



## Minutes

**1. Call to order by Trustee Vanderhoek at 4:02 pm.**

**2. Roll call**

Trustees Brauer, Westhoff, and Vanderhoek were present.

**3. Introduction of visitors**

Executive Director Jeannie Dilger and Kristin Richardson of Engberg Anderson.

**4. Public Comment**

None.

**5. Update on Main Library renovation**

The committee reviewed renovation progress and project budget. The project remains on schedule.

**a. Approval of change order(s)**

The committee reviewed and approved the change order in the amount of \$7,027.83.

**6. Update on branch designs**

The committee reviewed updated designs for the branch renovations.

**7. Update on parking garage projects**

The committee received updates on the progress of projects in the parking garage, including the concrete repairs and the lighting project.

**8. Other Business**

The committee briefly discussed plans for the ribbon cutting ceremony planned for Friday, August 6.

**9. Date for next meeting**

The next meeting will be tentatively scheduled for Thursday, September 2, 2021, at 4 pm.

**10. Adjournment**

Trustee Vanderhoek adjourned the meeting at 5:07 pm.

Approved on: \_\_\_\_\_

\_\_\_\_\_  
Trustee

\_\_\_\_\_  
Trustee

Prepared by: Andrea Vanderhoek



## Board of Library Trustees Policy Committee

Meeting Room 2, Main Library  
700 N. North Court, Palatine, IL  
August 5, 2021, 9:00 a.m.

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### Minutes

#### **1. Call to order**

Committee Chairperson Jeffrey Westhoff called the meeting to order at 9:09 a.m.

#### **2. Roll call**

Upon roll call, Trustees Jeffrey Westhoff and Maureen DeRosa were present.

#### **3. Introduction of visitors**

Executive Director Jeannie Dilger attended.

#### **4. Public Comment**

None.

#### **5. Review and discussion of policies and appendices**

The committee discussed Policy 3—Library Operations, Appendix 3A—Hours of Operation, Appendix 3B—ALA Statement of Professional Ethics, Appendix 3C—ALA Library Bill of Rights, and Appendix 3D—Code of Conduct.

#### **6. Review and discussion of policy review schedule, and additional policies or policy provisions that need to be addressed**

a. The committee discussed Policy 9-50.6 Medical Leave for Non-Eligible FMLA Employees.

b. The committee plans to review Policy 8—Community Relations and Appendix 8A—Guidelines for Display Cases and Art Exhibits at its September meeting.

#### **7. Other business**

None.

#### **8. Date for next meeting**

The committee will meet at 9 a.m. Thursday, Sept. 1.

**9. Adjournment**

Trustee Westhoff adjourned the meeting at 10:02 a.m.

Approved on: \_\_\_\_\_

\_\_\_\_\_  
Trustee

\_\_\_\_\_  
Trustee

Prepared by Jeffrey Westhoff



## Board of Library Trustees Regular Meeting

Meeting Room 1, Main Library

700 N. North Court, Palatine, IL

August 17, 2021, 7:00 p.m.

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### Minutes

#### 1. Call to order

President Snyder called the meeting to order at 7:06 p.m. Secretary Westhoff was present.

#### 2. Roll call/Trustee requests to attend meeting via electronic means

Upon roll call, Trustees Brauer, DeRosa, Jefferson, Snyder, Vanderhoek, and Westhoff were present. Trustee Boland was absent.

#### 3. Approval of agenda

Trustee Vanderhoek moved, seconded by Trustee Jefferson, to remove the Finance Committee minutes of April 30, 2021, the Finance Committee minutes of May 7, 2021, Warrant 2022-02, and the Minutes Review Committee minutes of August 6, 2021, from the consent agenda.

Roll call vote:

Ayes: Brauer, DeRosa, Jefferson, Snyder, Vanderhoek, and Westhoff

Nays: None

Abstain: None

Absent: Boland. **Motion carried.**

Trustee Vanderhoek moved, seconded by Trustee DeRosa, approval of the agenda as amended.

Roll call vote:

Ayes: Brauer, DeRosa, Jefferson, Snyder, Vanderhoek, and Westhoff

Nays: None

Abstain: None

Absent: Boland. **Motion carried.**

#### **4. Introduction of visitors**

Also in attendance were Executive Director Jeannie Dilger, Finance Manager Mary Myers, Collection Services Manager Violet Jaffe, Human Resources Associate Karla Nora, Technology Associate Rolando Medrano, Independent Construction Services representative Dan Eallonardo, Friends representative Meg Cipar, and member Emilie Cheng.

#### **5. Public comment**

None.

#### **6. Liaison reports**

##### **a. Friends of the Library**

Friends Treasurer Meg Cipar reported that the pop-up book sales in June and July had net sales of \$6,600. The sales from the hallway lockbox have been \$2,200. New shelving will be installed in the Friends room. The Friends will be resuming the monthly book drop-offs the last Saturday in September. The next large regular sale will be November 12-14, 2021, which will be a combination of the fall sale and holiday sale.

##### **b. Palatine Public Library District Foundation**

Trustee DeRosa reported that the Foundation has not met since the last Board meeting in July.

##### **c. RAILS/ILA**

No report.

#### **7. Unfinished business**

##### **a. Renovation Update**

Dan Eallonardo from Independent Construction Services reviewed the renovation status report and advised that progress is going well. He reviewed the allowance summary and advised that all \$150,000 of the contingency fund has been exhausted. There is a balance of \$127,500 in the second contingency fund to cover any remaining costs that come up. He reviewed the issues log and highlighted the costs associated with each change order. A payment of \$284,805.55 is due to the contractor this month and they will then be 87% paid for their contract. Two large projects remaining to be completed are the

circulation desk area and carpeting on the second floor.

Eallonardo advised that contractors are making progress on the parking garage rehabilitation project. The inspecting engineer advised that the electrical conduit has rusted and has caused the concrete to fail. Additional work is required for electrical wiring.

b. Branch renovation update

Executive Director Dilger advised that the third staff design meeting was postponed so Engberg Anderson could complete the design. The team will meet with Engberg Anderson on August 23 to go over plans. They are working with a company for an access system called Open+ that allows approved members to use their library cards to enter the branch to check out materials after hours. There will be pre-bid meetings at both locations and the goal is to award a contract in October.

c. Finance Committee minutes

Trustee Jefferson requested to amend the Finance Committee minutes of April 30, 2021, to strike the name Beth Schwarz from the list of attendees. Trustee Jefferson moved, seconded by Trustee Vanderhoek, approval of the Finance Committee minutes of April 30, 2021, as amended.

Roll call vote:

Ayes:	Brauer, DeRosa, Jefferson, Snyder, Vanderhoek, and Westhoff
Nays:	None
Abstain:	None
Absent:	Boland. <b>Motion carried.</b>

Trustee Jefferson requested to amend the Finance Committee minutes of May 7, 2021, to show Trustee Brauer as present by video conference. Trustee Jefferson moved, seconded by Trustee Vanderhoek, approval of the Finance Committee minutes of May 7, 2021, as amended.

Roll call vote:

Ayes:	Brauer, DeRosa, Jefferson, Snyder, Vanderhoek, and Westhoff
Nays:	None
Abstain:	None
Absent:	Boland. <b>Motion carried.</b>

d. Minutes Review Committee minutes

Trustee Brauer requested to amend the Minutes Review Committee minutes of August 6, 2021, by changing the time of the adjournment to 3:52 p.m. rather than a.m. Trustee Brauer moved, seconded by Trustee Vanderhoek, to approve the Minutes Review Committee minutes of August 6, 2021, as amended.

Roll call vote:

Ayes:	Brauer, DeRosa, Jefferson, Snyder, Vanderhoek, and Westhoff
Nays:	None
Abstain:	None
Absent:	Boland. <b>Motion carried.</b>

## 8. New business

### a. Budget and appropriations draft 2021-2022

Trustee Vanderhoek advised that the working budget was previously approved. The Budget and Appropriations Ordinance will be on file at the Library for public inspection and comment for 30 days and will be voted on at the public hearing prior to the regular Board meeting in September. She highlighted the increase for construction and reported that there may still be some adjustments for furniture and the renovation before September.

### b. Discussion of changes to Policy 5-6.1 Naming Rights

Trustee Jefferson advised there is an opportunity for a naming rights donation from a Board member; however Library policy prohibits inside or outdoor spaces from being named after current Board members. He requested that the Board remove the restriction on trustee naming rights under category 3, Inside Spaces, and category 4, Outdoor Spaces, from Policy 5-6.1.

Trustee Jefferson moved, seconded by Trustee Snyder, that the following language in Financial Management Policy 5-6.1 be deleted in its entirety: "During their tenure, members of the staff, the Board, and elected officials are not eligible for a naming under categories 3 and 4." Trustees discussed support and opposition of doing this.

Roll call vote:

Ayes:	Jefferson, Snyder
Nays:	Brauer, Vanderhoek, and Westhoff
Abstain:	DeRosa
Absent:	Boland. <b>Motion failed.</b>



c. Naming rights requests

Trustee Jefferson advised that the Palatine Bank and Trust submitted an application for naming rights for a 10-year commitment for the Teen Room with a donation of \$10,000 that will be paid in three installments in the first three years.

