



MORRIS AREA PUBLIC LIBRARY
BOOKS FOR ALL

**Morris Area Public Library
Board of Trustees Agenda**

3/11/2024

6:30p

Morris Area Public Library Conference Room

The Morris Area Public Library will convene a regular meeting on March 11, 2024, at 6:30p in the library basement. The meeting will include an opportunity for public comment. Any member of the public that would like to make a public comment can submit their public comment via email to aporth@morrislibrary.com by 4:30p on 3/11/24. Public comments submitted via email will be announced during the public comment portion of the meeting.

Agenda -

1. Call to Order and Roll Call
2. Review of the Agenda for Additions/Changes
3. Correspondence, Communications, and Public Comment
 - a. Morris Woman's club Child Abuse Prevention pinwheels
4. Minutes from previous regular meeting
5. Directors Report
6. President's Report -
7. Vice President's Report -
8. Financial Report
 - a. February Check Detail
 - b. Fund Account
 - c. Reconciliation Report
 - d. Budget vs Actual
 - e. Spark card
 - f. Consent Agenda Motion to approve:
9. Committee Reports
 - a. Finance Committee
 - i. Roth Jorstad Insurance - Bond renewal
 - b. Technology Committee
 - c. Strategic Plan Committee
 - d. Personnel Committee
 - e. Policy Committee
 - f. Facilities Committee
 - g. Ad hoc Construction Committee
10. Unfinished business
11. New Business
 - a. Board member appreciation
12. Executive Session

- a. Executive session pursuant to 5ILCS 102/2: the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body against legal counsel for the public body to determine its validity.
- b. Executive session pursuant to 5ILCS 102/3: the selection of a person to fill a public office, as defined in this Act, including a vacancy in a public office, when the public body is given power to appoint under law or ordinance, or the discipline, performance or removal of the occupant of a public office, when the public body is given power to remove the occupant under law or ordinance.

13. Action on Executive Session

14. Other

15. Adjournment

All topics on the agenda are potential action items.

The Morris Area Public Library District is subject to the requirements of the Americans with Disabilities Act. Individuals with disabilities who plan to attend this meeting and who require certain accommodations in order to allow them to observe and/or participate in this meeting, or who have questions regarding the accessibility of the meeting for the facilities, are required to contact the library administrator at (815) 942-6880 x116 promptly to allow the Morris Area Public Library District to make reasonable accommodations for those persons.

Angelique Minett, Board Secretary

Building Community, One Action at a Time



GFWC Illinois Morris Woman's Club

P.O. Box 334
Morris, IL 60450

February 20, 2022

Morris Area Public Library
ATTN: Board of Directors
604 Liberty Street
Morris, IL 60450

Dear Members of the Board:

The month of April was declared National Child Abuse Prevention Month in 1983. It is an annual observance in the United States dedicated to raising awareness and preventing child abuse. In order to make our community more aware of the need for child abuse prevention, the members of Morris Woman's Club would like to "plant" a "pinwheel garden" at the Library. The pinwheels are blue, the color designating child abuse prevent.

We respectfully request permission to "plant" pinwheels along the front of the flower boxes along the front of the library. They would be placed as close to April 1 as weather permits and taken down May 1st. We would be careful not to damage any of the plants currently there.

There is also a sign denoting Child Abuse Prevention that we would like to attach to the fence facing Liberty Street.

Thank you for your consideration of this matter. If you have questions or concerns, please feel free to contact us.

Sincerely,

Caroline Cummings, President

GFWC-IL Morris Woman's Club

Our Promise: A Safe Place for Every Child

815-603-0292



MORRIS AREA PUBLIC LIBRARY
BOOKS FOR ALL

Morris Area Public Library
February 12, 2024
Board of Trustees General Meeting Minutes
6:30 pm
Morris Area Public Library Conference Room

Minutes-

1. Call to Order and Roll Call

- a. Called to order at 6:30 P.M.
- b. Roll Call- Cummings, Davy, Minett, and Porth were present. Absent: Ebert, Keavney, and Peterson.
- c. Also present were Library Director Mai and guests Burton, Eallonardo, and Schretter.

2. Review of Agenda for Additions/ Changes

- a. None

3. Correspondence, Communications, and Public Comment

- a. There was an email from Nowak thanking the board.

4. Minutes from the previous regular meeting

- a. A motion was made to approve the January 8th General Board Meeting Minutes. Minett moved to approve meeting minutes, and Davy seconded. Approved 4-0.

5. Director's Report

- a. In April, the Community Foundation of Grundy County is sponsoring a bus trip for teens to the Gamma Phi Circus.
- b. This summer, the movies in the park will be *Up*, *Wizard of Oz*, *Mary Poppins*, and *Encanto*.
- c. The program numbers are good.
- d. The Emergency Situation flipbook has been made, and updates are already required. We will need to update the board president's information, and we will add the address to the front page.
- e. Sargent updated the receipts to list upcoming programs.
- f. We will not hire a facilities manager this year. We will go with a new company and consider this again next year. There is not enough time currently to hire and train a new person.
- g. Resa will be taking a variety of continuing education classes next year.
- h. A motion was made to amend the closure dates for the Corn Festival parade from October 6th to September 29th now that the date has been confirmed.
- i. A motion was made to approve the 2122024-RM ordinance. Minett moved to approve meeting minutes, and Cummings seconded. In favor: Cummings, Davy, Minett, and Porth. Opposed: None. Approved 4-0.
- j. A motion was made to remove Christensen from the Grundy Bank and IMRF forms and add Mai. Cummings moved to approve meeting minutes, and Minett seconded. In favor: Cummings, Davy, Minett, and Porth. Opposed: None. Approved 4-0.

6. President's Report

- a. The article about how the new generation uses libraries was fascinating. It included discussions on book talks and using the library as a third space.

7. Vice President's Report

- a. None

8. Financial Report

- a. A motion was made to accept the December Financial Reports as presented. Motioned by Minett and seconded by Cummings. In favor: Cummings, Davy, Minett, and Porth. Opposed: None. Approved 4-0.

9. Committee Reports

- a. **Finance Committee**
 - i. None
- b. **Technology Committee**
 - i. None
- c. **Strategic Plan Committee**
 - i. None

d. Personnel Committee

- i. None

e. Policy Committee

- i. A motion was made to approve the policy changes from the January 29, 2024, policy meeting, with the addition of the statement that the exit interview will be shared with the board. Motioned by Minette and seconded by Davy. Approved 4-0.

f. Facilities Committee

- i. None

g. Ad hoc Committee

- i. Schretter discussed the potential floor plans for the library construction and the costs associated with the options. The board must decide if they will proceed with the design process.
- ii. Schretter left the meeting at 8:09.

10. Executive Session

Executive session pursuant to 5ILCS 102/2: the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body against legal counsel for the public body to determine its validity.

Executive session pursuant to 5ILCS 102/3: the selection of a person to fill a public office, as defined in this Act, including a vacancy in a public office, when the public body is given power to appoint under law or ordinance, or the discipline, performance or removal of the occupant of a public office, when the public body is given power to remove the occupant under law or ordinance.

- a. A motion was made to go into executive session at 7:55. Motioned by Minett and seconded by Davy. Approved 6-0.
- b. A motion was made to return to open session at 8:14. Motioned by Ebert and seconded by Peterson. Approved 6-0.

11. Action on Executive Session

- a. None.

12. Unfinished Business

- a. None

13. New Business

- a. A discussion was held on adding more sensory and play activities to the children's area.

14. Adjournment - Time 8:19-Cummings motioned to adjourn, seconded by Davy. Approved 4-0.

All topics on the agenda are potential action items.

