



McHenry Public Library District

809 North Front Street

McHenry, Illinois 60050

Phone: 815.385.0036

www.mchenrylibrary.org

**McHenry Public Library District
Board of Library Trustees Regular Meeting**

Tuesday November 15, 2016

7:00 p.m.

2nd Floor Board Room

Agenda

- I. CALL TO ORDER** – Kathy Baderstadt, President
- II. ROLL CALL** – Monica Leccese, Secretary
- III. PLEDGE OF ALLEGIANCE**
- IV. CORRECTIONS OR ADDITIONS TO THE AGENDA**
- V. PUBLIC COMMENT AND RECOGNITION OF VISITORS**
- VI. CONSENT AGENDA FOR THIS MEETING (Action)**
SECRETARY'S REPORT – Monica Leccese, Secretary
Minutes of the Regular Board Meeting, October 18, 2016

TREASURER'S REPORT – Charles Reilly, Treasurer
Monthly Financial Statements and Interim Check Report through
October 31, 2016 and Bill Reports for Oct/Nov 2016
Additional Bills (Distributed night of meeting)
Petty Cash and Credit Card Reports
- VII. COMMUNICATIONS**
- VIII. LIBRARIAN'S REPORT**

IX. EXECUTIVE SESSION

To discuss the appointment, employment, compensation, discipline, performance or dismissal of specific employees of the public body in compliance with the Open Meetings Act 5 ILCS 120/2 section 2(c)(1) and review and release of the October 18, 2016 Executive Session Minutes.

X. OLD BUSINESS

1. RFID project – discuss scheduling visits to other area libraries
2. Board self-evaluation process - ongoing

XI. NEW BUSINESS

1. Approval and release of the Oct. 18, 2016 Executive Session Minutes. **(Action)**
2. Approval of new travel/meetings policy to include PA 99-0604. **(Action)**
3. Approval of Resolution 2016/2017-6 for travel to satisfy PA 99-0604 requirement **(Action)**
4. Discussion and approval of the new Bereavement Leave policy (incorporates new IL Child Bereavement Act of 2016) **(Action)**
5. Approval of FY 2015-2016 Annual Audit **(Action)**
6. Approval of FY 2015-2016 Receipts and Disbursements **(Action)**

XII. ANY AND ALL OTHER BUSINESS THAT MAY PROPERLY COME BEFORE THE BOARD

XIII. ADJOURNMENT

*Any person with a physical disability may contact the MPLD (815-385-0036) within 4 hours of any meeting date to request special access to any board meeting. The MPLD will make all board meetings accessible to people with physical disabilities under the current ADA requirements.

MINUTES
MCHENRY PUBLIC LIBRARY DISTRICT
BOARD OF LIBRARY TRUSTEES
PUBLIC HEARING AND REGULAR MEETING

Date: October 18, 2016
Time: 7:00 P.M.
Location: Library Board Meeting Room

Members Present: Kathy Baderstadt, Margaret Carey, Delphine Grala, Monica Leccese, Charles Reilly, and Bradley Schubert

Members Absent: Jill Stone

Also Present: James Scholtz, Executive Director
Bill Edminster, Assistant Director
Debbie Gunness, Business Manager

I. Call to Order:

President Baderstadt called the meeting to order at 7:08 p.m.

II. Roll Call:

Roll was called and a quorum was established. See # 1 on attached sheet.

III. Pledge of Allegiance

IV. Corrections or Additions to the Agenda

New Business – New Resolution to Comply with Government Travel Expense Control Act
New Business – Discussion of Halloween, Thanksgiving and Christmas dinner parties for the Board

V. Public Comment and Recognition of Visitors

None

VI. Consent Agenda for this meeting

Secretary's Report – Monica Leccese, Secretary

Minutes of the Regular Board Meeting, September 20, 2016

Treasurer's Report – Charles Reilly, Treasurer

Monthly Financial Statements and Interim Check Report through September 30, 2016 and Bill Reports for September/October 2016

Additional Bills (Distributed night of meeting)

Petty Cash and Credit Card Reports

The Board reviewed the regular board minutes, financial statements and bills.

Grala moved and Schubert seconded a motion to approve the minutes of the regular meeting for September 20, 2016, the monthly financial statements for the fiscal year through September 30, 2016, the Bill Reports for September/October 2016, and payment of the bills. Motion passed 6-0. See # 2 on attached sheet.

VII. Communications

None

VIII. Librarian's Report

- Edminster reported on the library's progress with the Career Online High School program. He also discussed the feature article in the *Northwest Herald* about the program
- Scholtz reported that he had no progress to report on the Chautauqua idea, though he had received a return phone call from his contact in North Dakota.
- The McHenry County Librarians group will meet here on Friday, October 28th. Former Woodstock Library Director, Maggie Fields Crane, will be updating the group on a project to digitize local historic newspapers. This will provide a backup or alternative to the newspaper access provided by NewsBank, a paid service.
- Scholtz had hoped to show the new and updated solar panels to the McHenry County Librarians, but there has been a delay in getting a city permit.
- Scholtz will talk with directors from libraries with RFID security while they are here for the meeting to arrange dates for trustees to visit to see how RFID works. Edminster will be at Des Plaines Public Library that day attending the RAILS Assistant Directors networking group.
- The library audit was not yet available at the time of the meeting. Scholtz reported that the auditors recommend that the library give W-9 forms to the businesses it deals with.
- Rebecca Malinowski has been appointed to run the CCS computer consortium. She has been in charge of training for CCS and was acting head of CCS during the job search.
- CCS's Request for Proposals for a new Integrated Library System (ILS) will be sent out and a decision on a vendor is expected early in 2017.
- Scholtz commended Kathy Milfajt, the new Head of Technical Services, for representing the library at the CCS Governing Board meeting when he and Edminster were both unable to attend.
- The cork floor in the Main Room of the library needs to be fixed because the surface underneath was not properly prepared when the flooring was put in. Scholtz and Harding decided to make the repairs in-house rather than bringing in an outside company because it would not require closing the library and the work would be done better. The work will be done in small areas at a time during November and December primarily before the library is open.
- Administration is looking at health insurance. We will stay with the same insurance broker, but are looking at several options for insurance providers. We already know that our current provider will be raising rates and that other providers offer lower rates, but we are considering various scenarios that might improve our rates even more. We are also planning to investigate options to return our annual renewal date to January 1 rather than December 1, something that has occurred in the recent past.
- Scholtz is investigating getting Crisis Intervention Training (CIT) for some staff. Formal CIT is only given to law enforcement and first responders, but the Health Department offers a version that would be appropriate for our staff. The training helps when dealing with patrons with mental health problems.
- Scholtz reported that staff had expressed interest in stocking Narcan in the library to deal with opiate overdoses but that after investigating use in libraries, he felt that there was too much risk of misdiagnosis. We chose not to ask staff to diagnose and treat overdoses since EMT professionals arrive at our location very quickly.

- Scholtz presented a draft of a resolution on Board travel expenses. Instructions for and interpretations of the legislation, which sets limits on the spending and use of government money on travel expenses, are still being developed, so the Board will not be required to pass the resolution until the January meeting.
- Scholtz and the IT Department are in conversations with the company In Sync Systems of Crystal Lake to upgrade and maintain our phone system.
- The Per Capita Grant application is now available and Edminster will be working on it. The Board will need to approve it at its December meeting.
- Edminster told the Board about the October 14, 2016 in-service where the speaker talked to the staff about serving LGBTQ (Lesbian, Gay, Bisexual, Transgender, and Queer (and/or questioning) individuals/identities)) patrons.

IX. Executive Session

To discuss the appointment, employment, compensation, discipline, performance or dismissal of specific employees of the public body in compliance with the Open Meetings Act 5 ILCS 120/2 section 2(c)(1) and review and release of the September 20, 2016 executive session minutes.

Carey moved and Reilly seconded a motion to go into executive session at 7:57 p.m. to discuss the appointment, employment, compensation, discipline, performance or dismissal of specific employees of the public body in compliance with the Open Meetings Act 5 ILCS 120/2 section 2(c)(1) and review and release of the September 20, 2016 executive session minutes. Motion passed 6-0. See # 3 on attached sheet.

Carey moved and Reilly seconded a motion to come out of executive session at 8:30 p.m. Motion passed 6-0. See # 4 on attached sheet.

No action was taken.

X. Old Business

1. RFID Project – Discuss scheduling visits to other area libraries
2. Board self-evaluation process - Ongoing

XI. New Business

1. Approval and release of the September 20, 2016 Executive Session Minutes.

The Board reviewed the executive session minutes in Executive Session.

Schubert moved and Reilly seconded a motion to approve and release of the September 20, 2016 Executive Session Minutes. Motion passed 6-0. See # 5 on attached sheet.

2. Approval of the Revised Budget and Appropriation Ordinance 2016/2017-3

Leccese moved and Schubert seconded a motion to approve the Revised Combined Annual Budget and Appropriation Ordinance 2016/2017-3 for the McHenry Public Library District for the FY beginning July 1, 2016 and ending June 30, 2017. Motion passed 6-0. See # 6 on attached sheet.

3. Approval of the Levy and Assessment of Taxes Ordinance No. 2016/2017-4

Leccese moved and Grala seconded a motion to approve the Levy and Assessment of Taxes Ordinance 2016/2017-4 for the McHenry Public Library District for the Fiscal Year beginning July 1, 2016 and ending June 30, 2017. Motion passed 6-0. See # 7 on attached sheet.

4. Review Audit Draft to be handed out the night of the meeting.

No action was taken because the Audit Draft was not available for the board meeting.

5. New Resolution to Comply with Government Travel Expense Control Act

Scholtz distributed a sample copy of a Resolution to Comply with the Government Travel Expense Control Act. He informed the Board that he will be discussing the travel expense resolution with other McHenry County directors at their October 28th meeting. Scholtz will then present the travel expense resolution at the November board meeting.

6. Discussion of Halloween, Thanksgiving and Christmas dinner parties for the Board

The board discussed a suggestion from a fellow board member that the board have holiday dinners before their meetings in October, November and December. While the board encourages and appreciates new ideas and suggestions, members felt having such social events was not in line with the board's purpose and responsibility to conduct and discuss library business at these meetings. In addition, as volunteer public servants, the board felt such social events were not appropriate in a library board meeting setting.

XII. Any and All Other Business Which May Properly Come Before the Board

None

XIII. Adjournment

Carey moved Schubert seconded a motion to adjourn the meeting at 8:56 p.m.
Motion passed 6-0. See # 8 on attached sheet.

Respectfully Submitted,

Monica Leccese, Secretary

Text for Motion Sheet

1. Roll Call at 7:08 p.m.
2. Motion to approve the minutes of the regular meeting for September 20, 2016, the monthly financial statements for the fiscal year through September 30, 2016, the Bill Reports for September/October 2016, and payment of the bills.
3. Motion to go into executive session at 7:57 p.m. to discuss the appointment, employment, compensation, discipline, performance or dismissal of specific employees of the public body in compliance with the Open Meetings Act 5 ILCS 120/2 section 2(c)(1) and review and release of the September 20, 2016 executive session minutes.
4. Motion to come out of executive session at 8:30 p.m.
5. Motion to approve and release of the September 20, 2016 Executive Session Minutes.
6. Motion to approve the Revised Combined Annual Budget and Appropriation Ordinance 2016/2017-3 for the McHenry Public Library District for the FY beginning July 1, 2016 and ending June 30, 2017.
7. Motion to approve the Levy and Assessment of Taxes Ordinance 2016/2017-4 for the McHenry Public Library District for the Fiscal Year beginning July 1, 2016 and ending June 30, 2017.
8. Motion to adjourn the meeting at 8:56 p.m.

DATE: October 18, 2016 Called to Order: 7:08 p.m.	Kathy Beaderstadt	Margaret Carey	Delphine Grala	Monica Leccese	Charles Reilly	Bradley Schubert	Jill Stone
1. Roll call at 7:08 p.m.	P	P	P	P	P	P	NP
2. Motion to approve the minutes of the regular meeting for September 20, 2016, the monthly financial statements for the fiscal year through September 30, 2016, the Bill Reports for September/October 2016, and payment of the bills.	Y	Y	(M)Y	Y	Y	(S)Y	NP
3. Motion to go into executive session at 7:57 p.m. to discuss the appointment, employment, compensation, discipline, performance or dismissal of specific employees of the public body in compliance with the Open Meetings Act 5 ILCS 120/2 section 2(c)(1) and review and release of the September 20, 2016 executive session minutes.	Y	(M)Y	Y	Y	(S)Y	Y	NP
4. Motion to come out of executive session at 8:30 p.m.	Y	(M)Y	Y	Y	(S)Y	Y	NP
5. Motion to approve and release of the September 20, 2016 Executive Session Minutes.	Y	Y	Y	Y	(S)Y	(M)Y	NP
6. Motion to approve the Revised Combined Annual Budget and Appropriation Ordinance 2016/2017-3 for the McHenry Public Library District for the FY beginning July 1, 2016 and ending June 30, 2017.	Y	Y	Y	(M)Y	Y	(S)Y	NP
7. Motion to approve the Levy and Assessment of Taxes Ordinance 2016/2017-4 for the McHenry Public Library District for the Fiscal Year beginning July 1, 2016 and ending June 30, 2017.	Y	Y	(S)Y	(M)Y	Y	Y	NP
8. Motion to adjourn the meeting at 8:56 p.m.	Y	(M)Y	Y	Y	Y	(S)Y	NP

A=Abstain, M=Motion, N=No, NP=Not Present, P=Present, S=Second, Y=Yes

MCHENRY PUBLIC LIBRARY DISTRICT

COMPILED FINANCIAL STATEMENTS

October 31, 2016

McHenry Public Library District
Balance Sheet
As of October 31, 2016

6:37 PM
11/10/2016
Cash Basis
Oct 31, 16

ASSETS

Current Assets

Checking/Savings

1060 - First Midwest Bank-Money Market	
1060100 - MM - General - First Midwest	1,369,371.25
1060200 - MM - Spec Reserve-First Midwest	1,748,047.39
1060300 - MM - Grant & Gift-First Midwest	461,823.92
Total 1060 - First Midwest Bank-Money Market	3,579,242.56
1070100 - HSA/Building - First Midwest	367,411.21
1615100 - General Account - First Midwest	20,696.97
1625100 - Payroll Account - First Midwest	112,400.73
1635100 - Imprest Account - First Midwest	4,799.19
1045100 - PROPAY	6,148.92
1150100 - FirstMerit-MoneyMarket- 4/22/11	200,147.76

Total Checking/Savings 4,290,847.34

Other Current Assets

1005100 - Petty Cash 800.00

Total Other Current Assets 800.00

Total Current Assets **4,291,647.34**

TOTAL ASSETS

4,291,647.34

LIABILITIES & EQUITY

Equity

3010100 - Fund Balance - General	1,607,104.80
3010200 - Fund Balance - Special Reserve	1,744,332.86
3010300 - Fund Balance - Grants & Gifts	465,934.67
Net Income	474,275.01

Total Equity 4,291,647.34

TOTAL LIABILITIES & EQUITY

4,291,647.34

McHenry Public Library District
Statement of Revenues and Expenditures
 October 2016

6:40 PM
 11/10/2016
 Cash Basis
 Oct 16

Income	
6010100 · Property Taxes	44,131.47
6030100 · Interest Income - General	76.66
6030200 · Interest Income - Spec Reserve	57.68
6030300 · Interest Income - Grant & Gifts	15.25
6035100 · Dividends	100.04
6040100 · Nonresident & Enhanced Cards	90.00
6050100 · Fines	4,182.56
6055100 · Collection Fees	40.00
6060100 · Photocopier & Fax Income	1,142.68
6070300 · General Fund Gifts	10.22
6105100 · Staff Cobra/Insurance Payments	1,389.94
6110100 · Program Fees/Misc Fees	2,160.00
6120100 · Meeting Room Fees	30.00
6130100 · Misc Income - General	513.13
6150100 · Lost & Damged Materials	329.56
6200100 · Over/Short	(0.24)
Total Income	54,268.95
Gross Profit	54,268.95
Expense	
8010100 · Adult Books	10,414.64
8020100 · Youth Books	2,908.44
8028100 · Administrative Resources (GA)	29.99
8030100 · Magazines & Newspapers	207.31
8050100 · Adult AV Materials	4,638.41
8060100 · Youth AV Materials	1,164.97
8080100 · Video Games	934.83
8090100 · eBook & eMagazine Services	13,018.89
8095100 · Electronic Subscriptions	8,205.00
8120100 · Library Supplies	42.62
8130100 · Tech Services Supplies	875.41
8140100 · Adult Programs & Supplies	1,765.30
8150100 · Youth Programs & Supplies	1,642.79
8215100 · Collection Agency Fees	98.45
8245100 · Comp/OfcEqp/CopierRepairs/Contr	105.00
8310100 · CCS & SIRSI Expenses	5,902.00
8320100 · Network Expenses	1,736.28
8330100 · OCLC Services (cataloging)	806.00
8410100 · Payroll Exp, Acctg & Audit Serv	5,637.29
8510100 · Printing	5,412.76
8540100 · Postage	560.59
8550100 · Public Relations/Promotions	626.60
8610100 · Electricity	2,509.29
8630100 · Telephone	470.57
8635100 · T-1 & other Telecommunications	838.80
8640100 · Water & Sewer	1,396.01
8740100 · Building & Grounds	8,530.27
8760100 · Hospitality	545.01
8770100 · Interlibrary Loan Fees & Losses	12.99

	<u>Oct 16</u>
8800311 · Adult Materials - PER CAPITA	414.08
8910100 · Salaries	127,899.05
8920100 · FICA/Medicare	9,689.56
8930100 · IMRF	14,170.46
8940100 · Health & Life Insurance	25,987.33
8960100 · Memberships & Dues	21.98
8970100 · Meetings & Travel	1,328.42
9060100 · Library Furnishings	419.99
Total Expense	<u>260,967.38</u>
Net Income	<u><u>(206,698.43)</u></u>

McHenry Public Library District
Statement of Revenues and Expenditures by Class
 July through October 2016

6:41 PM
 11/10/2016
 Cash Basis

	100 General Fund	200 Special Reserve Fund	300 Grant and Gift Fund	TOTAL
Income				
6010100 · Property Taxes	1,509,092.02	0.00	0.00	1,509,092.02
6020200 · Developer Fees	0.00	3,470.00	0.00	3,470.00
6030100 · Interest Income - General	222.19	0.00	0.00	222.19
6030200 · Interest Income - Spec Reserve	0.00	244.53	0.00	244.53
6030300 · Interest Income - Grant & Gifts	0.00	0.00	63.87	63.87
6035100 · Dividends	195.20	0.00	0.00	195.20
6040100 · Nonresident & Enhanced Cards	135.00	0.00	0.00	135.00
6050100 · Fines	14,229.02	0.00	0.00	14,229.02
6055100 · Collection Fees	110.00	0.00	0.00	110.00
6060100 · Photocopier & Fax Income	4,751.86	0.00	0.00	4,751.86
6070300 · General Fund Gifts	0.00	0.00	50.96	50.96
6105100 · Staff Cobra/Insurance Payments	4,882.86	0.00	0.00	4,882.86
6110100 · Program Fees/Misc Fees	2,160.00	0.00	0.00	2,160.00
6120100 · Meeting Room Fees	175.00	0.00	0.00	175.00
6130100 · Misc Income - General	923.03	0.00	0.00	923.03
6150100 · Lost & Damged Materials	1,249.92	0.00	0.00	1,249.92
6200100 · Over/Short	(4.00)	0.00	0.00	(4.00)
Total Income	1,538,122.10	3,714.53	114.83	1,541,951.46
Gross Profit	1,538,122.10	3,714.53	114.83	1,541,951.46
Expense				
8010100 · Adult Books	34,674.57	0.00	0.00	34,674.57
8020100 · Youth Books	12,139.09	0.00	0.00	12,139.09
8025100 · Professional Resources	4,201.39	0.00	0.00	4,201.39
8028100 · Administrative Resources (GA)	289.97	0.00	0.00	289.97
8030100 · Magazines & Newspapers	12,257.56	0.00	0.00	12,257.56
8040300 · Operating Fund Gifts	0.00	0.00	3,737.28	3,737.28
8050100 · Adult AV Materials	17,008.89	0.00	0.00	17,008.89
8060100 · Youth AV Materials	3,379.11	0.00	0.00	3,379.11
8080100 · Video Games	2,664.85	0.00	0.00	2,664.85
8090100 · eBook & eMagazine Services	15,697.16	0.00	0.00	15,697.16
8095100 · Electronic Subscriptions	17,371.68	0.00	0.00	17,371.68
8110100 · Bank Service Charges	0.81	0.00	0.00	0.81
8120100 · Library Supplies	1,609.36	0.00	0.00	1,609.36
8130100 · Tech Services Supplies	4,769.64	0.00	0.00	4,769.64
8140100 · Adult Programs & Supplies	7,671.39	0.00	0.00	7,671.39
8145100 · Circulation Supplies	1,785.87	0.00	0.00	1,785.87
8147100 · Summer Reading Club	24.08	0.00	0.00	24.08
8150100 · Youth Programs & Supplies	6,346.76	0.00	0.00	6,346.76
8215100 · Collection Agency Fees	322.20	0.00	0.00	322.20
8245100 · Comp/OfcEqp/CopierRepairs/Contr	11,113.74	0.00	0.00	11,113.74
8310100 · CCS & SIRSI Expenses	23,608.00	0.00	0.00	23,608.00
8320100 · Network Expenses	7,445.12	0.00	0.00	7,445.12
8330100 · OCLC Services (cataloging)	3,224.00	0.00	0.00	3,224.00
8410100 · Payroll Exp, Acctg & Audit Serv	8,409.61	0.00	0.00	8,409.61
8430100 · Automation & Misc Consultants	470.00	0.00	0.00	470.00
8440100 · In Service Honorarium	600.00	0.00	0.00	600.00
8510100 · Printing	12,376.76	0.00	0.00	12,376.76

	100 General Fund	200 Special Reserve Fund	300 Grant and Gift Fund	TOTAL
8530100 · Public Notices & Ads	107.30	0.00	0.00	107.30
8540100 · Postage	2,686.23	0.00	0.00	2,686.23
8550100 · Public Relations/Promotions	3,166.13	0.00	0.00	3,166.13
8610100 · Electricity	8,262.96	0.00	0.00	8,262.96
8620100 · Gas	254.87	0.00	0.00	254.87
8630100 · Telephone	1,955.70	0.00	0.00	1,955.70
8635100 · T-1 & other Telecommunications	2,094.90	0.00	0.00	2,094.90
8640100 · Water & Sewer	3,204.98	0.00	0.00	3,204.98
8720100 · Building/Auto Insurance	20,698.00	0.00	0.00	20,698.00
8730100 · Bonding & Officers Liability	5,243.00	0.00	0.00	5,243.00
8740100 · Building & Grounds	20,869.51	0.00	0.00	20,869.51
8760100 · Hospitality	598.40	0.00	0.00	598.40
8770100 · Interlibrary Loan Fees & Losses	43.78	0.00	0.00	43.78
8800311 · Adult Materials - PER CAPITA	0.00	0.00	488.30	488.30
8910100 · Salaries	578,798.69	0.00	0.00	578,798.69
8920100 · FICA/Medicare	43,577.93	0.00	0.00	43,577.93
8930100 · IMRF	63,554.87	0.00	0.00	63,554.87
8940100 · Health & Life Insurance	95,615.63	0.00	0.00	95,615.63
8950100 · Tuition Reimbursement	618.84	0.00	0.00	618.84
8960100 · Memberships & Dues	989.96	0.00	0.00	989.96
8970100 · Meetings & Travel	2,351.37	0.00	0.00	2,351.37
9060100 · Library Furnishings	1,333.24	0.00	0.00	1,333.24
9090100 · Additional Capital Projects	(2,037.03)	0.00	0.00	(2,037.03)
Total Expense	1,063,450.87	0.00	4,225.58	1,067,676.45
Net Income	474,671.23	3,714.53	(4,110.75)	474,275.01

Statement of Revenues and Expenditures Budget vs. Actual

11/10/2016

July through October 2016

Cash Basis

	Jul - Oct 16	Budget	\$ Over Budget	% of Budget
Income				
6010100 · Property Taxes	1,509,092.02	3,180,652.28	(1,671,560.26)	47.45%
6020200 · Developer Fees	3,470.00	25,000.00	(21,530.00)	13.88%
6030100 · Interest Income - General	222.19	5,000.00	(4,777.81)	4.44%
6030200 · Interest Income - Spec Reserve	244.53	3,000.00	(2,755.47)	8.15%
6030300 · Interest Income - Grant & Gifts	63.87	2,500.00	(2,436.13)	2.56%
6035100 · Dividends	195.20	500.00	(304.80)	39.04%
6040100 · Nonresident & Enhanced Cards	135.00	1,000.00	(865.00)	13.5%
6050100 · Fines	14,229.02	55,000.00	(40,770.98)	25.87%
6055100 · Collection Fees	110.00	1,000.00	(890.00)	11.0%
6060100 · Photocopier & Fax Income	4,751.86	17,000.00	(12,248.14)	27.95%
6070200 · Reserve Fund Gifts	0.00	25,000.00	(25,000.00)	0.0%
6070300 · General Fund Gifts	50.96	20,000.00	(19,949.04)	0.26%
6090100 · Annexation Impact Fees	0.00	1,000.00	(1,000.00)	0.0%
6090200 · Transfer from General Fund	0.00	800,000.00	(800,000.00)	0.0%
6105100 · Staff Cobra/Insurance Payments	4,882.86	17,000.00	(12,117.14)	28.72%
6110100 · Program Fees/Misc Fees	2,160.00	4,200.00	(2,040.00)	51.43%
6120100 · Meeting Room Fees	175.00	1,000.00	(825.00)	17.5%
6130100 · Misc Income - General	923.03	25,000.00	(24,076.97)	3.69%
6130200 · Misc Income - Special Reserve	0.00	2,000.00	(2,000.00)	0.0%
6150100 · Lost & Damged Materials	1,249.92	6,000.00	(4,750.08)	20.83%
6170300 · Per Capita Grant	0.00	84,893.43	(84,893.43)	0.0%
6200100 · Over/Short	(4.00)	0.00	(4.00)	100.0%
6210300 · Miscellaneous Grants	0.00	50,000.00	(50,000.00)	0.0%
Total Income	1,541,951.46	4,326,745.71	(2,784,794.25)	35.64%
Gross Profit	1,541,951.46	4,326,745.71	(2,784,794.25)	35.64%
Expense				
8010100 · Adult Books	34,674.57	85,000.00	(50,325.43)	40.79%
8020100 · Youth Books	12,139.09	59,000.00	(46,860.91)	20.58%
8025100 · Professional Resources	4,201.39	3,500.00	701.39	120.04%
8028100 · Administrative Resources (GA)	289.97	6,400.00	(6,110.03)	4.53%
8030100 · Magazines & Newspapers	12,257.56	15,000.00	(2,742.44)	81.72%
8040300 · Operating Fund Gifts	3,737.28	448,381.10	(444,643.82)	0.83%
8050100 · Adult AV Materials	17,008.89	62,000.00	(44,991.11)	27.43%
8060100 · Youth AV Materials	3,379.11	16,000.00	(12,620.89)	21.12%
8080100 · Video Games	2,664.85	15,000.00	(12,335.15)	17.77%
8090100 · eBook & eMagazine Services	15,697.16	55,500.00	(39,802.84)	28.28%
8095100 · Electronic Subscriptions	17,371.68	80,000.00	(62,628.32)	21.72%
8110100 · Bank Service Charges	0.81	500.00	(499.19)	0.16%
8120100 · Library Supplies	1,609.36	10,000.00	(8,390.64)	16.09%
8130100 · Tech Services Supplies	4,769.64	57,200.00	(52,430.36)	8.34%
8135100 · Bindery	0.00	150.00	(150.00)	0.0%
8140100 · Adult Programs & Supplies	7,671.39	22,000.00	(14,328.61)	34.87%
8145100 · Circulation Supplies	1,785.87	12,000.00	(10,214.13)	14.88%
8147100 · Summer Reading Club	24.08	7,000.00	(6,975.92)	0.34%
8150100 · Youth Programs & Supplies	6,346.76	21,500.00	(15,153.24)	29.52%
8215100 · Collection Agency Fees	322.20	1,500.00	(1,177.80)	21.48%
8245100 · Comp/OfcEqp/CopierRepairs/Contr	11,113.74	59,000.00	(47,886.26)	18.84%