Trustee Jefferson moved, seconded by Trustee Vanderhoek, to name the Teen Room in recognition of the Palatine Bank & Trust as presented.

Roll call vote:

Ayes:	Brauer, DeRosa, Jefferson, Snyder, Vanderhoek, and Westhoff
Nays:	None
Abstain:	None
Absent:	Boland. <b>Motion carried.</b>

Director Dilger provided an example of the bank's name plaque and there was discussion of logos, which are disallowed on name plaques by Library policy. The board agreed the payment terms and signage were acceptable. Trustee Snyder referred the review of language regarding logos for future naming rights requests to the Policy Committee.

c. Approval of policy changes

i. Policy 3—Library Operations

Trustee Westhoff advised that minor changes were made regarding curbside pick-up. Trustee Westhoff moved, seconded by Trustee Vanderhoek, approval of changes to Policy 3—Library Operations, as presented, effective September 1, 2021.

Roll call vote:

Ayes:	Brauer, DeRosa, Jefferson, Snyder, Vanderhoek, and Westhoff
Nays:	None
Abstain:	None
Absent:	Boland. <b>Motion carried.</b>

ii. Appendix 3A—Hours of Operation

Trustee Westhoff advised that a change was made to the North Hoffman Branch hours. The branch would be open until 1:00 p.m. rather than 3:00 p.m. on Saturdays. Trustee Westhoff moved, seconded by Trustee Vanderhoek, approval of changes to Appendix 3A—Hours of Operation as presented

effective September 1, 2021.

Roll call vote:

Ayes: Brauer, DeRosa, Jefferson, Snyder, Vanderhoek, and Westhoff  
Nays: None  
Abstain: None  
Absent: Boland. **Motion carried.**

iii. Appendix 3B—ALA Statement of Professional Ethics

iv. Appendix 3C—ALA Library Bill of Rights

Trustee Westhoff moved, seconded by Trustee Vanderhoek, reaffirmation of Appendix 3B—ALA Statement of Professional Ethics and Appendix 3C—ALA Library Bill of Rights as presented, effective September 1, 2021.

Roll call vote:

Ayes: Brauer, DeRosa, Jefferson, Snyder, Vanderhoek, and Westhoff  
Nays: None  
Abstain: None  
Absent: Boland. **Motion carried.**

v. Appendix 3D—Code of Conduct

No changes were made to Appendix 3D.

vi. Policy 9-50.6 Medical Leave for Non-Eligible FMLA Employees

Executive Director Dilger reviewed the changes to the policy, which applies only to those not eligible for the federal Family and Medical Leave Act. Trustee Westhoff moved, seconded by Trustee Vanderhoek, approval of changes to Policy 9-50.6 Medical Leave for Non-Eligible FMLA employees as presented, effective September 1, 2021.

Roll call vote:

Ayes: Brauer, DeRosa, Jefferson, Snyder, Vanderhoek, and Westhoff  
Nays: None  
Abstain: None  
Absent: Boland. **Motion carried.**

e. Report of Minutes Review Committee

Trustee DeRosa reported that the Minutes Review Committee met on August 6, 2021, to review the open and closed minutes. The committee found that the signed regular board meeting minutes of December 15, 2020, were not posted on the website and the Finance Committee minutes of April 30, 2021, and May 7, 2021, had not been approved.

Trustee DeRosa moved, seconded by Trustee Vanderhoek, that the Board Secretary promptly destroy each of the following verbatim audio recordings of closed session meetings because the audio recordings have been retained by the District for no less than 18 months after completion of the meetings recorded and the minutes of such closed session meetings have been approved and are available for public inspection.

Regular Board Meeting of December 17, 2019  
Regular Board Meeting of November 19, 2019  
Regular Board Meeting of September 17, 2019

Roll call vote:

Ayes: Brauer, DeRosa, Jefferson, Snyder, Vanderhoek, and Westhoff  
Nays: None  
Abstain: None  
Absent: Boland. **Motion carried.**

f. Certification of the Illinois Public Library Annual Report to the State Library

Trustee Brauer moved, seconded by Trustee Vanderhoek, that the Illinois Public Library Annual Report be approved and submitted to the State Library as presented.

Roll call vote:

Ayes: Brauer, DeRosa, Jefferson, Snyder, Vanderhoek, and Westhoff  
Nays: None  
Abstain: None  
Absent: Boland. **Motion carried.**

g. Approval of trustee attendance at ILA virtual conference on October 12-14, 2021, in the amount of \$125 per person.

Trustee Brauer moved, seconded by Trustee Vanderhoek, approval of trustees to attend the Illinois Library Association virtual conference on October 12-14, 2021, in the amount of \$125 per person.

Roll call vote:

Ayes: Brauer, DeRosa, Jefferson, Snyder, Vanderhoek, and Westhoff  
Nays: None  
Abstain: None  
Absent: Boland. **Motion carried.**

Trustees Brauer and Snyder expressed interest in attending the ILA Conference.

h. Warrant 2022-02

Trustee Vanderhoek advised there was an error in the Warrant 2022-02 with one check not accounted for and the total amount of the warrant should be \$1,248,900.01. Trustee Vanderhoek moved, seconded by Trustee Brauer, approval of Warrant 2022-02 as amended.

Roll call vote:

Ayes: Brauer, DeRosa, Jefferson, Snyder, Vanderhoek, and Westhoff  
Nays: None  
Abstain: None  
Absent: Boland. **Motion carried.**

**9. President's report**

a. Review of Board Advocacy Activities

Trustees Boland and Snyder attended the Summer Reading T-shirt decorating event. Trustees Snyder and Westhoff represented the Library at the Farmer's Market on July 24, 2021. All Trustees attended the First Floor Ribbon Cutting event on August 6, 2021. Trustee Brauer read the first story in the new Storytime Room. The Hoffman Estates Chamber of Commerce Legislative Update Lunch is Friday, September 17, 2021, from 11:30 a.m. to 1:00 p.m.

Trustee Snyder recommended that trustees prepare their committee meeting reports in writing and send to administrative staff by Monday one week before regular board meeting for the board packet. Trustee Snyder also reviewed notes on motions and discussions for future meetings.

**10. Treasurer's Report**

Trustee Vanderhoek reviewed the Finance Manager's highlights of expenses for the month ending July 31, 2021. There is a large warrant for construction projects.

## **11. Director's report**

Executive Director Dilger thanked staff for their preparation for the First Floor Ribbon Cutting ceremony and reported that 72 people attended. Dilger reviewed Illinois Public Library Annual Report statistics comparing fiscal year 2020 to fiscal year 2021. The Library is back to regular hours and more people are starting to come in, which has led to more complaints regarding garage construction, second floor renovation, and closed sections of the Library.

### **a. Updated mask guidance**

Executive Director Dilger reported that, at the request of President Snyder, the management team reviewed mask guidance. Because Palatine now has a high incidence of COVID-19, the Library is now recommending that members wear masks in the building and requiring that members wear a mask in any study or meeting rooms and during one-on-one appointments with staff. Signage has been changed in the building, and the new guidance requirements will be communicated in the member e-newsletter.

### **b. Collection development plan**

Collections Services Manager Violet Jaffe reviewed the collection development plan and talked about how it fits in with the board's Collection Management Policy and the selectors' internal procedures.

## **12. Committee reports**

### **a. Building Renovation Committee**

Committee Chair Vanderhoek reported that the committee met on August 5, 2021. The next meeting will be September 2, 2021, at 4:00 p.m. at the Library. They will continue to review the state of contingency funds.

### **b. Director's Evaluation Committee**

Trustee Snyder requested a meeting for August 27, 2021. Trustee Snyder recommended that committee members review files in the shared One Drive folder for board members.

### **c. Finance Committee**

No report.

d. Minutes Review Committee

No further report.

e. Policy Committee

Committee Chair Westhoff reported that the next meeting will be September 2, 2021, at 9:00 a.m. The committee will review Policy 8—Community Relations and Appendix 8A—Guidelines for Display Cases and Art Exhibits.

e. Succession Plan Committee

Trustee Brauer reported that the committee met on August 2, 2021, and they drafted a new comprehensive succession plan that was provided in the board packet. She asked board to review the plan and provide comments by Monday, August 30, 2021.

**13. Consent agenda**

a. Approval of Minutes

- i. regular meeting of July 20, 2021
- ii. Succession Plan Committee meeting of July 19, 2021
- iii. Director Evaluation Committee meeting of July 27, 2021
- iv. Succession Plan Committee meeting of August 2, 2021

b. Approval of Warrant 2022-02 in the Amount of \$1,248,099.01

c. Receipt of semiannual Statement of Receipts and Expenditures

Trustee Brauer moved, seconded by Trustee Vanderhoek, that the consent agenda be approved as amended.