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_____, Board Secretary



Director's Report March 2024

Community -

- Saturday March 9 we had "Animals Around the World" program for all ages - Pam will tell us about it
- We added a "Magic the Gathering" program for adults on the first Monday of the month. March was our first event and we had nine participants
- We are working with the community to bring League of Women Voters to Grundy County - they are non-partisan and fit with our mission

Programs -

UPCOMING PROGRAMS -

Teen bus trip to see the Gamma Phi Circus on Saturday April 20 for teens 14-19 (\$10 for bus, lunch and tickets to the show)

NASA ambassador is coming Saturday April 6, 2024 from 1:00p to 3:00p supported by crafts and activities. Open to all ages we have room for 50.

Planting Lavender - April 9, 2024 - we have two sessions one in the afternoon and one in the evening
History of the Beatles in 1 hour - April 27, 2024 from 1:00p - 2:00p

February Program results

• Pre K - number of kit/programs -	26	number of attendees -	308
• K- 5th grade - number of storytimes-	6	number of attendees -	115
• YA - number of kit/programs -	4	number of attendees -	25
• Adult - number of kit/programs -	17	number of attendees -	138
• Family Programs -	9	number of attendees -	126
• Outreach Programs -	4	number of attendees -	17
• Virtual -	4	number of attendees -	46
• TOTAL	70	NUMBER	775

Follow up -

- Great feedback from patrons (and other libraries) regarding our evening book club at Clayton's tap

Staff -

- Cari Sheldon - new Patron Services Supervisor starts Monday March 11, 2024
- We are still interviewing for the Bookkeeper/Office Manager position

Board -

- We are looking for a Trustee to join our amazing team - any suggestions or ideas?
 - We will have a notice on our Facebook, webpage and in our lobby

Misc -

MORRIS LIBRARY
Check Detail
February 2024

Date	Num	Name	Memo/Description	Amount	Account
0001100 GRUNDY BANK - CHECKING 4881					
1001100 GRUNDY BK - CHKG GENERAL					
02/01/2024	EFT COMED	Acct #8857465008	12/12/2023 - 1/16/2024 Act.#8857465008	-1,584.75	1001100 GRUNDY BANK - CHECKING 4881:GRUNDY BK - CHKG GENERAL
				1,584.75	1005635 GENERAL FUND EXPENSE:FACILITIES:UTILITIES (ELECTRIC)
02/02/2024	ACH Ntiva	Invoice#226324 Acct: #C8190	January Monthly Tech & Support	-750.00	1001100 GRUNDY BANK - CHECKING 4881:GRUNDY BK - CHKG GENERAL
				750.00	1005501 GENERAL FUND EXPENSE:TECHNOLOGY INFRASTRUCTURE:SERVER (3-Points)
02/05/2024	ACH Kanopy	Inv #386207	Kanopy price per play January 2024 Inv #386207	-63.00	1001100 GRUNDY BANK - CHECKING 4881:GRUNDY BK - CHKG GENERAL
				63.00	1005280 GENERAL FUND EXPENSE:COLLECTION MATERIALS:DATABASES (ProQuest)
02/07/2024	ACH Cengage Learning Inc / Gale	Acct #395738 Inv #83596632, 83363430, 83325165, 83185513& 83104754 Inv #83596632, 83363430, 83325165, 83185513 & 83104754		-331.72	1001100 GRUNDY BANK - CHECKING 4881:GRUNDY BK - CHKG GENERAL
				331.72	1005205 GENERAL FUND EXPENSE:COLLECTION MATERIALS:BOOKS - ADULTS
02/09/2024	EFT Republic Services	Acct #3-0721-6035022 Inv #0721-007866389 Acct #3-0721-6035022 February 2024		-111.70	1001100 GRUNDY BANK - CHECKING 4881:GRUNDY BK - CHKG GENERAL
				111.70	1005636 GENERAL FUND EXPENSE:FACILITIES:UTILITIES (TRASH)
02/12/2024	15801 The Fireside Theatre	Matilda Bus Trip 8/10/2024 (40 tickets) Deposit Only Matilda 8/10/2024 Deposit		-42.00	1001100 GRUNDY BANK - CHECKING 4881:GRUNDY BK - CHKG GENERAL
				42.00	1005750 BUS TRIP SCHOLARSHIPS:BUS TRIPS EXPENSE - ADULT
02/12/2024	15802 Whitmore ACE Hardware	Acct. #959220 December 2023 & January 2024 Expenses Disinfecting Lamp Keys Ice Melt		-59.93	1001100 GRUNDY BANK - CHECKING 4881:GRUNDY BK - CHKG GENERAL
				9.00	1005655 GENERAL FUND EXPENSE:FACILITIES:JANITORIAL SUPPLIES
				23.94	1005730 GENERAL FUND EXPENSE:PROGRAMS:PROGRAMS- TEEN
				26.99	1005670 GENERAL FUND EXPENSE:FACILITIES:LANDSCAPING /SNOW REMOVAL

02/12/2024	15803 Meristem Advisors LLC	Inv# MAPLD-1223, MAPLD-0323 & MAPLD-0823 Budget Analysis - January 2024 Budget Analysis - December 2023 Budget Analysis - September 2023	-2,150.00 1001100 GRUNDY BANK - CHECKING 4881:GRUNDY BK - CHKG GENERAL 650.00 1005665 GENERAL FUND EXPENSE:BOARD EXPENSES:CONSULTING FEES 775.00 1005665 GENERAL FUND EXPENSE:BOARD EXPENSES:CONSULTING FEES 725.00 1005665 GENERAL FUND EXPENSE:BOARD EXPENSES:CONSULTING FEES
02/12/2024	15804 Barry Plumbing & Heating Inc.	Inv#29832 Replace diaphragm and stem in women's	-229.98 1001100 GRUNDY BANK - CHECKING 4881:GRUNDY BK - CHKG GENERAL 229.98 1005672 GENERAL FUND EXPENSE:FACILITIES:REPAIRS and MAINTENANCE
02/12/2024	15805 Danielle Esposito	Inv #012024 January Bookkeeping Services Inv #012024 Bookkeeping Services January 2024	-946.00 1001100 GRUNDY BANK - CHECKING 4881:GRUNDY BK - CHKG GENERAL 946.00 1005665 GENERAL FUND EXPENSE:BOARD EXPENSES:CONSULTING FEES
02/12/2024	15806 Cintas	Inv #4178994398 (\$101.37 pd on 1/5/2024 ck #15800) & Inv #4181826519 Inv #4178994398 Inv #4181826519	-282.01 1001100 GRUNDY BANK - CHECKING 4881:GRUNDY BK - CHKG GENERAL 90.32 1005665 GENERAL FUND EXPENSE:FACILITIES:JANITORIAL SUPPLIES 191.69 1005665 GENERAL FUND EXPENSE:FACILITIES:JANITORIAL SUPPLIES
02/12/2024	15807 Image Systems and Business Solutions LLC	Acct #MG0896 Inv #394283 Overage Charge 12/30/2023 - 01/29/2024	-189.13 1001100 GRUNDY BANK - CHECKING 4881:GRUNDY BK - CHKG GENERAL 189.13 1005420 GENERAL FUND EXPENSE:OFFICE:COPY MACHINES
02/12/2024	15808 William Crawford	Bookkeeping Consulting Work - January 2024	-375.00 1001100 GRUNDY BANK - CHECKING 4881:GRUNDY BK - CHKG GENERAL 375.00 1005665 GENERAL FUND EXPENSE:BOARD EXPENSES:CONSULTING FEES
02/12/2024	15809 Chuck's Pest Control	Invoice #10869 & 10917 Pest Control 12/20/23 & 2/1/24 Pest Control - 12/20/23 & 2/1/24 Inv #10869 & 10917	-110.00 1001100 GRUNDY BANK - CHECKING 4881:GRUNDY BK - CHKG GENERAL 110.00 1005650 GENERAL FUND EXPENSE:FACILITIES:JANITORIAL SERVICES
02/12/2024	15810 Resa Mai	Reimbursement SALLS Meeting - Yorkville 1/1/1/2024	-213.73 1001100 GRUNDY BANK - CHECKING 4881:GRUNDY BK - CHKG GENERAL 28.81 1005571 GENERAL FUND EXPENSE:PERSONNEL:STAFF EXPENSES:PROFESS. DEVELOPMENT - Staff