	Jul - Oct 16	Budget	\$ Over Budget	% of Budget
8260100 · Misc Contracted Services	0.00	2,000.00	(2,000.00)	0.0%
8270100 · Finance/Late Fee Charges	0.00	500.00	(500.00)	0.0%
8310100 · CCS & SIRSI Expenses	23,608.00	80,000.00	(56,392.00)	29.51%
8320100 · Network Expenses	7,445.12	25,000.00	(17,554.88)	29.78%
8330100 · OCLC Services (cataloging)	3,224.00	8,000.00	(4,776.00)	40.3%
8410100 · Payroll Exp, Acctg & Audit Serv	8,409.61	28,000.00	(19,590.39)	30.03%
8420100 · Legal Services	0.00	1,500.00	(1,500.00)	0.0%
8430100 · Automation & Misc Consultants	470.00	14,000.00	(13,530.00)	3.36%
8440100 · In Service Honorarium	600.00	1,000.00	(400.00)	60.0%
8510100 · Printing	12,376.76	36,000.00	(23,623.24)	34.38%
8530100 · Public Notices & Ads	107.30	3,000.00	(2,892.70)	3.58%
8540100 · Postage	2,686.23	18,000.00	(15,313.77)	14.92%
8550100 · Public Relations/Promotions	3,166.13	10,000.00	(6,833.87)	31.66%
8610100 · Electricity	8,262.96	25,000.00	(16,737.04)	33.05%
8620100 · Gas	254.87	2,500.00	(2,245.13)	10.2%
8630100 · Telephone	1,955.70	13,500.00	(11,544.30)	14.49%
8635100 · T-1 & other Telecommunications	2,094.90	7,000.00	(4,905.10)	29.93%
8640100 · Water & Sewer	3,204.98	3,500.00	(295.02)	91.57%
8720100 · Building/Auto Insurance	20,698.00	32,000.00	(11,302.00)	64.68%
8730100 · Bonding & Officers Liability	5,243.00	5,500.00	(257.00)	95.33%
8740100 · Building & Grounds	20,869.51	54,000.00	(33,130.49)	38.65%
8760100 · Hospitality	598.40	13,000.00	(12,401.60)	4.6%
8770100 · Interlibrary Loan Fees & Losses	43.78	700.00	(656.22)	6.25%
8795100 · Miscellaneous (FH)	0.00	4,000.00	(4,000.00)	0.0%
8800300 · Per Capita Grant expense for FY	0.00	32,393.43	(32,393.43)	0.0%
8800311 · Adult Materials - PER CAPITA	488.30	0.00	488.30	100.0%
8910100 · Salaries	578,798.69	1,810,000.00	(1,231,201.31)	31.98%
8920100 · FICA/Medicare	43,577.93	145,000.00	(101,422.07)	30.05%
8930100 · IMRF	63,554.87	180,000.00	(116,445.13)	35.31%
8940100 · Health & Life Insurance	95,615.63	260,000.00	(164,384.37)	36.78%
8950100 · Tuition Reimbursement	618.84	9,000.00	(8,381.16)	6.88%
8960100 · Memberships & Dues	989.96	8,000.00	(7,010.04)	12.38%
8970100 · Meetings & Travel	2,351.37	14,000.00	(11,648.63)	16.8%
9030300 · Misc Grants	0.00	25,000.00	(25,000.00)	0.0%
9050200 · Library District Act	0.00	150,000.00	(150,000.00)	0.0%
9060100 · Library Furnishings	1,333.24	35,000.00	(33,666.76)	3.81%
9070100 · Library Equipment	0.00	70,000.00	(70,000.00)	0.0%
9080100 · Small Equipment Under \$250	0.00	10,000.00	(10,000.00)	0.0%
9090100 · Additional Capital Projects	(2,037.03)	320,000.00	(322,037.03)	(0.64%)
Total Expense	1,067,676.45	4,492,724.53	(3,425,048.08)	23.77%
Net Income	474,275.01	(165,978.82)	640,253.83	(285.74%)

Statement of Revenue and Expenditures Budget vs. Actual

11/10/2016

July 1, 2016 - October 31, 2016 - General Fund

Cash Basis

	Jul - Oct 16	Budget	\$ Over Budget	% of Budget
Income				
6010100 · Property Taxes	1,509,092.02	3,180,652.28	(1,671,560.26)	47.45%
6030100 · Interest Income - General	222.19	5,000.00	(4,777.81)	4.44%
6035100 · Dividends	195.20	500.00	(304.80)	39.04%
6040100 · Nonresident & Enhanced Cards	135.00	1,000.00	(865.00)	13.5%
6050100 · Fines	14,229.02	55,000.00	(40,770.98)	25.87%
6055100 · Collection Fees	110.00	1,000.00	(890.00)	11.0%
6060100 · Photocopier & Fax Income	4,751.86	17,000.00	(12,248.14)	27.95%
6090100 · Annexation Impact Fees	0.00	1,000.00	(1,000.00)	0.0%
6105100 · Staff Cobra/Insurance Payments	4,882.86	17,000.00	(12,117.14)	28.72%
6110100 · Program Fees/Misc Fees	2,160.00	4,200.00	(2,040.00)	51.43%
6120100 · Meeting Room Fees	175.00	1,000.00	(825.00)	17.5%
6130100 · Misc Income - General	923.03	25,000.00	(24,076.97)	3.69%
6150100 · Lost & Damged Materials	1,249.92	6,000.00	(4,750.08)	20.83%
6200100 · Over/Short	(4.00)	0.00	(4.00)	100.0%
Total Income	1,538,122.10	3,314,352.28	(1,776,230.18)	46.41%
Gross Profit	1,538,122.10	3,314,352.28	(1,776,230.18)	46.41%
Expense				
8010100 · Adult Books	34,674.57	85,000.00	(50,325.43)	40.79%
8020100 · Youth Books	12,139.09	59,000.00	(46,860.91)	20.58%
8025100 · Professional Resources	4,201.39	3,500.00	701.39	120.04%
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8110100 · Bank Service Charges	0.81	500.00	(499.19)	0.16%
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8130100 · Tech Services Supplies	4,769.64	57,200.00	(52,430.36)	8.34%
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8270100 · Finance/Late Fee Charges	0.00	500.00	(500.00)	0.0%
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8320100 · Network Expenses	7,445.12	25,000.00	(17,554.88)	29.78%
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8420100 · Legal Services	0.00	1,500.00	(1,500.00)	0.0%
8430100 · Automation & Misc Consultants	470.00	14,000.00	(13,530.00)	3.36%
8440100 · In Service Honorarium	600.00	1,000.00	(400.00)	60.0%
8510100 · Printing	12,376.76	36,000.00	(23,623.24)	34.38%

	Jul - Oct 16	Budget	\$ Over Budget	% of Budget
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8540100 · Postage	2,686.23	18,000.00	(15,313.77)	14.92%
8550100 · Public Relations/Promotions	3,166.13	10,000.00	(6,833.87)	31.66%
8610100 · Electricity	8,262.96	25,000.00	(16,737.04)	33.05%
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8640100 · Water & Sewer	3,204.98	3,500.00	(295.02)	91.57%
8720100 · Building/Auto Insurance	20,698.00	32,000.00	(11,302.00)	64.68%
8730100 · Bonding & Officers Liability	5,243.00	5,500.00	(257.00)	95.33%
8740100 · Building & Grounds	20,869.51	54,000.00	(33,130.49)	38.65%
8760100 · Hospitality	598.40	13,000.00	(12,401.60)	4.6%
8770100 · Interlibrary Loan Fees & Losses	43.78	700.00	(656.22)	6.25%
8795100 · Miscellaneous (FH)	0.00	4,000.00	(4,000.00)	0.0%
8910100 · Salaries	578,798.69	1,810,000.00	(1,231,201.31)	31.98%
8920100 · FICA/Medicare	43,577.93	145,000.00	(101,422.07)	30.05%
8930100 · IMRF	63,554.87	180,000.00	(116,445.13)	35.31%
8940100 · Health & Life Insurance	95,615.63	260,000.00	(164,384.37)	36.78%
8950100 · Tuition Reimbursement	618.84	9,000.00	(8,381.16)	6.88%
8960100 · Memberships & Dues	989.96	8,000.00	(7,010.04)	12.38%
8970100 · Meetings & Travel	2,351.37	14,000.00	(11,648.63)	16.8%
9060100 · Library Furnishings	1,333.24	35,000.00	(33,666.76)	3.81%
9070100 · Library Equipment	0.00	70,000.00	(70,000.00)	0.0%
9080100 · Small Equipment Under \$250	0.00	10,000.00	(10,000.00)	0.0%
9090100 · Additional Capital Projects	(2,037.03)	320,000.00	(322,037.03)	(0.64%)
Total Expense	1,063,450.87	3,836,950.00	(2,773,499.13)	27.72%
Net Income	474,671.23	(522,597.72)	997,268.95	(90.83%)

Statement of Revenues and Expenditures Budget vs. Actual

11/10/2016

July 1, 2016 - October 31, 2016 -Special Reserve Fund

Cash Basis

	Jul - Oct 16	Budget	\$ Over Budget	% of Budget
Income				
6020200 · Developer Fees	3,470.00	25,000.00	(21,530.00)	13.88%
6030200 · Interest Income - Spec Reserve	244.53	3,000.00	(2,755.47)	8.15%
6070200 · Reserve Fund Gifts	0.00	25,000.00	(25,000.00)	0.0%
6090200 · Transfer from General Fund	0.00	800,000.00	(800,000.00)	0.0%
6130200 · Misc Income - Special Reserve	0.00	2,000.00	(2,000.00)	0.0%
Total Income	3,714.53	855,000.00	(851,285.47)	0.43%
Gross Profit	3,714.53	855,000.00	(851,285.47)	0.43%
Expense				
9050200 · Library District Act	0.00	150,000.00	(150,000.00)	0.0%
Total Expense	0.00	150,000.00	(150,000.00)	0.0%
Net Income	3,714.53	705,000.00	(701,285.47)	0.53%

Statement of Revenues and Expenditures Budget vs. Actual

11/10/2016

July 1, 2016 - October 31, 2016 - Grant and Gift Fund

Cash Basis

	<u>Jul - Sep 16</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Income				
6030300 · Interest Income - Grant & Gifts	63.87	2,500.00	(2,436.13)	2.56%
6070300 · General Fund Gifts	50.96	20,000.00	(19,949.04)	0.26%
6170300 · Per Capita Grant	0.00	84,893.43	(84,893.43)	0.0%
6210300 · Miscellaneous Grants	0.00	50,000.00	(50,000.00)	0.0%
Total Income	<u>114.83</u>	<u>157,393.43</u>	<u>(157,278.60)</u>	<u>0.07%</u>
Gross Profit	114.83	157,393.43	(157,278.60)	0.07%
Expense				
8040300 · Operating Fund Gifts	3,737.28	448,381.10	(444,643.82)	0.83%
8800300 · Per Capita Grant expense for FY	0.00	32,393.43	(32,393.43)	0.0%
8800311 · Adult Materials - PER CAPITA	488.30	0.00	488.30	100.0%
9030300 · Misc Grants	0.00	25,000.00	(25,000.00)	0.0%
Total Expense	<u>4,225.58</u>	<u>505,774.53</u>	<u>(501,548.95)</u>	<u>0.84%</u>
Net Income	<u>(4,110.75)</u>	<u>(348,381.10)</u>	<u>344,270.35</u>	<u>1.18%</u>

**McHenry Public Library District
 INTERIM CHECKS ISSUED - October 2016
 (NOT INCLUDED ON BILL REPORT)**

<u>VENDOR</u>	Account - Money Market <u>DESCRIPTION</u>	<u>AMOUNT</u>	<u>ACCT#</u>	<u>DATE</u>	<u>CHECK</u>
	(no checks written on this account)				
	subtotal for account	\$ -			

<u>VENDOR</u>	Account - General Fund <u>DESCRIPTION</u>	<u>AMOUNT</u>	<u>ACCT#</u>	<u>DATE</u>	<u>CHECK</u>
	subtotal for account	\$ -			

	Account - HSA/Building <u>DESCRIPTION</u>	<u>AMOUNT</u>	<u>ACCT#</u>	<u>DATE</u>	<u>CHECK</u>
First Midwest Bank	employee contributions HSA	\$ 693.94	8940-100	10/20/16	EFT
First Midwest Bank	employer contributions HSA	\$ 646.24	8940-100	10/20/16	EFT
First Midwest Bank	employee contributions HSA	\$ 693.94	8940-100	10/21/16	EFT
First Midwest Bank	employer contributions HSA	\$ 646.24	8940-100	10/21/16	EFT
First Midwest Bank	employee contributions HSA	\$ 693.94	8940-100	10/28/16	EFT
First Midwest Bank	employer contributions HSA	\$ 646.24	8940-100	10/28/16	EFT
	subtotal for account	\$ 4,020.54			

<u>VENDOR</u>	Account - Payroll <u>DESCRIPTION</u>	<u>AMOUNT</u>	<u>ACCT#</u>	<u>DATE</u>	<u>CHECK</u>
	subtotal for account	\$ -			

<u>VENDOR</u>	Account - Imprest <u>DESCRIPTION</u>	<u>AMOUNT</u>	<u>ACCT#</u>	<u>DATE</u>	<u>CHECK</u>
Angles	Meetings & Travel	\$ 200.00	8970-100	10/07/16	1131
	subtotal for account	\$ 200.00			

GRAND TOTAL CHECKS ISSUED \$ 4,220.54

McHenry Public Library District

LIBRARIAN'S REPORT

October 2016

Administration

- Admin. working on projects: finalizing FY2015/16 audit; FY2016/17 budget; health insurance benefits and new resolution for travel.
- Solar array refurbish and new install (timetable)
- McHenry County Library Directors met at MPLD, 10/28.
- Friends of Library book sale completed 10/15-16 and 10/23. Both J. Scholtz and B. Edminster worked sale on alternate dates + Scholtz worked Clearance sale, 10/30. It was very well attended.
- B. Edminster and Kathy Lambert attended a Career Online High School webinar on public relations, 10/13 & 10/25.
- J. Scholtz and B. Edminster were the judges for the staff Halloween costume contest, 10/26.
- B. Edminster attended the Assistant Directors' Networking meeting in Des Plaines, 10/28.
- Scholtz working on digitization project for Richmond Gazette – could mean funding for digitization of **PlainDealer** (already available on NewsBank/Newspapers.com)
- Library is polling place for national election 11/8.
- Admin working on staff benefits – health/dental/vision and life insurance with Vantage Benefits.
- Admin working on new policies – child bereavement and trustee travel – to be integrated within our existing policy manuals
- CCS has received RFPs from 3 ILS vendors – directors will be scoring vendors. Selection of new vendor Feb. 2017.
- 10/25 flute program was very well attended with 41 registering – 39 showed up.

Adult Services

- Both YS and AD have decided upon new furniture for 3 study rooms. Maintenance will be painting accent walls in each room + doing some soundproofing after red floor tile work is complete.

Building Services

- Maintenance has started the repair of the main library floor. The enclosure is setup and the computers and tables have been moved.
- Setup for the election
- Truck repairs: transmission, rear end, oil change, and gear box.
- Preparing for winter: Salt and snow throwers are ready.

Circulation

- S. Willis reports 176 expired holds were pulled in October.
- Circulation implemented a new website designed to locate library districts using the patron's address.
- L. Rex attended a Front End Safety and Security seminar in Rockford.
- L. Rex and B. Niepsuj attended an ILL/CCS meeting at the Lake Villa District Library where new CCS Director, Rebecca Malinowski, was introduced.
- D. Kuhlman's grandson, Jack, arrived.

Human Resources

- No changes in staffing (FTE) for the month.
- Partnered with Kathy Lambert to update the Career Opportunities page on the MPLD website and preparing to keep this page active with current recruitment activity.

- Partnered with Kathy also on a spot to permanently display recruitment activity (for public and employees) near the front desk. Signage is displayed next to the Preface copies.
- Acknowledged two milestone service anniversaries:
 - Deb Lavin, 15 years
 - Bonnie Niepsuj, 20 years
- Participated in a Non-Profit salary survey sponsored by the Management Association. Results will provide data within the non-profit sector for non-library specific positions (i.e. Admin, Building Services, and IT).
- Salary Increase Information: Data is pulled from a minimum of 3 months (vs. monthly) to maintain confidentiality and also provide meaningful numbers.
 - Average Salary increase for the Last 3 months – 2.61%
 - This average calculation is missing data from two employees whose salary increases have not yet been submitted.
 - Average Salary increase for the Last Calendar Quarter – 2.5%
 - Average Salary increase for the FY 2016-2017 (year-to-date) – 2.57%
 - This average calculation is missing data from two employees whose salary increases have not yet been submitted.
 - Fiscal YTD: two employees did not receive an increase due to performance and one employee has received a lump-sum merit vs. an increase to their base salary
- Staff In-Service Meeting held on the morning of October 14th was attended by only 56% of staff. The topic of diversity (focused on the LGBT community) was well presented by an outside vendor and feedback from the staff was positive.
 - Historical: August 12th (pm) – Attended by 81% of staff
- Advised managers of approx. 15 employees that have excessive vacation PTO balances (i.e. more than half of their annual allowance with only 3 months remaining in the year).
- Continued to work with broker on benefit renewal process.
- Surveyed full-time employees to determine interest in a supplemental term life insurance benefit and tolerance for increased cost-sharing.
- Participated in webinars on the following topics:
 - Employee Handbooks
 - Social Media

Public Relations

- November/December *Preface* newsletter was mailed to district residents on October 15.
- Promoted programs/events using various media – print, indoor & outdoor digital signage, e-newsletter, press releases, posters, online calendars, web site.
- Maintained & updated web site as needed.
- Participated in CCS/LibraryAware webinar re: new marketing campaign to generate awareness of library services. New Social Media campaign will begin in early November and run for 10 weeks.
- Worked with Bill to continue promoting new Career Online High School program. Participated in marketing webinars on the program. Created posters, posted on website, sent press release to media. Will coordinate with Zach T. in Adult Services to get materials to area businesses.
- Prepared materials for Friends Fall Book Sale – bookmarks, coupons, posters – and promoted on various outlets (website, digital signage, press release, calendars).
- Attended Management Team meeting.
- Prepared newspaper clippings for board packet.
- Attended Management Team meeting, staff In-Service and Sunshine Committee meeting.

Technical Services

- Deb, Keith, Kimberly, Pat and Kathy attended the Staff In-service, 10/14
- Kathy, Kevin, Deb and Keith participated in tour provided to Follett staff, 10/24 & 10/26
- K. Walker ran the Dungeons and Dragons event, 10/11
- K. Walker assisted with the ComicCon, 10/12
- K. Milfajt moderated the Contemporary Book Discussion group, 10/5
- K. Milfajt attended the CCS Cataloger's meeting, 10/10
- K. Milfajt attended and ran the SCRAP meeting, 10/26

Technology

- IT Closed 60 Help desk Tickets this month.
- IT Updated all public workstation apps this month.
- IT Assisted with ComicCon, 10/12
- IT Assisted staff with various computer issues.
- IT Attended Management team meeting and staff In-Service.

Youth Services

- Spanish interactions: Adults-105, Teens-26, Children-178
- This October the library hosted its' 18th Annual ComiCon! This year saw over 400 patrons attend the evening events. Patrons could meet a variety of comic/ graphic artists, view the wares of local comic and gaming vendors, participate in the CosPlay contest or the gaming tournament or pick up from comic book freebies. This joint program between Adult and Youth Services have grown every year and is very successful and well loved by the community.
- G. Doolan and M.Dineen put on a performance for our "Halloween Bash!" Gwen found a cute Jack 'o' Lantern song and adapted the story of the "Chocolate Chip Ghost" into a flannel story. Kids enjoyed trick-or-treating around the library and then having a dance party to end the bash.
- M.Dineen hosted a Stuffed Animal Sleepover at the library. Kids and their stuffed animals came to a storytime in the evening and then the stuffed animals got to spend the night at the library. After the kids left the stuffed animals got into some hijinks at the library like using the copier and playing on the computers. The next morning the kids picked up their animals and got to see pictures of what their friends did during the sleepover. Molly had a good turnout for the program and received many compliments.
- C.Bergan met one-on-one with a few teachers and librarians in District 15 to go over library services available to teachers in the district and their students. Caitlin was able to demonstrate numerous databases that could assist students with projects and brainstorm ways the databases could be used in the classroom.
- J. Velasquez and the Garden Quarter Neighborhood Resource Center put together a beautiful "Ofrenda Comunitaria para el Día de los Muertos/ Day of the Dead Community Offering." The Garden Quarter families made papel picado and tissue paper flowers for the display at the center. They then brought those items to the library and along with some other day of the dead decoration created a display that featured pictures of family members and famous Mexican performers. Jennifer created informational cards in English and Spanish about the different items found in a ofrenda.
- R. Raleigh's "Teen Green Screen" program was a success with the teens. Using iPads and a green screen app the teens were able to add themselves into a variety of pictures and movie scenes and edit the image. The feedback from the teens about the program was really good and many of the teens downloaded the app on their personal devices to use after the program.
- J. Drinka is our steadfast host of the Afterschool Snack program. He also puts together our enrichment activities for the snack program and has gotten to express his creativity by creating original handouts with drawings to color in, mazes and puzzles.
- M. Cairo held her second Ozobot program this month with many of the same children who attended the first program bringing friends. One of the parents who came to pick up their child commented on how

excited her son was to come. “ He feels like he is part of a group of kids who understand his disability” (slight autism) . Ozobots are on the top of his list for Christmas!

- L. Jakacki lead staff in a team building ice-breaker at the October In-Service Meeting. Staff were broken into 3 groups and each given a word: “Wisdom”, “Knowledge” ,and “Dreams.” They were then asked to come up with a list of words that the associated with these words in terms of libraries, library service, programs and outreach. It was interested when the groups read out their lists how many concepts overlapped especially the concepts of offering a welcoming and accepting space and attitude.

Statistics and Highlights Narrative

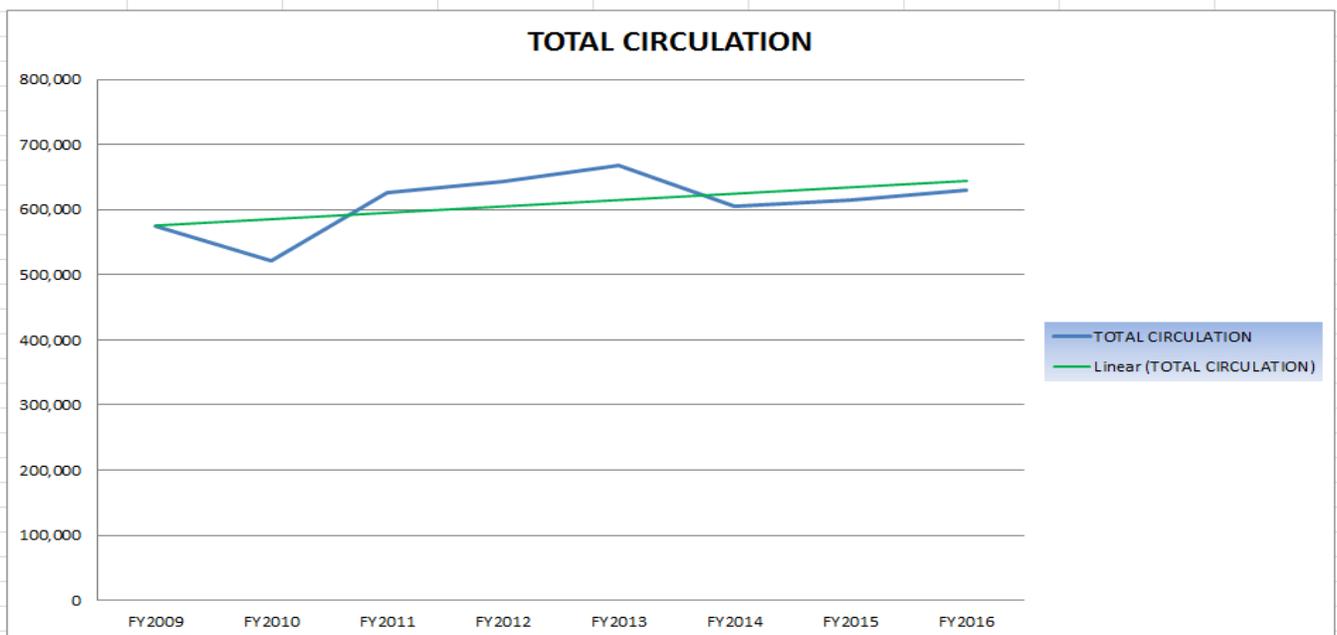
Legend – ABk – Adult Books; JBk – Children’s Books; PBk – Paperback Books; AudBk – Audio books; JAudBk – Children’s Audio books; ILL – Interlibrary loan; Vid/DVD – Videos/DVDs; JVid/DVD – Children’s Videos/DVDs; Oth - Other

The TS Dept. added 1438 items (-24%) and withdrew 1606 (-15%) compared with October 2016. Staff also mended 800 items (-6%) and processed 1217 new items (-35%). Overall circulation decreased by (-13%) from the previous year/month and we were open the same number of days as last year/same month (29) – ave. circulation 1526 per day. Most areas decreased in circulation counts: Holds increased (+2%) but renewal decreased (-13%). eMaterials increased substantially: Zinio (+64%); Hoopla (+15%). Patron traffic increased by +5% (15,318 from 14,525) but that increased traffic did not seem to increase circulation – possibly due to increased program attendance. We need to look at what materials people are checking out/why and build our displays around what people want. Also, class visits increased by (+177%) as well as Adult programming (+228%). YPS had 2,893 children attend programs while Adult has 634 – excellent numbers on both fronts – we just need some of those numbers to translate into more circulations.

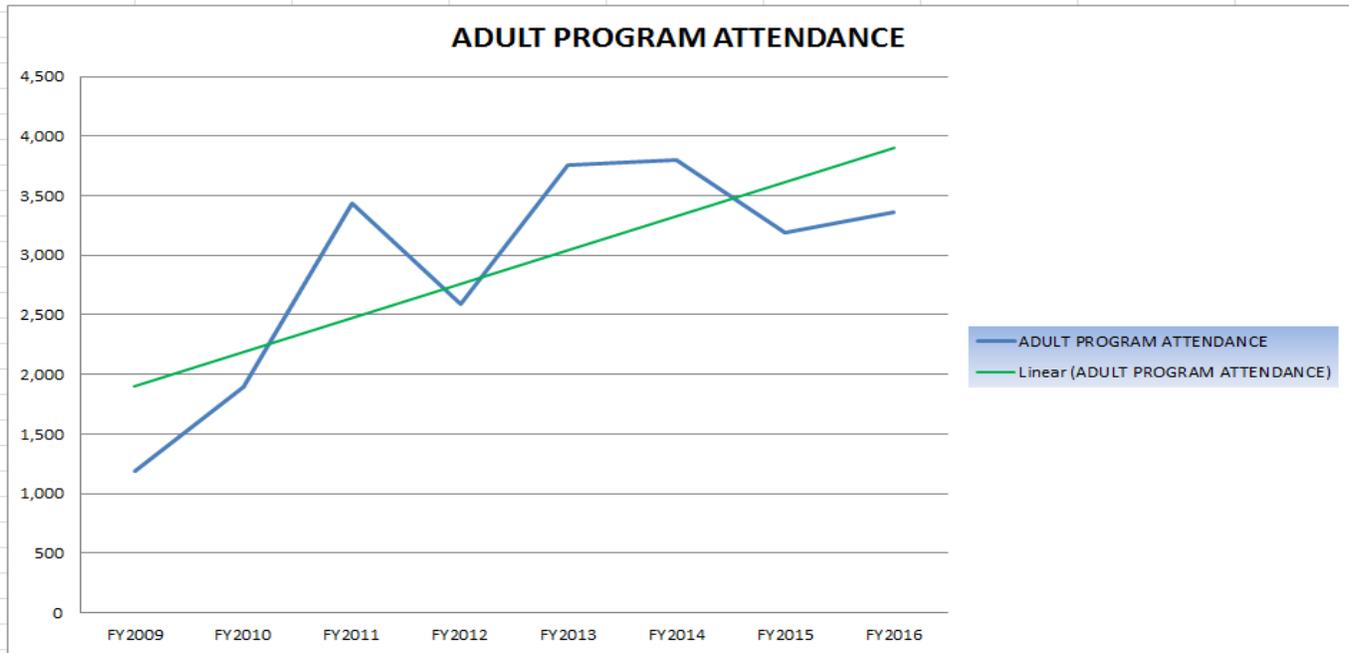
Upcoming Events and Projects

- Set-up staff/board visits to area libraries and RFID libraries (Nov. 2016– Jan.2017)
- Solar array project designated for mid-March 2017 date
- Plan for new ILS + staff training
- Lift station project (discovery)
- Exploration of various community projects (supply garden/Chautauqua, etc.)
- Explore new addition for TS/YS, reading garden – site/costs, etc. (with Gillespie Design)
- Staff holiday party + in-service 12/9; New benefits chosen – educate/enroll staff