Roll call vote:

Ayes:	Brauer, DeRosa, Jefferson, Snyder, Vanderhoek, and Westhoff
Nays:	None
Abstain:	None
Absent:	Boland. <b>Motion carried.</b>

**14. Correspondence**

Trustee Brauer reported that she received a letter of congratulations from Cook County Board Commissioner Kevin Morrison honoring her for her re-election.

**15. Adjournment**

President Snyder adjourned the meeting at 8:39 p.m.

Approved: \_\_\_\_\_

\_\_\_\_\_  
Hal Snyder, President

\_\_\_\_\_  
Jeffrey Westhoff, Secretary

## Minutes

### **1. Call to order**

Trustee Brauer called the meeting to order at 4:04 p.m.

### **2. Roll call**

Upon roll call, Trustees Brauer and Westhoff were present. Trustee Vanderhoek joined at 4:30 p.m.

### **3. Introduction of visitors**

Executive Director Jeannie Dilger, Dan Eallonardo, Kristin Richardson, and Emilie Cheng were also present. Elsie Vanderhoek joined at 4:30 p.m.

### **4. Public Comment**

None.

### **5. Update on Main Library renovation**

The committee reviewed photos of the renovation progress.

The committee received updates on renovation progress from owner's representative Dan Eallonardo, Executive Director Dilger, and Kristin Richardson of Engberg Anderson. Browsing/open spaces of the second floor are now open. Collaborative spaces are still under construction. While the project has remained on schedule, the construction industry is experiencing delays, which may now impact this project.

The committee discussed the change order.

### **6. Update on branch renovations**

The branch renovation projects are expected to go to bid within the next week. The committee received updates and discussed expectations of the bidding and renovation processes.

### **7. Update on parking garage projects**

The committee received updates on the concrete repairs and lighting projects.

### **8. Other Business**

None.



**9. Date for next meeting**

The next meeting is scheduled for Thursday, October 7, 2021, at 4:00 p.m.

**10. Adjournment**

Trustee Vanderhoek adjourned the meeting at 5:18 p.m.

Approved on: \_\_\_\_\_

\_\_\_\_\_  
Trustee

\_\_\_\_\_  
Trustee

Prepared by Debby Brauer



## **Board of Library Trustees Policy Committee**

Meeting Room 2, Main Library

700 N. North Court, Palatine, IL

September 2, 2021, 9:00 a.m.

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### **Minutes**

#### **1. Call to order**

Committee Chairperson Jeffrey Westhoff called the meeting to order at 9:09 a.m.

#### **2. Roll call**

Upon roll call, Trustees Jeffrey Westhoff and Maureen DeRosa were present.

#### **3. Introduction of visitors**

Executive Director Jeannie Dilger attended.

#### **4. Public Comment**

None.

#### **5. Review and discussion of policies and appendices**

The committee discussed Policy 8—Community Relations and Appendix 8A—Guidelines for Display Cases and Art Exhibits. The committee also discussed Policy 5-6 Gifts, Memorials, and Bequests as well as Policy 5-6.1 Naming Rights, but decided against making any recommendations to the Board pending a possible presentation to the Board by the Palatine Public Library District Foundation.

#### **6. Review and discussion of policy review schedule, and additional policies or policy provisions that need to be addressed**

The committee plans to review Policy 4—Library Administration and Appendix 4A—The Role of the Board of Library Trustees, Appendix 4B—The Role of the Trustee, Appendix 4C—United for Libraries Public Library Trustee Ethics Statement, and Appendix 4D—The Role of the Executive Director at its October meeting.

#### **7. Other business**

None.

**8. Date for next meeting**

The committee will meet at 9:00 a.m. Monday, Oct. 4.

**9. Adjournment**

Trustee Westhoff adjourned the meeting at 10:00 a.m.

Approved on: \_\_\_\_\_

\_\_\_\_\_  
Trustee

\_\_\_\_\_  
Trustee

Prepared by: Jeffrey Westhoff



**Minutes**

**1. Call to order by Trustee Vanderhoek at 4:33 p.m.**

**2. Roll call**

Upon roll call, Trustees Brauer, Jefferson, and Vanderhoek were present.

**3. Introduction of visitors**

Executive Director Jeannie Dilger, Finance Manager Mary Myers, and Elsie van der Hoek were present.

**4. Public Comment**

None.

**5. Review of FY 2021-2022 budget and appropriations**

The committee reviewed the budget and appropriations, noting modifications that will be made before the September Board meeting.

**6. Interfund transfers**

The committee reviewed the interfund transfers that will be proposed at the September Board meeting.

**7. Procedural changes**

The committee reviewed proposed procedural changes including the use of sweep accounts and online bill payment to improve the efficiency of library financial operations.

**8. Review of investments**

The committee reviewed the Library's investments and determined that PMA should be consulted for an updated cash flow analysis and a review of bonds.

**9. Other business**

None.

**10. Date for next meeting**

The next meeting will be held on Tuesday, October 5 at 4:30 p.m.

**11. Adjournment**

Trustee Vanderhoek adjourned the meeting at 5:45 p.m.

Approved on: \_\_\_\_\_

\_\_\_\_\_  
Trustee

\_\_\_\_\_  
Trustee

Prepared by: Andrea Vanderhoek

**Palatine Public Library District**  
**Warrant 2022-03 Payroll and Invoice Distribution Totals**  
**For the month of September 2021**

<b>5300 · PAYROLL EXPENSES</b>		
<b>5310 · Gross Salaries</b>		
08/13/2021	PAYCOM	\$137,084.00
08/30/2021	PAYCOM	\$149,017.55
Total 5310 · Gross Salaries		<b>\$286,101.55</b>
<b>5311 · Employer IMRF Fund Expense</b>		
08/31/2021	IMRF	\$36,130.03
Total 5311 · IMRF Fund Expense		<b>\$36,130.03</b>
<b>5312 · Employer Social Security Fund Expense</b>		
08/13/2021	PAYCOM	\$10,262.80
08/30/2021	PAYCOM	\$11,175.61
Total 5312 · Social Security Fund Exp		<b>\$21,438.41</b>
<b>5313 · Employer Health &amp; Life Insurance Expense</b>		
08/27/2021	BLUE CROSS BLUE SHIELD	\$22,445.79
08/27/2021	PRINCIPAL INSURANCE	\$1,483.09
Total 5313 · Health & Life Insurance		<b>\$23,928.88</b>
<b>5660 · Payroll Processing Fee</b>		
08/13/2021	Payroll Processing Fee	\$428.51
08/30/2021	Payroll Processing Fee	\$437.10
Total 5660 · Payroll Processing Fee		<b>\$865.61</b>
<b>TOTAL 5300 · PAYROLL EXPENSES:</b>		<b>\$368,464.48</b>
<b>5660 - Bank &amp; Credit Card Service Charges</b>		<b>\$101.50</b>
<b>Early Release Checks</b>		<b>\$4,123.37</b>
<b>Check &amp; ACH Pmts - 09/21/21</b>		<b>\$497,259.19</b>
<b>6500 · BOND EXPENSES</b>		
<b>INTEREST PAYMENT FOR 2020 BOND</b>		
<b>TOTAL WARRANT 2022-02</b>		<b>\$869,948.54</b>

\_\_\_\_\_  
Executive Director

**Approved by the Board of Trustees**

\_\_\_\_\_  
President

\_\_\_\_\_  
Date

\_\_\_\_\_  
Secretary

\_\_\_\_\_  
Date

**Palatine Public Library District**  
**Early Release Check Register**  
**August 30, 2021**

Num	Date	Name	Account	Paid Amount
7161	08/31/2021	Zoobean	1005 - Chkg-Palatine Bk & Trt-General	
	08/10/2021		5653 - Technology Support	2,179.00
				2,179.00
7165	08/31/2021	HOME DEPOT CREDIT SERVICES	1005 - Chkg-Palatine Bk & Trt-General	
	08/31/2021		5775 - Maintenance Supplies	374.22
				374.22
7163	08/31/2021	VANGUARD ENERGY	1005 - Chkg-Palatine Bk & Trt-General	
	08/06/2021		5421 - Gas	288.68
				288.68
7164	08/31/2021	NCPERS Group Life Insurance	1005 - Chkg-Palatine Bk & Trt-General	
	08/12/2021		2150 - Payroll Deductions	416.00
				416.00
7162	08/31/2021	VILLAGE OF PALATINE-WATER	1005 - Chkg-Palatine Bk & Trt-General	
	08/11/2021		5423 - Water	865.47
				865.47
TOTAL				4,123.37

Out of an abundance of caution to prevent the spread of COVID-19, this document is being emailed to Executive Director Jeannie Dilger, Trustee Andrea Vanderhoek, and Trustee Hal Snyder requesting electronic or in-person approvals by the two trustees to process and mail these early release checks dated 8-31-2021.