		PrairieCat Delegate Meeting - Loves Park 1/31/2024	116.58	1005571	GENERAL FUND EXPENSE:PERSONNEL:STAFF EXPENSES:PROFESS. DEVELOPMENT -Staff
		Pick Up Light Fixture 2/2/24	68.34	1005740	GENERAL FUND EXPENSE:PROGRAMS:PROGRAMS - CHILDREN
02/12/2024	15811	Community Foundation of Grundy County	-420,006.06	1001100	GRUNDY BANK - CHECKING 4881:GRUNDY BK - CHKG GENERAL
			420,006.06	1005819	GENERAL FUND EXPENSE:MISCELLANEOUS:Endowment (Funds Used)
02/12/2024	15812	Today's Business Solutions Inc	-1,070.00	1001100	GRUNDY BANK - CHECKING 4881:GRUNDY BK - CHKG GENERAL
		Inv #15926 Annual Agreement Scan Station with Credit Card Translation & Vivid Pix 4/19/2024 - 4/18/2025	1,070.00	1005443	GENERAL FUND EXPENSE:TECHNOLOGY INFRASTRUCTURE:PATRON HARDWARE
		ScanEz Station annual License & Support Inv #15926	-58.47	1001100	GRUNDY BANK - CHECKING 4881:GRUNDY BK - CHKG GENERAL
02/12/2024	15813	Midwest Tape LLC	58.47	1005236	GENERAL FUND EXPENSE:COLLECTION MATERIALS:MEDIA:DVD
		Acct #2000007233 Inv #504866514 & 504896774	-5,950.00	1001100	GRUNDY BANK - CHECKING 4881:GRUNDY BK - CHKG GENERAL
02/12/2024	15814	Adler Roofing	5,950.00	1005672	GENERAL FUND EXPENSE:FACILITIES:REPAIRS and MAINTENANCE
		Inv #SD23-373 Roofing & sheet metal repair work Inv #SD23-373	-1,100.00	1001100	GRUNDY BANK - CHECKING 4881:GRUNDY BK - CHKG GENERAL
02/12/2024	15815	InfoUSA Marketing, Inc.	1,100.00	1005280	GENERAL FUND EXPENSE:COLLECTION MATERIALS:DATABASES (ProQuest)
		Inv. #10004161724 Cust #841415 Data axle License Agreement 11/22/2023 - 11/21/2024 Inv #10004161724	-400.00	1001100	GRUNDY BANK - CHECKING 4881:GRUNDY BK - CHKG GENERAL
02/12/2024	15816	Gary Wenstrup	400.00	1005720	GENERAL FUND EXPENSE:PROGRAMS:PROGRAMS - ADULT
		"The History of the Beatles in One Hour" Program "The History of the Beatles in One Hour" 4/1/2024 - 4/10/2024	-1,250.00	1001100	GRUNDY BANK - CHECKING 4881:GRUNDY BK - CHKG GENERAL
02/12/2024	15817	Reliable Limo & Charter	1,250.00	1005750	BUS TRIP SCHOLARSHIPS:BUS TRIPS EXPENSE - ADULT
		Bus Trip - Circa 21 - Rock Island 4/10/2024 Bus - Circa 21 - Rock Island 4/10/2024	-3,649.23	1001100	GRUNDY BANK - CHECKING 4881:GRUNDY BK - CHKG GENERAL
02/12/2024	15818	LIMRICC	3,649.23	1005107	GENERAL FUND EXPENSE:PERSONNEL:GROUP HEALTH INSURANCE
		February 2024 February 2024			

02/12/2024	EFT ComCast	Acct #8771 20 018 0060366 1/20/2024 - 2/19/2024 1/20/2024 - 2/19/2024 Acct.#8771 20 018 0060366 1/20/2024 - 2/19/2024	-350.27 1001100 GRUNDY BANK - CHECKING 4881:GRUNDY BK - CHKG GENERAL 175.13 1005431 GENERAL FUND EXPENSE:FACILITIES:UTILITIES (PHONE) 175.14 1005430 GENERAL FUND EXPENSE:FACILITIES:UTILITIES (INTERNET)
02/13/2024	EFT Nicor	Gas - 55-10-71-2000 2 11/22/23 -12/22/23	-1,217.25 1001100 GRUNDY BANK - CHECKING 4881:GRUNDY BK - CHKG GENERAL 1,217.25 1005630 GENERAL FUND EXPENSE:FACILITIES:UTILITIES (GAS)
02/13/2024	EFT Capital One	Acctt Ending #2922 Due 2/13/24 (pd via phone)	-2,480.40 1001100 GRUNDY BANK - CHECKING 4881:GRUNDY BK - CHKG GENERAL -2,480.40 Capital One Spark Business
02/20/2024	EFT LEAF (US Bank)	Contract #100-5114571-001 Inv #15974586 COPY MACHINES - TOSHIBA	-412.14 1001100 GRUNDY BANK - CHECKING 4881:GRUNDY BK - CHKG GENERAL 412.14 1005420 GENERAL FUND EXPENSE:OFFICE:COPY MACHINES
02/20/2024	EFT Capital One	Acctt Ending #2922 Due 2/13/24 (pd via phone) - Duplicate Payment - Set up as automatic payment	-2,480.40 1001100 GRUNDY BANK - CHECKING 4881:GRUNDY BK - CHKG GENERAL -2,480.40 Capital One Spark Business
02/21/2024	ACH Ntiva	Invoice#229017 Acct. #C8190 February Monthly Tech & Support	-750.00 1001100 GRUNDY BANK - CHECKING 4881:GRUNDY BK - CHKG GENERAL 750.00 1005501 GENERAL FUND EXPENSE:TECHNOLOGY INFRASTRUCTURE:SERVER (3-Points)
02/21/2024	ACH Jan-Pro Cleaning	Inv #209868 February 2024	-1,418.00 1001100 GRUNDY BANK - CHECKING 4881:GRUNDY BK - CHKG GENERAL 1,418.00 1005650 GENERAL FUND EXPENSE:FACILITIES:JANITORIAL SERVICES

Fund Accounts

February-24		General		Corporate		IMRF		Audit		Insurance		Social Security		Special Reserve		TOTAL	
Beginning Cash Balance	\$	1,869,776	\$	208,357	\$	1,952	\$	21,406	\$	29,048	\$	141,614	\$	2,272,153			
plus Total Revenues	\$	9,206	\$	-	\$	-	\$	-	\$	-	\$	-	\$	9,206			
less Total Expenditures	\$	484,583	\$	-	\$	-	\$	-	\$	2,975	\$		\$	487,559			
Accrual Adjustments	\$	(2,343)												(2,343)			
equals Ending Cash Balance	\$	1,392,055	\$	208,357	\$	1,952	\$	21,406	\$	26,073	\$	141,614	\$	1,791,457			

Bank Account/Fund Balance Summary			
Grundy Bank--Checking	\$	474,589	
Grundy Bank--Money Market	\$	1,108,550	
Square	\$	59,428	
Illinois Funds	\$	52,678	
Illinois Funds Special Reserve	\$	96,212	
Total	\$	1,791,457	