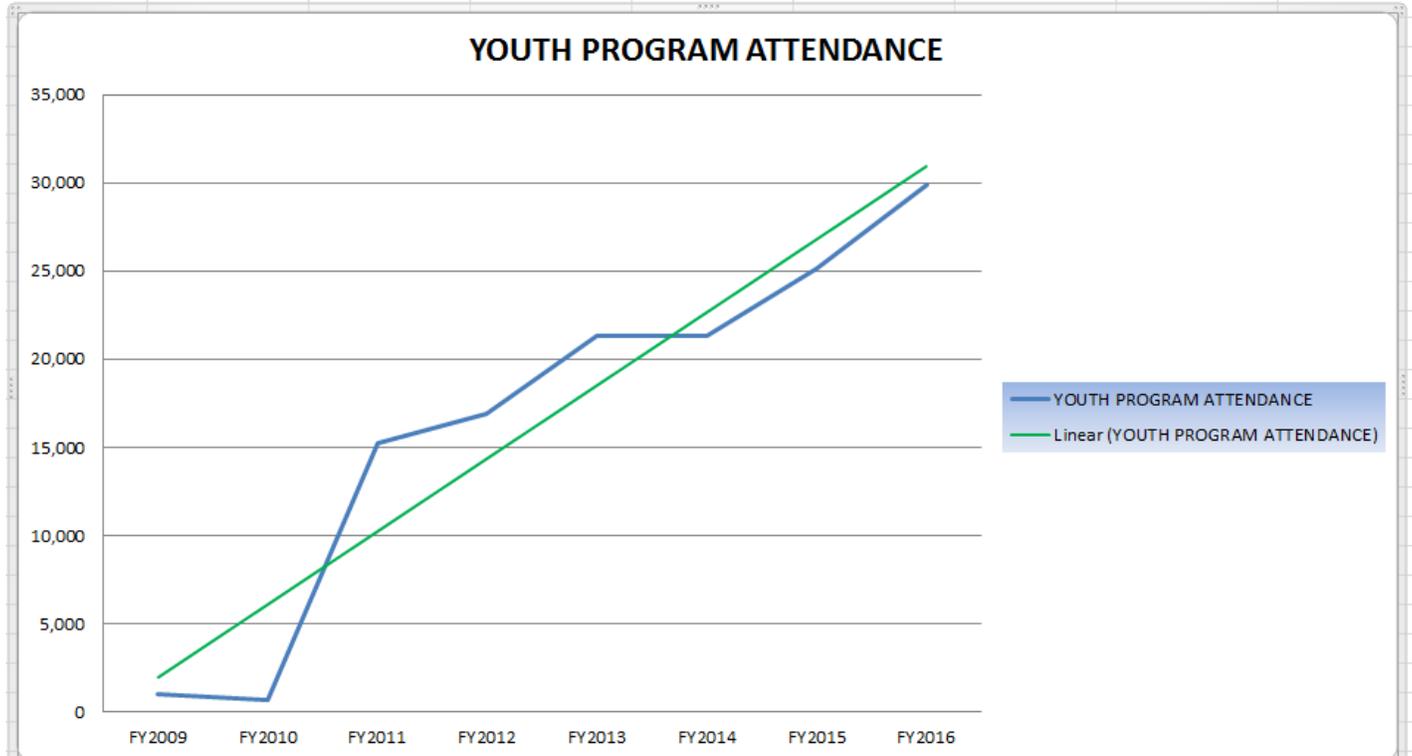
TOTAL CIRCULATION								
FY2009	FY2010	FY2011	FY2012	FY2013	FY2014	FY2015	FY2016	FY2017 YTD
574,222	521,444	626,654	643,756	667,559	605,060	614,430	629,235	200,262



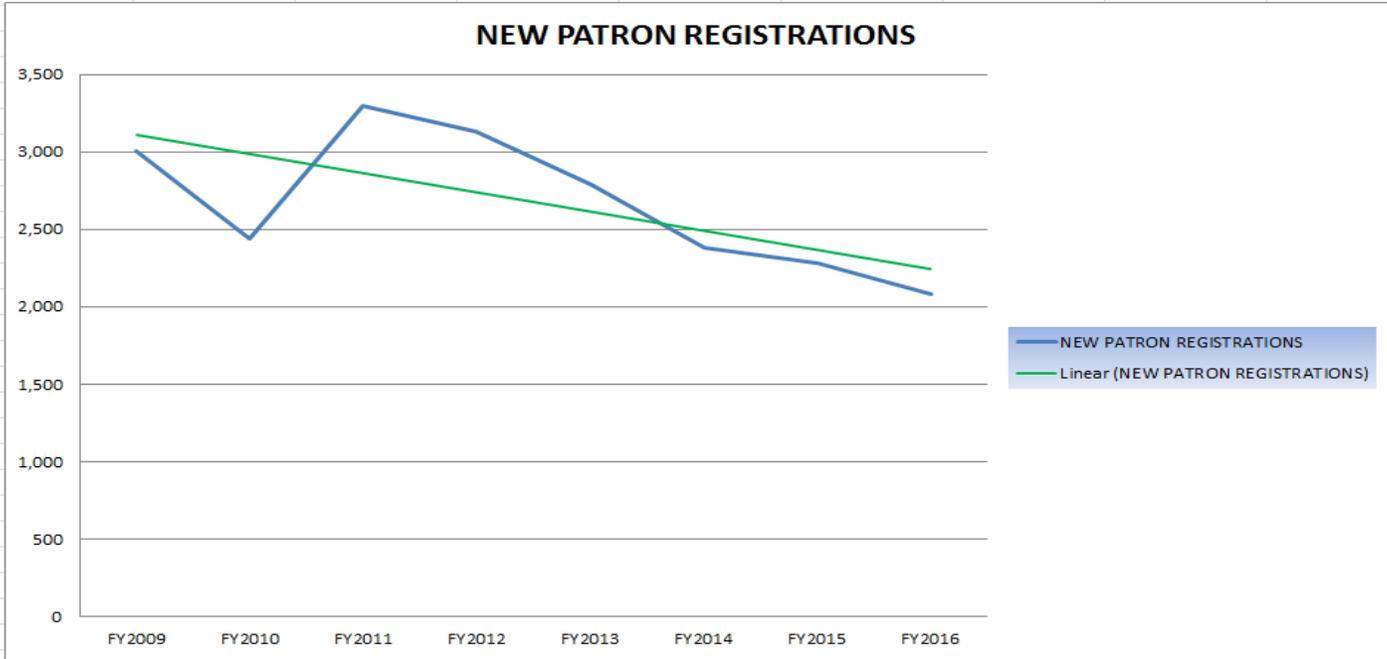
ADULT PROGRAM ATTENDANCE								
FY2009	FY2010	FY2011	FY2012	FY2013	FY2014	FY2015	FY2016	FY2017 YTD
1,185	1,896	3,438	2,595	3,761	3,799	3,188	3,361	1,915



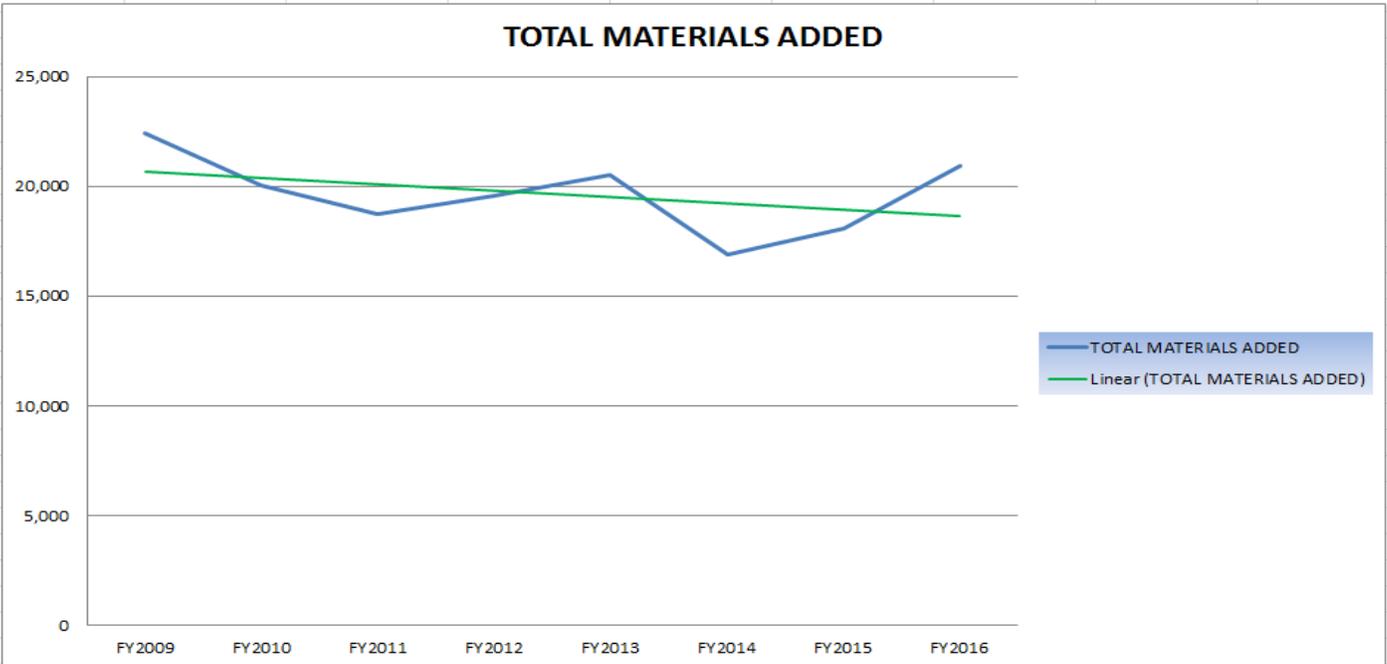
YOUTH PROGRAM ATTENDANCE								
FY2009	FY2010	FY2011	FY2012	FY2013	FY2014	FY2015	FY2016	FY2017 YTD
1,023	685	15,225	16,892	21,285	21,330	25,173	29,877	9,590



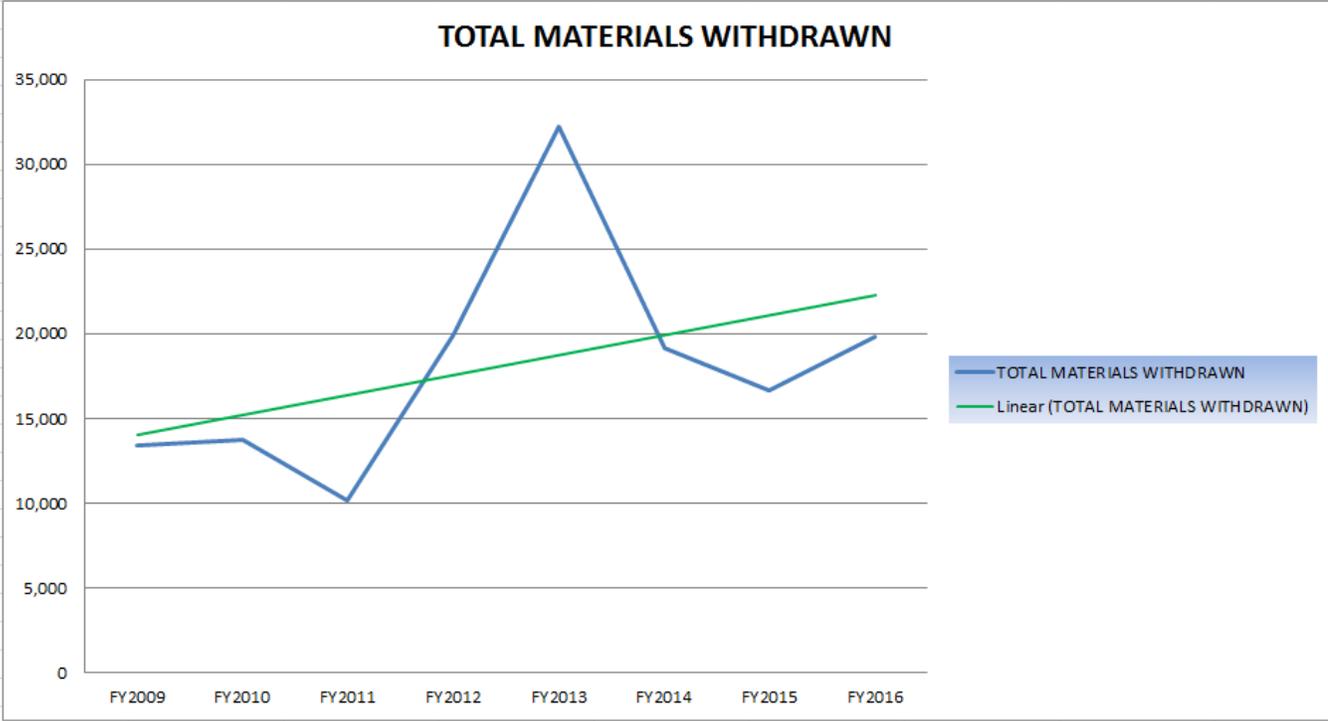
NEW PATRON REGISTRATIONS								
FY2009	FY2010	FY2011	FY2012	FY2013	FY2014	FY2015	FY2016	FY2017 YTD
3,005	2,436	3,301	3,131	2,791	2,383	2,279	2,078	748



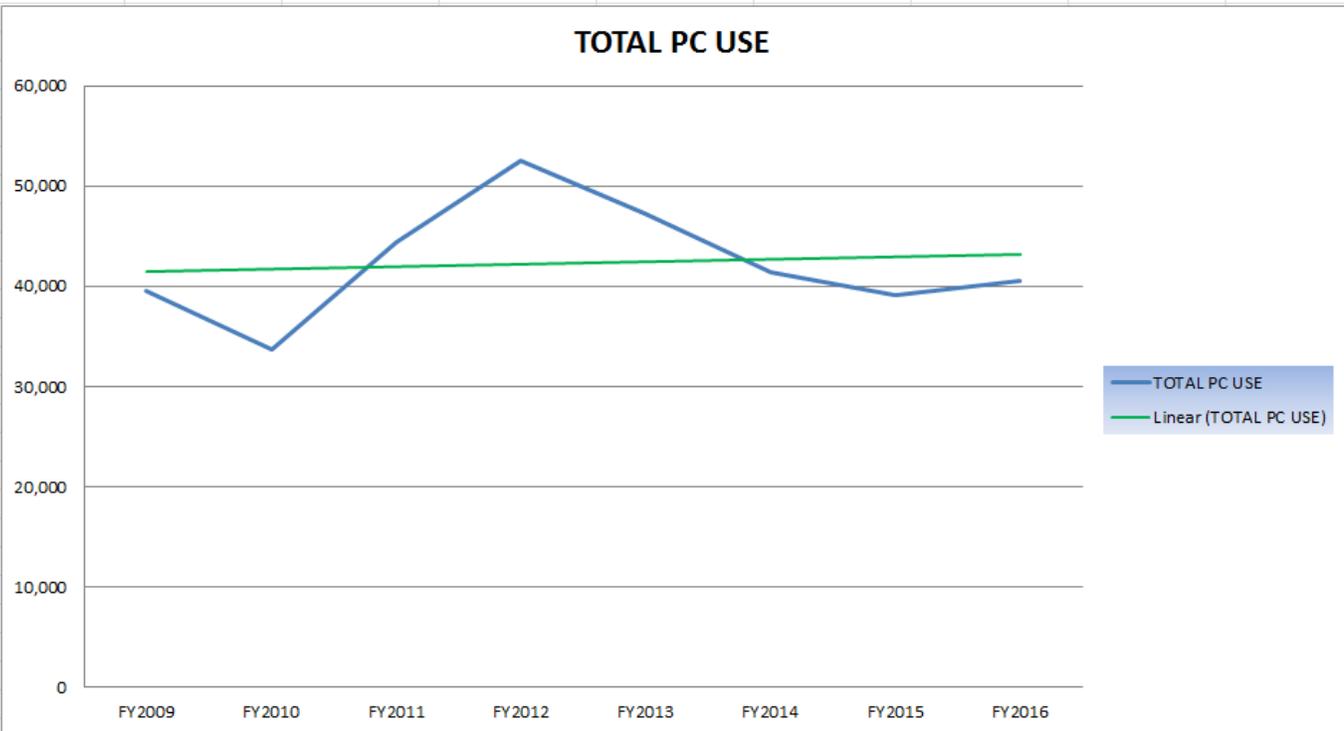
TOTAL MATERIALS ADDED								
FY2009	FY2010	FY2011	FY2012	FY2013	FY2014	FY2015	FY2016	FY2017 YTD
22,439	20,029	18,709	19,587	20,543	16,897	18,103	20,947	6,097



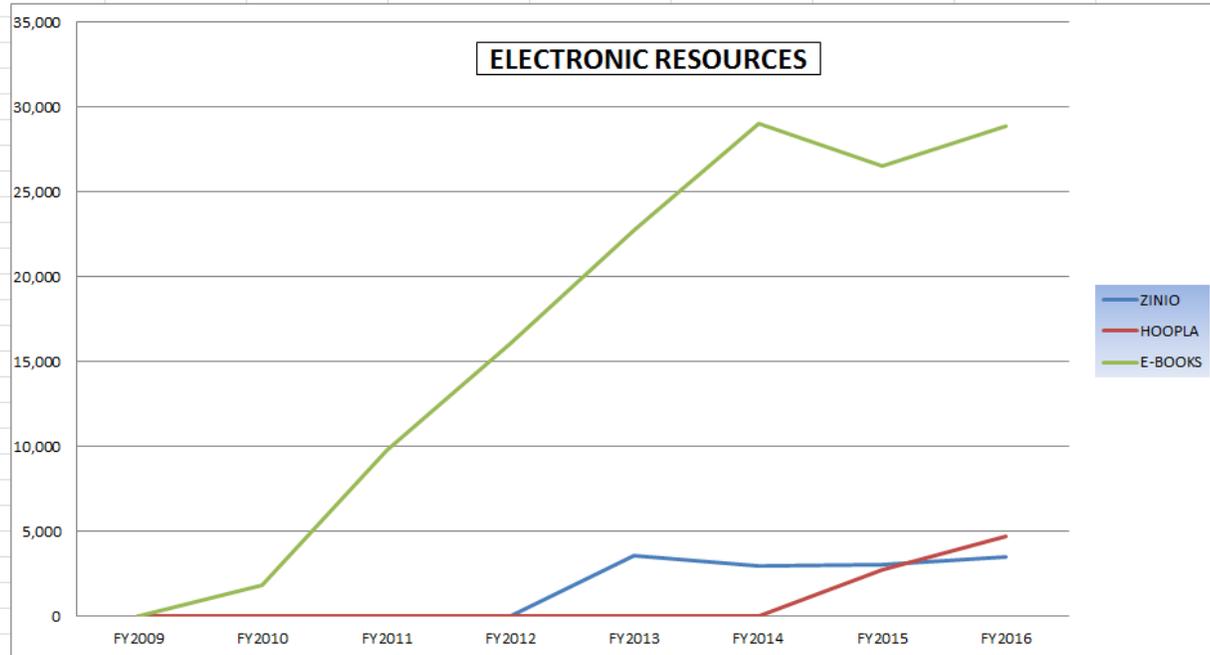
TOTAL MATERIALS WITHDRAWN								
FY2009	FY2010	FY2011	FY2012	FY2013	FY2014	FY2015	FY2016	FY2017 YTD
13,428	13,724	10,188	19,920	32,261	19,193	16,692	19,790	7,069



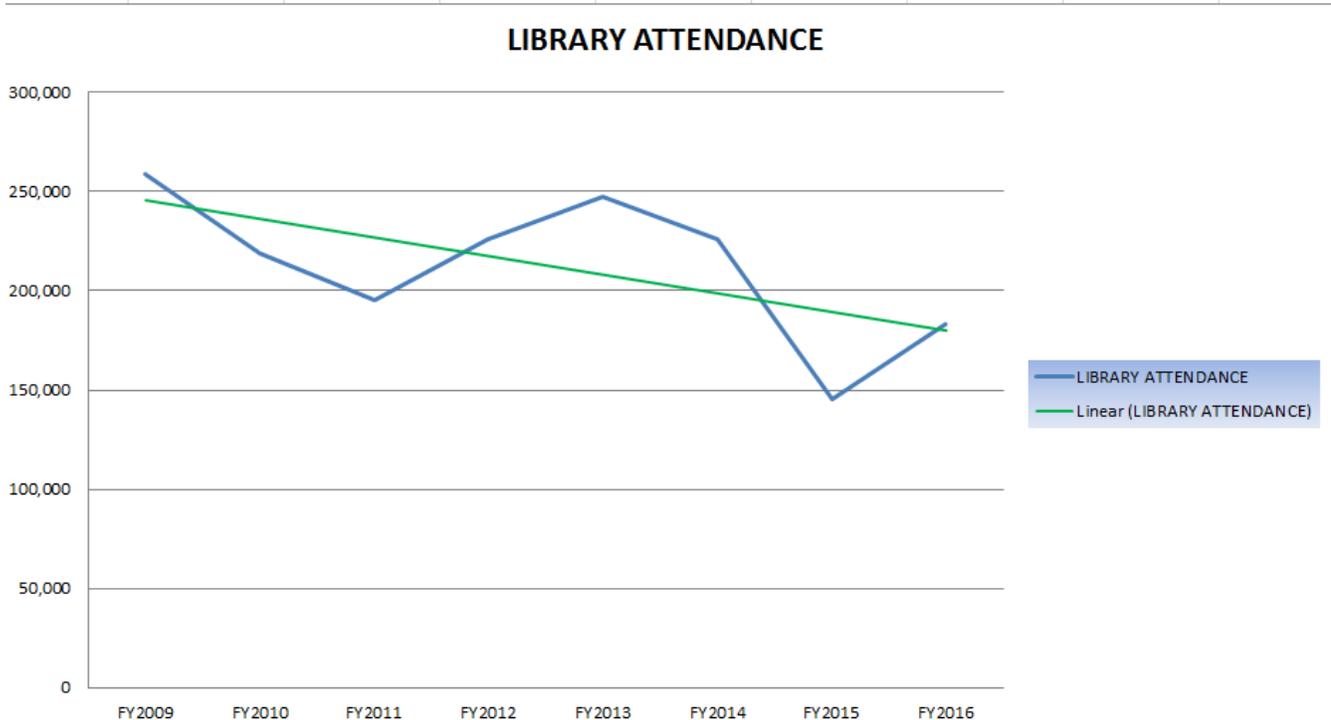
TOTAL PC USE								
FY2009	FY2010	FY2011	FY2012	FY2013	FY2014	FY2015	FY2016	FY2017 YTD
39,511	33,753	44,328	52,534	47,264	41,457	39,041	40,515	14,127



ELECTRONIC RESOURCES									
SERVICE	FY2009	FY2010	FY2011	FY2012	FY2013	FY2014	FY2015	FY2016	FY2017 YTD
ZINIO	0	0	0	0	3,572	2,962	3,003	3,477	1,257
HOOPLA	0	0	0	0	0	0	2,710	4,715	1,850
E-BOOKS	0	1,829	9,759	16,071	22,716	29,056	26,550	28,853	8,980



LIBRARY ATTENDANCE								
FY2009	FY2010	FY2011	FY2012	FY2013	FY2014	FY2015	FY2016	FY2017 YTD
259,032	219,140	195,514	225,684	247,469	225,825	145,053	182,895	64,161



EXECUTIVE SESSION MINUTES
MCHENRY PUBLIC LIBRARY DISTRICT
BOARD OF LIBRARY TRUSTEES

Date: October 18, 2016

Time: 7:57 p.m.

Location: Library Board Meeting Room

Members Present: Kathy Baderstadt, Margaret Carey, Delphine Grala, Monica Leccese, Charles Reilly, and Bradley Schubert

Members Absent: Jill Stone

During Executive Session, the Board discussed the appointment, employment, compensation, discipline, performance or dismissal of specific employees of the public body in compliance with the Open Meetings Act 5 ILCS 120/2 section 2(c)(1) and review and release of the September 20, 2016 executive session minutes.

No action was taken during Executive Session.

Respectfully Submitted,

Monica Leccese, Secretary

Text for Motion Sheet

1. Roll Call

DATE: October 18, 2016 Called to Order: 7:57 p.m.	Kathy Baderstadt	Margaret Carey	Delphine Grala	Monica Leccese	Charles Reilly	Bradley Schubert	Jill Stone
1. Roll call	P	P	P	P	P	P	NP

A=Abstain, M=Motion, N=No, NP=Not Present, P=Present, S=Second, Y=Yes



McHenry Public Library District
809 N. Front St.
McHenry, IL 60050
815.385.0036; FAX 815.385.7085

MEMO

TO: MPLD Board of Trustees
FROM: Jim Scholtz, Executive Director, MPLD
RE: **Policy Update Due to Public Act 99-0604**
DATE: 11-15-2016

Please refer to Resolution 2016/2017-6 (Public Act 99-0604)

TRAVEL and TRAINING EXPENSES

POLICY

From time to time employees, library trustees and officers must travel off-site to attend various seminars, conferences, workshops or other work related activities as they conduct normal business. This travel can encompass day trips, overnight or extended travel as it relates to in-state, out-of-state and possibly, international travel for the purpose of pre-authorized business. The MPLD will reimburse employees and trustees for approved travel expenses. The employee has the option of choosing the actual travel expense method (accompanied by appropriate and adequate receipt documentation OR accepting a per diem amount. These amounts/methods cannot be mixed for a travel event. All travel expenses must be approved by appropriate Department Manager and the Executive Director or the Board President. The intent of this policy is to provide a flexible method for reimbursement of travel expenses for business while simultaneously devising rules for prudent Pre-approval of expenses is recommended when time permits. Approved travel expenses include:

Mileage (at the IRS mileage rate)	Registration fees
Tolls	Hotel
Parking, Taxis, car rental, other transportation	Airfare (economy class)
Meals, when the event includes meals or when meals revolve around the day's activities such as in a conference, workshop or are part of travel to/from the event.	

GUIDELINES and PRACTICES FOR IMPLEMENTATION

Travel expenses must be pre-approved (before the travel date) by the employees supervisor and the Executive Director (in the case of employees) and by the Executive Director and the Board President (in the case of trustees). Generally, the least expensive form of safe and expeditious travel is recommended with defaults being auto/air travel, Economy airfare. The MPLD follows the GSA/CONUS per diem rate, set annually: for example: 2016/17 rate is \$142; \$91 lodging, \$51 meals and incidental expenses. Mileage reimbursement rate is set annually by the IRS. A copy of the travel reimbursement form can be found on the staff

Intranet or procured through the Business Manager. Appropriate documentation must accompany the travel reimbursement form (i.e. receipts, travel confirmation forms, etc.). Only documented expenses will be reimbursed. In cases where expenses exceed per diem rates, actual expenses will be paid/reimbursed only if/when accurate receipts are produced by the attendee. ***In these special cases, pre-approval of travel plans/expenses is mandatory.*** Library trustees are covered under this reimbursement policy relative to ILCS (PA 99-0604, effective 1/1/2017).

Note: When an exempt employee attends a seminar, conference or workshop, they are compensated for the hours usually worked that day (7.5). Neither overtime pay nor compensatory time will be paid or applied in this situation so the employee should make every effort to adjust travel and conference schedules or plan to use their free time. The Executive Director must approve any exceptions to this prior to the conference, meeting, workshop or continuing education event.

An employee's attendance at a conference, seminar or workshop should not result in any reduction of library service to the public. Requests for conference attendance shall be granted subject to the following guidelines (also refer to memo 7/28/2011, appendices):

1. No release time shall be authorized unless the library schedule is covered without staff overtime or hiring staff to work additional hours.
 2. First consideration shall be given to staff members who hold an office or serve as a committee chair for the convening professional organization.
 3. Second consideration shall be given to staff members who are program presenters or are committee members of the convening professional organization.
 4. Third consideration shall be given to staff members who are also members of the convening professional organization.
 5. If the budget and schedule permit, non-members of an association may also request to attend a professional conference. The Executive Director will evaluate these requests on an individual basis.
 6. Currently, the MPLD does not have a conference exclusion policy or priority list of who can attend what conference when nor does it employ any lottery techniques for attendance. Priority in attendance will be judged by the Executive Director relative to budgetary limitations and staffing needs. The Executive Director along with the Board of Trustees will be in charge of these decisions/policy changes.
- **Note: any time this policy changes, according to Public Act 99-0604 (covering library trustees), MPLD must pass a new resolution/ordinance to establish regulations/rules for reimbursed travel expenses.**

A. **Purpose.**

The *[Name of Library]* (“Library”) will reimburse employee and officer travel, meal, and lodging expenses incurred in connection with pre-approved travel, meal, and lodging expenses incurred on behalf of the Library. Employees and officers are expected to exercise the same care in incurring expenses for official business as a prudent person would in spending personal funds.

B. **Definitions.**

"Entertainment" includes, but is not limited to, shows, amusements, theaters, circuses, sporting events, or any other place of public or private entertainment or amusement, unless ancillary to the purpose of the program or event.

"Travel" means any expenditure directly incident to official travel by employees and officers of the Library involving reimbursement to travelers or direct payment to private agencies providing transportation or related services.

C. **Authorized Types of Official Business.**

Travel, meal and lodging expenses will be reimbursed for employees and officers of the Library only for purposes of official business conducted on behalf of the Library. These include but are not limited to off-site or out-of-town meetings related to official business and pre-approved seminars, conferences and other educational events related to the employee’s or officer’s official duties. If you are unsure whether an expense is reimbursable, please contact the Library Director.

D. **Categories of Expenses.**

1. **Airfare** – Travelers are expected to obtain the lowest available airfare that reasonably meets business travel needs. Travelers are encouraged to book flights at least 30 days in advance to avoid premium airfare pricing. Only coach or economy tickets will be paid or reimbursed. The traveler will pay for the difference between higher priced tickets and coach or economy tickets with his or her personal funds.
2. **Personal Automobiles** –Mileage reimbursement will be based on mileage from the work location office to the off-site location of the official business, not from the employee’s or officer’s residence. When attending a training event or other off-site official business directly from an employee’s or officer’s residence, no reimbursement will be made if the distance is less than the mileage of a normal commute to the workplace. If the distance is higher than the employee’s or officer’s normal commute, reimbursement will be paid based on the differential of the commute less the mileage of a normal commute to the workplace. An employee or officer will be reimbursed at the prevailing IRS mileage rate. The traveler will only be reimbursed up to the price of a coach airfare ticket if they drive to a location for which airfare would have been less expensive.
3. **Automobile Rentals** – Travelers will be reimbursed for the cost of renting an automobile including gasoline expense only as provided in this section. Travelers using rental cars to conduct official business are required to purchase insurance through the rental agency. Car rental insurance will cover the vehicle during personal use, e.g., using the vehicle after the conference has ended. Compact or mid– size cars are required for two or fewer employees or

officers traveling together and a full-size vehicle may be used for three or more travelers. The traveler must refuel the vehicle before returning it to the rental company.