I \_\_\_\_\_ on \_\_\_\_\_  
 \_\_\_\_\_  
 Andrea Vanderhoek \_\_\_\_\_ Date  
 approve the processing of Early Release Checks # 7161-7165 & online payments totalling  
 \$4,123.37 from the General Account

I \_\_\_\_\_ on \_\_\_\_\_  
 \_\_\_\_\_  
 Hal Snyder \_\_\_\_\_ Date  
 approve the processing of Early Release Checks # 7161-7165 & online payments totalling  
 \$4,123.37 from the General Account

Palatine Public Library District  
Check Detail  
September 2021

	Type	Num	Date	Name	Account	Original Amount
	Bill Pmt -Check	ACH	09/21/2021	EXXON-MOBIL	1005 · Chkg-Palatine Bk & Trt-General	-101.25
	Bill	08252021	08/31/2021		5545 · Van Fuel	101.25
TOTAL						101.25
	Bill Pmt -Check	ACH	09/22/2021	HOME DEPOT	1005 · Chkg-Palatine Bk & Trt-General	-65.04
	Bill	083120	09/26/2021		5775 · Maintenance Supplies	65.04
TOTAL						65.04
	Check	ACH	09/23/2021	NAYAX	1003 · Chkg-Palatine Bk & Trt-CC	-44.75
					5660 · Accounting/Payroll/Bank Fees	44.75
TOTAL						44.75
	Bill Pmt -Check	ACH	09/23/2021	BANK OF AMERICA - SC	1005 · Chkg-Palatine Bk & Trt-General	-1,743.04
	Bill	090421	09/04/2021		5653 · Technology Support	44.97
					5772 · Communications Dept Supplies	19.99
					5105 · Nonprint Materials	100.00
					5653 · Technology Support	197.95
					5774.30 · Workshop Supplies	670.48
					5774.30 · Workshop Supplies	317.65
					5774.30 · Workshop Supplies	392.00
TOTAL						1,743.04
	Bill Pmt -Check	ACH	09/23/2021	BANK OF AMERICA-GS	1005 · Chkg-Palatine Bk & Trt-General	-174.45
	Bill	09042021	08/31/2021		5775 · Maintenance Supplies	119.55
					5775 · Maintenance Supplies	54.90
TOTAL						174.45
	Bill Pmt -Check	ACH	09/23/2021	BANK OF AMERICA- MS	1005 · Chkg-Palatine Bk & Trt-General	-2,299.17
	Bill	09042021	09/04/2021		5776.20 · Program Supplies - AS	155.76
					5813.90 · District Wide Programs	4.09
					5328 · Misc. Fringe Benefits	100.00
					5813.90 · District Wide Programs	282.94
					5772 · Communications Dept Supplies	379.45
					5774.50 · Collection Supplies - CS	25.00
					5776.20 · Program Supplies - AS	464.96
					5328 · Misc. Fringe Benefits	133.88
					5328 · Misc. Fringe Benefits	70.14
					5814 · Inservice & Training/Mileage	15.00
					5774.90 · General Service Supplies	18.95
					5817 · Legal	25.00
					5328 · Misc. Fringe Benefits	25.00
					5101 · Print Materials	599.00
TOTAL						2,299.17
	Bill Pmt -Check	ACH	09/23/2021	BANK OF AMERICA-JD	1005 · Chkg-Palatine Bk & Trt-General	-748.95
	Bill	09042021	08/12/2021		5772 · Communications Dept Supplies	238.00
					5653 · Technology Support	262.50
					5653 · Technology Support	2.26
					5813.90 · District Wide Programs	71.35
					5774.50 · Collection Supplies - CS	168.85
					5774.90 · General Service Supplies	5.99
TOTAL						748.95
	Bill Pmt -Check	ACH	09/23/2021	CALL ONE	1005 · Chkg-Palatine Bk & Trt-General	-271.05



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	Type	Num	Date	Name	Account	Original Amount
TOTAL	Bill	439543	08/15/2021		5811 · Telephone	271.05
						271.05
	Bill Pmt -Check	ACH	09/23/2021	CULLIGAN WATER CONDITIONING, INC	1005 · Chkg-Palatine Bk & Trt-General	-12.50
TOTAL	Bill	08312021	08/31/2021		5423 · Water	12.50
						12.50
	Bill Pmt -Check	ACH	09/23/2021	SYNCB/AMAZON	1005 · Chkg-Palatine Bk & Trt-General	-7,214.97
	Bill	997478758388	07/29/2021	SYNCB/AMAZON	2010 · Accounts Payable	-84.48
	Bill	585988486554	07/30/2021		5101 · Print Materials	15.98
	Bill	555863867867	08/02/2021		5101 · Print Materials	10.95
	Bill	695789484795	08/02/2021		5101 · Print Materials	13.49
	Bill	937845369334	08/06/2021		5774.30 · Workshop Supplies	29.95
	Bill	966343353565	08/07/2021		5101 · Print Materials	79.42
	Bill	948996944546	08/07/2021		5101 · Print Materials	92.26
	Bill	467868968685	08/07/2021		5774.30 · Workshop Supplies	62.08
	Bill	883777976334	08/08/2021		5101 · Print Materials	11.19
	Bill	449488644439	08/09/2021		5776.10 · Program Supplies - YTS	55.91
	Bill	463966579463	08/10/2021		5101 · Print Materials	23.99
	Bill	874555979836	08/10/2021		5101 · Print Materials	13.55
	Bill	656543578597	08/12/2021		5105 · Nonprint Materials	89.97
	Bill	477386493353	08/12/2021		5776.20 · Program Supplies - AS	195.86
	Bill	488967988359	08/15/2021		5105 · Nonprint Materials	46.96
	Bill	975984448885	08/15/2021		5105 · Nonprint Materials	3.99
	Bill	875784479879	08/15/2021		5776.20 · Program Supplies - AS	223.86
	Bill	859495454345	08/16/2021		5774.90 · General Service Supplies	41.77
	Bill	994743847949	08/16/2021		5774.30 · Workshop Supplies	412.30
	Bill	759674869673	08/16/2021		5105 · Nonprint Materials	148.99
	Bill	843889877543	08/17/2021		5774.90 · General Service Supplies	15.98
	Bill	433574333855	08/17/2021		5101 · Print Materials	17.63
	Bill	455756466873	08/17/2021		5774.90 · General Service Supplies	109.98
	Bill	745475365769	08/17/2021		5105 · Nonprint Materials	129.98
	Bill	574549363656	08/17/2021		5101 · Print Materials	90.98
	Bill	887457593439	08/18/2021		5776.10 · Program Supplies - YTS	16.99
	Bill	846679865437	08/19/2021		5772 · Communications Dept Supplies	13.89
	Bill	443378684768	08/19/2021		5776.10 · Program Supplies - YTS	6.79
	Bill	434884387983	08/19/2021		5774.90 · General Service Supplies	34.95
	Bill	894655556475	08/19/2021		5774.90 · General Service Supplies	38.95
	Bill	935387594365	08/23/2021		5774.50 · Collection Supplies - CS	38.00
	Bill	549435798556	08/23/2021		5101 · Print Materials	7.99
	Bill	898943595395	08/23/2021		5101 · Print Materials	255.28
	Bill	468576776553	08/24/2021		5776.20 · Program Supplies - AS	50.00
	Bill	933839793959	08/24/2021		5105 · Nonprint Materials	19.95
	Bill	945967937475	08/25/2021		5774.30 · Workshop Supplies	267.93
	Bill	458974344847	08/25/2021		5774.30 · Workshop Supplies	79.95
	Bill	435956439397	08/25/2021		5774.30 · Workshop Supplies	205.30
	Bill	443956689856	08/25/2021		5774.30 · Workshop Supplies	66.10
	Bill	6759699965495	08/25/2021		5774.30 · Workshop Supplies	832.14
	Bill	453885598974	08/25/2021		5101 · Print Materials	28.99
	Bill	765337457539	08/25/2021		5207 · Computers/Technology	32.99
	Bill	939393948644	08/25/2021		5101 · Print Materials	19.99
	Bill	876477387466	08/26/2021		5774.90 · General Service Supplies	29.99
	Bill	637455354593	08/26/2021		5774.30 · Workshop Supplies	59.98
	Bill	644394878789	08/26/2021		5774.30 · Workshop Supplies	24.75
	Bill	465699967799	08/26/2021		5774.30 · Workshop Supplies	62.10
	Bill	835498688396	08/27/2021		5774.30 · Workshop Supplies	512.49
	Bill	443869387667	08/27/2021		5105 · Nonprint Materials	259.52
	Bill	677968934857	08/27/2021		5101 · Print Materials	15.81
	Bill	73596459853	08/28/2021		5101 · Print Materials	7.63
	Bill	447737348348	08/28/2021		5101 · Print Materials	16.80
	Bill	967589396549	08/28/2021		5101 · Print Materials	14.80