Difference \$ 0

Fund Accounts

November-23

	General		IMRF		Audit		Insurance		Social Security		Special Reserve	TOTAL
	Corporate											
Beginning Cash Balance	\$	2,009,256	\$	208,182	\$	5,811	\$	24,859	\$	38,671	\$	2,427,081
plus Total Revenues	\$	43,361	\$	175	\$	141	\$	216	\$	525	\$	44,848
less Total Expenditures	\$	69,661	\$	766	\$	-	\$	-	\$	2,939	\$	73,366
Accrual Adjustments	\$	(1,043)	\$	766							\$	(277)
equals Ending Cash Balance	\$	1,981,913	\$	208,357	\$	5,952	\$	25,074	\$	36,257	\$	2,398,286

Bank Account/Fund Balance Summary

Grundy Bank--Checking	\$	681,665
Grundy Bank--Money Market	\$	1,516,514
Square	\$	52,581
Illinois Funds	\$	52,195
Illinois Funds Special Reserve	\$	95,331
Total	\$	2,398,286

Difference \$ (0)

Fund Accounts

December-23	General			Social			TOTAL
	Corporate	IMRF	Audit	Insurance	Security	Special Reserve	
Beginning Cash Balance	\$ 1,981,913	\$ 208,357	\$ 5,952	\$ 25,074	\$ 36,257	\$ 140,733	\$ 2,398,286
plus Total Revenues	\$ 18,182	\$ -	\$ -	\$ -	\$ -	\$ 442	\$ 18,624
less Total Expenditures	\$ 60,311	\$ 766	\$ 4,000	\$ 3,668	\$ 2,755		\$ 71,499
Accrual Adjustments	\$ (6,280)	\$ 766					\$ (5,514)
equals Ending Cash Balance	\$ 1,933,504	\$ 208,357	\$ 1,952	\$ 21,406	\$ 33,503	\$ 141,175	\$ 2,339,897

Bank Account/Fund Balance Summary	
Grundy Bank--Checking	\$ 617,776
Grundy Bank--Money Market	\$ 1,518,698
Square	\$ 55,213
Illinois Funds	\$ 52,437
Illinois Funds Special Reserve	\$ 95,773
Total	\$ 2,339,897

Difference \$ (0)

Fund Accounts

January-24	General			Social			
	Corporate	IMRF	Audit	Insurance	Security	Special Reserve	TOTAL
Beginning Cash Balance	\$ 1,933,504	\$ 208,357	\$ 1,952	\$ 21,406	\$ 33,503	\$ 141,175	\$ 2,339,897
plus Total Revenues	\$ 15,892	\$ -	\$ -	\$ -	\$ -	\$ 439	\$ 16,331
less Total Expenditures	\$ 78,151	\$ -	\$ -	\$ -	\$ 4,455		\$ 82,606
Accrual Adjustments	\$ (1,469)						\$ (1,469)
<i>equals</i> Ending Cash Balance	\$ 1,869,776	\$ 208,357	\$ 1,952	\$ 21,406	\$ 29,048	\$ 141,614	\$ 2,272,153

Bank Account/Fund Balance Summary		
Grundy Bank--Checking	\$	541,754
Grundy Bank--Money Market	\$	1,524,533
Square	\$	56,976
Illinois Funds	\$	52,678
Illinois Funds Special Reserve	\$	96,212
Total	\$	2,272,153

Difference \$ -

MORRIS LIBRARY

0001100 GRUNDY BANK - CHECKING 4881, Period Ending 02/29/2024

RECONCILIATION REPORT

Reconciled on: 03/01/2024

Reconciled by: Dani Christensen

Any changes made to transactions after this date aren't included in this report.

Summary	USD
Statement beginning balance.....	545,050.54
Checks and payments cleared (40).....	-490,034.35
Deposits and other credits cleared (9).....	423,258.55
Statement ending balance.....	<u>478,274.74</u>
Uncleared transactions as of 02/29/2024.....	-3,686.05
Register balance as of 02/29/2024.....	474,588.69
Cleared transactions after 02/29/2024.....	0.00
Uncleared transactions after 02/29/2024.....	-3,654.95
Register balance as of 03/01/2024.....	<u>470,933.74</u>

Details

Checks and payments cleared (40)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
01/05/2024	Check	15799	Grundy County Interagency...	-10.00
02/01/2024	Check	EFT	COMED	-1,584.75
02/02/2024	Check	ACH	Ntiva	-750.00
02/05/2024	Check	ACH	Kanopy	-63.00
02/07/2024	Check	ACH	Cengage Learning Inc / Gale	-331.72
02/09/2024	Check	EFT	Republic Services	-111.70
02/12/2024	Check	15815	InfoUSA Marketing, Inc.	-1,100.00
02/12/2024	Check	EFT	ComCast	-350.27
02/12/2024	Check	15818	LIMRICC	-3,649.23
02/12/2024	Check	15817	Reliable Limo & Charter	-1,250.00
02/12/2024	Check	15814	Adler Roofing	-5,950.00
02/12/2024	Check	15813	Midwest Tape LLC	-58.47
02/12/2024	Check	15812	Today's Business Solutions...	-1,070.00
02/12/2024	Check	15811	Community Foundation of ...	-420,006.06
02/12/2024	Check	15810	Resa Mai	-213.73
02/12/2024	Check	15809	Chuck's Pest Control	-110.00
02/12/2024	Check	15808	William Crawford	-375.00
02/12/2024	Check	15807	Image Systems and Busine...	-189.13
02/12/2024	Check	15806	Cintas	-282.01
02/12/2024	Check	15805	Danielle Esposito	-946.00
02/12/2024	Check	15804	Barry Plumbing & Heating I...	-229.98
02/12/2024	Check	15803	Meristem Advisors LLC	-2,150.00
02/12/2024	Check	15802	Whitmore ACE Hardware	-59.93
02/12/2024	Check	15801	The Fireside Theatre	-42.00
02/13/2024	Check	EFT	Capital One	-2,480.40
02/13/2024	Check	EFT	Nicor	-1,217.25
02/14/2024	Journal	290		-3,305.73
02/14/2024	Journal	290		-150.00
02/14/2024	Journal	290		-14,405.67
02/14/2024	Journal	290		-425.32
02/14/2024	Journal	290		-1,460.52
02/20/2024	Check	EFT	LEAF (US Bank)	-412.14
02/20/2024	Check	EFT	Capital One	-2,480.40
02/21/2024	Check	ACH	Ntiva	-750.00

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
02/21/2024	Check	ACH	Jan-Pro Cleaning	-1,418.00
02/28/2024	Journal	291		-150.00
02/28/2024	Journal	291		-15,263.17
02/28/2024	Journal	291		-3,518.80
02/28/2024	Journal	291		-1,514.65
02/28/2024	Journal	291		-199.32

Total -490,034.35

Deposits and other credits cleared (9)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
02/02/2024	Deposit		Nayax	56.06
02/07/2024	Transfer			420,006.06
02/09/2024	Deposit		Nayax	89.35
02/09/2024	Deposit			1,012.15
02/16/2024	Deposit		Grundy County Treasurer	1,512.93
02/16/2024	Deposit		Nayax	32.70
02/20/2024	Deposit			244.00
02/20/2024	Deposit			182.00
02/23/2024	Deposit		Nayax	123.30