4. **Public Transportation** – In the case of local training or official business where an employee or officer chooses to use public transportation, reimbursement for use of public transportation is based on mileage from the agency office to the training site (not from the traveler's residence), regardless of the transportation method chosen. When attending training or business directly from an employee's or officer's residence, no reimbursement will be made if the distance is less than the mileage of a normal commute to the workplace. If the distance is higher than the traveler's normal commute, reimbursement will be paid at the differential of the commute less the mileage of a normal commute to the workplace.
5. **Other Transportation** – The traveler should utilize hotel shuttle service or other shuttle services, if available. If none are offered, the use of the most economic transportation is encouraged.
6. **Hotel/Motel Accommodations** – The traveler will be reimbursed for a standard single-room at locations convenient to the business activity. In the event of a change in plans or a cancellation, the traveler must cancel the hotel/motel reservation so as not to incur cancellation charges. Cancellation charges will not be reimbursed by the Library unless approved by a vote of the Library Board of Trustees.
7. **Meals** - Meal reimbursement is limited to the current U.S. General Services Administration (GSA) regulations in place at the time the expense is occurred.

[If Library allows a per diem] Prior approval by the Library's Board of Trustees and submission of receipts are required for per diem allowances. Meals provided by the conference or seminar should be deducted from the per diem allowance. Partial reimbursement may be made for departure and return days based on time. Meals during in-state travel that is not an overnight stay will be reimbursed for actual cost not to exceed the GSA regulations.
8. **Vacation in Conjunction with Business Travel** – In cases where vacation time is added to a business trip, any cost variance in airfare, car rental, lodging and/or any other expenses must be clearly identified on the Travel, Meal, and Lodging Expense Report form and paid by the traveler.
9. **Accompanied Travel** – When a traveler is accompanied by others not on official business, any lodging, transportation, meals or other expenses above those incurred for the authorized traveler will not be reimbursed by the Library.
10. **Parking** – Parking fees at a hotel/motel, conference center, or other site will be reimbursed only with a receipt.
11. **Entertainment Expenses** - No employee or officer of the Library shall be reimbursed for any entertainment expense, unless ancillary to the purpose of the program, event or other official business.

E. Approval of Expenses.

1. **Expenses for Members of the Library Board of Trustees.** Travel, meal, and lodging expenses incurred by any member of the Library Board of Trustees must be approved by roll call vote at an open meeting of the Library Board of Trustees.
2. **Expenses for Officials or Employees Other than Members of the Library Board of Trustees.** Travel, meal, and lodging expenses incurred by any official or employee not covered by paragraph 1 (member of the Library Board of Trustees) in excess of the [*maximum dollar amount set by the Board or GSA rate or IRS rate*] must be previously approved in an open meeting by a majority roll-call vote of the Library Board of Trustees.
3. **Advanced Expenses.** Travel, meal, and lodging expenses advanced as a per diem to any employee or official of the Library must be approved by roll call vote at an open meeting of the Library Board of Trustees prior to payment. Documentation of expenses must be provided in accordance with Sections C, D and F of this policy, and any excess from the per diem must be repaid.
4. **Other Expenses.** All other expenses that do not fall within paragraphs E.1, E.2, or E.3 are subject to the Library Director's approval.

F. Documentation of Expenses.

Before an expense for travel, meals, or lodging may be approved under Section E of this Policy, the following minimum documentation must first be submitted, in writing, to the Library Director on a Travel, Meal, and Lodging Expense form:

1. an estimate of the cost of travel, meals, or lodging if expenses have not been incurred or a receipt for the travel, meals, or lodging if expenses have already been incurred;
2. the name of the individual who received or is requesting the travel, meal, or lodging expense reimbursement;
3. the job title or office of the individual who received or is requesting the travel, meal, or lodging expense reimbursement; and
4. the date or dates and nature of the official business for which the travel, meal, or lodging expense was or will be expended.

All documents and information submitted in connection with this Policy are public records subject to disclosure under the Freedom of Information Act.

G. Travel, Meal, and Lodging Expense Report Form.

The Library hereby adopts as its official standardized form for the submission of travel, meal, and lodging expenses the Travel, Meal, and Lodging Expense Report form attached hereto and incorporated herein as Attachment 1.

[Name of Library]

**TRAVEL, MEAL AND LODGING EXPENSE
REIMBURSEMENT FORM**

Name of Official or Employee: _____

Title/Position of Official or Employees: _____

Name and Date of the Activity/Event: _____

Check Number (if applicable): _____

Credit Card Receipt Number (if applicable): _____

Description of the purpose of the expense:

Reimbursement Expense (Estimated Costs or Actual Costs with receipts, if applicable):

Mileage: _____

Meals: _____

Parking: _____

Hotel/Lodging: _____

Car rental: _____

Airfare: _____

Other Transportation (bus, train, taxi, car share, shuttle, etc): _____

Employee's/Officer's Signature: _____

Date: _____

Library Director's Authorization: _____

Date: _____

ATTACH ALL RECEIPTS

McHenry Public Library District Library

RESOLUTION NO. 2016/2017-6

RESOLUTION OF THE McHENRY PUBLIC LIBRARY DISTRICT BOARD OF TRUSTEES ESTABLISHING A POLICY TO REGULATE THE REIMBURSEMENT OF ALL TRAVEL, MEAL, LODGING AND MISCELLANEOUS EXPENSES OF LIBRARY EMPLOYEES, OFFICERS AND TRUSTEES IN ACCORDANCE WITH THE ILLINOIS LOCAL GOVERNMENT TRAVEL EXPENSE CONTROL ACT (1/1/2017)

WHEREAS, the McHenry Public Library District is a non-home rule unit of local government (“Library”); and

WHEREAS, Public Act 099-0604, effective January 1, 2017, established the Local Government Travel Expense Control Act which requires all non-home units of local government to adopt by resolution or ordinance a policy governing reimbursement of all travel, meal, and lodging expenses of trustees, officers and employees; and

WHEREAS, the Library Board of Trustees finds it to be in the best interest of the Library to adopt a policy in compliance with the new law;

NOW, THEREFORE, BE IT RESOLVED by the McHenry Public Library Board of Trustees, as follows:

Section 1. The Library Board of Trustees hereby adopts the “Expense Reimbursement Policy for Travel, Meal and Lodging Expenses,” attached as Exhibit A, and hereafter, incorporated into the Library’s existing Internal Staff Policy Manual.

Section 2. All ordinances, resolutions, and regulations in conflict with this Resolution are hereby repealed to the extent of such conflict.

Section 3. This Resolution is effective on and after _____, [2016] and remains in effect until either the public law and/or the library policies change; at which time a new resolution will be recommended/passed.

PASSED by the McHenry Public Library Board of Trustees, McHenry County, Illinois, on 15th, November, 2016.

Ayes:

Attest:

Nays:

Absent:

Monica Leccese, Secretary

Kathy Baderstadt, President

Expense Reimbursement Policy for Travel, Meal and Lodging Expenses

A. **Purpose.**

The MPLD will reimburse trustee, officer and employee travel, meal, and lodging expenses incurred in connection with pre-approved travel, meal, and lodging expenses incurred on behalf of the Library during the normal course of doing business. Note that this policy reflects library procedures as well as IL PA 99-604 (i.e. the Local Government Travel Expense Control Act). All persons seeking travel reimbursement are expected to exercise the same prudent care in incurring expenses for official business as a prudent person would in spending personal funds. Actual expenses will be reimbursed; no per diem exists within MPLD policies; although mileage for car/rental car is optional (at the IRS rate) instead of actual expenses.

B. **Definitions.**

"Travel" means any expenditure directly incident to official travel by employees, trustees and officers of the Library involving reimbursement to travelers or direct payment to private agencies providing transportation or related services.

C. **Authorized Types of Official Business.**

Travel, meal and lodging expenses will be reimbursed for employees, trustees and officers of MPLD only for purposes of official business conducted on behalf of the MPLD. These include but are not limited to off-site or out-of-town meetings related to official business and pre-approved seminars, conferences and other educational events related to the employee's or officer's official duties. No reimbursement for entertainment expenses (see Section 25 of PA 99-604 for complete description) unless that entertainment is inexorably linked to a meal event (i.e. awards/honors dinner, dinner cruise, etc.). If you are unsure whether an expense is reimbursable, please contact the Executive Director or the Business Manager.

D. **Categories of Expenses.**

1. **Airfare** – Travelers are expected to obtain the lowest available airfare that reasonably meets business travel needs. Travelers are encouraged to book flights at least thirty (30) days in advance to avoid premium airfare pricing. Only coach or economy tickets will be paid or reimbursed. The traveler will pay for the difference between higher priced tickets and coach or economy tickets with his or her personal funds.
2. **Personal Automobiles** –Mileage reimbursement will be based on mileage from the work location office to the off-site location of the official business, not from the employee's or officer's residence. When attending a training event or other off-site official business directly from an employee's or officer's residence, no reimbursement will be made if the distance is less than the mileage of a normal commute to the workplace. If the distance is higher than the employee's or officer's normal commute, reimbursement will be paid based on the differential of the commute less the mileage of a normal commute to the workplace. An employee or officer will be reimbursed at the prevailing IRS mileage rate. Actual expenses of gas will be an optional reimbursement technique as long as all receipts are included – minus sales tax. For airfare, travelers will only be reimbursed up to the price of a

coach/economy airfare ticket if they drive to a location for which airfare would have been less expensive.

3. **Automobile Rentals** – Travelers will be reimbursed for the cost of renting an automobile including gasoline expense only as provided in this section and #2. Travelers using rental cars to conduct official business are required to purchase insurance through the rental agency. Car rental insurance will cover the vehicle during personal use, e.g., using the vehicle after the conference has ended. Compact or mid– size cars are required for two or fewer employees or officers traveling together and a full– size vehicle may be used for three or more travelers.
4. **Public Transportation** – In the case of local training or official business where an employee or officer chooses to use public transportation, reimbursement for use of public transportation is based on actual form of transportations used (as a to/from) the point of departure (i.e. leaving from home vs. leaving from work; arriving at home vs. arriving at work), regardless of the transportation method chosen (bus, train, plane) . When attending training or business directly from an employee’s or officer’s residence, no reimbursement will be made if the distance is less than the mileage of a normal commute to the workplace. If the distance is higher than the traveler’s normal commute, reimbursement will paid at the differential of the commute less the mileage of a normal commute to the workplace.
5. **Other Transportation** – The traveler should utilize hotel/motel shuttle service or other shuttle/bus services if/when available. If none are offered or are convenient, then the use of the most economic form of transportation is encouraged.
6. **Hotel/Motel Accommodations** - The traveler will be reimbursed for a standard single room at locations convenient to the conference/business activity. In the case of room sharing, the traveler will be reimbursed for their portion of the room shown as part of the total bill or a hotel-prepared divided bill. Entertainment such as mini-bar, pay-for-view movies, sports events, etc. will NOT be reimbursed. Cancellation charges will normally NOT be reimbursed.
 - i. **Hotel/Motel Accommodations** – The traveler will be reimbursed for a standard single-room at locations convenient to the business activity. In the case of room sharing the traveler will be reimbursed for their portion of the room. In the event of a change in plans or a cancellation, the traveler must cancel the hotel/motel reservation so as not to incur cancellation charges. Cancellation charges will not be reimbursed by the Library unless approved by the Executive Director or Library Board President (i.e. traveler is a trustee/officer). **Meals** - Meal expenses (even as reimbursed actual) will be limited to the following normal limits: \$20 (breakfast); \$30 lunch/dinner and (\$50) evening meal/supper. Tips are not included in these limits and will NOT be reimbursed. Normally, purchase of alcoholic beverages will not be reimbursed unless they are part of a meal.

[If Library allows a per diem] Prior approval by the Library's Board of Trustees and submission of receipts are required for per diem allowances. Meals provided by the conference or seminar should be deducted from the per diem allowance. Partial reimbursement may be made for departure and return days based on time. Meals during in-state travel that are not an overnight stay will be reimbursed for actual cost not to exceed the GSA regulations.

7. **Vacation in Conjunction with Business Travel** – In cases where vacation time is added to a business trip, any cost variance in airfare, car rental, lodging and/or any other expenses must be clearly identified on the Travel, Meal, and Lodging Expense Report form and paid by the traveler.
8. **Accompanied Travel** – When a traveler is accompanied by others not on official business, any lodging, transportation, meals or other expenses above those incurred for the authorized traveler will not be reimbursed by the Library.
9. **Parking** – Parking fees at a hotel/motel, conference center, or other site will be reimbursed only with a receipt.
10. **Entertainment Expenses** - No employee or officer of the Library shall be reimbursed for any entertainment expense, unless ancillary to the purpose of the program, event or other official business.

E. Approval of Expenses.

1. **Expenses for Members of the Library Board of Trustees.** Travel, meal, and lodging expenses incurred by any member of the Library Board of Trustees must be approved by roll call vote at an open meeting of the Library Board of Trustees.
2. **Expenses for Officials or Employees Other than Members of the Library Board of Trustees.** Travel, meal, and lodging expenses incurred by any official or employee not covered by paragraph 1 (member of the Library Board of Trustees) in excess of the *[maximum dollar amount set by the Board or GSA rate or IRS rate]* must be previously approved in an open meeting by a majority roll-call vote of the Library Board of Trustees.
3. **Advanced Expenses.** Travel, meal, and lodging expenses advanced as a per diem to any employee or official of the Library must be approved by roll call vote at an open meeting of the Library Board of Trustees prior to payment. Documentation of expenses must be provided in accordance with Sections C, D and F of this policy, and any excess from the per diem must be repaid.
4. **Other Expenses.** All other expenses that do not fall within paragraphs E.1, E.2, or E.3 are subject to the Library Director's approval.

F. Documentation of Expenses.

Before an expense for travel, meals, or lodging may be approved under Section E of this Policy, the following minimum documentation must first be submitted, in writing, to the Library Director on a Travel, Meal, and Lodging Expense form:

1. an estimate of the cost of travel, meals, or lodging if expenses have not been incurred or a receipt for the travel, meals, or lodging if expenses have already been incurred;
2. the name of the individual who received or is requesting the travel, meal, or lodging expense reimbursement;
3. the job title or office of the individual who received or is requesting the travel, meal, or lodging expense reimbursement; and
4. the date or dates and nature of the official business for which the travel, meal, or lodging expense was or will be expended.

All documents and information submitted in connection with this Policy are public records subject to disclosure under the Freedom of Information Act.

G. Travel, Meal, and Lodging Expense Report Form.

The Library hereby adopts as its official standardized form for the submission of travel, meal, and lodging expenses the Travel, Meal, and Lodging Expense Report form attached hereto and incorporated herein as Attachment 1.

Attachment 1

McHenry Public Library District

**TRAVEL, MEAL AND LODGING EXPENSE
REIMBURSEMENT FORM**

Name of Official or Employee: _____

Title/Position of Official or Employees: _____

Name and Date of the Activity/Event: _____

Check Number (if applicable): _____

Credit Card Receipt Number (if applicable): _____

Description of the purpose of the expense:

Reimbursement Expense (Estimated Costs or Actual Costs with receipts, if applicable):

Mileage: _____

Meals: _____

Parking: _____

Hotel/Lodging: _____

Car rental: _____

Airfare: _____

Other Transportation (bus, train, taxi, car share, shuttle, etc): _____

Employee's/Officer's Signature: _____

Date: _____

Library Director's Authorization: _____

Date: _____

ATTACH ALL RECEIPTS



McHenry Public Library District
809 N. Front St.
McHenry, IL 60050
815.385.0036; FAX 815.385.7085

MEMO

TO: MPLD Board of Trustees
FROM: Jim Scholtz, Executive Director, MPLD
RE: Bereavement Leave Policy Change
DATE: 11-2-2016

In compliance with the Illinois Child Bereavement Act of 2016, the MPLD staff policy manual is being updated to reflect those additions/changes with the following wording/policy. The Executive Director and HR Generalist recommend the following policy to be considered:

BEREAVEMENT LEAVE (see also types of leave such as FMLA, JURY DUTY/WITNESS, LEAVE OF ABSENCE); see also the Employee Benefits Summary (sick leave, personal leave, bereavement leave)

In the event of a death in an employee's immediate family, a bereavement leave of up to three (3) days, with regular pay, shall be granted. For part-time workers, such leave will be calculated on a prorated basis as a percent of 37.5 hours per week. Immediate family constitutes the following relationships: spouse, partner, parent, child, sister, brother, grandparent, grandchild, mother/father-in law, and sister/brother-in-law. Additionally, in compliance with the Illinois Child Bereavement Act of 2016, any staff member experiencing the death of a child may be allowed to take up to (7) seven additional unpaid work days; - note that 3 days bereavement is already included as standard bereavement. This policy applies to an employee's child who is biological, adopted, a foster child, step child or a child of a person standing "in loco parentis" inclusive of domestic partner relationships. ***Additional paid leave for the death of persons not covered in this policy as well as special exceptions/requests for extended leave due to special circumstances may be allowed at the discretion of the Executive Director.*** Additionally, all leave must be approved by the employee's immediate supervisor/manager before it is taken. See the ***Employee Benefits Summary*** for complete rules on requesting bereavement leave.

GUIDELINES and PRACTICES for IMPLEMENTATION

Note that, in the event of the death of a child, bereavement leave covers (3) three days with regular pay but an additional (7) seven days may be taken without pay (i.e. unpaid leave). However, the employee has the option of using accrued sick, personal and/or vacation (as well

as a combination of the 3) to cover those 7 days or used in addition to those 7 days. Also, FMLA (Family Leave and Medical Act) leave can simultaneously commence in situations such as this. Normally, the Illinois Child Bereavement Act is in effect for employees working 24 hours per week or more and having a minimum of 1 year service, but the MPLD recognizes this law in effect for **all** of its employees regardless of time of service/hours worked.

The MPLD Board of Trustees recommends that the wording of the Bereavement Leave above be added to the existing *MPLD Staff Policy Manual*.

_____ Yes _____ No _____ Not Present _____ Abstain _____ Date



815.344.1300 mchenry
847.382.3366 barrington
www.edercasella.com

***MCHENRY PUBLIC LIBRARY DISTRICT
MCHENRY COUNTY, ILLINOIS***

ANNUAL FINANCIAL REPORT

JUNE 30, 2016

eder, casella & co.

MCHENRY PUBLIC LIBRARY DISTRICT
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JUNE 30, 2016

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INDEPENDENT AUDITOR'S REPORT

Board of Trustees
McHenry Public Library District
McHenry, Illinois

We have audited the accompanying financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of the

MCHENRY PUBLIC LIBRARY DISTRICT

as of and for the year ended June 30, 2016, and the related notes to the financial statements, which collectively comprise the Library's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used, and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, each major fund, and the aggregate remaining fund information of the McHenry Public Library District as of June 30, 2016, and the respective changes in financial position for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis, schedule of changes in the employer's net pension liability, schedule of employer contribution, and budgetary comparison information on pages 3 through 7 and 26 through 30 be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Other Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Library's basic financial statements. The supplemental information as listed in the table of contents, which is the responsibility of management, is presented for purposes of additional analysis and is not a required part of the basic financial statements. Such information has not been subjected to the auditing procedures applied in the audit of the basic financial statements, and accordingly, we do not express an opinion or provide any assurance on it.

Change in Accounting Principle

As discussed in Note 15 to the financial statements, the Library implemented GASB Statement No. 72, *Fair Value Measurement and Application*. Our opinion is not modified with respect to this matter.

Eder, Casella & Co.

EDER, CASELLA & CO.
Certified Public Accountants

McHenry, Illinois
November 3, 2016

REQUIRED SUPPLEMENTARY INFORMATION

MCHENRY PUBLIC LIBRARY DISTRICT

MANAGEMENT'S DISCUSSION AND ANALYSIS

JUNE 30, 2016

As management of McHenry Public Library District (Library), we offer readers of the Library's statements this narrative overview and analysis of the financial activities of the Library for the fiscal year ended June 30, 2016.

FINANCIAL HIGHLIGHTS

- The assets and deferred outflows of resources of the Library exceeded its liabilities and deferred inflows of resources at the close of the most recent fiscal year by \$8,398,036 (net position). Unrestricted net position, which are assets that may be used to meet the Library's ongoing obligations to citizens and creditors, are \$1,532,541 at June 30, 2016.
- The Library's total net position increased by \$4,583. This consisted of a \$26,648 decrease from current year activities and a \$31,231 increase from a net position adjustment. The net position adjustment is due to an alteration of the Library's property tax receivable allowance.
- As of the close of the current fiscal year, the Library's governmental funds reported combined ending fund balances of \$2,221,579, an increase of \$107,160 in comparison with the prior year, of which, \$31,231 is due to a fund balance adjustment. Of this, \$145,372 is nonspendable prepaid expenses, \$2,180,997 is committed for capital project expenditures, and \$(104,790) is available for spending at the Library's discretion (unassigned fund balance).
- At the end of the current fiscal year, unassigned fund balance for the General Fund was \$(104,790).

OVERVIEW OF THE FINANCIAL STATEMENTS

This discussion and analysis is intended to serve as an introduction to the Library's basic financial statements. The Library's basic financial statements comprise three components: 1) government-wide financial statements, 2) fund financial statements, and 3) notes to the financial statements. This report also contains other supplementary information in addition to the basic financial statements themselves.

Government-wide financial statements - The government-wide financial statements are designed to provide readers with a broad overview of the Library's finances, in a manner similar to a private-sector business.

The Statement of Net Position presents information on all of the Library's assets and deferred outflows of resources, less its liabilities and deferred inflows of resources, with the difference reported as net position. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position of the Library is improving or deteriorating.

The Statement of Activities presents information showing how the Library's net position changed during the most recent fiscal year. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of related cash flows. Thus, revenues and expenses are reported in this statement for some items that will only result in cash flows in future fiscal periods (e.g., uncollected taxes and earned but unused vacation leave).

Both of the government-wide financial statements present functions of the Library that are principally supported by taxes and intergovernmental revenues (governmental activities). The Library does not have any functions that are intended to recover all or a significant portion of their costs through user fees and charges (business-type activities). The governmental activities of the Library include general government and library operations. The government-wide financial statements can be found on pages 8 and 9 of this report.

Fund financial statements - A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The Library, like other state and local governments, uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. All of the funds of the Library are governmental funds.

Governmental funds - Governmental funds are used to account for essentially the same functions reported as governmental activities in the government-wide financial statements. However, unlike the government-wide financial statements, governmental fund financial statements focus on near-term inflows and outflows of spendable resources, as well as on balances of spendable resources available at the end of the fiscal year. Such information may be useful in evaluating a government's near-term financing requirements.

Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for governmental funds with similar information presented for governmental activities in the government-wide financial statements. By doing so, readers may better understand the long-term impact of the Library's near-term financing decisions. Both the governmental fund Balance Sheet and the governmental fund Statement of Revenues, Expenditures, and Changes in Fund Balances provide a reconciliation to facilitate this comparison between governmental funds and governmental activities.

The Library maintains three individual governmental funds. Information is presented separately in the governmental fund Balance Sheet and in the governmental fund Statement of Revenues, Expenditures, and Changes in Fund Balances for the General Fund, Special Reserve Fund, and Grant and Gift Fund, all of which are considered to be major funds.

The Library adopts an annual appropriated budget for the General Fund, Special Reserve Fund, and Grant and Gift Fund. A budgetary comparison statement has been provided for each of these funds to demonstrate compliance with this budget.

The basic governmental fund financial statements can be found on pages 10 through 13 of this report.

Notes to the financial statements - The notes provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements. The notes to the financial statements can be found on pages 14 through 25 of this report.

Other information - In addition to the basic financial statements and accompanying notes, this report also presents certain required supplementary information concerning the Library's progress in meeting its obligation to provide as fully adequate as possible library services to its residents. Required supplementary information can be found on pages 26 through 30 of this report.

GOVERNMENT-WIDE FINANCIAL ANALYSIS

As noted earlier, net position may serve over time as a useful indicator of a government's financial position. In the case of the Library, assets and deferred outflows of resources exceeded liabilities and deferred inflows of resources by \$8,398,036 at the close of the most recent fiscal year. By far the largest portion of the Library's net position reflects its investment in capital assets (e.g., land, fine art, building, equipment and furnishings, and collection) less any related debt used to acquire those assets that is still outstanding. The Library uses these capital assets to provide services to citizens; consequently, these assets are not available for future spending.

A condensed version of the Statement of Net Position at June 30, 2016 and 2015 follows:

McHenry Public Library District's Net Position

	Governmental Activities	
	2016	2015
Assets		
Current and Other Assets	\$ 5,511,058	\$ 5,461,364
Capital Assets	6,865,494	6,817,262
Total Assets	<u>\$ 12,376,552</u>	<u>\$ 12,278,626</u>
Deferred Outflows of Resources		
Pension Expense/Revenue - IMRF	\$ 505,909	\$ 264,268
Total Deferred Outflows of Resources	<u>\$ 505,909</u>	<u>\$ 264,268</u>
Liabilities		
Long-Term Liabilities Outstanding	\$ 1,194,947	\$ 802,496
Current Liabilities	140,628	166,299
Total Liabilities	<u>\$ 1,335,575</u>	<u>\$ 968,795</u>
Deferred Inflows of Resources		
Unavailable Revenue - Property Taxes	\$ 3,148,852	\$ 3,180,646
Total Deferred Inflows of Resources	<u>\$ 3,148,852</u>	<u>\$ 3,180,646</u>
Net Position		
Net Investment in Capital Assets	\$ 6,865,494	\$ 6,817,262
Unrestricted/(Deficit)	1,532,540	1,576,191
Total Net Position	<u><u>\$ 8,398,034</u></u>	<u><u>\$ 8,393,453</u></u>

The balance of unrestricted net position, \$1,532,541, may be used to meet the Library's ongoing obligations to citizens and creditors.

At the end of the current fiscal year, the Library is able to report positive balances in all categories of net position.

The Library's net position increased by \$4,583 during the current fiscal year.

Governmental activities - Governmental activities increased the Library's net position by \$4,583. Key elements of this increase are as follows:

	Governmental Activities	
	2016	2015
Revenues		
Program Revenues		
Charges for Services	\$ 69,318	\$ 70,795
Operating Grants and Contributions	68,903	62,549
General Revenues		
Property Taxes	3,173,228	3,190,158
Impact Fees	-	220
Developer Fees	14,921	19,230
Investment Earnings	1,481	1,788
Gain (Loss) on Disposal of Capital Assets	(24,235)	(22,856)
Other	45,699	17,737
Total Revenues	<u>\$ 3,349,315</u>	<u>\$ 3,339,621</u>
Expenses		
General Government	\$ 85,638	\$ 79,484
Library Operations	3,290,327	2,985,590
Total Expenses	<u>\$ 3,375,965</u>	<u>\$ 3,065,074</u>
Increase/(Decrease) in Net Position	\$ (26,650)	\$ 274,547
Net Position - Beginning	8,393,453	8,588,841
Net Position Adjustment	31,231	(469,935)
Net Position - Ending	<u><u>\$ 8,398,034</u></u>	<u><u>\$ 8,393,453</u></u>

Total revenues increased \$9,694 from the prior year, which is consistent with the prior year.

Total expenses increased \$310,889 from the prior year, which was mainly attributable to the increases in Personnel Expense of \$119,352, Capital Outlay of \$90,258, and IMRF – Pension Expense of \$133,715.

FINANCIAL ANALYSIS OF THE LIBRARY'S FUNDS

As noted earlier, the Library uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements.

Governmental funds - The focus of the Library's governmental funds is to provide information on near-term inflows, outflows, and balances of spendable resources. Such information is useful in assessing the Library's financing requirements. In particular, unassigned fund balance may serve as a useful measure of the Library's net resources available for spending at the end of the fiscal year.

As of the end of the current fiscal year, the Library's governmental funds reported combined ending fund balances of \$2,221,579.

The General Fund is the chief operating fund of the Library. At the end of the current fiscal year, unassigned fund balance of the General Fund was \$(104,790). The total fund balance of the Library's General Fund increased by \$83,572 during the current fiscal year. This increase is primarily due to a \$52,342 increase in current year activities and a \$31,231 fund balance adjustment.

The Special Reserve Fund has a total fund balance of \$1,747,456. The net increase in fund balance during the current year in the Special Reserve Fund was \$15,581.

The Grant and Gift Fund has a total fund balance of \$437,714. The net increase in fund balance during the current year in the Grant and Gift Fund was \$8,006.

GENERAL FUND BUDGETARY HIGHLIGHTS

The Library did not amend its budget for the fiscal year ended June 30, 2016; therefore, the amounts shown as original and final budget are the same.

Significant differences between the budget and the actual revenues and expenditures are summarized as follows:

- The difference between the estimated revenues and the actual revenues was \$54,565 (unfavorable) and was primarily attributable to less than expected fines, interest, and other income.
- The difference between the estimated expenditures and the actual expenditures was \$615,311 (favorable), and was primarily attributable to less than expected salaries, professional services, and capital outlay.

CAPITAL ASSET AND DEBT ADMINISTRATION

Capital assets - The Library's investment in capital assets for its governmental activities as of June 30, 2016 amounts to \$6,865,495 (net of accumulated depreciation). This investment in capital assets includes land, parking lot, fine art, building, landscaping, equipment and furnishings, and collection. The total increase in the Library's investment in capital assets for the current fiscal year was \$48,233.