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Type	Num	Date	Name	Account	Original Amount
Bill	649753556569	08/29/2021		5101 · Print Materials	11.99
Bill	637933535444	08/30/2021		5101 · Print Materials	29.60
Bill	447967785677	08/30/2021		5105 · Nonprint Materials	79.98
Bill	468865985744	08/30/2021		5101 · Print Materials	15.44
Bill	464745566759	08/31/2021		5772 · Communications Dept Supplies	142.98
Bill	459349733897	08/31/2021		5774.90 · General Service Supplies	65.84
Bill	943568375677	08/31/2021		5774.90 · General Service Supplies	7.79
Bill	488486333874	08/31/2021		5774.90 · General Service Supplies	39.15
Bill	949786779688	08/31/2021		5776.10 · Program Supplies - YTS	149.99
Bill	999539588535	09/01/2021		5774.90 · General Service Supplies	13.50
Bill	473387933797	09/01/2021		5774.90 · General Service Supplies	14.62
Bill	637889696389	09/02/2021		5774.90 · General Service Supplies	15.98
Bill	863546899876	09/03/2021		5774.30 · Workshop Supplies	85.56
Bill	769478796954	09/05/2021		5774.30 · Workshop Supplies	632.02
Bill	434799884647	09/05/2021		5105 · Nonprint Materials	113.86
Bill	695343434836	09/05/2021		5774.30 · Workshop Supplies	52.32
Bill	848778936434	09/05/2021		5774.30 · Workshop Supplies	224.24
Bill	886679784389	09/06/2021		5774.30 · Workshop Supplies	6.84
Bill	549669855596	09/06/2021		5101 · Print Materials	17.00
Bill	444485987566	09/06/2021		5101 · Print Materials	11.58
Bill	656674954975	09/07/2021		5776.10 · Program Supplies - YTS	36.99
Bill	473866533835	09/07/2021		5776.10 · Program Supplies - YTS	23.99
Bill	996867968675	09/07/2021		5101 · Print Materials	15.95
Bill	637483659977	09/08/2021		5105 · Nonprint Materials	49.88
Bill	438475957459	09/08/2021		5105 · Nonprint Materials	19.09
Bill	478599948364	09/09/2021		5774.90 · General Service Supplies	23.24
Bill	953595795466	09/09/2021		5105 · Nonprint Materials	179.97
Bill	468957943979	09/09/2021		5101 · Print Materials	179.97
TOTAL					7,131.95
Bill Pmt -Check	ACH	09/23/2021	ENGIE	1005 · Chkg-Palatine Bk & Trt-General	-11,774.42
Bill	214329	08/10/2021		5422 · Electricity	11,774.42
TOTAL					11,774.42
Bill Pmt -Check	ACH	09/23/2021	OVERDRIVE INC.	1005 · Chkg-Palatine Bk & Trt-General	-6,781.03
Bill	01018CO21319259	08/12/2021		5107 · Electronic Materials	1,636.17
Bill	01018CO21331947	08/26/2021		5107 · Electronic Materials	1,414.20
Bill	01018MA21347604	08/31/2021		5107 · Electronic Materials	2,518.16
Bill	01018CO21351026	09/07/2021		5107 · Electronic Materials	663.11
Bill	01018CO21357851	09/09/2021		5107 · Electronic Materials	549.39
TOTAL					6,781.03
Bill Pmt -Check	ACH	09/23/2021	PITNEY BOWES PURCHASE POWER	1005 · Chkg-Palatine Bk & Trt-General	-49.65
Bill	8000900011178484	08/19/2021		5812 · Postage	49.65
TOTAL					49.65
Bill Pmt -Check	6052	09/21/2021	IRON MOUNTAIN INC.	1010.00 · Construction Account	-36,514.33
Bill	08312021	08/31/2021		5260.13 · Moving/Storage	15,792.30
				5260.13 · Moving/Storage	20,722.03
TOTAL					36,514.33
Bill Pmt -Check	6053	09/21/2021	AVI SYSTEMS	1010.00 · Construction Account	-37,642.50
Bill	88744857	08/01/2021		5260.12 · Technology	1,287.75
Bill	88744856	08/01/2021		5260.12 · Technology	36,354.75
TOTAL					37,642.50
Bill Pmt -Check	6054	09/21/2021	ENGBERG ANDERSON, INC	1010.00 · Construction Account	-11,756.58

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	Type	Num	Date	Name	Account	Original Amount
TOTAL	Bill	19304500-23	08/01/2021		5260.15 · Architectural/Engineering	11,756.58
						11,756.58
	Bill Pmt -Check	6055	09/21/2021	INDEPENDENT CONSTRUCTION SERVICES,	1010.00 · Construction Account	-9,380.00
TOTAL	Bill	893a	08/31/2021		5260.16 · Owner's Rep	9,240.00
	Bill	893b	08/31/2021		5260.16 · Owner's Rep	140.00
						9,380.00
	Bill Pmt -Check	6057	09/21/2021	F.H. PASCHEN, S.N. NIELSEN & ASSOC, LLC	1010.00 · Construction Account	-150,346.69
TOTAL	Bill	AIA G70208312021	08/31/2021		5250.10 · Main Direct Costs	150,346.69
						150,346.69
	Bill Pmt -Check	7167	09/21/2021	WESTERN SPECIALITY CONTRACTORS	1005 · Chkg-Palatine Bk & Trt-General	-103,965.30
TOTAL	Bill	10921.5140	08/21/2021		5210.10 · Concrete, Masonry & Paving	103,965.30
						103,965.30
	Bill Pmt -Check	7168	09/21/2021	AED PROFESSIONALS	1005 · Chkg-Palatine Bk & Trt-General	-198.00
TOTAL	Bill	85630	08/04/2021		5775 · Maintenance Supplies	198.00
						198.00
	Bill Pmt -Check	7169	09/21/2021	AMERICAN LIBRARY ASSOCIATION	1005 · Chkg-Palatine Bk & Trt-General	-225.00
TOTAL	Bill	0138219	08/19/2021		5815 · Memberships	225.00
						225.00
	Bill Pmt -Check	7170	09/21/2021	BANK OF AMERICA-MRG	1005 · Chkg-Palatine Bk & Trt-General	-800.81
TOTAL	Bill	09042021	08/31/2021		5653 · Technology Support	111.99
					5105 · Nonprint Materials	17.99
					5105 · Nonprint Materials	17.99
					5653 · Technology Support	505.84
					5207 · Computers/Technology	147.00
						800.81
	Bill Pmt -Check	7171	09/21/2021	BATES, SUZAN J.	1005 · Chkg-Palatine Bk & Trt-General	-175.00
TOTAL	Bill	09202021	09/20/2021		5813.20 · Cultural/Ed Programs - AS	175.00
						175.00
	Bill Pmt -Check	7172	09/21/2021	BENSON, RAYMOND	1005 · Chkg-Palatine Bk & Trt-General	-250.00
TOTAL	Bill	100621	10/06/2021		5813.20 · Cultural/Ed Programs - AS	250.00
						250.00
	Bill Pmt -Check	7173	09/21/2021	BLACKSTONE AUDIOBOOKS	1005 · Chkg-Palatine Bk & Trt-General	-173.20
TOTAL	Bill	1238900	08/13/2021		5105 · Nonprint Materials	74.20
	Bill	1241614	08/30/2021		5105 · Nonprint Materials	99.00
						173.20
	Bill Pmt -Check	7174	09/21/2021	BROOKES, CHRISTINE J.	1005 · Chkg-Palatine Bk & Trt-General	-150.00
TOTAL	Bill	10192021	10/19/2021		5813.20 · Cultural/Ed Programs - AS	150.00
						150.00
	Bill Pmt -Check	7175	09/21/2021	CANON SOLUTIONS AMERICA, INC.	1005 · Chkg-Palatine Bk & Trt-General	-144.89
	Bill	1400210605	08/04/2021		5774.30 · Workshop Supplies	112.50