Total 423,258.55

Additional Information

Uncleared checks and payments as of 02/29/2024

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
06/30/2022	Journal	275		-11,067.95
06/30/2022	Journal	275		-18,936.64
06/30/2022	Journal	275		-8,917.93
06/30/2022	Journal	275		-0.30
06/30/2022	Journal	275		-3,340.68
04/19/2023	Check	15638	InfoUSA Marketing, Inc.	-1,100.00
06/30/2023	Journal	277		-17,831.00
06/30/2023	Journal	277		-3,750.00
06/30/2023	Journal	277		-22,874.00
06/30/2023	Journal	277		-158,583.20
06/30/2023	Journal	277		-15,127.76
11/13/2023	Check	15756	Stella Wright	-10.00
01/31/2024	Journal	288		-93.09
02/12/2024	Check	15816	Gary Wenstrup	-400.00

Total -262,032.55

Uncleared deposits and other credits as of 02/29/2024

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
06/30/2022	Journal	275		1,340.54
06/30/2022	Journal	275		39,133.00
03/22/2023	Check	15619	Influence Salon	0.00
06/30/2023	Journal	277		217,872.96
09/26/2023	Check	ACH	Cengage Learning Inc / Gale	0.00
09/29/2023	Check	15737	Brown Bear Painting	0.00

Total 258,346.50

Uncleared checks and payments after 02/29/2024

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
03/01/2024	Check	15820	Incrediblebats Inc	-600.00
03/11/2024	Check	EFT	Republic Services	-112.87
03/12/2024	Check	EFT	Nicor	-1,740.20
04/09/2024	Check	EFT	Nicor	-1,201.88
Total				-3,654.95

MORRIS LIBRARY

1001120 GRUNDY BANK - SQUARE 4173, Period Ending 02/29/2024

RECONCILIATION REPORT

Reconciled on: 03/01/2024

Reconciled by: Dani Christensen

Any changes made to transactions after this date aren't included in this report.

Summary

USD

Statement beginning balance	56,972.75
Checks and payments cleared (0)	0.00
Deposits and other credits cleared (27)	2,421.51
Statement ending balance	59,394.26

Uncleared transactions as of 02/29/2024	33.99
Register balance as of 02/29/2024	59,428.25

Details

Deposits and other credits cleared (27)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
01/31/2024	Deposit			3.11
02/01/2024	Deposit			220.80
02/02/2024	Deposit			7.10
02/03/2024	Deposit			5.74
02/05/2024	Deposit			8.18
02/06/2024	Deposit			3.69
02/07/2024	Deposit			102.71
02/08/2024	Deposit			43.49
02/09/2024	Deposit			126.42
02/10/2024	Deposit			228.69
02/11/2024	Deposit			102.07
02/12/2024	Deposit			11.10
02/13/2024	Deposit			216.21
02/14/2024	Deposit			98.09
02/15/2024	Deposit			9.25
02/16/2024	Deposit			9.41
02/17/2024	Deposit			18.66
02/18/2024	Deposit			23.47
02/19/2024	Deposit			34.56
02/20/2024	Deposit			89.72
02/21/2024	Deposit			301.44
02/22/2024	Deposit			17.14
02/23/2024	Deposit			114.39
02/24/2024	Deposit			33.99
02/25/2024	Deposit			246.21
02/26/2024	Deposit			187.51
02/27/2024	Deposit			158.36

Total	2,421.51
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Additional Information

Uncleared deposits and other credits as of 02/29/2024

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
02/29/2024	Deposit			33.99

MORRIS LIBRARY

1001110 GRUNDY BANK - MONEY MARKET 2819, Period Ending 02/29/2024

RECONCILIATION REPORT

Reconciled on: 03/01/2024

Reconciled by: Dani Christensen

Any changes made to transactions after this date aren't included in this report.

Summary

USD

Statement beginning balance.....	1,524,533.10
Checks and payments cleared (1).....	-420,006.06
Deposits and other credits cleared (1).....	4,023.10
Statement ending balance.....	<u>1,108,550.14</u>
Register balance as of 02/29/2024.....	1,108,550.14

Details

Checks and payments cleared (1)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
02/07/2024	Transfer			-420,006.06
Total				-420,006.06

Deposits and other credits cleared (1)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
02/29/2024	Deposit			4,023.10
Total				4,023.10

MORRIS LIBRARY						
Budget vs. Actuals: FY 2023 - FY23 P&L						
July 2023 - June 2024						
	2022-2023	Feb 2024	Total			
	Actual	Actual	Actual YTD	Budget	over Budget	% of Budget
INCOME						
GENERAL FUND INCOME						
GOVERNMENT REVENUE						
Property Taxes - County	\$ 840,056	\$ -	\$ 915,476	\$ 942,906	\$ (27,430)	97%
Replacement Tax - City	\$ 68,957	\$ 1,513	\$ 32,157	\$ 48,044	\$ (15,887)	67%
Per Capita Grant - State	\$ 27,898	\$ -	\$ 27,898	\$ 27,289	\$ 609	102%
Subtotal GOVERNMENT REVENUE	\$ 936,911	\$ 1,513	\$ 975,531	\$ 1,018,239	\$ (42,708)	96%
RESTRICTED NON-PAYROLL FUND INCOME						
Liability Insurance	\$ 4,067	\$ -	\$ 6,042	\$ 6,024	\$ 18	100%
Workman's Comp	\$ 1,951	\$ -	\$ 122	\$ 122	\$ (0)	100%
Subtotal INSURANCE FUND INCOME	\$ 6,018	\$ -	\$ 6,164	\$ 6,146	\$ 18	100%
Audit Fund	\$ 4,012	\$ -	\$ 4,028	\$ 4,016	\$ 12	100%
Total RESTRICTED NON-PAYROLL FUND INCOME	\$ 10,030	\$ -	\$ 10,192	\$ 10,162	\$ 30	100%
RESTRICTED PAYROLL FUND INCOME						
IMRF Fund	\$ 10,083	\$ -	\$ 5,005	\$ 4,990	\$ 15	100%
FICA Fund	\$ 15,100	\$ -	\$ 15,014	\$ 14,970	\$ 44	100%
Total RESTRICTED PAYROLL FUND INCOME	\$ 25,183	\$ -	\$ 20,018	\$ 19,960	\$ 58	100%
Subtotal REVENUE	\$ 972,124	\$ 1,513	\$ 1,005,741	\$ 1,048,361	\$ (42,620)	96%
DONATIONS AND GRANTS						
Donations and Memorials	\$ 6,401	\$ 153	\$ 2,513	\$ 6,000	\$ -	42%
Service & Tech Grant	\$ 4,923	\$ -	\$ 539	\$ -	\$ -	
Cultural Bowker-Ostrem Grant	\$ -	\$ -	\$ 4,890	\$ -	\$ 4,890	
Sanford Grant	\$ 6,000	\$ -	\$ 7,575	\$ -	\$ 7,575	
Programs - Children	\$ 6,324	\$ -	\$ -	\$ 2,500	\$ (2,500)	0%
Lab Ratz Grant	\$ -	\$ -	\$ -	\$ -	\$ -	
Programs - Adult	\$ 135	\$ -	\$ -	\$ 556	\$ (556)	0%
Bus Trip	\$ 6,625	\$ 925	\$ 7,950	\$ 9,008	\$ (1,058)	88%
Summer Reading Program	\$ 139	\$ -	\$ 836	\$ -	\$ 836	
ENDOWMENT	\$ 725,911	\$ -	\$ 0	\$ -	\$ 0	
Subtotal DONATIONS & GRANTS	\$ 756,458	\$ 1,078	\$ 24,303	\$ 18,064	\$ 6,239	135%
LIBRARY SERVICES						
Copies	\$ 1,583	\$ 561	\$ 3,516	\$ 680	\$ 2,836	517%
Fax	\$ 2,917	\$ 213	\$ 1,287	\$ 3,372	\$ (2,085)	38%
Meeting Room	\$ 100	\$ 50	\$ 100	\$ 300	\$ (200)	33%
Laminating	\$ 355	\$ -	\$ 210	\$ 757	\$ (548)	28%
Print Jobs	\$ 4,849	\$ 159	\$ 1,895	\$ 3,614	\$ (1,719)	52%
Notary Service	\$ 556	\$ 9	\$ 224	\$ 352	\$ (128)	64%
Book Sale	\$ 936	\$ 73	\$ 520	\$ 990	\$ (470)	52%
Passport Services	\$ 7,140	\$ 1,155	\$ 6,650	\$ 5,830	\$ 820	114%
Subtotal LIBRARY SERVICES	\$ 18,436	\$ 2,220	\$ 14,401	\$ 15,895	\$ (1,494)	91%
FINES AND FEES						
Overdue fines	\$ 7,127	\$ 197	\$ 2,014	\$ 100	\$ 1,914	2014%
Lost Cards	\$ 206	\$ 14	\$ 94	\$ 102	\$ (8)	92%
Lost/Damaged Items	\$ 911	\$ 160	\$ 635	\$ 612	\$ 23	104%
OCLC	\$ 15	\$ -	\$ 30	\$ 5	\$ 25	600%
Non-Resident Fees	\$ 2,163	\$ -	\$ 927	\$ 2,428	\$ (1,501)	38%
Subtotal FINES AND FEES	\$ 10,422	\$ 371	\$ 3,699	\$ 3,247	\$ 452	114%
INTEREST INCOME	\$ 36,575	\$ 4,023	\$ 48,318	\$ 45,359	\$ 2,959	107%
OVER/UNDER	\$ (20)	\$ -	\$ 6	\$ 35	\$ (29)	18%
OTHER	\$ 650	\$ -	\$ 115	\$ 709	\$ (595)	16%
BUILDING/SITE INCOME						
Office space income	\$ 13,250	\$ -	\$ 1,250	\$ 3,000	\$ (1,750)	42%
Subtotal BUILDING /SITE INCOME	\$ 13,250	\$ -	\$ 66,250	\$ 3,000	\$ 63,250	2208%
Total GENERAL FUND INCOME	\$ 1,772,682	\$ 9,206	\$ 1,132,623	\$ 1,134,635	\$ (2,012)	100%