The following are significant capital assets for the years ended June 30, 2016:

- Network Switch Project - \$49,319
- LED Lighting Upgrade - \$28,720

The following table presents a summary of capital assets for the years ended June 30, 2016 and 2015:

McHenry Public Library District's Capital Assets
(net of depreciation)

	Governmental Activities	
	2016	2015
Land	\$ 1,245,836	\$ 1,245,836
Fine Art	18,600	18,600
Parking Lot	272,998	290,505
Building	3,102,865	3,180,025
Landscaping	10,813	11,546
Equipment and Furnishings	540,921	504,346
Collection	1,673,462	1,566,404
Total	\$ 6,865,495	\$ 6,817,262

Additional information on the Library's capital assets can be found in note 4 on page 19 of this report.

ECONOMIC FACTORS AND NEXT YEAR'S BUDGETS AND RATES

The equalized assessed valuation (EAV) for the Library for 2015 is \$833,320,832. This represents an EAV increase of \$4,947,671 (0.6%) from the prior year. This increase will affect the calculation of the Library's property tax revenue and was considered in preparing the Library's budget for the 2017 fiscal year.

Next year's budget (fiscal year 2016/17) tax revenue is expected to be higher than the previous year with an upward trend in EAV (see above) and is expected to continue to increase for the next year budget cycle. Next year's budgeted expenses are expected to increase in regards to capital outlay expenditures due to a sewer lift, RFID and solar array projects scheduled to begin in the fiscal year.

REQUESTS FOR INFORMATION

This financial report is designed to provide a general overview of McHenry Public Library District's finances for all those with an interest in the Library's finances. Questions concerning any of the information provided in this report or requests for additional financial information should be addressed to the Executive Director, McHenry Public Library District, 809 North Front Street, McHenry, IL 60050-5578.

BASIC FINANCIAL STATEMENTS

MCHENRY PUBLIC LIBRARY DISTRICT
GOVERNMENT-WIDE FINANCIAL STATEMENTS
STATEMENT OF NET POSITION
JUNE 30, 2016

	<u>Governmental Activities</u>
ASSETS	
Cash and Cash Equivalents	\$ 3,817,372
Property Taxes Receivable, Net of Allowance of \$31,800	1,540,797
Developer Donations Receivable, Net of Allowance of \$0	3,123
Other Receivables	4,395
Prepaid Items	145,371
Capital Assets (Note 4)	
Land	1,245,836
Fine Art	18,600
Depreciable Building, Equipment and Furnishings, and Collection, Net of Depreciation	<u>5,601,058</u>
Total Assets	<u>\$ 12,376,552</u>
DEFERRED OUTFLOWS OF RESOURCES	
Pension Expense/Revenue - IMRF	<u>\$ 505,909</u>
Total Deferred Outflows of Resources	<u>\$ 505,909</u>
LIABILITIES	
Accounts Payable	\$ 14,581
Accrued Payroll	87,185
Accrued Payroll Taxes	6,469
Unearned Revenue - Grant	32,393
Compensated Absences	43,385
Net Pension Liability - IMRF	<u>1,151,562</u>
Total Liabilities	<u>\$ 1,335,575</u>
DEFERRED INFLOWS OF RESOURCES	
Unavailable Revenue - Property Taxes	<u>\$ 3,148,852</u>
Total Deferred Inflows of Resources	<u>\$ 3,148,852</u>
NET POSITION	
Net Investment in Capital Assets	\$ 6,865,494
Unrestricted/(Deficit)	<u>1,532,540</u>
Total Net Position	<u><u>\$ 8,398,034</u></u>

The Notes to Financial Statements are an integral part of this statement.

MCHENRY PUBLIC LIBRARY DISTRICT
GOVERNMENT-WIDE FINANCIAL STATEMENTS
STATEMENT OF ACTIVITIES
YEAR ENDED JUNE 30, 2016

Functions/Programs	Program Revenues		Net (Expense) Revenue and Changes in Net Position
	Expenses	Charges For Services	Operating Grants and Contributions
Governmental Activities			Governmental Activities
General Government	\$ 85,638	\$ -	\$ -
Library Operations	3,290,327	69,318	68,903
	<u>\$ 3,375,965</u>	<u>\$ 69,318</u>	<u>\$ 68,903</u>
			<u>\$ (3,237,744)</u>

General Revenues	
Taxes	
Property Taxes	\$ 3,173,228
Developer Fees	14,921
Unrestricted Investment Earnings	1,481
Gain/(Loss) on Disposal of Capital Assets	(24,235)
Other Income	45,699
Total General Revenues	<u>\$ 3,211,094</u>
Change in Net Position	\$ (26,650)
Net Position - Beginning of Year	8,393,453
Net Position Adjustment (Note 14)	<u>31,231</u>
Net Position - End of Year	<u>\$ 8,398,034</u>

The Notes to Financial Statements are an integral part of this statement.

MCHENRY PUBLIC LIBRARY DISTRICT
 FUND FINANCIAL STATEMENTS
 BALANCE SHEET
 GOVERNMENTAL FUNDS
 YEAR ENDED JUNE 30, 2016

	General Fund	Special Reserve Fund	Grant and Gift Fund	Total Governmental Funds
ASSETS				
Cash and Cash Equivalents	\$ 1,607,105	\$ 1,744,333	\$ 465,934	\$ 3,817,372
Property Taxes Receivable, Net of Allowance of \$31,800	1,540,797	-	-	1,540,797
Developer Donations Receivable, Net of Allowance of \$0	-	3,123	-	3,123
Other Receivables	4,395	-	-	4,395
Prepaid Items	141,198	-	4,173	145,371
Total Assets	\$ 3,293,495	\$ 1,747,456	\$ 470,107	\$ 5,511,058
LIABILITIES				
Accounts Payable	\$ 14,581	\$ -	\$ -	\$ 14,581
Accrued Payroll	87,185	-	-	87,185
Accrued Payroll Taxes	6,469	-	-	6,469
Unearned Revenue - Grant	-	-	32,393	32,393
Total Liabilities	\$ 108,235	\$ -	\$ 32,393	\$ 140,628
DEFERRED INFLOWS OF RESOURCES				
Unavailable Revenue - Property Taxes	\$ 3,148,852	\$ -	\$ -	\$ 3,148,852
Total Deferred Inflows of Resources	\$ 3,148,852	\$ -	\$ -	\$ 3,148,852
FUND BALANCES				
Nonspendable				
Prepaid Items	\$ 141,198	\$ -	\$ 4,173	\$ 145,371
Committed				
Capital Projects	-	1,747,456	433,541	2,180,997
Unassigned	(104,790)	-	-	(104,790)
Total Fund Balance	\$ 36,408	\$ 1,747,456	\$ 437,714	\$ 2,221,578
Total Liabilities, Deferred Inflows of Resources, and Fund Balances	\$ 3,293,495	\$ 1,747,456	\$ 470,107	\$ 5,511,058

The Notes to Financial Statements are an integral part of this statement.

MCHENRY PUBLIC LIBRARY DISTRICT
 FUND FINANCIAL STATEMENTS
 RECONCILIATION OF THE BALANCE SHEET
 TO THE STATEMENT OF NET POSITION
 YEAR ENDED JUNE 30, 2016

Fund Balances - Total Governmental Funds		\$ 2,221,578
<p>Amounts reported for governmental activities in the Statement of Net Position are different because:</p>		
<p>Capital assets used in governmental activities are not financial resources and therefore are not reported in the funds.</p>		
Capital Assets	\$ 10,105,593	
Less: Accumulated Depreciation	<u>(3,240,099)</u>	6,865,494
<p>Deferred pension costs in governmental activities are not financial resources and therefore are not reported in the funds.</p>		
Pension Expense/Revenue - IMRF		505,909
<p>Some liabilities are not due and payable in the current period and therefore are not reported in the funds.</p>		
Compensated Absences	\$ (43,385)	
Net Pension Liability - IMRF	<u>(1,151,562)</u>	<u>(1,194,947)</u>
Net Position of Governmental Activities		<u><u>\$ 8,398,034</u></u>

The Notes to Financial Statements are an integral part of this statement.

MCHENRY PUBLIC LIBRARY DISTRICT
 FUND FINANCIAL STATEMENTS
 STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES
 IN FUND BALANCES - GOVERNMENTAL FUNDS
 YEAR ENDED JUNE 30, 2016

	General Fund	Special Reserve Fund	Grant and Gift Fund	Total Governmental Funds
REVENUES				
Property Taxes	\$ 3,173,228	\$ -	\$ -	\$ 3,173,228
Developer Fees	-	14,921	-	14,921
Fines	44,508	-	-	44,508
Interest	635	660	186	1,481
Photocopier Income	16,120	-	-	16,120
Program Fees/Miscellaneous Fees	3,453	-	-	3,453
Staff Cobra/Insurance Payments	12,572	-	-	12,572
Meeting Room Fees	950	-	-	950
Lost or Damaged Materials	3,971	-	-	3,971
Dividends	371	-	-	371
Collection Agency Fees	316	-	-	316
Insurance Reimbursement	21,599	-	-	21,599
Other Income	11,157	-	-	11,157
Gifts and Donations	-	-	16,374	16,374
Per Capita Grant	-	-	52,529	52,529
	<u>\$ 3,288,880</u>	<u>\$ 15,581</u>	<u>\$ 69,089</u>	<u>\$ 3,373,550</u>
EXPENDITURES				
Current				
General Government	\$ 85,638	\$ -	\$ -	\$ 85,638
Library Operations	2,484,087	-	61,083	2,545,170
Capital Outlay	666,814	-	-	666,814
	<u>\$ 3,236,539</u>	<u>\$ -</u>	<u>\$ 61,083</u>	<u>\$ 3,297,622</u>
EXCESS OR (DEFICIENCY) OF REVENUES OVER EXPENDITURES	<u>\$ 52,341</u>	<u>\$ 15,581</u>	<u>\$ 8,006</u>	<u>\$ 75,928</u>
NET CHANGE IN FUND BALANCES	\$ 52,341	\$ 15,581	\$ 8,006	\$ 75,928
FUND BALANCES - JULY 1, 2015	(47,164)	1,731,875	429,708	2,114,419
FUND BALANCE ADJUSTMENT (Note 14)	31,231	-	-	31,231
FUND BALANCES - JUNE 30, 2016	<u>\$ 36,408</u>	<u>\$ 1,747,456</u>	<u>\$ 437,714</u>	<u>\$ 2,221,578</u>

The Notes to Financial Statements are an integral part of this statement.

MCHENRY PUBLIC LIBRARY DISTRICT
 FUND FINANCIAL STATEMENTS
 RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES
 IN FUND BALANCES - GOVERNMENTAL FUNDS TO THE STATEMENT OF ACTIVITIES
 YEAR ENDED JUNE 30, 2016

Net Change in Fund Balances - Total Governmental Funds \$ 75,928

Amounts reported for governmental activities in the Statement of Activities are different because:

Governmental funds report capital outlays as expenditures. However, in the Statement of Activities the cost of these assets is depreciated over their estimated useful lives and reported as depreciation expense. This is the amount by which capital outlay exceeds depreciation expense in the current period.

Capital Outlays	\$ 601,867	
Depreciation Expense	<u>(529,399)</u>	72,468

Some expenses in the Statement of Activities do not require the use of current financial resources and therefore are not reported as expenditures in governmental funds.

Gain/(Loss) on the Disposal of Capital Assets	\$ (24,235)	
Compensated Absences	(3,409)	
Pension Expense	<u>(322,760)</u>	(350,404)

Employer Pension Contributions are expensed in the fund financial statements but treated as a reduction in the Net Pension Liability on the government-wide financial statements.

175,358

Change in Net Position of Governmental Activities \$ (26,650)

The Notes to Financial Statements are an integral part of this statement.

MCHENRY PUBLIC LIBRARY DISTRICT
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2016

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

McHenry Public Library District (Library) is a public library organized under Chapter 75 of the Illinois Compiled Statutes. It operates under the direction of a Board of Trustees, which has responsibility and control over all activities related to the Library within the district, and provides library facilities in an area generally defined by the City of McHenry.

The Library's financial statements are prepared in accordance with generally accepted accounting principles (GAAP) as applied to local governmental units. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles. The most significant accounting principles used by the Library are discussed below.

A. *Reporting Entity*

The accompanying financial statements comply with the provisions of GASB Statement No. 14, *The Financial Reporting Entity*, in that the financial statements include all organizations, activities, and functions that comprise the Library. Component units are legally separate entities for which the Library (the primary entity) is financially accountable. Financial accountability is defined as the ability to appoint a voting majority of the organization's governing body and either (1) the Library's ability to impose its will over the organization or (2) the potential that the organization will provide a financial benefit to, or impose a financial burden on, the Library. Using these criteria, the Library has no component units. In addition, the Library is not included as a component unit in any other governmental reporting entity as defined by GASB pronouncements.

B. *Basic Financial Statements – Government-Wide Financial Statements*

The Library's basic financial statements include both government-wide (reporting the Library as a whole) and fund (reporting the Library's major funds) financial statements. Both the government-wide and fund financial statements categorize all of the primary activities of the Library as governmental activities. The Library does not have any business-type activities.

In the government-wide Statement of Net Position, the governmental activities column is presented on a consolidated basis, and is reported on a full accrual, economic resource basis, which recognizes all long-term assets and receivables as well as long-term debt and obligations. The Library's net position is reported in three parts – net investment in capital assets; restricted net position; and unrestricted net position. The Library first utilizes restricted resources to finance qualifying activities.

The government-wide Statement of Activities reports both the gross and net cost of each of the Library's functions. The functions are also supported by general government revenues (property taxes, personal property replacement taxes, unassigned investment earnings, other income, etc.). The Statement of Activities reduces gross expenses (including depreciation) by related program revenues and operating grants. Program revenues must be directly associated with the function (general government and library operations). Operating grants include operating specific grants and discretionary (either operating or capital) grants while the capital grants column reflects capital specific grants. The Library received no capital grants during the year ended June 30, 2016.

NOTES TO FINANCIAL STATEMENTS (Continued)

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

B. *Basic Financial Statements – Government-Wide Financial Statements (Continued)*

The net costs (by function) are normally covered by general revenues (property taxes, personal property replacement taxes, unassigned investment earnings, other income, etc.).

The Library does not allocate indirect costs.

The government-wide focus is more on the sustainability of the Library as an entity and the change in the Library's net position resulting from the current year's activities.

C. *Basic Financial Statements – Fund Financial Statements*

The financial transactions of the Library are reported in individual funds in the fund financial statements. Each fund is accounted for by providing a separate set of self-balancing accounts that comprise its assets, liabilities, fund equity, revenues and expenditures/expenses. The various funds are reported by generic classification within the financial statements.

The emphasis in fund financial statements is on the major funds. GASB Statement No. 34 sets forth minimum criteria (percentage of the assets, liabilities, revenues and expenditures of all governmental funds) for the determination of major funds. The Library electively made all funds major.

The following fund types are used by the Library:

Governmental Funds

The focus of the governmental funds' measurement (in the fund statements) is upon determination of financial position and changes in financial position (sources, uses and balances of financial resources) rather than upon net income. The following is a description of the governmental funds of the Library:

General Fund – The General Fund is the general operating fund of the Library. It is used to account for all financial resources except those required to be accounted for in another fund.

Grant and Gift Fund – The Grant and Gift Fund is a special revenue fund used to account for the proceeds from specific revenue sources that are designated for specific purposes.

Special Reserve Fund – The Special Reserve Fund is a capital projects fund used to account for the accumulation of funds to be used for building or land acquisition, building expansion, and/or to furnish and equip a library building.

D. *Basis of Accounting*

Basis of accounting refers to the point at which revenues or expenditures/expenses are recognized in the accounts and reported in the financial statements. It relates to the timing of the measurements made regardless of the measurement focus applied.

1. *Accrual*

The governmental activities in the government-wide financial statements are presented on the accrual basis of accounting. Property tax revenues are recognized in the period for which levied. Other nonexchange revenues, including

NOTES TO FINANCIAL STATEMENTS (Continued)

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

D. *Basis of Accounting* (Continued)

1. Accrual (Continued)

governmental revenues and grants, are reported when all eligibility requirements are met. Fees and charges and other exchange revenues are recognized when earned and expenses are recognized when incurred.

2. Modified Accrual

The governmental funds' financial statements are presented on the modified accrual basis of accounting. Under the modified accrual basis of accounting, revenues are recorded when susceptible to accrual; i.e., both measurable and available. "Available" means collectible within the current period or within 60 days after year-end. Property tax revenues are recognized in the period for which levied provided they are also available. Intergovernmental revenues and grants are recognized when all eligibility requirements are met and the revenues are available. Expenditures are recognized when the related liability is incurred. The exception to this general rule is that principal and interest on general obligation long-term debt, if any, is recognized when due.

E. *Cash and Cash Equivalents*

Separate bank accounts are not maintained for all Library funds. Instead, the funds maintain their cash balances in a money market account, with accounting records being maintained to show the portion of the common bank account balance attributable to each participating fund.

No Library fund had a cash overdraft at June 30, 2016.

Cash and cash equivalents are considered to be cash on hand, demand deposits, and short-term investments with original maturities of three months or less from the date of acquisition.

F. *Prepaid Items*

Certain payments to vendors that reflect costs applicable to future accounting periods are recorded as prepaid items in both the government-wide and fund financial statements.

G. *Capital Assets*

Capital assets purchased or acquired with an original cost of \$1,000 or more are reported at historical cost or estimated historical cost. Contributed assets are reported at fair market value as of the date of donation. Additions, improvements, and other capital outlays that significantly extend the useful life of an asset are capitalized.

Other costs incurred for repairs and maintenance are expensed as incurred.

Depreciation on all assets is provided on a straight-line basis over the following estimated useful lives:

Building	10-50 years
Equipment & Furnishings	5-20 years
Collection	4-10 years

NOTES TO FINANCIAL STATEMENTS (Continued)

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

H. *Deferred Outflows and Inflows of Resources*

In addition to assets and liabilities, the Balance Sheet and Statement of Net Position will sometimes report separate sections for deferred outflows of resources and deferred inflows of resources. Deferred outflows of resources represent a consumption of net position that applies to a future period and, therefore, will not be recognized as an outflow of resource until then. Deferred inflows of resources represent an acquisition of net position that applies to a future period and, therefore, will not be recognized as an inflow of resource until that time.

I. *Compensated Absences*

The Library accrues accumulated unpaid vacation and personal leave when earned by the employee.

J. *Governmental Fund Balances*

Governmental fund balances are divided between nonspendable and spendable.

Nonspendable fund balances are balances that cannot be spent because they are not expected to be converted to cash, or they are legally or contractually required to remain intact.

The spendable fund balances are arranged in a hierarchy based on spending constraints.

- **Restricted** – Restricted fund balances are restricted when constraints are placed on the use by either (a) external creditors, grantors, contributors, or laws or regulations of other governments or (b) law through constitutional provisions or enabling legislation.
- **Committed** – Committed fund balances are amounts that can only be used for specific purposes as a result of constraints of the Board of Trustees. Committed amounts cannot be used for any other purpose unless the Board of Trustees removes those constraints by taking the same type of action (e.g. legislation, resolution, ordinance). Committed fund balances differ from restricted balances because the constraints on their use do not come from outside parties, constitutional provisions, or enabling legislation.
- **Assigned** – Assigned fund balances are amounts that are constrained by the Library's intent to be used for specific purposes, but are neither restricted nor committed. Intent is expressed by an appointed body (e.g. a budget or finance committee) or official to which the Board of Trustees has delegated the authority to assign, modify, or rescind amounts to be used for specific purposes. Pursuant to resolution 2010/2011-3 by the Board of Trustees, the Executive Director has been delegated this authority.

Assigned fund balances also include (a) all remaining amounts that are reported in governmental funds (other than the General Fund) that are not classified as nonspendable, restricted, or committed, and (b) amounts in the General Fund that are intended to be used for a specific purpose. Specific amounts that are not restricted or committed in a special revenue, capital projects, or debt service fund are assigned for purposes in accordance with the nature of their fund type.

NOTES TO FINANCIAL STATEMENTS (Continued)

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

J. *Governmental Fund Balances* (Continued)

- Assigned (Continued)

Assignment within the General Fund conveys that the intended use of those amounts is for a specific purpose that is narrower than the general purpose of the Library itself.

- Unassigned – Unassigned fund balance is the residual classification for the General Fund. This classification represents the General Fund balance that has not been assigned to other funds, and that has not been restricted, committed, or assigned to specific purposes within the General Fund.

The Library permits funds to be expended in the following order: Restricted, Committed, Assigned, and Unassigned.

K. *Property Tax Revenue*

The Library's property tax is levied each calendar year on all taxable real property located in the Library's district on or before the last Tuesday in December. The 2015 levy was passed by the Board on October 20, 2015 and revised on December 15, 2015. Property taxes attach as an enforceable lien on property as of January 1 of the calendar year they are for and are payable in two installments early in June and early in September of the following calendar year. The Library receives significant distributions of tax receipts approximately one month after these dates.

L. *Expenditures*

Expenditures are recognized when the related fund liability is incurred. Expendable supplies held for the Library's use are reported as expense in the period when purchased, rather than in the period when used.

M. *Estimates*

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the amounts reported in the financial statements and accompanying notes. Actual results may differ from those estimates.

NOTE 2 - DEPOSITS

The Library is allowed to invest in securities as authorized by the Illinois Compiled Statutes, Chapter 30, Sections 235/2 and 235/6.

Deposits

Custodial Credit Risk. Custodial credit risk is the risk that in the event of a bank failure, the Library's deposits may not be returned to it. The Library's policy is to have deposits secured by collateral valued at market or par, whichever is lower, less the amount of the Federal Deposit Insurance Corporation insurance (FDIC). The Library's Board of Trustees approves and designates authorized depository institutions. As of June 30, 2016, none of the Library's bank balance of \$3,889,915 was exposed to custodial credit risk.

NOTES TO FINANCIAL STATEMENTS (Continued)

NOTE 2 – DEPOSITS (Continued)

Credit Risk. State law limits investments based on credit risk. As of June 30, 2016, the Library’s investments were rated as follows:

Investment	Credit Rating	Rating Source
State Investment Pool	AAAm	Standard and Poor’s

NOTE 3 - FAIR VALUE MEASUREMENT

The Library categorizes its fair value measurements within the fair value hierarchy established by generally accepted accounting principles. The hierarchy is based on the valuation inputs used to measure the fair value of the asset. Level 1 inputs are quoted prices in active markets for identical assets; Level 2 inputs are significant other observable inputs; Level 3 inputs are significant unobservable inputs.

The Library has the following recurring fair value measurements as of June 30, 2016:

- State Investment Pools of \$2,890 are valued using quoted market prices (Level 1 Inputs)

NOTE 4 - CAPITAL ASSETS

Capital asset activity for the year ended June 30, 2016 was as follows:

	Balance July 1, 2015	Increases	Decreases	Balance June 30, 2016
Governmental Activities:				
Capital Assets not being depreciated:				
Land	\$ 1,245,836	\$ -	\$ -	\$ 1,245,836
Fine Art	18,600	-	-	18,600
Total Capital Assets not being depreciated	<u>\$ 1,264,436</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 1,264,436</u>
Other Capital Assets:				
Building	\$ 4,260,123	\$ 32,553	\$ -	\$ 4,292,676
Parking Lot	350,141	-	-	350,141
Landscaping	14,653	-	-	14,653
Equipment and Furnishings	1,166,197	139,145	11,145	1,294,197
Collection	2,853,530	430,169	394,209	2,889,490
Total Other Capital Assets at Historical Cost	<u>\$ 8,644,644</u>	<u>\$ 601,867</u>	<u>\$ 405,354</u>	<u>\$ 8,841,157</u>
Less Accumulated Depreciation for:				
Building	\$ 1,080,098	\$ 109,714	\$ -	\$ 1,189,812
Parking Lot	59,636	17,507	-	77,143
Landscaping	3,107	733	-	3,840
Equipment and Furnishings	661,851	102,570	11,145	753,276
Collection	1,287,126	298,875	369,973	1,216,028
Total Accumulated Depreciation	<u>\$ 3,091,818</u>	<u>\$ 529,399</u>	<u>\$ 381,118</u>	<u>\$ 3,240,099</u>
Other Capital Assets, Net	<u>\$ 5,552,826</u>	<u>\$ 72,468</u>	<u>\$ 24,236</u>	<u>\$ 5,601,058</u>
Governmental Activities Capital Assets, Net	<u>\$ 6,817,262</u>	<u>\$ 72,468</u>	<u>\$ 24,236</u>	<u>\$ 6,865,494</u>

Depreciation expense charged to library operations was \$529,399 for the year ended June 30, 2016.

NOTES TO FINANCIAL STATEMENTS (Continued)

NOTE 5 - COMPENSATED ABSENCES

Compensated absences for the year ended June 30, 2016 were as follows:

	Balance July 1, 2015	Additions	Retirements	Balance June 30, 2016
Governmental Activities:				
Compensated Absences	\$ 39,976	\$ 3,409	-	\$ 43,385

NOTE 6 - DEFICIT FUND BALANCE

For the year ended June 30, 2016, no funds had a deficit fund balance.

NOTE 7 - PROPERTY TAXES

Property taxes receivable and unavailable revenue recorded in these financial statements are from the 2015 tax levy. The unavailable revenue is 100% of the 2015 tax levy. These taxes are unavailable as only a portion of the taxes (approximately 50%) are collected before the end of the fiscal year and the Library does not consider the amounts to be available and does not budget for their use in fiscal year 2016. The Library has determined that 100% of the amounts collected for the 2014 levy are allocable for use in fiscal year 2016. Therefore, 100% of the amounts collected for the 2014 levy (\$3,173,228) are recorded in these financial statements as property taxes revenue. A summary of the assessed valuations and extensions for tax years 2015, 2014, and 2013 are as follows:

	2015		2014		2013	
	Rate	Extension	Rate	Extension	Rate	Extension
Assessed Valuation	\$833,320,832		\$828,373,161		\$865,952,997	
General	0.3817	\$ 3,180,652	0.3840	\$ 3,180,646	0.3673	\$ 3,180,645

NOTE 8 - OVEREXPENDITURE OF BUDGET

For the year ended June 30, 2016, no fund had expenditures that exceeded the budget.

NOTE 9 - RETIREMENT FUND COMMITMENTS

A. *Illinois Municipal Retirement Fund*

➤ **Plan Description**

The Library's defined benefit pension plan for Regular employees provides retirement and disability benefits, post retirement increases, and death benefits to plan members and beneficiaries. The Library's plan is managed by the Illinois Municipal Retirement Fund (IMRF), the administrator of a multi-employer public pension fund. A summary of IMRF's pension benefits is provided in the "Benefits Provided" section of this document. Details of all benefits are available from IMRF. Benefit provisions are established by statute and may only be changed by the General Assembly of the State of Illinois. IMRF issues a publicly available Comprehensive Annual Financial Report that includes financial statements, detailed information about the pension plan's fiduciary net position, and required supplementary information. That report may be obtained on-line at www.imrf.org.

➤ **Benefits Provided**

IMRF has three benefit plans. The vast majority of IMRF members participate in the Regular Plan (RP). The Sheriff's Law Enforcement Personnel (SLEP) plan is for sheriffs, deputy sheriffs, and selected police chiefs. Counties could adopt the Elected County Official (ECO) plan for officials elected prior to August 8, 2011 (the ECO plan was closed to new participants after that date).

NOTES TO FINANCIAL STATEMENTS (Continued)

NOTE 9 - RETIREMENT FUND COMMITMENTS (Continued)

A. *Illinois Municipal Retirement Fund* (Continued)

➤ **Benefits Provided** (Continued)

All three IMRF benefit plans have two tiers. Employees hired before January 1, 2011 are eligible for Tier 1 benefits. Tier 1 employees are vested for pension benefits when they have at least eight years of qualifying service credit. Tier 1 employees who retire at age 55 (at reduced benefits) or after age 60 (at full benefits) with eight years of service are entitled to an annual retirement benefit, payable monthly for life, in an amount equal to 1-2/3% of the final rate of earnings for the first 15 years of service credit, plus 2% for each year of service credit after 15 years to a maximum of 75% of their final rate of earnings. Final rate of earnings is the highest total earnings during any consecutive 48 months within the last ten years of service, divided by 48. Under Tier 1, the pension is increased by 3% of the original amount on January 1 every year after retirement.

Employees hired on or after January 1, 2011 are eligible for Tier 2 benefits. For Tier 2 employees, pension benefits vest after ten years of service. Participating employees who retire at age 62 (at reduced benefits) or after age 67 (at full benefits) with ten years of service are entitled to an annual retirement benefit, payable monthly for life, in an amount equal to 1-2/3% of the final rate of earnings for the first 15 years of service credit, plus 2% for each year of service credit after 15 years to a maximum of 75% of their final rate of earnings. Final rate of earnings is the highest total earnings during any 96 consecutive months within the last ten years of service, divided by 96. Under Tier 2, the pension is increased on January 1 every year after retirement, upon reaching age 67, by the lesser of:

- 3% of the original pension amount, or
- 1/2 of the increase in the Consumer Price Index of the original pension amount.

➤ **Employees Covered by Benefit Terms**

All appointed employees of a participating employer who are employed in a position normally requiring 600 hours (1,000 hours for certain employees hired after 1981) or more of work in a year are required to participate. As of December 31, 2015, the following employees were covered by the benefit terms:

Retirees and beneficiaries currently receiving benefits	17
Inactive plan members entitled to but not yet receiving benefits	23
Active plan members	39
Total	79

➤ **Contributions**

As set by statute, the Library's Regular Plan Members are required to contribute 4.5% of their annual covered salary. The statute requires employers to contribute the amount necessary, in addition to member contributions, to finance the retirement coverage of its own employees. The Library's annual contribution rate for calendar year 2015 was 11.66%. For the fiscal year ended June 30, 2016, the Library contributed \$175,357 to the Plan. The Library also contributes for disability benefits, death benefits, and supplemental retirement benefits, all of which are pooled at the IMRF level. Contribution rates for disability and death benefits are set by IMRF's Board of Trustees, while the supplemental retirement benefits rate is set by statute.

