodic basis.

DIGITAL SIGN POLICY

The purpose of the Plainfield Public Library electronic sign is to share information regarding library events which promote and enrich our citizens and local community.

Messages/announcements may be allowed from the following entities:

- A. The Plainfield Public Library District
- B. The Plainfield Public Library Foundation
- C. Friends of the Plainfield Public Library
- D. Community events where the Library is a partner or participant
- E. Other local government entities

The Library will not host messages, announce events or sell advertising space to businesses or other organizations.

DRAFT

Application to Deliver/Sell/Serve Alcoholic Beverages	Appendix 5A Issued: 9/21/2016 Approving Authority: Plainfield Public Library District Board of Trustees
--	--

Name of applicant or entity submitting this Application: _____

Date(s) of event or program: _____

Start Time: _____ End time: _____ Location: _____

Name of Event: _____

Contact Information: _____ (telephone number) _____ (alternate phone)

Email: _____

Will alcohol be sold at the event? _____ Estimated attendance: _____

Have you applied/completed the Temporary Event License Class H permit as required by the Village of Plainfield? Please include a copy when submitting this form.

The required form can be located here: <http://public.plainfield-il.org/WebLink/0/edoc/197963/Temporary%20Event%20Liquor%20License%20Application.pdf>

Describe event or program:

I have read and agree to comply with the Library's Alcoholic Beverages Policy. I will abide by and comply with the Library's rules and regulations.

Date: _____

 (Signature)

Print Name _____

RESOLUTION NO. 2016-3

**RESOLUTION OF THE BOARD OF TRUSTEES OF THE PLAINFIELD
PUBLIC LIBRARY DISTRICT, WILL AND KENDALL COUNTIES, ILLINOIS,
DETERMINING AN AMOUNT OF MONEY NECESSARY TO BE RAISED
BY TAXATION FOR THE JULY 1, 2016 – JUNE 30, 2017 FISCAL YEAR**

WHEREAS, 35 ILCS 200/18-55 et seq. (The Truth in Taxation Act) provides that not less than twenty (20) days prior to the adoption of its aggregate levy, the corporate authority of each taxing district shall determine the amounts of money, exclusive of any portion of the levy attributable in the costs of conducting an election required by the General Election Law, estimated to be necessary to be raised by taxation for the year upon which the taxable property in its district; and

WHEREAS, this Board anticipates adopting its aggregate levy on October 19, 2016;

NOW, THEREFORE, BE IT RESOLVED by the Board of Library Trustees of the Plainfield Public Library District, Will and Kendall Counties, Illinois, as follows:

The following are hereby determined to be the amounts of money estimated to be required by fund to be raised by taxation for the 2016-2017 fiscal year:

<u>2016 Proposed Levy</u>	
Corporate	\$3,350,708
Purchase, Construction and Maintenance of Sites, and Equipment Fund	273,321
Audit Fund	8,098
Illinois Municipal Retirement Fund	253,075
Social Security Fund	186,263
Liability, Property Damage, Compensation and Risk Insurance and Expense Fund	<u>20,246</u>
	<u>\$4,091,710</u>

SECTION 2. That this Resolution shall be in full force and effect from and after its passage, approval, posting and publication as provided by law.

Passed by the Board of Library Trustees of the Plainfield Public Library District, Will and Kendall Counties, Illinois, this 21st day of September, 2016, by a vote of:

AYES: _____

NAYS: _____

ABSENT: _____

(Number and Name)

President, Board of Library Trustees of the
Plainfield Public Library District,
Will and Kendall Counties, Illinois

ATTEST:

Secretary

(SEAL)

**NOTICE OF PROPOSED PROPERTY TAX INCREASE
FOR PLAINFIELD PUBLIC LIBRARY DISTRICT,
WILL AND KENDALL COUNTIES, ILLINOIS**

- I. A public hearing to approve a proposed property tax levy increase for Plainfield Public Library District, Will and Kendall Counties, Illinois, for 2016 will be held on October 19, 2016 at 6:00 p.m. at the Plainfield Public Library at 15025 South Illinois Street, Plainfield, Illinois.

Any person desiring to appear at the public hearing and present testimony may contact Lisa Pappas, Interim Library Administrator, at the Plainfield Public Library at 15025 South Illinois Street, Plainfield, Illinois, phone (815) 436-6639.

- II. The corporate and special purpose property taxes extended or abated for 2015 were \$ 3,719,736.

The proposed corporate and special purpose property taxes to be levied for 2016 are \$4,091,170. This represents a 10 % increase over the previous year.

- III. The property taxes extended for debt service and public building commission leases for 2015 were \$ -0-.

The estimated property taxes to be levied for debt service and public building commission leases for 2016 are \$ -0-. This represents a zero % increase/decrease over the previous year.

- IV. The total property taxes extended or abated for 2015 were \$3,719,736.

The estimated total property taxes to be levied for 2016 are \$4,091.70.

This represents a 10 % increase over the previous year.

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