	2022-2023	Feb 2024	Total			
	Actual	Actual	Actual YTD	Budget	over Budget	% of Budget
Total Income	\$ 1,807,895	\$ 9,206	\$ 1,158,805	\$ 1,160,741	\$ (1,936)	100%
EXPENSES						
GENERAL FUND EXPENSE						
PERSONNEL						
Salaries & Wages	\$ 479,309	\$ 39,411	\$ 342,949	\$ 526,283	\$ (183,334)	65%
Payroll Expense	\$ 5,018	\$ 625	\$ 3,859	\$ 10,000	\$ (6,141)	39%
HAS Payroll Expense		\$ -				
Group Health Insurance	\$ 34,144	\$ 3,649	\$ 28,475	\$ 39,727	\$ (11,252)	72%
Unemployment	\$ -	\$ -	\$ -	\$ 9,000	\$ (9,000)	0%
Staff Expenses						
Legal Fees - Contingency	\$ -	\$ -	\$ -	\$ 100	\$ (100)	0%
Prof. Development - Staff	\$ 8,532	\$ 145	\$ 2,341	\$ 7,000	\$ (4,659)	33%
Subtotal Staff Expenses	\$ 8,532	\$ 145	\$ 2,341	\$ 7,100	\$ (4,759)	33%
Workers Comp. (restricted non-payroll)	\$ 563	\$ -	\$ 564	\$ 2,000	\$ (1,436)	28%
IMRF Fund (restricted payroll)	\$ 15,997	\$ -	\$ 4,963	\$ 16,000	\$ (11,037)	31%
FICA Fund (restricted payroll)	\$ 36,667	\$ 2,975	\$ 26,196	\$ 40,129	\$ (13,933)	65%
Subtotal PERSONNEL	\$ 580,230	\$ 46,805.09	\$ 409,346	\$ 650,239	\$ (240,893)	63%
BOARD EXPENSES						
Legal Fees - Peregrine	\$ 4,756	\$ -	\$ 2,969	\$ 2,000	\$ 969	148%
Legal Fees - Contingency	\$ 1,350		\$ 1,656	\$ 2,000	\$ (344)	83%
Consulting Fees	\$ 8,875	\$ 3,471	\$ 3,471	\$ 10,000	\$ (6,529)	35%
Bonds of Fiscal Agents	\$ 300	\$ -	\$ -	\$ 400	\$ (400)	0%
Prof. Development - Board	\$ 550	\$ -	\$ 212	\$ 500	\$ (288)	42%
Audit Fund (restricted non-payroll)	\$ 3,750	\$ -	\$ 4,000	\$ 4,000	\$ -	100%
Subtotal AUDIT FUND EXPENSE	\$ 3,750	\$ -	\$ 4,000	\$ 4,000	\$ -	100%
Subtotal BOARD EXPENSES	\$ 19,581	\$ 3,471	\$ 12,309	\$ 14,900	\$ (2,591)	83%
COLLECTION MATERIALS						
Books - Adults	\$ 26,521	\$ 332	\$ 13,791	\$ 27,000	\$ (13,209)	51%
Books - Teen	\$ 3,629	\$ -	\$ 1,789	\$ 4,000	\$ (2,211)	45%
Books - Children	\$ 11,222	\$ -	\$ 6,321	\$ 12,000	\$ (5,679)	53%
Movies - DVD	\$ 2,292	\$ 58	\$ 1,665	\$ 3,000	\$ (1,335)	55%
Music	\$ 100	\$ -	\$ -	\$ 100	\$ (100)	0%
Video Games	\$ 212	\$ -	\$ 405	\$ 1,000	\$ (595)	40%
Library of Things	\$ 306	\$ -	\$ 124	\$ 1,000	\$ (876)	12%
Periodicals	\$ 4,226	\$ -	\$ 2,637	\$ 5,000	\$ (2,363)	53%
Databases	\$ 13,130	\$ 1,163	\$ 5,012	\$ 26,000	\$ (20,988)	19%
Lost Damages Items	\$ 78	\$ -	\$ 21	\$ 100	\$ (79)	21%
Per Capita Grant (funds used)	\$ 11,094	\$ -	\$ 22,677	\$ 27,289	\$ (4,612)	83%
Sandford Grant (funds used)	\$ 5,900	\$ -	\$ 2,680	\$ 3,000	\$ (320)	89%
Subtotal COLLECTION MATERIALS	\$ 61,716	\$ 1,553	\$ 57,122	\$ 109,489	\$ (52,367)	52%
ADMINISTRATIVE						
Office Supplies	\$ 4,503	\$ -	\$ 1,591	\$ 2,000	\$ (409)	80%
Postage - all other	\$ 672	\$ -	\$ 559	\$ 800	\$ (241)	70%
Postage - for passports	\$ 992	\$ -	\$ 586	\$ 1,000	\$ (414)	59%
Copy Machines	\$ 9,306	\$ 601	\$ 6,388	\$ 10,000	\$ (3,612)	64%
Nontech Office Equipment	\$ 1,566	\$ -	\$ -	\$ 1,000	\$ (1,000)	0%
Capital Expense	\$ 281,623	\$ -	\$ 24,470	\$ -	\$ 24,470	
Subtotal ADMINISTRATIVE	\$ 298,662	\$ 601	\$ 33,594	\$ 14,800	\$ 18,794	227%
TECHNOLOGY INFRASTRUCTURE						
Staff Hardware	\$ 929	\$ -	\$ -	\$ 1,000	\$ (1,000)	0%
Staff Software	\$ 140	\$ -	\$ -	\$ 1,000	\$ (1,000)	0%
Patron Hardware	\$ 3,239	\$ 1,070	\$ 1,808	\$ 4,000	\$ (2,192)	45%
Patron Software	\$ 267	\$ -	\$ 172	\$ 700	\$ (528)	25%
Server (Nitva)	\$ 9,116	\$ 1,500	\$ 8,524	\$ 11,000	\$ (2,476)	77%
Online Catalog (PrairieCat)	\$ 15,921	\$ -	\$ 13,118	\$ 17,000	\$ (3,882)	77%
Subtotal TECH INFRASTRUCTURE	\$ 29,612	\$ 2,570	\$ 23,622	\$ 34,700	\$ (11,078)	68%
FACILITIES						