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	Type	Num	Date	Name	Account	Original Amount
	Bill	1400210916	08/05/2021		5774.30 · Workshop Supplies	32.39
TOTAL						144.89
	Bill Pmt -Check	7176	09/21/2021	CENGAGE LEARNING INC - GALE	1005 · Chkg-Palatine Bk & Trt-General	-620.00
	Bill	74782597	08/03/2021		5101 · Print Materials	184.43
	Bill	74794931	08/05/2021		5101 · Print Materials	97.46
	Bill	74796001	08/05/2021		5101 · Print Materials	76.47
	Bill	74796015	08/05/2021		5101 · Print Materials	37.48
	Bill	74810032	08/09/2021		5101 · Print Materials	26.99
	Bill	74809500	08/09/2021		5101 · Print Materials	28.49
	Bill	74874144	08/17/2021		5101 · Print Materials	71.22
	Bill	74875002	08/17/2021		5101 · Print Materials	97.46
TOTAL						620.00
	Bill Pmt -Check	7177	09/21/2021	CENTER POINT LARGE PRINT	1005 · Chkg-Palatine Bk & Trt-General	-140.22
	Bill	1873483	09/01/2021		5101 · Print Materials	140.22
TOTAL						140.22
	Bill Pmt -Check	7178	09/21/2021	CHICAGO SUN TIMES	1005 · Chkg-Palatine Bk & Trt-General	-2,059.36
	Bill	230003	08/13/2021		5101 · Print Materials	2,059.36
TOTAL						2,059.36
	Bill Pmt -Check	7179	09/21/2021	COMCAST	1005 · Chkg-Palatine Bk & Trt-General	-594.51
	Bill	8771101230188506	08/11/2021		5657 · Internet Service	204.96
	Bill	877110122320101	08/24/2021		5657 · Internet Service	129.85
	Bill	8771101230189926	08/25/2021		5657 · Internet Service	259.70
TOTAL						594.51
	Bill Pmt -Check	7180	09/21/2021	COMPLETE CLEANING COMPANY, INC	1005 · Chkg-Palatine Bk & Trt-General	-6,061.00
	Bill	09/21	08/21/2021		5531 · Cleaning Service	6,061.00
TOTAL						6,061.00
	Bill Pmt -Check	7181	09/21/2021	COSLEY ZOO	1005 · Chkg-Palatine Bk & Trt-General	-335.00
	Bill	10122021	10/12/2021		5813.10 · Cultural/Ed Programs - YTS	335.00
TOTAL						335.00
	Bill Pmt -Check	7182	09/21/2021	CUMMINS	1005 · Chkg-Palatine Bk & Trt-General	-475.90
	Bill	F2-92602	08/09/2021		5537 · Building Maintenance	475.90
TOTAL						475.90
	Bill Pmt -Check	7183	09/21/2021	CURRENT TECHNOLOGIES CORPORATION	1005 · Chkg-Palatine Bk & Trt-General	-5,903.40
	Bill	727340	08/13/2021		5655 · LAN Management	590.50
	Bill	11610	08/26/2021		5653 · Technology Support	229.00
	Bill	11611	08/26/2021		5653 · Technology Support	353.90
	Bill	727394	09/01/2021		5655 · LAN Management	460.00
	Bill	727388	09/01/2021		5655 · LAN Management	4,270.00
TOTAL						5,903.40
	Bill Pmt -Check	7184	09/21/2021	D & Z HOUSE OF BOOKS	1005 · Chkg-Palatine Bk & Trt-General	-342.17
	Bill	2021/I149914	08/25/2021		5101 · Print Materials	299.85
	Bill	2021/I150053	09/02/2021		5101 · Print Materials	42.32
TOTAL						342.17

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	Type	Num	Date	Name	Account	Original Amount
	Bill Pmt -Check	7185	09/21/2021	DISCOVER SCIENCE ASSEMBLIES LLC	1005 · Chkg-Palatine Bk & Trt-General	-525.00
	Bill	10112021	10/11/2021		5813.10 · Cultural/Ed Programs - YTS	525.00
TOTAL						525.00
	Bill Pmt -Check	7186	09/21/2021	EBSCO	1005 · Chkg-Palatine Bk & Trt-General	-5.50
	Bill	2200475	08/13/2021		5101 · Print Materials	5.50
TOTAL						5.50
	Bill Pmt -Check	7187	09/21/2021	ELENCO ELECTRONICS, INC.	1005 · Chkg-Palatine Bk & Trt-General	-203.19
	Bill	614384	08/17/2021		5105 · Nonprint Materials	203.19
TOTAL						203.19
	Bill Pmt -Check	7188	09/21/2021	ELM USA, INC.	1005 · Chkg-Palatine Bk & Trt-General	-194.71
	Bill	42373	09/07/2021		5774.50 · Collection Supplies - CS	194.71
TOTAL						194.71
	Bill Pmt -Check	7189	09/21/2021	Enecon Corporation	1005 · Chkg-Palatine Bk & Trt-General	-430.00
	Bill	P/E-32184	09/01/2021		5775 · Maintenance Supplies	430.00
TOTAL						430.00
	Bill Pmt -Check	7190	09/21/2021	ENGBERG ANDERSON, INC	1005 · Chkg-Palatine Bk & Trt-General	-187.50
	Bill	21331500-02	08/01/2021		5210.40 · Electrical	187.50
TOTAL						187.50
	Bill Pmt -Check	7191	09/21/2021	Environmental Marketing Services, LLC	1005 · Chkg-Palatine Bk & Trt-General	-1,650.00
	Bill	21-2322	08/20/2021		5539 · HVAC	1,650.00
TOTAL						1,650.00
	Bill Pmt -Check	7192	09/21/2021	ETTINGER, FRED R.	1005 · Chkg-Palatine Bk & Trt-General	-150.00
	Bill	09232021	09/23/2021		5813.20 · Cultural/Ed Programs - AS	75.00
	Bill	101421	10/14/2021		5813.20 · Cultural/Ed Programs - AS	75.00
TOTAL						150.00
	Bill Pmt -Check	7193	09/21/2021	FAMILY WERKS, P.C.	1005 · Chkg-Palatine Bk & Trt-General	-120.00
	Bill	09272021	09/27/2021		5813.20 · Cultural/Ed Programs - AS	120.00
TOTAL						120.00
	Bill Pmt -Check	7194	09/21/2021	FIRST COM (GLOBAL COM)	1005 · Chkg-Palatine Bk & Trt-General	-2,084.32
	Bill	122159455	08/23/2021		5667 · Telephone Lease	2,084.32
TOTAL						2,084.32
	Bill Pmt -Check	7195	09/21/2021	FOTOPOULOS, KAREN	1005 · Chkg-Palatine Bk & Trt-General	-80.00
	Bill	10132021	10/13/2021		5813.20 · Cultural/Ed Programs - AS	80.00
TOTAL						80.00
	Bill Pmt -Check	7196	09/21/2021	GIBBONS, JIM	1005 · Chkg-Palatine Bk & Trt-General	-550.00
	Bill	100521	10/06/2021		5813.20 · Cultural/Ed Programs - AS	275.00
	Bill	10112021	10/11/2021		5813.20 · Cultural/Ed Programs - AS	275.00
TOTAL						550.00

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	Type	Num	Date	Name	Account	Original Amount
	Bill Pmt -Check	7197	09/21/2021	GIRE, DANN	1005 · Chkg-Palatine Bk & Trt-General	-250.00
TOTAL	Bill	100621	10/06/2021		5813.20 · Cultural/Ed Programs - AS	250.00
						250.00
	Bill Pmt -Check	7198	09/21/2021	GOWING, JOHN PETER	1005 · Chkg-Palatine Bk & Trt-General	-200.00
TOTAL	Bill	10132021	10/13/2021		5813.20 · Cultural/Ed Programs - AS	200.00
						200.00
	Bill Pmt -Check	7199	09/21/2021	GRAINGER	1005 · Chkg-Palatine Bk & Trt-General	-163.97
TOTAL	Bill	9014333646	08/06/2021		5775 · Maintenance Supplies	29.68
	Bill	9015588230	08/09/2021		5775 · Maintenance Supplies	71.34
	Bill	9034012923	08/25/2021		5775 · Maintenance Supplies	62.95
						163.97
	Bill Pmt -Check	7200	09/21/2021	H2I GROUP	1005 · Chkg-Palatine Bk & Trt-General	-1,130.00
TOTAL	Bill	211241	08/31/2021		5207 · Computers/Technology	1,130.00
						1,130.00
	Bill Pmt -Check	7201	09/21/2021	ILLINOIS LIBRARY ASSOCIATION	1005 · Chkg-Palatine Bk & Trt-General	-250.00
TOTAL	Bill	203389a	08/19/2021		5814 · Inservice & Training/Mileage	125.00
					5814 · Inservice & Training/Mileage	125.00
						250.00
	Bill Pmt -Check	7202	09/21/2021	INDEPENDENT CONSTRUCTION SERVICES,	1005 · Chkg-Palatine Bk & Trt-General	-1,400.00
TOTAL	Bill	893	08/31/2021		5210.50 · Finishes	1,400.00
						1,400.00
	Bill Pmt -Check	7203	09/21/2021	INFORMATION TODAY INC	1005 · Chkg-Palatine Bk & Trt-General	-99.95
TOTAL	Bill	3943168-R1	08/27/2021		5101 · Print Materials	99.95
						99.95
	Bill Pmt -Check	7204	09/21/2021	INGRAM-2004115	1005 · Chkg-Palatine Bk & Trt-General	-19,879.24
	Bill	54171034	08/06/2021		5101 · Print Materials	534.81
	Bill	54171035	08/06/2021		5101 · Print Materials	78.31
	Bill	54180913	08/06/2021		5101 · Print Materials	15.57
	Bill	54180914	08/06/2021		5101 · Print Materials	33.10
	Bill	54191937	08/08/2021		5101 · Print Materials	67.64
	Bill	54200235	08/09/2021		5101 · Print Materials	144.71
	Bill	54200234	08/09/2021		5101 · Print Materials	237.39
	Bill	54229822	08/10/2021		5101 · Print Materials	192.24
	Bill	54215360	08/10/2021		5101 · Print Materials	1,034.26
	Bill	54215359	08/10/2021		5101 · Print Materials	373.79
	Bill	54239965	08/11/2021		5101 · Print Materials	240.96
	Bill	54239964	08/11/2021		5101 · Print Materials	101.78
	Bill	54259575	08/12/2021		5101 · Print Materials	61.63
	Bill	54259576	08/12/2021		5101 · Print Materials	46.44
	Bill	54259577	08/12/2021		5101 · Print Materials	1,110.64
	Bill	54279168	08/13/2021		5101 · Print Materials	166.49
	Bill	54301065	08/15/2021		5101 · Print Materials	62.82
	Bill	54307729	08/16/2021		5101 · Print Materials	24.27
	Bill	54307728	08/16/2021		5101 · Print Materials	25.39
	Bill	54307727	08/16/2021		5101 · Print Materials	22.73
	Bill	54307730	08/16/2021		5101 · Print Materials	176.09
	Bill	54325818	08/17/2021		5101 · Print Materials	337.24
	Bill	54339657	08/17/2021		5101 · Print Materials	38.70