NOTES TO FINANCIAL STATEMENTS (Continued)

NOTE 9 - RETIREMENT FUND COMMITMENTS (Continued)

A. *Illinois Municipal Retirement Fund* (Continued)

➤ **Net Pension Liability**

The components of the net pension liability of the IMRF as of December 31, 2015, calculated in accordance with GASB Statement No. 68, were as follows:

	Total Pension Liability	\$ 4,941,352
	IMRF Fiduciary Net Position	<u>3,789,790</u>
	Library's Net Pension Liability	\$ 1,151,562
IMRF Fiduciary Net Position as a Percentage of the Total Pension Liability		
		76.70%

See the Schedule of Changes in the Employer's Net Pension Liability and Related Ratios in the Required Supplementary Information following the notes to the financial statements for additional information related to the funded status of the Plan.

➤ **Actuarial Assumptions**

The total pension liability above was determined by an actuarial valuation performed as of December 31, 2015 using the following actuarial methods and assumptions.

Assumptions		
Inflation		3.50%
Price Inflation		2.75%
Salary Increases	3.75% - 14.50% including inflation	
Interest Rate		7.47%
Asset Valuation Method	Market Value of Assets	
	Experience-based table of rates that are specific to the type of eligibility condition. Last updated for the 2014 valuation according to an experience study from years 2011 to 2013.	
Projected Retirement Age		

The IMRF-specific rates for Mortality (for non-disabled retirees) were developed from the RP-2014 Blue Collar Health Annuitant Mortality Table with adjustments to match current IMRF experience. For Disabled Retirees, an IMRF-specific mortality table was used with fully generational projection scale MP-2014 (base year 2014). The IMRF-specific rates were developed from the RP-2014 Disabled Retirees Mortality Table, applying the same adjustments that were applied for non-disabled lives. For active members, an IMRF-specific mortality table was used with fully generational projection scale MP-2014 (base year 2014). The IMRF-specific rates were developed from the RP-2014 Employee Mortality Table with adjustments to match current IMRF experience.

➤ **Long-Term Expected Rate of Return**

The long-term expected rate of return on pension plan investments was determined using a building-block method in which best-estimate ranges of expected future real rates of return (expected returns, net of pension plan investment expense, and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return to the target asset allocation percentage and adding expected inflation. The target allocation and best estimates of geometric real rates of return for each major asset class are summarized in the following table:

NOTES TO FINANCIAL STATEMENTS (Continued)

NOTE 9 - RETIREMENT FUND COMMITMENTS (Continued)

A. *Illinois Municipal Retirement Fund* (Continued)

➤ **Long-Term Expected Rate of Return** (Continued)

Asset Class	Target Allocation	Projected Return
Equities	38.0%	7.39%
International Equities	17.0%	7.59%
Fixed Income	27.0%	3.00%
Real Estate	8.0%	6.00%
Alternatives	9.0%	
Private Equity		8.15%
Hedge Funds		5.25%
Commodities		2.75%
Cash	1.0%	2.25%
	100.0%	

➤ **Single Discount Rate**

The projection of cash flow used to determine this Single Discount Rate assumed that the Plan members' contributions will be made at the current contribution rate, and that employer contributions will be made at rates equal to the difference between actuarially determined contribution rates and the member rate. The Single Discount Rate reflects:

1. The long-term expected rate of return on pension plan investments (during the period in which the fiduciary net position is projected to be sufficient to pay benefits), and
2. The tax-exempt municipal bond rate based on an index of 20-year general obligation bonds with an average AA credit rating (which is published by the Federal Reserve) as of the measurement date (to the extent that the contributions for use with the long-term expected rate of return are not met).

For the purpose of this discount rate, the expected rate of return on pension plan investments is 7.50%; the municipal bond rate is 3.57%; and resulting single discount rate is 7.47%.

➤ **Discount Rate Sensitivity**

The following is a sensitive analysis of the net pension liability to changes in the discount rate. The table below presents the pension liability of the Library calculated using the discount rate of 7.47% as well as what the Library's net pension liability would be if it were calculated using a discount rate that is 1-percentage-point lower (6.47%) or 1-percentage-point higher (8.47%) than the current rate:

	1% Decrease 6.47%	Current Discount Rate 7.47%	1% Increase 8.47%
Net Pension Liability	\$ 1,895,747	\$ 1,151,562	\$ 541,792

➤ **Pension Expense and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions**

For the year ended June 30, 2016, the Library recognized pension expense of \$322,758. At June 30, 2016, the Library reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

NOTES TO FINANCIAL STATEMENTS (Continued)

NOTE 9 - RETIREMENT FUND COMMITMENTS (Continued)

A. *Illinois Municipal Retirement Fund* (Continued)

➤ **Pension Expense and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions** (Continued)

Expense in Future Periods	<u>Outflows of Resources</u>	<u>Inflows of Resources</u>	<u>Net Outflows of Resources</u>
Differences between expected and actual experience	\$ 72,060	\$ 9,940	\$ 62,120
Assumption changes	119,471	-	119,471
Net difference between projected and actual earnings on pension investments	<u>237,547</u>	<u>-</u>	<u>237,547</u>
Total deferred amounts to be recognized in pension expense in future periods	\$ 429,078	\$ 9,940	\$ 419,138
Pension contributions made subsequent to the measurement date	<u>86,771</u>	<u>-</u>	<u>86,771</u>
Total deferred amounts related to pensions	<u><u>\$ 515,849</u></u>	<u><u>\$ 9,940</u></u>	<u><u>\$ 505,909</u></u>

Amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized in pension expense as follows:

<u>Year Ending December 31</u>	<u>Net Deferred Outflows of Resources</u>
2016	\$ 117,982
2017	117,982
2018	113,774
2019	69,400
2020	-
Thereafter	-
	<u><u>\$ 419,138</u></u>

B. *Social Security*

Employees not qualifying for coverage under the Illinois Municipal Retirement Fund are considered “non-participating employees.” These employees and those qualifying for coverage under the Illinois Municipal Retirement Fund are covered under social security. The Library paid the total required contribution for the current fiscal year.

NOTE 10 - INTERFUND TRANSFERS

There were no interfund transfers made during the fiscal year ending June 30, 2016.

NOTE 11 - OPERATING LEASE

The Library entered into an operating lease with Today’s Business Solutions, Inc. for printing software and three towers. The total amount to be paid during this five year lease is \$16,102. The lease did not begin until August 5, 2016 and, therefore, no payments were made during fiscal year 2016.

NOTES TO FINANCIAL STATEMENTS (Continued)

NOTE 11 – OPERATING LEASE (Continued)

Annual requirements to cover outstanding lease agreements at June 30, 2016 are:

<u>Year Ending June 30</u>	<u>Total Payments</u>
2017	\$ 2,952
2018	3,220
2019	3,220
2020	3,221
2021	3,221
2022-2026	268
	<u>\$ 16,102</u>

NOTE 12 - RISK MANAGEMENT

The Library is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; injuries to employees; and natural disasters.

The Library purchases commercial insurance to handle these risks of loss. During fiscal year 2016, there was no significant reduction in insurance coverage for any category. Settled claims resulting from these risks have not exceeded commercial insurance coverage in any of the past three fiscal years.

The Library is insured under a retrospectively-rated policy for workers' compensation coverage. Whereas, the initial premium may be adjusted based on actual experience. Adjustments in premiums are recorded when paid or received. During the year ended June 30, 2016, there were no significant adjustments in premiums based on actual experience.

NOTE 13 - CONTINGENCIES

The Library is not aware of any pending litigation or potential nondisclosed liabilities that management believes would have a material effect on the financial statements.

NOTE 14 - NET POSITION/FUND BALANCE ADJUSTMENT

During the fiscal year ended June 30, 2016, the Library's General Fund Net Position and Fund Balance was increased by \$31,231 as a result of a prior year misstatement of the property tax receivable allowance account.

NOTE 15 - CHANGE IN ACCOUNTING PRINCIPLE

Effective for the year ended June 30, 2016, the Library has implemented GASB Statement No. 72, *Fair Value Measurement and Application*. This Statement further clarifies how the fair value is determined for assets and liabilities. The Statement also requires additional disclosures about the fair value measurement of the investments held by the Library (see Note 3).

REQUIRED SUPPLEMENTARY INFORMATION

MCHENRY PUBLIC LIBRARY DISTRICT
ILLINOIS MUNICIPAL RETIREMENT FUND
SCHEDULE OF CHANGES IN THE EMPLOYER'S NET PENSION
LIABILITY AND RELATED RATIOS
JUNE 30, 2016

	<u>6/30/2016 *</u>	<u>6/30/2015 *</u>
TOTAL PENSION LIABILITY		
Service Cost	\$ 167,731	\$ 169,550
Interest	335,182	295,518
Differences Between Expected and Actual Experience	90,749	(16,836)
Changes in Assumptions	6,836	193,145
Benefit Payments, Including Refunds of Member Contributions	<u>(112,637)</u>	<u>(97,231)</u>
Net Change in Total Pension Liability	\$ 487,861	\$ 544,146
Total Pension Liability - Beginning	<u>4,453,491</u>	<u>3,909,345</u>
Total Pension Liability - Ending	<u>\$ 4,941,352</u>	<u>\$ 4,453,491</u>
PLAN FIDUCIARY NET POSITION		
Contributions - Employer	\$ 174,334	\$ 156,868
Contributions - Employee	79,434	64,762
Net Investment Income	18,808	208,603
Benefit Payments, Including Refunds of Member Contributions	(112,637)	(97,231)
Other	<u>(61,120)</u>	<u>449</u>
Net Change in Plan Fiduciary Net Position	\$ 98,819	\$ 333,451
Plan Net Position - Beginning	<u>3,690,971</u>	<u>3,357,520</u>
Plan Net Position - Ending	<u>\$ 3,789,790</u>	<u>\$ 3,690,971</u>
District's Net Pension Liability	<u>\$ 1,151,562</u>	<u>\$ 762,520</u>
Plan Fiduciary Net Position as a percentage of the Total Pension Liability	76.70%	82.88%
Covered-Employee Payroll	\$ 1,495,144	\$ 1,439,156
Employer's Net Pension Liability as a percentage of Covered-Employee Payroll	77.02%	52.98%

* This information presented is based on the actuarial valuation performed as of the December 31 year end prior to the fiscal year end listed above.

This schedule is presented to illustrate the requirement to show information for ten years. However, until a full ten-year trend is compiled, information is presented for those years for which information is available.

MCHENRY PUBLIC LIBRARY DISTRICT
ILLINOIS MUNICIPAL RETIREMENT FUND
SCHEDULE OF EMPLOYER CONTRIBUTION
JUNE 30, 2016

	6/30/2016 *	6/30/2015 *
Actuarially Determined Contribution	\$ 174,334	\$ 156,868
Contributions in relation to Actuarially Determined Contribution	174,334	156,868
Contribution deficiency/(excess)	\$ -	\$ -
Covered-Employee Payroll	\$ 1,495,144	\$ 1,439,156
Contributions as a percentage of Covered-Employee Payroll	11.66%	10.90%

Notes to Schedule:

Actuarial Method and Assumptions Used on the Calculation of the 2015 Contribution Rate *

Actuarially determined contribution rates are calculated as of December 31 each year, which are 12 months prior to the beginning of the fiscal year in which contributions are reported.

Actuarial Cost Method: Aggregate entry age = normal

Amortization Method: Level percentage of payroll, closed

Remaining Amortization Period: 28-year closed period until remaining period reaches 15 years (then 15-year rolling period)

Asset Valuation Method: 5-year smoothed market; 20% corridor

Wage Growth: 4%

Price Inflation: 3%, approximate; No explicit price inflation assumption is used in this valuation.

Salary Increases: 4.40% to 16%, including inflation

Investment Rate of Return: 7.50%

Retirement Age: Experience-based table of rates that are specific to the type of eligibility condition; last updated for the 2011 valuation pursuant to an experience study of the period 2008 to 2010.

Mortality: RP-2000 Combined Healthy Mortality Table, adjusted for mortality improvements to 2020 using projection scale AA. For men, 120% of the table rates were used. For women, 92% of the table rates were used. For disabled lives, the mortality rates are the rates applicable to non-disabled lives set forward ten years.

*Based on Valuation Assumptions used in the December 31, 2013 actuarial valuation; note two year lag between valuation and rate setting.

This schedule is presented to illustrate the requirement to show information for ten years. However, until a full ten-year trend is compiled, information is presented for those years for which information is available.

MCHENRY PUBLIC LIBRARY DISTRICT
SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES
IN FUND BALANCE - BUDGET AND ACTUAL
GENERAL FUND
YEAR ENDED JUNE 30, 2016

	BUDGETED AMOUNTS		ACTUAL AMOUNTS
	ORIGINAL AND FINAL		
REVENUES			
Property Taxes	\$	3,180,646	\$ 3,173,228
Annexation Impact Fees		3,000	-
Fines		60,000	44,508
Interest		5,000	635
Photocopier Income		17,000	16,120
Program Fees/Miscellaneous Fees		7,700	3,453
Staff Cobra/Insurance Payments		17,000	12,572
Meeting Room Fees		1,000	950
Lost or Damaged Materials		6,000	3,971
Dividends		500	371
Collection Agency Fees		1,000	316
Insurance Reimbursement		21,600	21,599
Other Income		23,000	11,157
TOTAL REVENUES	\$	3,343,446	\$ 3,288,880
EXPENDITURES			
Current			
General Government			
Professional Services	\$	71,000	\$ 26,154
Printing, Publications and Postage		65,000	59,484
	<u>\$</u>	<u>136,000</u>	<u>\$ 85,638</u>
Library Operations			
Utilities	\$	56,000	\$ 45,803
Contracted Services		66,000	49,266
Catalog and Network		118,500	118,232
Personnel Expense		2,360,000	2,188,271
Miscellaneous Operating Expenses		112,200	82,515
	<u>\$</u>	<u>2,712,700</u>	<u>\$ 2,484,087</u>
Total Current	\$	2,848,700	\$ 2,569,725
Capital Outlay			
Materials and Supplies	\$	478,150	\$ 460,175
Library Furnishings		50,000	40,628
Library Equipment		200,000	3,469
Small Equipment		5,000	694
Additional Capital Projects		270,000	161,848
	<u>\$</u>	<u>1,003,150</u>	<u>\$ 666,814</u>
TOTAL EXPENDITURES	\$	3,851,850	\$ 3,236,539
EXCESS OR (DEFICIENCY) OF REVENUES OVER EXPENDITURES	\$	(508,404)	\$ 52,341
OTHER FINANCING SOURCES/(USES)			
Interfund Transfers		(800,000)	-
NET CHANGE IN FUND BALANCE	\$	(1,308,404)	\$ 52,341
FUND BALANCES - JULY 1, 2015		(47,164)	(47,164)
FUND BALANCE ADJUSTMENT (Note 14)		-	31,231
FUND BALANCES - JUNE 30, 2016	\$	(1,355,568)	\$ 36,408

See Accompanying Independent Auditor's Report

MCHENRY PUBLIC LIBRARY DISTRICT
NOTES TO REQUIRED SUPPLEMENTARY INFORMATION
JUNE 30, 2016

NOTE 1 - BUDGETARY PROCESS

Annual budgets are legally adopted and separately reported for all funds of the Library. The budget was passed on September 29, 2015. The Library follows these procedures in establishing the budgetary data reflected in the financial statements:

1. The Library Director requests input on the needs of the different departments of the Library.
2. The Library Director uses this input to prepare a preliminary budget.
3. The staff and Library Director then go over the preliminary budget and make any necessary adjustments.
4. The revised budget is then submitted to the budget committee, who goes over it and makes any changes with the Library Director.
5. The budget is then presented to and reviewed by the Board at a public hearing.

NOTE 2 - EXCESS OF EXPENDITURES OVER BUDGET

For the year ended June 30, 2016, no fund presented as Required Supplementary Information had expenditures that exceeded the budget.

SUPPLEMENTAL FINANCIAL INFORMATION

MCHENRY PUBLIC LIBRARY DISTRICT
SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES
IN FUND BALANCE - BUDGET AND ACTUAL
CAPITAL PROJECTS FUND
SPECIAL RESERVE FUND
YEAR ENDED JUNE 30, 2016

	BUDGETED AMOUNTS <u>ORIGINAL AND FINAL</u>	<u>ACTUAL AMOUNTS</u>
REVENUES		
Developer Fees	\$ 25,000	\$ 14,921
Interest	3,000	660
Other Income	2,000	-
Gifts and Donations	25,000	-
TOTAL REVENUES	<u>\$ 55,000</u>	<u>\$ 15,581</u>
EXPENDITURES		
Capital Outlay	\$ 400,000	\$ -
TOTAL EXPENDITURES	<u>\$ 400,000</u>	<u>\$ -</u>
EXCESS OR (DEFICIENCY) OF REVENUES OVER EXPENDITURES	\$ (345,000)	\$ 15,581
OTHER FINANCING SOURCES/(USES)		
Interfund Transfers	800,000	-
NET CHANGE IN FUND BALANCE	\$ 455,000	\$ 15,581
FUND BALANCES - JULY 1, 2015	<u>1,731,875</u>	<u>1,731,875</u>
FUND BALANCES - JUNE 30, 2016	<u><u>\$ 2,186,875</u></u>	<u><u>\$ 1,747,456</u></u>

See Accompanying Independent Auditor's Report



**STATE OF ILLINOIS
COMPTROLLER**

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**FY 2016 Annual Financial Report
Special Purpose Long Form**

CCIF Copy - 11/2/2016 7:51:50 AM

Unit Name : Mc Henry Public Library District

Country : Mchenry

Unit Code : 063/029/10

I attest that, to the best of my knowledge, this report represents a complete and accurate statement of the financial position, the Contact Information, the TIF status, the FEIN status, the Total Appropriations, and the Legal Debt Limitation of Mc Henry Public Library District as of the end of this fiscal year.

Written signature of government official
James Scholtz, Director

Please Sign : _____

Date : _____

Unit Name : Mc Henry Public Library District

Unit Code : 063/029/10

Please be sure to fill out this section accurately. The information you provide below is (1) our primary way of contacting your government, (2) the information we supply to external agencies, and (3) is the name and title we will list on our website. This section should NOT contain ANY of your Accounting Professional's information.

STEP 1: ENTER CONTACT INFORMATION

Is the following information correct and complete? _____ Yes _____ No

A. Contact Person (elected or appointed official responsible for filling out this form.)		B. Chief Executive Officer (Enter your name here ONLY if you are the elected or appointed official <u>responsible</u> for the EXECUTIVE ADMINISTRATION, i.e. mayor, supervisor, or chairman. Your name will be listed with this responsibility on our website.)		C. Chief Financial Officer (Enter your name here ONLY if you are the elected or appointed official <u>responsible</u> for MAINTAINING THE GOVERNMENT'S FINANCIAL RECORDS. Your name will be listed with this responsibility on our website.)	
James	Scholtz	James C	Scholtz	James C	Scholtz
Director		Director		Director	
809 North Front Street		809 North Front Street		809 North Front Street	
Mc Henry		McHenry		McHenry	
IL 60050		IL 60050		IL 60050	
Phone: 815-385-0036 Ext.		Phone: 815-385-0036 Ext.		Phone: 815-385-0036 Ext.	
Fax: 815-385-7085		Fax: 815-385-7085		Fax: 815-385-7085	
E-Mail: jscholtz@mchenrylibrary.org		E-Mail: jscholtz@mchenrylibrary.org		E-Mail: jscholtz@mchenrylibrary.org	
D. Purchasing Agent (Enter the Purchasing Agent or if there is no Purchasing Agent, the name of the person responsible for oversight of all competitively bid contracts should be listed.)		E. FOIA Officer (Enter the FOIA Officer or if there is no FOIA Officer, the name of the person responsible for oversight of all FOIA requests should be listed.)			
James	Scholtz	James	Scholtz		
Purchasing Agent		Director			
809 North Front Street		809 North Front Street			
McHenry		McHenry			
IL 60050		IL 60050			
Phone: 815-385-0036 Ext.		Phone: (815) 385-0036 Ext.			
Fax: 815-385-7085		Fax: (815) 385-7085			
E-Mail: jscholtz@mchenrylibrary.org		E-Mail: jscholtz@mchenrylibrary.org			

If the Chief Executive Officer and the Chief Financial Officer are the same person as the Contact Person, please check this box and skip to Step 2.

Unit Name : Mc Henry Public Library District

Unit Code : 063/029/10

STEP 2: VERIFY FISCAL YEAR END

FY END DATE: 6/30/2016

If the fiscal year end date listed above is incorrect, follow the steps outlined in the Comptroller Connect application to provide your official documentation that confirms your fiscal year end date. Upon receipt and approval of this documentation, your fiscal year end date can be officially amended.

STEP 3: GASB 34, ACCOUNTING SYSTEM, DEBT, UTILITY, HOME RULE, TIF, AND PENSION / RETIREMENT BENEFITS

A. Has your government implemented GASB 34 in FY 2016 reporting or in previous reporting years? Yes No

If Yes:

- Governments who have implemented GASB 34 and are using "other basis of accounting" (OCBOA) such as "Cash Basis" and "Modified Cash Basis" as their accounting system will now be able to select these types as their accounting system.
- Please fill out the Alternative Assets & Liabilities page, located on page F1(b)

B. Which type of accounting system does Mc Henry Public Library District use?

Cash - with no assets (Cash Basis) Modified Accrual/Accrual

Cash - with assets (Modified Cash Basis) Combination (Explain) _____

C. Does the government have bonded debt this reporting fiscal year? Yes No

If "Yes", indicate the type(s) of debt and complete the Statement of Indebtedness and Debt Limitations and Future Debt pages, located on page F5 and F6.

G.O.Bonds Revenue Bonds Alternative Revenue Bonds

D. Does the government have debt, other than bonded debt this reporting fiscal year? Yes No

If "Yes", indicate the type(s) of debt and complete the Statement of Indebtedness and Debt Limitations and Future Debt pages, located on page F5 and F6.

Contractual Commitments Other (Explain) _____

E. Does the government own or operate a public utility company? Yes No

If "Yes", indicate the type(s) of utilities and enter the expenditures in Code 271.

Water/Sewer Electric/Gas/Transit 911 Telephone/Telecommunications Other _____

F. Does the government have a pension funds or other retirement benefits this reporting fiscal year? Yes No

If Yes, indicate the type(s) of pension funds or other retirement benefits and complete the Pension Funds/Retirement Benefits section.

Illinois Municipal Retirement Fund (IMRF) Police Pension Fire Pension Sheriff's Law Enforcement Personnel Plan (SLEP)

Other Pension _____ Other Post Employment Benefits (OPEB)

Unit Name : Mc Henry Public Library District

Unit Code : 063/029/10

STEP 4: POPULATION, EAV AND EMPLOYEES

What is the total population of Mc Henry Public Library District?^	42,023
What is the total EAV of Mc Henry Public Library District?	\$833,320,832
How many full time employees are paid?*	30
How many part time employees are paid?*	21
What is the total salary paid to all employees?	\$1,614,544

^ Or provide estimated population.

* Do not include contractual employees.

STEPS 5 AND 6: COMPONENT UNITS AND APPROPRIATIONS

Provide the appropriation for the primary government listed in the first row of the table below.

In the remaining rows, provide the names of all component units along with their appropriations. Indicate if the component units are blended or discretely presented, its fiscal year end date and if the component unit was funded with governmental fund types or enterprise fund types. If the component units are already indicated, that data is based on forms submitted last year. If you have more component units than the rows provided below, please indicate them on an attachment.

If you need assistance with the terms indicated below, refer to the *Chart of Accounts and Definitions* and the *How to Fill Out An AFR* documents.

Name of Unit/Component FUNDS SHOULD NOT BE LISTED HERE*	Appropriation^	Type of Component Unit (Blended or Discretely Presented)	Fiscal Year End	Enterprise Fund Type or Governmental Fund Type
Mc Henry Public Library District	\$5,158,279		06/30	
Total Appropriations	\$5,158,279			

* Do not enter funds such as Joint Bridge, Permanent Road, Town Fund, Equipment, Water & Sewer, General Assistance, etc. These funds should be included in Step 8.

^ If the Primary Government or Component Unit does NOT budget or levy taxes, please enter the unit's TOTAL EXPENDITURES.

Unit Name : Mc Henry Public Library District

Unit Code : 063/029/10

STEP 7: OTHER GOVERNMENTS

Indicate any payments Mc Henry Public Library District made to other governments for services or programs (include programs performed on a reimbursement, cost-sharing basis or federal payroll taxes).

Intergovernmental agreements - indicate how much was paid	\$0
Federal government payroll taxes	\$121,794
All other intergovernmental payments	\$0

STEP 8: FUND LISTING & ACCOUNT GROUPS

A. List all funds and how much was spent in FY 2016 for each fund. Also, indicate the Fund Type (Fund Types are at the top of each column beginning on page F1). If any fund names appear below, the data is based on forms submitted last year. Please make all necessary corrections. If you have more fund names than the rows provided below, please indicate them on an attachment.

Fund Name	Expenditure	Fund Type	FY End
General	\$3,236,539	General Fund	06/30
Grant & Gift	\$61,083	Special Revenue Fund	06/30
Special Reserve		Capital Projects Fund	06/30
Total Expenditures	\$3,297,622		

B. Does Mc Henry Public Library District have assets or liabilities that should be recorded as a part of Account Groups? See Chart of Accounts and Definitions and the How to Fill Out An AFR documents for more information about Account Groups.

Yes No

Unit Name : Mc Henry Public Library District

Unit Code : 063/029/10

STEP 9: GOVERNMENTAL ENTITIES

List of governmental entities that are part of or related to the primary government. Exclude component units detailed in Steps 5 & 6. Most small governments do not have governmental entities.

Entity Name	Relationship

STEP 10: REPORTING

Check any state or local entity where financial reports are filed.