	2022-2023	Feb 2024	Total			
	Actual	Actual	Actual YTD	Budget	over Budget	% of Budget
Utilities - Internet	\$ 2,206	\$ 175	\$ 1,387	\$ 4,000	\$ (2,613)	35%
Utilities - Phone	\$ 3,834	\$ 175	\$ 2,665	\$ 5,000	\$ (2,335)	53%
Utilities - Gas	\$ 6,720	\$ 1,217	\$ 3,006	\$ 8,500	\$ (5,494)	35%
Utilities - Electric	\$ 15,020	\$ 1,585	\$ 12,546	\$ 20,000	\$ (7,454)	63%
Utilities - Trash	\$ 1,619	\$ 112	\$ 902	\$ 2,000	\$ (1,098)	45%
Janitorial Services	\$ 17,142	\$ 1,528	\$ 11,777	\$ 20,000	\$ (8,223)	59%
Janitorial Supplies	\$ 2,685	\$ 291	\$ 1,435	\$ 4,000	\$ (2,565)	36%
Landscaping/Snow Removal	\$ 688	\$ 27	\$ 495	\$ 500	\$ (5)	99%
Annual Inspections	\$ 13,283	\$ -	\$ 2,558	\$ 14,000	\$ (11,442)	18%
Repairs & Maintenance	\$ 23,470	\$ 6,180	\$ 11,801	\$ 30,000	\$ (18,199)	39%
Furniture & Fixtures	\$ 8,171	\$ -	\$ 859	\$ 10,000	\$ (9,141)	9%
Architect/Engineering Fees	\$ -	\$ -	\$ -	\$ 20,000	\$ (20,000)	0%
Liability Ins. (restricted non-payroll)	\$ 13,900	\$ -	\$ 6,210	\$ 11,000	\$ (4,790)	56%
Subtotal FACILITIES	\$ 94,838	\$ 11,290	\$ 49,431	\$ 138,000	\$ (88,569)	36%
PROGRAMS						
PR/Marketing	\$ 6,518	\$ -	\$ 2,079	\$ 6,000	\$ (3,921)	35%
Programs - Adult	\$ 2,388	\$ 400	\$ 1,490	\$ 2,500	\$ (1,010)	60%
Programs - Teen	\$ 269	\$ 24	\$ 160	\$ 400	\$ (240)	40%
Programs - Children	\$ 2,739	\$ 68	\$ 637	\$ 3,000	\$ (2,363)	21%
Lab Ratz LyondellBasell Grant (funds used)	\$ 584	\$ -	\$ 61	\$ 1,000	\$ (939)	6%
Programs - Family	\$ 859	\$ -	\$ 604	\$ 1,000	\$ (396)	60%
Cultural Bowker Ostrom Grant (funds used)	\$ 2,050	\$ -	\$ 2,414	\$ 4,890	\$ (2,476)	49%
Outreach Program	\$ 740	\$ -	\$ 368	\$ 500	\$ (132)	74%
Summer Reading Program	\$ 974	\$ -	\$ -	\$ 500	\$ (500)	0%
Bus Trips (funds used)	\$ 8,118	\$ 627	\$ 11,953	\$ 9,008	\$ 2,945	133%
Subtotal PROGRAMS	\$ 17,121	\$ 1,119	\$ 19,616	\$ 28,798	\$ (9,182)	68%
MISCELLANEOUS						
Donations/Memorial Fund	\$ 1,459		\$ -	\$ 6,000	\$ (6,000)	0%
Other Grants (funds used)	\$ 590	\$ 420,006	\$ 420,006	\$ 3,000	\$ 417,006	14000%
Square/Bank Fees	\$ 635	\$ 143	\$ 499	\$ 500	\$ (1)	100%
Subtotal MISCELLANEOUS	\$ 2,684	\$ 420,149	\$ 420,505	\$ 9,500	\$ 411,005	4426%
CONTINGENCIES						
Total GENERAL FUND EXPENSE	\$ 1,104,443	\$ 484,583	\$ 1,025,546	\$ 1,000,426	\$ 25,120	103%
Total Expenses	\$ 1,104,443	\$ 487,559	\$ 1,025,546	\$ 1,000,426	\$ 25,120	103%
Net Operating Income	\$ 703,452	\$ (478,353)	\$ 133,259	\$ 160,315	\$ (27,056)	83%
Net Income	\$ 703,452	\$ (478,353)	\$ 133,259	\$ 160,315	\$ (27,056)	83%
ENDOWMENT (funds invested)	\$ 1,574,396	\$ -	\$ -	\$ -	\$ -	

Payment Information

Payment Due Date **Feb 18, 2024** For online and phone payments, the deadline is 8pm ET.

New Balance **\$2,480.40** Minimum Payment Due **\$2,480.40**

LATE PAYMENT WARNING: If we do not receive your minimum payment by your due date, you may have to pay a late fee of 2.99% of the unpaid portion of your Minimum Payment.

MINIMUM PAYMENT WARNING: You are required to pay your balance in full each month.

If you do not pay off your full statement balance, you may be subject to additional late fees and your charging privileges may be suspended.

If you would like information about credit counseling services, call 1-888-326-8055.

Account Summary

Previous Balance	\$5,869.89
Payments	- \$5,869.89
Other Credits	\$0.00
Transactions	+ \$2,330.40
Cash Advances	+ \$0.00
Fees Charged	+ \$150.00
New Balance	= \$2,480.40
Cash Advance Credit Limit	\$150.00
Available Credit for Cash Advances	\$150.00

Rewards Summary

Rewards as of: 01/23/2024

Rewards Balance
\$216.90

Track and redeem your rewards with our mobile app or on capitalone.com

Previous Balance	Earned This Period	Redeemed this period
\$166.55	\$50.35	\$0.00

Account Notifications

i Welcome to your account notifications. Check back here each month for important updates about your account.

or manage your account at capitalone.com

Customer Service: 1-800-867-0904

See reverse for Important Information



THERESA L MAI
MORRIS AREA PUBLIC LIBRARY
604 LIBERTY S
MORRIS, IL 60450



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Payment Due Date: **Feb 18, 2024**

Account ending in 3892

New Balance **\$2,480.40** Minimum Payment Due **\$2,480.40** Amount Enclosed \$ _____

Capital One
P.O. Box 4069
Carol Stream IL 60197-4069



Please send us this portion of your statement and only one check (or one money order) payable to Capital One to ensure your payment is processed promptly. Allow at least seven business days for delivery.

1 4154177221913892 24 2480405869892480407



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BUSINESS

Transactions

Visit capitalone.com to see detailed transactions.