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Bill	54339661	08/17/2021		5101 · Print Materials	45.68
Bill	54339660	08/17/2021		5101 · Print Materials	25.44
Bill	54339659	08/17/2021		5101 · Print Materials	59.57
Bill	54339658	08/17/2021		5101 · Print Materials	75.71
Bill	54325816	08/17/2021		5101 · Print Materials	91.65
Bill	54325817	08/17/2021		5101 · Print Materials	41.16
Bill	54350712	08/18/2021		5101 · Print Materials	827.25
Bill	54362909	08/18/2021		5101 · Print Materials	31.04
Bill	54362910	08/18/2021		5101 · Print Materials	79.83
Bill	54350711	08/18/2021		5101 · Print Materials	92.35
Bill	54374510	08/19/2021		5101 · Print Materials	83.90
Bill	54374512	08/19/2021		5101 · Print Materials	17.67
Bill	54374513	08/19/2021		5101 · Print Materials	46.23
Bill	54374511	08/19/2021		5101 · Print Materials	66.10
Bill	54406412	08/20/2021		5101 · Print Materials	71.26
Bill	54395940	08/20/2021		5101 · Print Materials	3.59
Bill	54395939	08/20/2021		5101 · Print Materials	231.61
Bill	54395941	08/20/2021		5101 · Print Materials	237.41
Bill	54395938	08/20/2021		5101 · Print Materials	110.26
Bill	54406413	08/20/2021		5101 · Print Materials	59.85
Bill	54418791	08/22/2021		5101 · Print Materials	58.45
Bill	54428970	08/23/2021		5101 · Print Materials	17.38
Bill	54428969	08/23/2021		5101 · Print Materials	73.12
Bill	54428968	08/23/2021		5101 · Print Materials	4.19
Bill	54463084	08/24/2021		5101 · Print Materials	53.62
Bill	54448246	08/24/2021		5101 · Print Materials	1,004.75
Bill	54486402	08/25/2021		5101 · Print Materials	220.97
Bill	54475448	08/25/2021		5101 · Print Materials	49.15
Bill	54475449	08/25/2021		5101 · Print Materials	143.26
Bill	54475450	08/25/2021		5101 · Print Materials	417.21
Bill	54486401	08/25/2021		5101 · Print Materials	186.72
Bill	54510366	08/26/2021		5101 · Print Materials	112.42
				5105 · Nonprint Materials	5.49
Bill	54498891	08/26/2021		5101 · Print Materials	501.24
Bill	54498890	08/26/2021		5101 · Print Materials	174.85
Bill	54521756	08/27/2021		5101 · Print Materials	543.07
Bill	54532647	08/27/2021		5101 · Print Materials	104.03
Bill	54521757	08/27/2021		5101 · Print Materials	498.52
Bill	54521755	08/27/2021		5101 · Print Materials	291.79
Bill	54543924	08/29/2021		5101 · Print Materials	135.00
Bill	54554631	08/30/2021		5101 · Print Materials	20.98
Bill	54554629	08/30/2021		5101 · Print Materials	42.43
Bill	54554632	08/30/2021		5101 · Print Materials	200.43
Bill	54554630	08/30/2021		5101 · Print Materials	138.89
Bill	54543925	08/30/2021		5101 · Print Materials	33.82
Bill	54591253	08/31/2021		5101 · Print Materials	26.98
Bill	54591255	08/31/2021		5101 · Print Materials	15.41
Bill	54591254	08/31/2021		5101 · Print Materials	24.56
Bill	54575084	08/31/2021		5101 · Print Materials	752.04
Bill	54575082	08/31/2021		5101 · Print Materials	274.41
Bill	54575081	08/31/2021		5101 · Print Materials	278.41
Bill	54575083	08/31/2021		5101 · Print Materials	64.60
Bill	54602403	09/01/2021		5101 · Print Materials	113.78
Bill	54612811	09/01/2021		5101 · Print Materials	63.72
Bill	54602404	09/01/2021		5101 · Print Materials	434.20
Bill	54612810	09/01/2021		5101 · Print Materials	79.66
Bill	54636060	09/02/2021		5101 · Print Materials	83.73
Bill	54636059	09/02/2021		5101 · Print Materials	89.24
Bill	54623143	09/02/2021		5101 · Print Materials	348.74
Bill	54623142	09/02/2021		5101 · Print Materials	181.99
Bill	54623141	09/02/2021		5101 · Print Materials	74.01
Bill	54636061	09/02/2021		5101 · Print Materials	107.77
Bill	54647049	09/03/2021		5101 · Print Materials	416.02

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Bill	54647050	09/03/2021		5101 · Print Materials	94.84
Bill	54654363	09/03/2021		5101 · Print Materials	15.58
Bill	54670439	09/05/2021		5101 · Print Materials	38.29
Bill	54670440	09/05/2021		5101 · Print Materials	36.25
Bill	54670438	09/05/2021		5101 · Print Materials	66.24
Bill	54670437	09/05/2021		5101 · Print Materials	192.84
Bill	54681386	09/07/2021		5101 · Print Materials	884.07
Bill	54701737	09/08/2021		5101 · Print Materials	246.36
Bill	54701738	09/08/2021		5101 · Print Materials	1,203.59
Bill	54746236	09/09/2021		5101 · Print Materials	25.30
Bill	54756273	09/10/2021		5101 · Print Materials	268.86
Bill	54756274	09/10/2021		5101 · Print Materials	921.41
TOTAL					19,879.24
Bill Pmt -Check	7205	09/21/2021	KANOPY LLC	1005 · Chkg-Palatine Bk & Trt-General	-1,132.00
Bill	260995 - PPU	08/31/2021		5107 · Electronic Materials	1,132.00
TOTAL					1,132.00
Bill Pmt -Check	7206	09/21/2021	KLEIN THORPE AND JENKINS, LTD	1005 · Chkg-Palatine Bk & Trt-General	-767.80
Bill	219977*219778	08/28/2021		5817 · Legal	767.80
TOTAL					767.80
Bill Pmt -Check	7207	09/21/2021	KONICA MINOLTA	1005 · Chkg-Palatine Bk & Trt-General	-942.75
Bill	38378807	08/26/2021		5651 · Copier & Printer Maintenance	227.53
Bill	38378808	09/10/2021		5651 · Copier & Printer Maintenance	715.22
TOTAL					942.75
Bill Pmt -Check	7208	09/21/2021	KONICA MINOLTA BUSINESS SOLUTIONS	1005 · Chkg-Palatine Bk & Trt-General	-774.18
Bill	274637096	08/01/2021		5651 · Copier & Printer Maintenance	114.58
Bill	9007979763	08/15/2021		5651 · Copier & Printer Maintenance	202.75
Bill	9007979165	08/15/2021		5651 · Copier & Printer Maintenance	342.24
Bill	275163263	08/31/2021		5651 · Copier & Printer Maintenance	114.61
TOTAL					774.18
Bill Pmt -Check	7209	09/21/2021	LAUTERBACH & AMEN LLP	1005 · Chkg-Palatine Bk & Trt-General	-4,575.00
Bill	58958	09/13/2021		5662 · Audit Fund Expenses	4,575.00
TOTAL					4,575.00
Bill Pmt -Check	7210	09/21/2021	Marty Hackl	1005 · Chkg-Palatine Bk & Trt-General	-200.00
Bill	08182021	08/18/2021		5813.20 · Cultural/Ed Programs - AS	200.00
TOTAL					200.00
Bill Pmt -Check	7211	09/21/2021	MATHERS, KAITLIN	1005 · Chkg-Palatine Bk & Trt-General	-1,054.80
Bill	Summer 2021	08/20/2021		5814 · Inservice & Training/Mileage	1,054.80
TOTAL					1,054.80
Bill Pmt -Check	7212	09/21/2021	MIDWEST TAPE	1005 · Chkg-Palatine Bk & Trt-General	-8,465.11
Bill	500813109	08/06/2021		5105 · Nonprint Materials	244.89
Bill	500813132	08/06/2021		5105 · Nonprint Materials	107.16
Bill	500813134	08/06/2021		5105 · Nonprint Materials	319.95
Bill	500813131	08/06/2021		5105 · Nonprint Materials	136.96
Bill	500813130	08/06/2021		5105 · Nonprint Materials	994.70
Bill	500844166	08/13/2021		5105 · Nonprint Materials	87.98
Bill	500844162	08/13/2021		5105 · Nonprint Materials	171.95
Bill	500844164	08/13/2021		5105 · Nonprint Materials	73.19