STATE AGENCIES	
___ - Board of Education	___ - Board of Higher Education
___ - DCEO	___ - Department of Insurance
OTHER STATE OR LOCAL OFFICES	
<u>X</u> - Illinois Comptroller	___ - Secretary of State
___ - General Assembly - House	___ - General Assembly - Senate
<u>X</u> - County Clerk	___ - Circuit Clerk
___ - Governor's Office	___ - Other - _____

Assets

Code	Enter All Amounts in Whole Numbers	Governmental Activity	Business-Like Activity	Fiduciary	Discretely Presented Component Units
Current Assets					
101t	Cash and Cash Equivalent	\$3,817,372	\$0	\$0	\$0
102t	Investments	\$0	\$0	\$0	\$0
115t	Receivables	\$1,548,315	\$0	\$0	\$0
109t	Inventories	\$0	\$0	\$0	\$0
112t	Other Assets (Explain)	\$145,371	\$0	\$0	\$0
Non-Current Assets					
116t	Capital Assets/Net of Accumulated Depreciation	\$6,865,494	\$0	\$0	\$0
117t	Other Capital Assets (Explain)	\$0	\$0	\$0	\$0
120t	Total Assets	\$12,376,552	\$0	\$0	\$0
150t	Deferred Outflow of Resources	\$505,909	\$0	\$0	\$0

Liabilities

Code	Enter All Amounts in Whole Numbers	Governmental Activity	Business-Like Activity	Fiduciary	Discretely Presented Component Units
Current Liabilities					
122t	All Payables	\$14,581	\$0	\$0	\$0
132t	Deferred Revenues	\$32,393	\$0	\$0	\$0
128t	Other Liabilities (Explain)	\$137,039	\$0	\$0	\$0
Non-Current/Long Term Liabilities					
129t	Due Within One Year	\$0	\$0	\$0	\$0
130t	Due Beyond One Year	\$0	\$0	\$0	\$0
131t	Other Non-Current/Long Term Liabilities (Explain)	\$1,151,562	\$0	\$0	\$0
135t	Total Liabilities	\$1,335,575	\$0	\$0	\$0
155t	Deferred Inflow of Resources	\$3,148,852	\$0	\$0	\$0

Net Position

Code	Enter All Amounts in Whole Numbers	Governmental Activity	Business-Like Activity	Fiduciary	Discretely Presented Component Units
143t	Investments in Capital Assets/Net of Related Debt	\$6,865,494	\$0	\$0	\$0
148t	Net Position - Restricted	\$0	\$0	\$0	\$0
149t	Net Position - Unrestricted	\$1,532,540	\$0	\$0	\$0
146t	Total Net Position	\$8,398,034	\$0	\$0	\$0
147t	Total Liabilities & Net Position	\$9,733,609	\$0	\$0	\$0

Revenues and Receipts

Code	Enter All Amounts in Whole Numbers	General	Special Revenue	Capital Projects	Debt Service	Enterprise	Internal Service	Fiduciary	Discretely Presented Component Units
Local Taxes		Report In Whole Numbers							
201t	Property Tax	\$3,173,228	\$0	\$0	\$0	\$0	\$0	\$0	\$0
203t	Utilities Tax	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
204t	Other Taxes (Explain)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Intergovernmental Receipts & Grants									
212t	State Sales Tax	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
213t	State Motor Fuel Tax	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
214t	State Replacement Tax	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
205t	State Gaming Tax(es)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
215t	Other State Sources (Explain)	\$0	\$52,529	\$0	\$0	\$0	\$0	\$0	\$0
225t	Federal Sources	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
226t	Other Intergovernmental Sources (Explain)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Local Sources									
231t	Licenses and Permits	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
233t	Fines and Forfeitures	\$44,508	\$0	\$0	\$0	\$0	\$0	\$0	\$0
234t	Charges for Services	\$24,494	\$0	\$0	\$0	\$0	\$0	\$0	\$0
235t	Interest	\$635	\$186	\$660	\$0	\$0	\$0	\$0	\$0
236t	Miscellaneous (Explain)	\$46,015	\$16,374	\$14,921	\$0	\$0	\$0	\$0	\$0
240t	Total Receipts and Revenue	\$3,288,880	\$69,089	\$15,581	\$0	\$0	\$0	\$0	\$0

Disbursements, Expenditures and Expenses

Code	Enter All Amounts in Whole Numbers	General	Special Revenue	Capital Projects	Debt Service	Enterprise	Internal Service	Fiduciary	Discretely Presented Component Units
Report In Whole Numbers									
251t	General Government	\$85,638	\$0	\$0	\$0	\$0	\$0	\$0	\$0
252t	Public Safety	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
254t	Judiciary and Legal	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
255t	Transportation and Public Works	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
256t	Social Services	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
257t	Culture and Recreation	\$2,484,087	\$61,083	\$0	\$0	\$0	\$0	\$0	\$0
258t	Housing	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
275t	Environment	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
259t	Debt	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
271t	Public Utility Company	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
272t	Depreciation	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
280t	Capital Outlay	\$666,814	\$0	\$0	\$0	\$0	\$0	\$0	\$0
260t	Other Expenditures/Expenses (Explain)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
270t	Total Expenditures/Expense	\$3,236,539	\$61,083	\$0	\$0	\$0	\$0	\$0	\$0

Fund Balances and Other Financing Sources (Uses)

Code	Enter All Amounts in Whole Numbers	General	Special Revenue	Capital Projects	Debt Service	Enterprise	Internal Service	Fiduciary	Discretely Presented Component Units
Report In Whole Numbers									
301t	Excess of receipts/revenues over (under) expenditures/expenses (240t-270t)	\$52,341	\$8,006	\$15,581	\$0	\$0	\$0	\$0	\$0
302t	Operating transfers in	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
303t	Operating transfers out	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
304t	Bond proceeds	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
305t	Other long term debt (Explain)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
306t	Net increase (decrease) in fund balance (301t + 302t - 303t + 304t + 305t)	\$52,341	\$8,006	\$15,581	\$0	\$0	\$0	\$0	\$0
307t	Previous year fund balance	(\$47,164)	\$429,708	\$1,731,875	\$0	\$0	\$0	\$0	\$0
308t	Other (Explain)	\$31,231	\$0	\$0	\$0	\$0	\$0	\$0	\$0
310t	Current Year Ending Fund Balance (306t + 307t + 308t)	\$36,408	\$437,714	\$1,747,456	\$0	\$0	\$0	\$0	\$0

Statement of Indebtedness (Governmental & Proprietary combined)

Debt Instruments for All Funds	Code	Outstanding Beginning of Year	Code	Issued Current Fiscal Year	Code	Retired Current Fiscal Year	Code	Outstanding End of Year	Original Issue Amount	Final Maturity Date	Interest Rate Ranges-Lowest	Interest Rate Ranges-Highest
Report In Whole Numbers												
General Obligation Bonds	400	\$0	406	\$0	412	\$0	418	\$0	\$0		0.00%	0.00%
Revenue Bonds	401	\$0	407	\$0	413	\$0	419	\$0	\$0		0.00%	0.00%
Alternate Revenue Bonds	402	\$0	408	\$0	414	\$0	420	\$0	\$0		0.00%	0.00%
Contractual Commitments	403	\$0	409	\$0	415	\$0	421	\$0	\$0		0.00%	0.00%
Other (Explain)	404	\$0	410	\$0	416	\$0	422	\$0	\$0		0.00%	0.00%
Total Debt	405	\$0	411	\$0	417	\$0	423	\$0				

Debt Limitations and Future Debt

___ I certify that Mc Henry Public Library District does not have Legal Debt Limitation

___ Based on Statute

___ Based on Other

Total Legal Debt Limitation: \$23,957,974
4

Total Debt Applicable to the limit: \$0

Legal Debt Margin: \$23,957,974

Legal Debt Margin (%): 100.00%

Future Debt Service Requirements for Bonded Debt listed above			
Year Ending	Principal	Interest	Total
2017	\$0	\$0	\$0
2018	\$0	\$0	\$0
2019	\$0	\$0	\$0
2020	\$0	\$0	\$0
2021	\$0	\$0	\$0
2022-2026	\$0	\$0	\$0
2027-2031	\$0	\$0	\$0
2032-2036	\$0	\$0	\$0
TOTAL	\$ 0	\$ 0	\$ 0

Please provide a summary of the authorized debt limitations, including any statutory references.

2015 EAV \$833,320,832 x 2.875%

Pension Funds / Retirement Benefits

Code	Enter All Amounts in Whole Numbers	IMRF			Police Pension			Fire Pension		
		2013	2014	2015	Year 1	Year 2	Year 3	Year 1	Year 2	Year 3
500	Actuarial Valuation Date (VD)	12/31/2013	12/31/2014	12/31/2015						
500a	Reporting Date (RD)	06/30/2014	06/30/2015	06/30/2016						
500b	Measurement Date (MD)	12/31/2013	12/31/2014	12/31/2015						
501	Total Pension Liability (TPL)	\$2,775,150	\$4,453,491	\$4,941,352	\$0	\$0	\$0	\$0	\$0	\$0
502	Plan Fiduciary Net Position (FNP)	\$1,919,780	\$3,690,971	\$3,789,790	\$0	\$0	\$0	\$0	\$0	\$0
503	Net Pension Liability (NPL)	\$855,370	\$762,520	\$1,151,562	\$0	\$0	\$0	\$0	\$0	\$0
504	Plan Fiduciary Net Position as a Percentage of Total Pension Liability	69.17%	82.87%	76.69%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
505	Net Pension Obligation/ Net OPEB Obligation	\$1	\$1	\$1	\$0	\$0	\$0	\$0	\$0	\$0

Enter All Amounts in Whole Numbers

Code		SLEP			Other Pension			OPEB (Net)		
		Year 1	Year 2	Year 3	Year 1	Year 2	Year 3	Year 1	Year 2	Year 3
500	Actuarial Valuation Date (VD)									
500a	Reporting Date (RD)									
500b	Measurement Date (MD)									
501	Total Pension Liability (TPL)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
502	Plan Fiduciary Net Position (FNP)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
503	Net Pension Liability (NPL)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
504	Plan Fiduciary Net Position as a Percentage of Total Pension Liability	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
505	Net Pension Obligation / Net OPEB Obligation	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

Capital Outlay*

Code	Function	These are not funds	
		Construction	Land, Structures, and Equipment
601t	General Government	\$0	\$0
602t	Law Enforcement	\$0	\$0
603t	Corrections	\$0	\$0
604t	Fire	\$0	\$0
605t	Sewerage	\$0	\$0
606t	Sanitation and Wastewater	\$0	\$0
607t	Parks and Recreation	\$0	\$0
608t	Housing and Community Development	\$0	\$0
609t	Highways, Roads and Bridges	\$0	\$0
610t	Parking Facilities	\$0	\$0
611t	Welfare	\$0	\$0
612t	Hospital	\$0	\$0
613t	Water	\$0	\$0
614t	Nursing Homes	\$0	\$0
615t	Conservation and Natural Resources	\$0	\$0
616t	Libraries	\$0	\$666,814
617t	Other	\$0	\$0

*This page should only be filled out if you have spent funds for capital projects or development.

*The Capital Outlay page is requested by the U.S. Census Bureau and is considered optional by the State Comptroller.

*If you complete this page you WILL NOT have to complete the Survey of Government Finances from the U.S. Census Bureau.

*If you do NOT complete this page the U.S. Census Bureau will contact you for further information.

Explanation or Comments

<u>Type</u>	<u>Explanation</u>
112t	Governmental Prepaid Items - \$145,371
128t	Governmental Accrued Payroll - \$87,185 Accrued Payroll Taxes - \$6,469 Compensated Absences - \$43,385 Total - \$137,039
131t	Governmental Net Pension Liability (IMRF) - \$1,151,562
236t	General Staff Cobra/Insurance Payments - \$12,572 Dividends - \$371 Collection Agency Fees - \$316 Insurance Reimbursement - \$21,599 Other Income - \$11,157 Total - \$46,015 Special Revenue Gifts and Donations - \$16,374 Capital Projects Developer Fees - \$14,921
308t	General Adjustment to correct prior year misstatement of the property tax receivable allowance account- \$31,231
AuthDebtLimit	2015 EAV \$833,320,832 x 2.875%
GEN	Special Revenue Per Capita Grant - \$52,529

CPA Information

According to the Governmental Account Audit Act [50 ILCS 310], an Annual Audit submitted to the IL Office of the Comptroller shall be performed by a licensed public accountant, with a valid certificate as a public accountant under the Illinois Public Accounting Act [225 ILCS 450]. Please access the website of the Illinois General Assembly (www.ilga.gov/legislation/ilcs/ilcs.asp) to view these Acts. **If your government is required to submit an Annual Audit, please complete the following:**

Is the Licensed Certified Public Accountant performing your audit working as an individual licensed in Illinois, or are they working in association with a Public Accounting Firm or a Professional Service Corporation licensed in Illinois, or are they licensed in another state? Please use a checkmark to select one choice:

- Individual Licensed Certified Public Accountant
- Public Accounting Firm (IL License)
- Professional Service Corporation (IL License)
- Out-of-State (Individual / Public Accounting Firm / Professional Service Corporation)

Is the Licensed Certified Public Accountant performing your audit working as an individual licensed in Illinois, or are they working in association with a Public Accounting Firm or a Professional Service Corporation licensed in Illinois, or are they licensed in another state? Please use a checkmark to select one choice:

Enter the active 9-digit License#: 060004991 License Status: ACTIVE

Business Name: EDER CASELLA & CO

Address: 5400 W ELM ST STE 203 Address 2: _____

City: MCHENRY State: IL ZIP: 60050

Phone: 815-344-1300 Ext. _____ Fax: 815-344-1320 E-Mail: cpas@edercasella.com

Professional Service Corporation must use a Licensed Certified Public Accountant to perform an audit. Please provide the following information for this licensee.

Enter the active 9-digit License#: 065029356 License Status: ACTIVE

Last Name: ALBANESE First Name: JOHN Title: _____

Address: 5400 W Elm St Ste 203 Address 2: _____

City: McHenry State: IL ZIP: 60050-4032

Phone: 815-344-1300 Ext. _____ Fax: 815-344-1320 E-Mail: cpas@edercasella.com

List of Error(s) still needing to be resolved

Office of the Comptroller, Leslie Geissler Munger
FY 2016 AFR
Special Purpose Form



815.344.1300 mchenry
847.382.3366 barrington
www.edercasella.com

To the Board of Trustees
McHenry Public Library District
McHenry, Illinois

In planning and performing our audit of the financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of McHenry Public Library District (Library) as of and for the year ended June 30, 2016, in accordance with auditing standards generally accepted in the United States of America, we considered the Library's internal control over financial reporting (internal control) as a basis for designing auditing procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Library's internal control. Accordingly, we do not express an opinion on the effectiveness of the Library's internal control.

Our consideration of internal control was for the limited purpose described in the preceding paragraph and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies and, therefore, material weaknesses or significant deficiencies may exist that were not identified. However, as discussed below, we identified certain deficiencies in internal control that we consider to be material weaknesses.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A material weakness is a deficiency, or combination of deficiencies in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected, on a timely basis. We consider the following deficiencies in internal control to be material weaknesses:

Approval of Invoices

During our review of the Library's controls over cash disbursements, we noted that there was a lack of management approval on invoices that were being paid. It is recommended that management follow the procedures they have in place and have all invoices go through the proper review and approval process before being submitted for payment.

Internal Control Recommendation

Currently, the Library allows an excessive number of employees to have access to all aspects of the payroll system and does not conduct a review of wage rates. We recommend that management limit the number of employees with access to the payroll system and incorporate mitigating controls that will alert management whenever changes are made to wage rates. A review of wage rates should also be implemented to ensure that all employees are being paid at the correct rate before payroll is submitted. The implementation of these recommendations would provide better internal control and a more thorough review process of payroll.

eder,
casella
&
co.

This communication is intended solely for the information and use of management, the Board of Trustees, and others within the organization, and is not intended to be, and should not be, used by anyone other than these specified parties.

Eder, Casella & Co.

EDER, CASELLA & CO.
Certified Public Accountants

McHenry, Illinois
November 3, 2016



815.344.1300 mchenry
847.382.3366 barrington

November 3, 2016

To the Board of Trustees
McHenry Public Library District
McHenry, Illinois

We have audited the financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of McHenry Public Library District (Library) for the year ended June 30, 2016. Professional standards require that we provide you with information about our responsibilities under generally accepted auditing standards, as well as certain information related to the planned scope and timing of our audit. We have communicated such information in our letter to you dated September 12, 2016. Professional standards also require that we communicate to you the following information related to our audit.

Significant Audit Findings

Qualitative Aspects of Accounting Practices

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by McHenry Public Library District are described in Note 1 to the financial statements. During fiscal year 2016, the Library adopted GASB Statement No. 72, *Fair Value Measurement and Application*. We noted no transactions entered into by the Library during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

Accounting estimates are an integral part of the financial statements prepared by management, and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected. The most sensitive estimates affecting the financial statements were: depreciation, net pension liability, and property tax allowance.

Certain financial statement disclosures are particularly sensitive because of their significance to financial statement users. The most sensitive disclosures affecting the financial statements were: None noted.

The financial statement disclosures are neutral, consistent, and clear.

Difficulties Encountered in Performing the Audit

We encountered no significant difficulties in dealing with management in performing and completing our audit.

eder, casella & co.

Corrected and Uncorrected Misstatements

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are clearly trivial, and communicate them to the appropriate level of management. The attached adjustments, detected as a result of audit procedures, were corrected by management.

Disagreements with Management

For purpose of this letter, a disagreement with management is a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

Management Representations

We have requested certain representations from management that are included in the management representation letter, a copy of which is attached.

Management Consultations with Other Independent Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to the Library's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

Other Audit Findings or Issues

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the Library's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

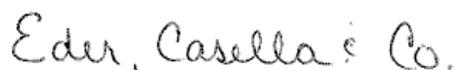
Other Matters

We applied certain limited procedures to the Management's Discussion and Analysis, Illinois Municipal Retirement Fund Schedule of Funding Progress, and budgetary comparison information, which are required supplementary information (RSI) that supplements the basic financial statements. Our procedures consisted of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We did not audit the RSI and do not express an opinion or provide any assurance on the RSI.

Restriction on Use

This information is intended solely for the information and use of the Board and management of McHenry Public Library District and is not intended to be, and should not be, used by anyone other than these specified parties.

Very truly yours,



EDER, CASELLA & CO.
Certified Public Accountants

Client: **McHenry Public Library**
 Engagement: **McHenry Public Library District**
 Period Ending: **6/30/2016**
 Trial Balance: **10 - General Fund**
 Workpaper: **10 - General Fund AJE Report**

Account	Description	W/P Ref	Debit	Credit
Adjusting Journal Entries JE # 1				
Adjust Trial Balance to Accrual Basis				
1055-100	Property Tax Receivable		1,572,484.47	
1080-100	Prepaid Expenses		140,869.13	
3010-100	Fund Balance - General		1,612,292.66	
1057-100	Allowance for Uncollectible			31,230.00
2000-100	Accounts Payable			35,930.51
2010-100	Accrued Payroll			72,431.27
2025-100	Accrued Payroll Taxes			5,408.04
2030-100	Deferred Revenue			3,180,646.44
Total			3,325,646.26	3,325,646.26

Adjusting Journal Entries JE # 2				
Remove Prior Year Prepaid Expenses				
8010-100	Adult Books		487.50	
8025-100	Professional Books		1,185.00	
8090-100	eBook Services		21,961.36	
8095-100	Electronic Subscriptions		60,143.38	
8130-100	Tech Services Supplies		1,755.83	
8245-100	Computer/ Ofc Eqp Repairs/ Contr		28,471.86	
8310-100	CCS, SIRSI & Liasion Expense		1,693.46	
8320-100	Network Expenses		2,683.67	
8430-100	Automation & Misc. Consultants		834.00	
8720-100	Building Insurance		6,012.77	
8940-100	Health & Life Insurance		15,640.30	
1080-100	Prepaid Expenses			140,869.13
Total			140,869.13	140,869.13

Adjusting Journal Entries JE # 3				
Record Current Year Prepaid Expenses				
1080-100	Prepaid Expenses		141,198.09	
8025-100	Professional Books			1,216.66
8090-100	eBook Services			22,738.99
8095-100	Electronic Subscriptions			68,630.65
8130-100	Tech Services Supplies			1,755.83
8245-100	Computer/ Ofc Eqp Repairs/ Contr			15,826.96
8310-100	CCS, SIRSI & Liasion Expense			1,267.42
8320-100	Network Expenses			2,777.60
8720-100	Building Insurance			6,697.71
8940-100	Health & Life Insurance			20,286.27
Total			141,198.09	141,198.09

Client: **McHenry Public Library**
 Engagement: **McHenry Public Library District**
 Period Ending: **6/30/2016**
 Trial Balance: **10 - General Fund**
 Workpaper: **10 - General Fund AJE Report**

Account	Description	W/P Ref	Debit	Credit
Adjusting Journal Entries JE # 4				
Adjust Property Tax Receivable and Deferred Revenue for Current Year				
1055-100	Property Tax Receivable		112.95	
2030-100	Deferred Revenue			5.84
6010-100	Property Taxes			107.11
Total			112.95	112.95
Adjusting Journal Entries JE # 5				
Adjust Accrued Payroll and Taxes for Current Year				
8910-100	Salaries		14,753.86	
8920-100	FICA		1,060.67	
2010-100	Accrued Payroll			14,753.86
2025-100	Accrued Payroll Taxes			1,060.67
Total			15,814.53	15,814.53
Adjusting Journal Entries JE # 6				
Remove Prior Year Accounts Payable				
2000-100	Accounts Payable		35,930.51	
8010-100	Adult Books			743.94
8020-100	YPS Books			2,533.13
8150-100	YPS Programs & Supplies			125.00
8215-100	Collection Agency Fees			89.50
8310-100	CCS, SIRSI & Liasion Expense			4,073.86
8410-100	Accounting/Payroll & Audit Services			203.00
8635-100	T-1 & Telecommunications			70.00
8740-100	Building & Equipment Repairs			1,324.50
8760-100	Hospitality			60.40
8795-100	Miscellaneous Expenses			12,532.18
9090-100	Additional Capital Projects			14,175.00
Total			35,930.51	35,930.51
Adjusting Journal Entries JE # 7				
Record Vending Machine Reimbursement that wasn't Received until July.				
1059-100	Other Receivables		4,394.57	
9090-100	Additional Capital Projects			4,394.57
Total			4,394.57	4,394.57
Adjusting Journal Entries JE # 8				
Prior Period Adjustment to Correct Deferred Revenue Account				
2030-100	Deferred Revenue		31,230.00	
3010-100	Fund Balance - General			31,230.00
Total			31,230.00	31,230.00

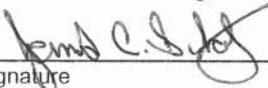
Client: **McHenry Public Library**
 Engagement: **McHenry Public Library District**
 Period Ending: **6/30/2016**
 Trial Balance: **10 - General Fund**
 Workpaper: **10 - General Fund AJE Report**

Account	Description	W/P Ref	Debit	Credit
Adjusting Journal Entries JE # 9				
Adjust Property Tax Allowance Account				
2030-100	Deferred Revenue		570.00	
1057-100	Allowance for Uncollectible			570.00
Total			570.00	570.00

Adjusting Journal Entries JE # 10				
Record Current Year Accounts Payable				
8120-100	Library Supplies		64.15	
8147-100	Summer Reading Club		24.08	
8215-100	Collection Agency Fees		44.75	
8320-100	Network Expenses		3,708.84	
8320-100	Network Expenses		5,900.34	
8410-100	Accounting/Payroll & Audit Services		267.75	
8610-100	Electricity		2,678.42	
8620-100	Gas - NICOR		83.62	
8640-100	Water & Sewer		1,808.97	
2000-100	Accounts Payable			14,580.92
Total			14,580.92	14,580.92

Adjusting Journal Entries JE # 11				
Reclass Negative Expense Balance because of Voided Check to Revenue Account				
8795-100	Miscellaneous Expenses		9,563.85	
6131-100	Misc Other Income - General			9,563.85
Total			9,563.85	9,563.85

I have reviewed and agree with the above adjustments:



 Signature

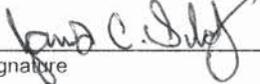
9-20-2016

 Date

Client: **McHenry Public Library**
 Engagement: **McHenry Public Library District**
 Period Ending: **6/30/2016**
 Trial Balance: **20 - Special Reserve Fund**
 Workpaper: **20 - Special Reserve AJE Report**

Account	Description	W/P Ref	Debit	Credit
Adjusting Journal Entries JE # 1				
Adjust Trial Balance to Accrual Basis				
1200-200	Developer Donations Receivable		10,290.00	
3010-200	Fund Balance - Special Reserve			10,290.00
Total			10,290.00	10,290.00
Adjusting Journal Entries JE # 2				
Adjust Receivable to Current Year Balance				
6020-200	Developer Fees		7,167.00	
1200-200	Developer Donations Receivable			7,167.00
Total			7,167.00	7,167.00

I have reviewed and agree with the above adjustments:



 Signature

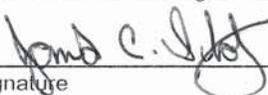
9-20-2016

 Date

Client: **McHenry Public Library**
 Engagement: **McHenry Public Library District**
 Period Ending: **6/30/2016**
 Workpaper: **30 - Grant Fund AJE Report**

Account	Description	W/P Ref	Debit	Credit
Adjusting Journal Entries JE # 1				
Adjust Trial Balance to Accrual Basis				
3010-300	Fund Balance - Special Revenue		52,528.75	
2055-300	Deferred Revenue			52,528.75
Total			52,528.75	52,528.75
Adjusting Journal Entries JE # 2				
Adjust Deferred Revenue to Actual				
2055-300	Deferred Revenue		52,528.75	
6170-300	Per Capita Grant			52,528.75
Total			52,528.75	52,528.75
Adjusting Journal Entries JE # 3				
Record FY 2016 Per Capita Grant on Books in FY 2016.				
1060-300	First Midwest Bank Money Market		32,393.43	
2055-300	Deferred Revenue			32,393.43
Total			32,393.43	32,393.43
Adjusting Journal Entries JE # 4				
Record Current Year Prepaid Expenses				
1090-300	Prepaid Expenses		4,173.74	
8800-341	Other Equipment-Per Capita			4,173.74
Total			4,173.74	4,173.74

I have reviewed and agree with the above adjustments:



 Signature

9-20-2016

 Date

McHenry Public Library District

809 N. Front Street
McHenry, IL 60050

Eder, Casella & Co.
5400 West Elm Street
Suite 203
McHenry, Illinois 60050

This representation letter is provided in connection with your audit of the financial statements of McHenry Public Library District (Library), which comprise the respective financial position of the governmental activities, each major fund, and the aggregate remaining fund information as of June 30, 2016, and the respective changes in financial position and, where applicable, cash flows for the year then ended, and the related notes to the financial statements, for the purpose of expressing opinions as to whether the financial statements are presented fairly, in all material respects, in accordance with accounting principles generally accepted in the United States of America (U.S. GAAP).

Certain representations in this letter are described as being limited to matters that are material. Items are considered material, regardless of size, if they involve an omission or misstatement of accounting information that, in light of surrounding circumstances, makes it probable that the judgment of a reasonable person relying on the information would be changed or influenced by the omission or misstatement. An omission or misstatement that is monetarily small in amount could be considered material as a result of qualitative factors.

We confirm, to the best of our knowledge and belief, the following representations made to you during your audit.

Financial Statements

1. We have fulfilled our responsibilities, as set out in the terms of the audit engagement letter dated September 12, 2016, including our responsibility for the preparation and fair presentation of the financial statements in accordance with U.S. GAAP, and for preparation of the supplementary information in accordance with the applicable criteria.
2. The financial statements referred to above are fairly presented in conformity with U.S. GAAP and include all properly classified funds and other financial information of the primary government and all component units required by generally accepted accounting principles to be included in the financial reporting entity.
3. We acknowledge our responsibility for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.
4. We acknowledge our responsibility for the design, implementation, and maintenance of internal control to prevent and detect fraud.
5. Significant assumptions we used in making accounting estimates, including those measured at fair value, are reasonable.
6. Related party relationships and transactions, including revenues, expenditures/expenses, loans, transfers, leasing arrangements, and guarantees, and amounts receivable from or payable to related parties have been appropriately accounted for and disclosed in accordance with U.S. GAAP.

7. Adjustments or disclosures have been made for all events, including instances of noncompliance, subsequent to the date of the financial statements that would require adjustment to, or disclosure in, the financial statements.
8. We are in agreement with the adjusting journal entries you have proposed, if any, and they will be posted.
9. We are not aware of any pending or threatened litigation, claims, or assessments or unasserted claims or assessments that are required to be accrued or disclosed in the financial statements, and we have not consulted a lawyer concerning litigation, claims, or assessments.
10. Guarantees, whether written or oral, under which the Library is contingently liable, if any, have been properly recorded or disclosed.

Information Provided

11. We have provided you with:
 - a. Access to all information, of which we are aware, that is relevant to the preparation and fair presentation of the financial statements, such as records, documentation, and other matters.
 - b. Additional information that you have requested from us for the purpose of the audit.
 - c. Unrestricted access to persons within the Library from whom you determined it necessary to obtain audit evidence.
 - d. Minutes of the meetings of the Board of Trustees or summaries of actions of recent meetings as listed below:
 - July 21, 2015 – Regular Meeting
 - August 24, 2015 – Regular Meeting
 - September 15, 2015 – Regular Meeting & Public Hearing
 - September 29, 2015 – Regular Meeting
 - October 20, 2015 – Regular Meeting
 - November 17, 2015 – Regular Meeting
 - December 15, 2015 – Regular Meeting
 - January 19, 2016 – Regular Meeting
 - February 16, 2016 – Regular Meeting
 - March 15, 2016 – Regular Meeting
 - April 19, 2016 – Regular Meeting
 - May 17, 2016 – Regular Meeting
 - June 21, 2016 – Regular Meeting
 - July 19, 2016 – Regular Meeting
 - August 9, 2016 – Committee of the Whole
 - August 23, 2016 – Regular Meeting
12. All material transactions have been recorded in the accounting records and are reflected in the financial statements.
13. We have disclosed to you the results of our assessment of the risk that the financial statements may be materially misstated as a result of fraud.

14. We have no knowledge of any fraud, or suspected fraud, that affects the Library and has not already been communicated to you and involves:
 - a. Management,
 - b. Employees who have significant roles in internal control, or
 - c. Others where the fraud could have a material effect on the financial statements.
15. We have no knowledge of any allegations of fraud, or suspected fraud, affecting the Library's financial statements communicated by employees, former employees, regulators, or others that has not already been communicated to you.
16. We have no knowledge of instances of noncompliance, or suspected noncompliance, with provisions of laws, regulations, contracts, or grant agreements, or abuse, whose effects should be considered when preparing financial statements.
17. We have disclosed to you all known actual or possible litigation, claims, and assessments whose effects should be considered when preparing the financial statements.
18. We have disclosed to you the identity of the Library's related parties and all the related party relationships and transactions of which we are aware.

Government - specific

19. There have been no communications from regulatory agencies concerning noncompliance with, or deficiencies in, financial reporting practices.
20. We have identified to you any previous audits, attestation engagements, and other studies related to the audit objectives and whether related recommendations have been implemented.
21. The Library has no plans or intentions that may materially affect the carrying value or classification of assets, liabilities, or equity.
22. We are responsible for compliance with the laws, regulations, and provisions of contracts and grant agreements applicable to us, including tax or debt limits and debt contracts, and legal and contractual provisions for reporting specific activities in separate funds.
23. We have identified and disclosed to you all instances that have occurred, or are likely to have occurred, of fraud and noncompliance with provisions of laws and regulations that we believe have a material effect on the financial statements or other financial data significant to the audit objectives, and any other instances that warrant the attention of those charged with governance.
24. We have identified and disclosed to you all instances which have occurred, or are likely to have occurred, of noncompliance with provisions of contracts and grant agreements that we believe have a material effect on the determination of financial statement amounts or other financial data significant to the audit objectives.
25. We have identified and disclosed to you all instances that have occurred, or are likely to have occurred, of abuse that could be quantitatively or qualitatively material to the financial statements or other financial data significant to the audit objectives.
26. There are no violations or possible violations of budget ordinances, laws and regulations (including those pertaining to adopting, approving, and amending budgets), provisions of

contracts and grant agreements, tax or debt limits, and any related debt covenants whose effects should be considered for disclosure in the financial statements, or as a basis for recording a loss contingency, or for reporting on noncompliance.