THERESA L MAI #3892: Payments, Credits and Adjustments

Trans Date	Post Date	Description	Amount
Jan 18	Jan 18	Cap 1 ElecPhonePmt VRUAuthDate 18-Jan	-\$5,869.89

THERESA L MAI #3892: Transactions

Trans Date	Post Date	Description	Amount
Dec 28	Dec 29	WM SUPERCENTER #844MORRISIL	\$36.14 ✓
Dec 29	Dec 30	WAL-MART #0844MORRISIL	\$70.00 ✓
Jan 2	Jan 3	SPOONFLOWER9198867885NC	\$45.69
Jan 2	Jan 3	BP#9344979MORRIS SOUTHMORRISIL	\$28.48 ✓
Jan 4	Jan 6	GRUNDY COUNTY CHAMBER815-9420113IL	\$50.00 ✓
Jan 5	Jan 6	MARITZ AT&L* ALA864-208-2676MO	\$347.00 ✓
Jan 6	Jan 6	AMERLIBASSOC ECOMMERCE866-746-7252IL	\$35.42 ✓
Jan 8	Jan 9	Temu.comBostonMA	\$219.61 ✓
Jan 9	Jan 9	Temu.comBostonMA	\$19.06 ✓
Jan 13	Jan 15	JIMMY JOHNS - 536MORRISIL	\$108.62 ✓
Jan 16	Jan 17	EFILEMYFORMS.COM818-737-2334MA	\$18.16 ✓
Jan 19	Jan 20	JIMMY JOHNS - 536MORRISIL	\$90.00 ✓
THERESA L MAI #3892: Total Transactions			\$1,068.18

DANEAL CHRISTENSEN #9422: Payments, Credits and Adjustments

Trans Date	Post Date	Description	Amount
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DANEAL CHRISTENSEN #9422: Transactions

Trans Date	Post Date	Description	Amount
Dec 26	Dec 27	AMZN Mktp US*HIOVX57G3Amzn.com/billWA	\$12.73 ✓
Dec 26	Dec 28	DEMCO INC800-9624463WI	\$133.27 ✓
Dec 27	Dec 27	TEMU.COM130-248-0611MA	\$21.95 ✓
Dec 27	Dec 28	USPS.COM CLICKNSHIP800-344-7779DC	\$8.05 ✓
Dec 27	Dec 28	CINTAS CORP972-99679000H	\$193.03
Dec 27	Dec 29	DEMCO INC800-9624463WI	\$120.38 ✓
Dec 28	Dec 28	D J*WALL-ST-JOURNAL800-568-7625NJ	\$32.99 ✓
Dec 28	Dec 29	USPS.COM CLICKNSHIP800-344-7779DC	\$8.05 ✓
Dec 29	Dec 30	AMZN Mktp US*PW79J6XE3Amzn.com/billWA	\$34.90 ✓
Jan 1	Jan 2	ALARM DETECTION SYSTEMS6308446300IL	\$247.17 ✓
Jan 2	Jan 3	USPS.COM CLICKNSHIP800-344-7779DC	\$16.10 ✓
Jan 2	Jan 3	USPS PO 1652920450MORRISIL	\$14.71 ✓
Jan 3	Jan 4	USPS.COM CLICKNSHIP800-344-7779DC	\$8.05 ✓

Additional Information on the next page

Transactions (Continued)

Trans Date	Post Date	Description	Amount
Jan 6	Jan 8	USPS.COM CLICKNSHIP800-344-7779DC	\$8.05 ✓
Jan 8	Jan 9	USPS.COM CLICKNSHIP800-344-7779DC	\$8.05 ✓
Jan 9	Jan 10	USPS.COM CLICKNSHIP800-344-7779DC	\$8.05 ✓
Jan 10	Jan 11	AMZN Mktp US*TK21V0921Amzn.com/billWA	\$16.95 ✓
Jan 10	Jan 11	USPS.COM CLICKNSHIP800-344-7779DC	\$8.05 ✓
Jan 10	Jan 11	JIMMY JOHNS - 536MORRISIL	\$132.26 ✓
Jan 14	Jan 15	AMZN Mktp US*RT4IO3H52Amzn.com/billWA	\$71.87 ✓
Jan 17	Jan 18	AMZN Mktp US*R881S3FN2Amzn.com/billWA	\$19.56 ✓
Jan 18	Jan 19	USPS.COM CLICKNSHIP800-344-7779DC	\$8.05 ✓
Jan 18	Jan 19	USPS.COM CLICKNSHIP800-344-7779DC	\$8.05 ✓
Jan 18	Jan 19	AMZN Mktp US*R89AV6RA0Amzn.com/billWA	\$36.99 ✓
Jan 22	Jan 23	VZWRLSS*APOCC VISB800-922-0204FL	\$44.85 ✓
Jan 22	Jan 23	USPS.COM CLICKNSHIP800-344-7779DC	\$17.00 ✓
Jan 23	Jan 24	USPS.COM CLICKNSHIP800-344-7779DC	\$8.50 ✓
Jan 23	Jan 24	USPS PO 1652920450MORRISIL	\$14.56 ✓
DANEAL CHRISTENSEN #9422: Total Transactions			\$1,262.22
Total Transactions for This Period			\$2,330.40

Fees

Trans Date	Post Date	Description	Amount
Jan 24	Jan 24	CAPITAL ONE MEMBER FEE	\$150.00
Total Fees for This Period			\$150.00

Totals Year-to-Date

Total Fees charged	\$150.00
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530486-EN

Roth Jorstad Insurance Agency, LLC

322 Liberty Street
Morris, IL 60450
Telephone: (815) 942-4900

Invoice

INVOICE NO: 142841
REFERENCE NO: 330576
DATE: 03/05/2024
PAYMENT DUE DATE: 03/05/2024

Morris Area Public Library
604 N Liberty Street
Morris, IL 60450

Description: Commercial Bond Position Schedule Bond Library Director Trustee President
Designated Trustee and Trustee (5)

Producer	Company	Policy	Effective	Expires	Customer Service Rep
Deb Baker	RLI Surety Division	RSB7020275	03/10/2024	03/10/2025	

Trans Code	Description	Amount
W	Renewal	385.00

Total Due 385.00

Payment is Due By 03/05/2024

Please pay by 03/05/2024 to ensure continuing coverage.

Thank you for your business.

Please return a copy of this invoice with your payment.

THANK YOU FOR YOUR BUSINESS!



RLI Insurance Company
P.O. Box 3987 Peoria IL 61612-3987
Phone: (309)692-1000 Fax: (309)683-1610

CHANGE NOTICE

The RLI Insurance Company is hereby requested to make the following additions to and/or deductions from the Schedule of Employees or Positions attached to Bond No. RSB7020275.

Obligee: MORRIS AREA PUBLIC LIBRARY

Address: 604 LIBERTY ST
Morris, IL 60450

Dated 10th, March, 2013, subject to all the terms, limitations and conditions therein set forth.

This acceptance notice is issued with the distinct understanding that the liability of the RLI Insurance Company shall under no circumstances be cumulative, and shall not exceed the amount of bond in effect as to any employee or employees when the dishonest act of the employees shall have been committed, and shall in no event exceed the maximum amount at any time specified as to such employee or employees.

ADDITIONS

Date of Addition	Schedule No.	Name	Position	No. of Employees in Position	Amount
08/20/2020			Library Director	1.0	\$ 20,000.00
08/20/2020			Trustee President	1.0	\$ 20,000.00
08/20/2020			Designated Trustee	1.0	\$ 20,000.00
08/20/2020			Trustee	5.0	\$ 10,000.00

DEDUCTIONS

Date of Deduction	Schedule No.	Name	Position	No. of Employees in Position	Amount
08/20/2020			Library Director	1.0	\$ 50,000.00
08/20/2020			Business Manager	1.0	\$ 25,000.00

Dated this 20th day of August, 2020.

MORRIS AREA PUBLIC LIBRARY
(OBLIGEE)

By _____
(SIGNATURE)



RLI Insurance Company

By B. W. Davis
Barton W. Davis Vice President

O0050818