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Type	Num	Date	Name	Account	Original Amount
Bill	500844163	08/13/2021		5105 · Nonprint Materials	92.95
Bill	500844161	08/13/2021		5105 · Nonprint Materials	864.33
Bill	500877215	08/23/2021		5105 · Nonprint Materials	149.94
Bill	500877212	08/23/2021		5105 · Nonprint Materials	589.77
Bill	500877213	08/23/2021		5105 · Nonprint Materials	300.05
Bill	500888737	08/24/2021		5105 · Nonprint Materials	63.99
Bill	500888735	08/24/2021		5105 · Nonprint Materials	1,100.53
Bill	500915416	08/30/2021		5105 · Nonprint Materials	78.44
Bill	500915418	08/30/2021		5105 · Nonprint Materials	116.97
Bill	500915415	08/30/2021		5105 · Nonprint Materials	522.49
Bill	500949162	09/07/2021		5105 · Nonprint Materials	254.93
Bill	500939209	09/07/2021		5105 · Nonprint Materials	322.61
Bill	500939208	09/07/2021		5105 · Nonprint Materials	1,224.08
Bill	500949161	09/07/2021		5105 · Nonprint Materials	607.27
Bill	500956021	09/08/2021		5774.50 · Collection Supplies - CS	39.98
TOTAL					8,465.11
Bill Pmt -Check	7213	09/21/2021	MIDWEST TAPE-HOOPLA	1005 · Chkg-Palatine Bk & Trt-General	-6,282.91
Bill	500926607	08/31/2021		5107 · Electronic Materials	6,282.91
TOTAL					6,282.91
Bill Pmt -Check	7214	09/21/2021	MUTUAL ACE PALATINE	1005 · Chkg-Palatine Bk & Trt-General	-11.48
Bill	37399	08/04/2021		5775 · Maintenance Supplies	11.48
TOTAL					11.48
Bill Pmt -Check	7215	09/21/2021	Nielsen Counseling, LLC	1005 · Chkg-Palatine Bk & Trt-General	-120.00
Bill	092721	09/27/2021		5813.20 · Cultural/Ed Programs - AS	120.00
TOTAL					120.00
Bill Pmt -Check	7216	09/21/2021	NORTHWEST COMMUNITY HEALTHCARE	1005 · Chkg-Palatine Bk & Trt-General	-1,180.00
Bill		09/01/2021		5666 · Leases(Branches)	590.00
Bill		10/01/2021		5666 · Leases(Branches)	590.00
TOTAL					1,180.00
Bill Pmt -Check	7217	09/21/2021	OCLC	1005 · Chkg-Palatine Bk & Trt-General	-16,957.77
Bill	1000116187	06/30/2021		5810 · Interlibrary Loan/Recip Borrow	336.60
				5810 · Interlibrary Loan/Recip Borrow	3,264.36
				5810 · Interlibrary Loan/Recip Borrow	4,754.28
Bill	1000161688	09/01/2021		5810 · Interlibrary Loan/Recip Borrow	343.33
				5810 · Interlibrary Loan/Recip Borrow	3,362.29
				5810 · Interlibrary Loan/Recip Borrow	4,896.91
TOTAL					16,957.77
Bill Pmt -Check	7218	09/21/2021	PADDOCK PUBLICATIONS-WANT ADS	1005 · Chkg-Palatine Bk & Trt-General	-344.25
Bill	189837	08/21/2021		5819 · Want Ads/Legal Notices	36.45
Bill	191076	09/06/2021		5819 · Want Ads/Legal Notices	307.80
TOTAL					344.25
Bill Pmt -Check	7219	09/21/2021	ROWMAN & LITTLEFIELD GROUP	1005 · Chkg-Palatine Bk & Trt-General	-62.05
Bill	11792443	08/26/2021		5101 · Print Materials	62.05
TOTAL					62.05
Bill Pmt -Check	7220	09/21/2021	ROYAL PUBLISHING	1005 · Chkg-Palatine Bk & Trt-General	-275.00
Bill	8024225	08/16/2021		5816 · Community Information	275.00
TOTAL					275.00

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	Bill Pmt -Check	7221	09/21/2021	SCOTT LANDSCAPES LLC	1005 · Chkg-Palatine Bk & Trt-General	-1,154.00
	Bill	1405	08/21/2021		5534 · Landscaping and Lawn Service	1,154.00
TOTAL						1,154.00
	Bill Pmt -Check	7222	09/21/2021	SHERWIN-WILLIAMS CO.	1005 · Chkg-Palatine Bk & Trt-General	-53.31
	Bill	7142-1	08/20/2021		5775 · Maintenance Supplies	53.31
TOTAL						53.31
	Bill Pmt -Check	7223	09/21/2021	TASTE OF HOME	1005 · Chkg-Palatine Bk & Trt-General	-76.46
	Bill	01088	08/10/2021		5101 · Print Materials	38.23
	Bill	01090	09/02/2021		5101 · Print Materials	38.23
TOTAL						76.46
	Bill Pmt -Check	7224	09/21/2021	ULINE	1005 · Chkg-Palatine Bk & Trt-General	-52.30
	Bill	137409057	08/16/2021		5774.50 · Collection Supplies - CS	52.30
TOTAL						52.30
	Bill Pmt -Check	7225	09/21/2021	UNIQUE MANAGEMENT SERVICES	1005 · Chkg-Palatine Bk & Trt-General	-161.10
	Bill	605143	09/01/2021		5659 · Book Recovery Service	161.10
TOTAL						161.10
	Bill Pmt -Check	7226	09/21/2021	UNITE PRIVATE NETWORKS, LLC	1005 · Chkg-Palatine Bk & Trt-General	-1,583.42
	Bill	SI-21-017816	08/01/2021		5657 · Internet Service	1,583.42
TOTAL						1,583.42
	Bill Pmt -Check	7227	09/21/2021	VALUE LINE PUBLISHING	1005 · Chkg-Palatine Bk & Trt-General	-6,250.00
	Bill	KF-177199-217	08/01/2021		5104 · Databases	6,250.00
TOTAL						6,250.00
	Bill Pmt -Check	7228	09/21/2021	VANGUARD ENERGY SERVICES, LLC	1005 · Chkg-Palatine Bk & Trt-General	-288.30
	Bill	G40440909721	08/31/2021		5421 · Gas	288.30
TOTAL						288.30
	Bill Pmt -Check	7229	09/21/2021	VERY SMART PEOPLE LLC	1005 · Chkg-Palatine Bk & Trt-General	-225.00
	Bill	08252021a	08/25/2021		5813.30 · Cultural/Ed Programs - Tech	25.00
	Bill	100721	10/07/2021		5813.30 · Cultural/Ed Programs - Tech	200.00
TOTAL						225.00
	Bill Pmt -Check	7230	09/21/2021	VOGUE PRINTERS, INC.	1005 · Chkg-Palatine Bk & Trt-General	-12,696.68
	Bill	17856	08/23/2021		5913 · Newsletter/Communication	12,696.68
TOTAL						12,696.68
	Bill Pmt -Check	7231	09/21/2021	WAREHOUSE DIRECT	1005 · Chkg-Palatine Bk & Trt-General	-2,229.50
	Bill	5016998-0	08/10/2021		5774.90 · General Service Supplies	91.60
	Bill	5028719-0	08/17/2021		5774.90 · General Service Supplies	150.10
	Bill	5030730-0	08/18/2021		5775 · Maintenance Supplies	478.56
	Bill	032362-0	08/20/2021		5774.90 · General Service Supplies	29.66
	Bill	5032801-0	08/20/2021		5772 · Communications Dept Supplies	46.60
	Bill	5033386-0	08/23/2021		5775 · Maintenance Supplies	36.34
	Bill	5034666-0	08/24/2021		5774.90 · General Service Supplies	13.40

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Type	Num	Date	Name	Account	Original Amount
Bill	5033386-1	08/24/2021		5775 · Maintenance Supplies	242.82
Bill	5035648-0	08/25/2021		5775 · Maintenance Supplies	71.98
Bill	5030730-1	08/26/2021		5775 · Maintenance Supplies	152.28
Bill	504207-0	09/01/2021		5772 · Communications Dept Supplies	17.41
Bill	5044844-0	09/03/2021		5774.90 · General Service Supplies	29.96
Bill	5044503-0	09/03/2021		5774.50 · Collection Supplies - CS	407.04
Bill	5032393-0	09/10/2021		5814 · Inservice & Training/Mileage	461.75
TOTAL					2,229.50
Bill Pmt -Check	7232	09/21/2021	Waste Management	1005 · Chkg-Palatine Bk & Trt-General	-256.51
Bill	08312021	08/31/2021		5533 · Trash	256.51
TOTAL					256.51
Total					(497,259.19)