27. As part of your audit, you prepared the financial statements and related notes. We acknowledge our responsibility as it relates to those nonaudit services, including that we assume all management responsibilities, oversee the services by designating an individual, preferably within senior management, who possesses suitable skill, knowledge, or experience; evaluate the adequacy and results of the services performed; and accept responsibility for the results of the services. We have reviewed, approved, and accepted responsibility for those financial statements and related notes. We understand that you prepared the trial balance for use during the audit and that your preparation of the trial balance was limited to formatting information into a working trial balance based on management's chart of accounts.
28. The Library has satisfactory title to all owned assets, and there are no liens or encumbrances on such assets, nor has any asset been pledged as collateral.
29. The Library has complied with all aspects of contractual agreements that would have a material effect on the financial statements in the event of noncompliance.
30. The financial statements properly classify all funds and activities in accordance with GASB Statement No. 34.
31. All funds that meet the quantitative criteria in GASB Nos. 34 and 37 for presentation as major are identified and presented as such, and all other funds that are presented as major are particularly important to financial statement users.
32. Components of net position (net investment in capital assets; restricted; and unrestricted) and components of fund balance (nonspendable, restricted, committed, assigned, and unassigned) are properly classified and, if applicable, approved.
33. Investments, derivative instruments, and land and other real estate held by endowments are properly valued.
34. Provisions for uncollectible receivables have been properly identified and recorded.
35. Expenses have been appropriately classified in, or allocated to, functions and programs in the Statement of Activities, and allocations have been made on a reasonable basis.
36. Revenues are appropriately classified in the Statement of Activities within program revenues, general revenues, contributions to term or permanent endowments, or contributions to permanent fund principal.
37. Interfund, internal, and intra-entity activity and balances have been appropriately classified and reported.
38. Deposits and investment securities and derivative instruments are properly classified as to risk and are properly disclosed.
39. Capital assets are properly capitalized, reported, and, if applicable, depreciated.
40. We are not aware of any current or anticipated losses in excess of our insurance coverage for which we would be financially liable.

41. We have appropriately disclosed the Library's policy regarding whether to first apply restricted or unrestricted resources when an expense is incurred for purposes for which both restricted and unrestricted net position is available, and have determined that net position is properly recognized under the policy.
42. We are following our established accounting policy regarding which resources (that is, restricted, committed, assigned, or unassigned) are considered to be spent first for expenditures for which more than one resource classification is available. That policy determines the fund balance classifications for financial reporting purposes.
43. We acknowledge our responsibility for the required supplementary information (RSI). The RSI is measured and presented within prescribed guidelines and the methods of measurement and presentation have not changed from those used in the prior period. We have disclosed to you any significant assumptions and interpretations underlying the measurement and presentation of the RSI.
44. With respect to the supplemental financial information, we acknowledge our responsibility for presenting the supplemental financial information in accordance with U.S. GAAP, and we believe the supplemental financial information, including its form and content, is fairly presented in accordance with U.S. GAAP. The methods of measurement and presentation of the supplemental financial information have not changed from those used in the prior period, and we have disclosed to you any significant assumptions or interpretations underlying the measurement and presentation of the supplemental information.
45. We agree with the findings of specialists in evaluating the Library's accrued pension liability and have adequately considered the qualifications of the specialists in determining the amounts and disclosures used in the financial statements and underlying accounting records. We did not give or cause any instructions to be given to specialists with respect to the values or amounts derived in an attempt to bias their work, and we are not otherwise aware of any matters that have had an impact on the independence or objectivity of the specialists.
46. We believe that the actuarial assumptions and methods used to measure pension liabilities and costs for financial accounting purposes are appropriate in the circumstances.

Signed: 
Title: Executive Director
Date: 11-3-2016

Signed: 
Title: Business Manager
Date: 11/3/16

It takes a library to raise a village

I grew up in the village of Fox River Grove in the 1950s.

It was like the Mayberry of McHenry County. No traffic lights. One policeman and his deputy with little to do but flash their singular roof-mounted gumball light and blast their siren during parades.

Folks pulled into the filling station to have Vern fill their tank, check their oil, wash their windows and shoot the breeze. They shopped at Vinicky's Grocery Store where the aisles were so skinny that even little old ladies played chicken with their shopping carts.

You got your hair cut by Bill the Barber, whose thick German accent mingled with his passion for the Chicago Cubs, giving customers little leeway in the conversation, save an occasional "yep" and "nope." You walked out of the shop fully schooled in Cubbydom and wearing the latest hairstyle, as long as it was a baldy cut.

Dining out took you to the Castleview Restaurant, where you could munch on a burger and gaze out the window at Teddy Bettendorf's hand-built, life-sized medieval creation. He was the only guy we knew whose home was literally his castle. And also there was the Norge Ski Jump, which you could sneak climb in the summer and sway in the wind at the top of the world.

Earl's newspaper store featured tobacco for the men and penny candy for the kids. Delivering newspapers was a right of passage for us boys as we lugged the Chicago Daily News and Chicago American in our low-slung canvas newspaper bags.

Right next to Earl's was an old brick building. The basement housed the police station with its jail cell, in which I once spent two hours of hard time as a 10-year-old. The main floor was the fire department, which my parents almost called when I set the side of our house on fire testing my homemade gasoline flamethrower.

But it was the upstairs part of the building that became my favorite place to visit. It topped raiding Teddy's castle's wishing well. It beat going bald at Bill's. It bested a ski



JUST HUMOR ME

Michael Penkava

jump view and even surpassed the three-for-a-penny round pieces of caramel with the ever-so-sweet cream centers. Believe it or not, my favorite place in FRG was the library.

And I wasn't alone. A kid can grow tired of castles and haircuts and ski jumps and penny candies, but there was something magical about the library. It was like this ever-changing bottomless treasure chest of adventure and mystery and wonder. Just walk in, dig around, and discover something. Sure, you had to stop and have the lady at the desk the flash her date stamper on the book's ledger, but this was just your "Get Out of the Library Free" card.

Of course, libraries cost money, but we kids didn't understand taxes and referendums and budgets. What we understood were books and the sheltered refuge we found among their stacks. And what we also understood was a kind of endless promise that the library would always be there for us.

But we kids grew up. We got jobs and earned money and made decisions on how we would spend it. And somehow, after getting penny-candied to death through the years by the tithes of life, the Twains and the Steinbecks and the Austens lost their luster. The invaluable became unnecessary and the priceless became optional. And, ever so slowly, we began to forget what a house of books truly meant to a child.

Perhaps we might remind ourselves that to raise a village, we must first gather our homes and our families around that house of books, the library. Only then can the village begin to raise the child.

• Michael Penkava taught a bunch of kids and wrote a bunch of stuff. He never graduated from a library, but, then again, he never graduated without one either. He can be reached mikepenkava@comcast.net.

The daily TWEET

@NWHerald

"Chicago, you all know how to put on a parade! The most incredible thing I've ever seen has been apart of! Thank you!"

@KrisBryant



The daily POS

Facebook.com/NWHerald

"Actually Cleveland's misadventure is worse as the Indians have (now) lost the World Series in '95, '97 and '16."

Fred Snyder

Posted on an editorial congratulating the Chicago Cubs World Series victory over the Cleveland Indians a 108-year Cubs drought.

The daily DIGIT 5M

The estimated crowd at Friday's Chicago Cubs rally and parade.

ON THE COVER

Cubs' John Lester (left) hold the Commissioner's Trophy while he and Anthony Rizzo celebrate Friday during a rally at Grant Park honoring the World Series champions in Chicago. See story on page A3.

Photo by The Associated Press

CORRECTIONS & CLARIFICATIONS

Accuracy is important to the Northwest Herald, and we want to correct mistakes promptly. Please call errors to our attention by phone, 815-459-4122; email, tips@nwherald.com; or fax, 815-459-5640.

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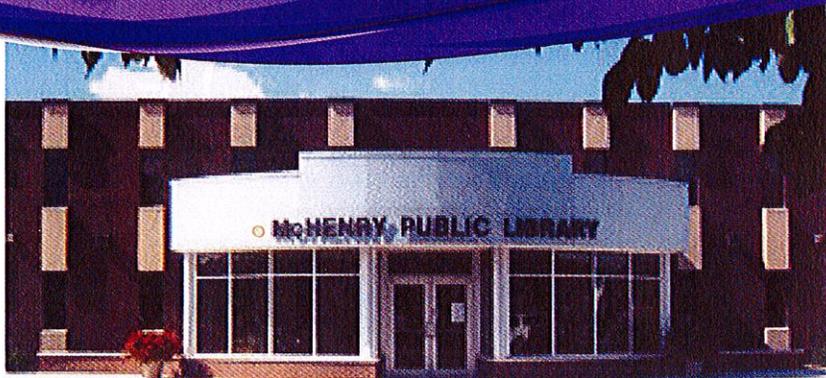
Do you have a news tip or story idea? Call us at 815-459-4122 or email us at tips@nwherald.com.

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Libraries



Libraries are a gathering place for the community for children, businesses and adults that not only offer complimentary entertainment, community service programs, reference materials, technology, cd's dvd's audio books, magazines and newspapers and books, books books. Northeastern McHenry County is fortunate to have three such libraries.

The McHenry Public Library District enriches community life through responsive library services that meet diverse informational and recreational needs.

With the library's participation in a consortium of 24 area libraries, patrons can borrow more than one million print and A/V items, including books, magazines, DVDs, CDs, audio and e-books, digital books and video games. The library also has an extensive digital collection of music, movies, e-books and more available through its website 24/7.

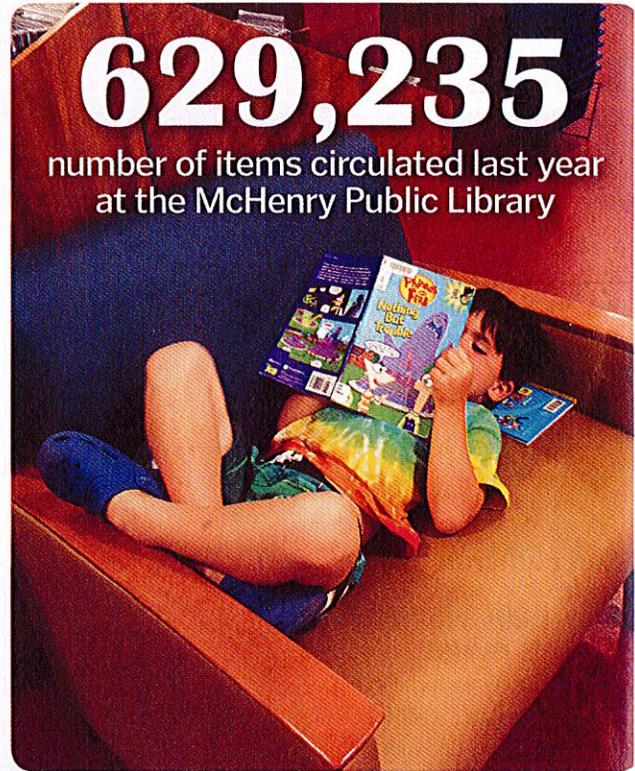
The library's website allows cardholders to place holds on items, renew items, download/stream digital items, and use online research tools for work or school. The library maintains a genealogy

and local history collection, business reference resources and career planning tools.

The library offers programs for all ages, including computer/technology classes, summer and winter reading programs, \ storytimes, book discussion groups for tweens, teens and adults, free movie Sundays, and holiday and craft programs.

Teens enjoy their own special area, complete with comic books, anime and manga, graphic novels comfortable seating and games. The library also has large print, Spanish and Polish language materials. We have a full-time bi-lingual librarian on staff as well.

There are private study rooms, a conference room, and two meeting rooms available for public use.



McHenry Public Library

809 N. Front Street (Rte 31) • McHenry
Phone: 815-385-0036

www.Mchenrylibrary.org

M-Th: 9 am to 9 pm
Fri & Sat: 9 am to 5 pm
Sun: Noon to 4 pm

Johnsburg Public Library

3000 N. Johnsburg Road • Johnsburg
Phone: 815-344-0077

www.johnsburglibrary.org

M-Th: 8:30am to 9:00pm
Fri-Sat: 8:30am to 5:00pm
Sun: 1:00pm to 4:00pm*

*3rd Sunday in Sept. through 3rd Sunday in May

River East Public Library

813 W. IL Rte. 120 • McHenry
Phone: 815-385-6303

www.rivereastlibrary.org

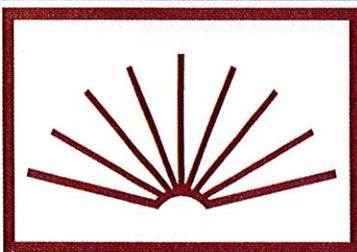
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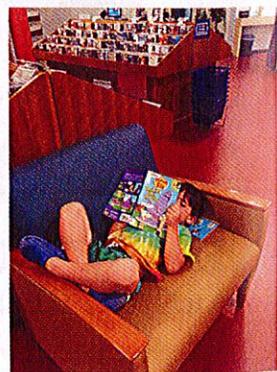
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IT'S YOUR WRITE

McHenry faced library dilemma To the Editor:

The Crystal Lake Library District is faced with the same question the McHenry Library District faced several years ago. The McHenry Library Board obtained two estimates, one for a new library building and another for updating the current building.

The estimated cost for updating the current building was less than that for a new building. However, the updated building plan was declared lacking in many aspects with respect to a new library. The usual issues of weight load, access, etc. were raised with respect to the current building. I contacted the then-new director of the McHenry library, asking for details on the two estimates. To the dismay of the new library director, a very cursory estimate for updating the current building was provided. It was without the details of the proposal for a new building. The architectural firm and the library board both favored the new building. The McHenry residents turned down the new library proposal. The library building was updated, and it successfully has met the needs of the McHenry Library District.

It is my firm belief that when a public body is faced with the choice of updating a current building or building a new building, the two estimates should be prepared by different firms, with an incentive to each for having their proposal accepted. To those parents who want a new library for their children, please keep in mind that your grandchildren will be stuck with an out-of-date 15- to 25-year-old library.

Jon Carl Gealow
McHenry

Nation doesn't cancel vows To the Editor:

Trumped.

The winner of the first presidential debate poll came out by Newsweek: Clinton 52 percent, Trump 21 percent, neither 28 percent. Trump taking third place in a two-person race is priceless.

But he's a good business man. Look at Trump water, steaks, vodka, Trump airlines, Trump casinos... What? They all failed?

Well he's a good family man ... What? He's on his third wife?

"But he's got people." His most vocal and influential advocates are Rudy Gi-

• Continued from page 15

• 6:30 to 7:30 p.m. - **Coffee with the Chief**, McHenry Public Library, 809 Front St., McHenry. McHenry Police Chief John Jones will discuss the state of the police department and what is happening in the community, and there will be a presentation on how the department has trained its officers to help those with mental illness. Free. Information: 815-385-0036 or www.mchenrylibrary.org.

• 7 to 9 p.m. - **Crystal Lake Camera Club meeting**, Home State Bank, 611 S. Main St., Crystal Lake. Professional photographer Tom Snitzer will present "How to Prepare for a Photo Trip with the Pros." Free. Information: www.crystallakecameraclub.org.

• 7 to 9 p.m. - **Screening of "The Hunting Ground,"** McHenry County College, 8900 Route 14, Crystal Lake. Also screened at noon and 2:30 p.m. Nov. 2. The film is an exposé of rape crimes on U.S. college campuses. A discussion will follow each screening. Free. Information: 815-455-8772 or www.thehuntinggroundfilm.com.

Nov. 2

• 10 a.m. to noon - **Movie screening**, Woodstock Public Library, 414 W. Judd St., Woodstock. Featuring "Independence Day: Resurgence," rated PG-13. Free. Information: www.woodstockpubliclibrary.org.

• 10 a.m. to 1 p.m. - **Habitat restoration work day**, Wolf Oak property, 8930 Route 120, Woodstock. The Land Conservancy of McHenry County seeks volunteers to help restore a natural area. Information: www.conservemc.org or 815-337-9502.

• 11:30 a.m. - **McHenry Senior Citizens Club's Lunch Bunch**, Rusty Nail Bar & Grill, 4520 Ringwood Road, Ringwood. Visitors welcome. Call for reservations. Information: 815-578-1224.

• 5 to 7 p.m. - **Green Drinks McHenry County**, Duke's Alehouse and Kitchen, 110 N. Main St., Crystal Lake. Environmental-minded people gather to network and talk about "greening" the future. Hosted by the Environmental Defenders of McHenry County. Neil and Carmen Boyer will discuss a Crystal Lake rehab project they have been working

Free Information:

Her attendance at board meetings and zoning meetings introduced a voice of reason and exemplified an advocate for our community. Cathy Johnson has always given generously of her time to causes she holds dear, and the opportunity to continue to serve her community as a McHenry County Board member is such a cause.

Nancy Owens
Carpentersville

Unwelcome changes at golf course

To the Editor:

Lincoln Ave., Fox River Grove. Continues 9 a.m. to 4 p.m. Nov. 4 and 9 a.m. to 2 p.m. Nov. 5. Saturday will be \$4 a bag sale. Information 847-639-2274.

• Noon to 1 p.m. - **Gift of a Lift Luncheon**, Crystal Lake Country Club, 721 Country Club Road, Crystal Lake. Emmy award-winning storyteller Jim May will present "Seniors: Community Elders and Wisdom Keepers." Proceeds benefit Senior Care Volunteer Network. Reservation deadline: Nov. 1. Cost: \$25 a person. Information: 815-455-3120 or www.scvnmchenrycounty.org.

• 6 to 8 p.m. - **Open house**, Marian Central Catholic High School, 1001 McHenry Ave., Woodstock. Includes a presentation in the auditorium followed by guided building tours where families will have the opportunity to speak with teachers, students and administrators. Information: www.marian.com.

• 6:30 to 8 p.m. - **"Woman Up,"** McHenry County College, 8900 Route 14, Crystal Lake. Featuring Aimee Cohen, executive coach and author of "Woman Up! Overcome the 7 Deadly Sins That Sabotage Your Success." Cost: \$20 in advance, \$25 at the door. Proceeds benefit the Education to Empowerment scholarship. Purchasers of the first 250 tickets will receive a signed copy of Cohen's book. Information and registration: www.mchenry.edu/womanup or 815-455-8721.

• 6:30 to 8:30 p.m. - **Fall Parent University**, Richard Bernotas Middle School, 170 N. Oak St., Crystal Lake. Offered by Crystal Lake Elementary District 47 with a presentation by guest speaker Matt Batt on helping parents learn about online safety and popular "apps" for youth. Information: dcbarr@d47.org or www.theparentfeed.com.

• 7 p.m. - **Genealogy Interest Group**, Wauconda Area Library, 801 N. Main St., Wauconda. The topic will be "Evernote for Genealogy." Free. Information: 847-526-6225 or www.wauconlib.org.

• 7 to 8:30 p.m. - **"Pearl Harbor: A Day That Will Live in Infamy,"** McHenry Public Library, 809 Front St., McHenry. Historian Jim Gibbons will present the story of Pearl Harbor. For ages 18 and older. Free. Registration required. Information: 815-385-0036 or www.mchenrylibrary.org.

Nov. 4

• 10 to 11 a.m. - **Discovery Days**, Lost

McHenry man killed in Wisconsin crash

NORTHWEST HERALD

LYONS, Wis. — A McHenry man was killed in a weekend motorcycle crash in southern Wisconsin, authorities said Sunday.

Walworth County Sheriff's deputies and Lyons Fire and Rescue units were called at 3:09 p.m. Saturday to a report of a motorcycle crash on South Road just north of Highway 50 in the town of Lyons, Wisconsin.

Police and rescue workers arrived and found a red Boss Hoss motorcycle

News sent to your phone

Text the keyword **NWHMCHENRY** to 74574 to sign up for **McHENRY** news text alerts from the Northwest Herald. Message and data rates apply.

lying on its side. They identified the driver of the motorcycle as Timothy Adkins, 57, of McHenry. Adkins was pronounced dead at the scene by the Walworth County Medical Examiner's Office.

Sheriff's deputies said their preliminary investigation indicated that Adkins was southbound on South Road and trying to negotiate a curve when he lost control of his motorcycle and struck a second southbound motorcycle.

Police said the second motorcycle was driven Frank Adams, 38, also of McHenry. Neither Adams nor his passenger, Christine Mann, 36, of Orlando, Florida, was injured, police said.

The crash remains under investigation by the Walworth County Sheriff's Office Crash Investigation Team.

Crystal Lake man dies in motorcycle crash on Algonquin Western Bypass

NORTHWEST HERALD

ALGONQUIN — A Crystal Lake man was killed in a motorcycle crash Saturday evening that closed the Algonquin Western Bypass for several hours.

McHenry County Coroner Dr. Anne

Majewski said the crash occurred before 6 p.m. on Route 31 north of Route 62.

Alex J. Misurelli, 35, of Crystal Lake was traveling north on a motorcycle when the multiple-vehicle crash occurred. Majewski said a 911 call was

made at 5:41 p.m. Misurelli was pronounced dead at the scene at 6:02 p.m.

Algonquin police and the Kane County Accident Investigation Unit are investigating the crash.

Majewski said her office will perform an autopsy Monday.

McHENRY

Library offers scholarships for online program to earn high school diplomas, career certificates

By **BRITTANY KEEPERMAN**
bkeeperman@shawmedia.com

McHENRY — McHenry Public Library is offering residents a chance to earn their high school diploma and obtain a career certificate through a new program.

Career Online High School is new to McHenry and offered through information database provider Gale, part of Cengage Learning. Reaching Across Illinois Library System is working to make the program available to a number of public libraries across the state, and McHenry Public Library is of the relative few offering current enrollment through a scholarship program.

The program allows people to earn their degrees and obtain a certificate in a variety of different career paths such as certified transportation services, homeland security, child care

“Libraries have been involved in adult education for a long time. We provide resources for people trying to advance their education and careers on a daily basis.”

Bill Edminster

McHenry Public Library assistant director

and education, office management and a handful of others.

The coursework is based online, but the application process can be rigorous and includes interviews and placement tests. Applicants must be older than 21 and residents in the McHenry Library District.

Still, the demand has been high, said Kathy Lambert, the library's public relations manager.

“We are very surprised,” she said. “We haven't really promoted it that far outside the library, so it obviously shows there is a need in this area. It is important for us that people can learn and better themselves.”

The Library bought five scholarship packages for \$6,500. Program participants must complete their studies in 18 months, but because previous high school credits may transfer, many people won't take that long, officials said.

The library already is making plans to budget for more scholarships, said Bill Edminster, assistant director of the library.

“Libraries change lives, and this seems like the perfect way to do it,” he said. “Libraries have been involved in adult education for a long time. We provide resources for people trying to advance their education and careers on a daily basis.”

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Proposes \$1.06B Budget for 2017

a railroad on a daily basis, increases costs by \$21.4 million, which is equivalent to 2.8 percent over 2016. For instance, one-way tickets would cost 25 cents more, 10-ride tickets would cost \$2.75 more, and monthly passes would cost \$11.75 more.

Key factors of the 2017 operating cost changes include a projected savings of \$9 million in diesel fuel prices in

2016, a projected \$11.6 million increase in employee health care costs, and an average 3 percent increase in employee wages. Metra also predicts increases in training, mechanical, materials and service costs.

According to Metra, fares cover about half of the operating budget, with the other half coming from the Regional Transportation Authority sales tax

collected in the six-county region. The \$21.4 million in operating cost increases is expected to be countered by \$21.8 million that Metra is anticipating to receive from the RTA sales tax in 2017.

The fare increase is expected to generate an additional \$16.1 million in revenue in 2017. According to Metra, the additional revenue will be used to fund capital improvement projects.

Libraries gear up for Novel Writing Month

Events, workshops, author visits planned throughout county

By BRITTANY KEEPERMAN
bkeeperman@shawmedia.com

Local libraries are gearing up to support aspiring writers as National Novel Writing Month approaches.

November marks the annual National Novel Writing Month, known as NaNoWriMo. Anyone can participate in the online project, which began in 1999. Each participant works toward the goal of writing a 50,000-word novel between Nov. 1 and Nov. 30. Online and in-person supports and workshops frequently are offered for participants. Many workshops and author talks will be offered in November at libraries and bookstores throughout McHenry County.

More than 250 NaNoWriMo novels have been published traditionally, including Sara Gruen's "Water for Elephants," which later was turned into a movie starring Reese Witherspoon and Robert Pattinson.

The event is meant to be a low-stress way to encourage aspiring writers – which is right in line with many library goals, said Leigh Ann Porsch, head of marketing and public relations at Huntley Area Pub-

lic Library.

"We feel like the event helps writers develop their skills, discover their own voice and find motivation to keep working," she said. "It also provides a connection for participants and helps people realize others face the same obstacles."

Huntley Library will offer a "write-in" workshop from 9 to 11 a.m. Nov. 5 at the library. A liaison will be on hand to offer writing prompts and advice. The drop-in event is open to teens and adults.

Marengo-Union Public Library is offering two talks by local authors in November as part of the movement. This is the first year that the library has participated in NaNoWriMo programming, Information Services Manager Sondra Terry said.

"NaNoWriMo was originally brought to our attention by a Marengo High School student last year," she said. "It was such an exciting premise that we began looking into what it was all about. It didn't take us long to know that taking advantage of NaNoWriMo would be a great opportunity to support creativity and encourage community participation."

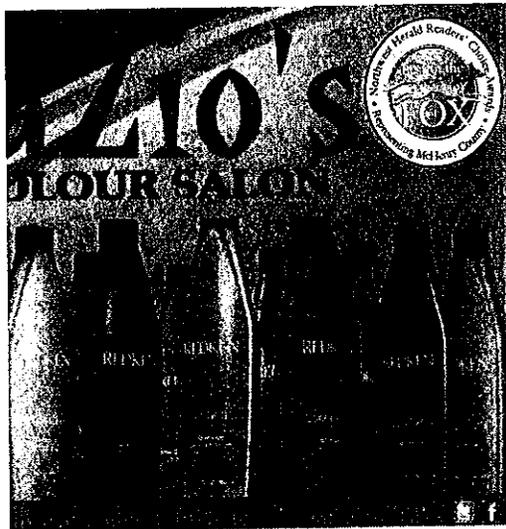
The library will host Dan Klefstad – the WNJI morning host of NPR's "Morning

Edition," Book Series editor and author of "Shepherd and the Professor" – at 11 a.m. Nov. 19. Adela Crandell Durkee, freelance writer and author of "The Fable of Little Tzurie" and "A Ship of Pearl," will be at the library 6 p.m. Nov. 10.

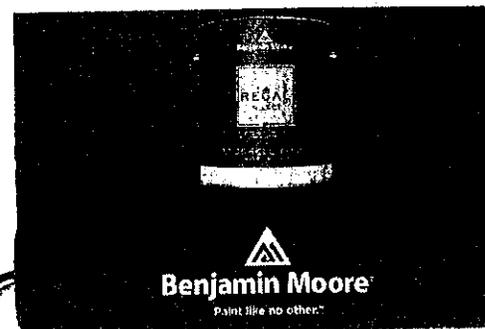
"The library is looking forward to the visiting authors and expects their excitement over writing to be contagious," Terry said. "We are confident that patrons will come away encouraged to follow through with their writing endeavors."

Children and young adults also will have a chance to experiment with writing in November at McHenry Public Library. The library will offer a weekly workshop for second- through fifth-graders at 4:30 p.m. Mondays beginning Nov. 7. Teens and tweens also can participate in NaNoWriMo workshop program beginning at 3:30 p.m. Wednesdays. The first session will be Nov. 2.

"I think for some kids that are interested in writing – and may do something short for school – they might not get that sense of completion," said Lesley Jakacki, youth services manager at the library. "This gives them an opportunity to share with other people that write. And it's over a course of four weeks, so they can work on it at home and bring it back."



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McHenry Public Library, Centegra to offer free tour of Gavers Breast Center

NORTHWEST HERALD

McHENRY - Women are invited Thursday to attend "A Ride for Life: Breast Health and Screening" to take a free tour of the Centegra Gavers Breast Center.

A van will leave from the McHenry Public Library, 809 Front St., taking people to the Centegra Gavers Breast Center, 360 Terra Cotta Road, Crystal Lake. The van is scheduled to leave at 4:45 p.m., and the tour group is expected to meet in the library's main lobby.

Anyone who participates in the tour will receive a brief presentation about breast health and age-appropriate screening recommendations. Women age 40 or older who haven't had a mammogram in the past year also are encouraged to get a mammogram during Thursday's visit.

Women who would like to have a mammogram during the trip can register for one beforehand. Although the event is free to attend, mammograms will be billed through people's insurance.

A photo ID and insurance card will be required for anyone wanting a mammogram that day. No physician's order is needed to participate, but a copy of a person's most recent mammogram will be asked for if available.

The tour is made possible via a grant from Carolyn Adams Ticket for the Cure, a lottery game that aims to help educate women about the importance of early detection of breast cancer, the risks of breast cancer and where they can go for screenings.

Anyone interested can register for Thursday's tour at mchenrylibrary.org.

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THINGS TO DO
IN & AROUND
McHENRY COUNTY

"MOON OVER McHENRY"

WHEN: 6:30 to 9 p.m. Nov. 7
WHERE: McHenry Public Library, 809 Front St., McHenry
COST & INFO: Lake County Astronomical Society volunteers will set up sophisticated telescopes to view the moon and other celestial objects. Clouds and/or rain will cause the event to be canceled or postponed. In the event it is postponed the backup date will be Nov. 8. Open to all ages. Free. Information: 815-385-0036 or www.mchenrylibrary.org.

ART ATTACK! SIP & PAINT BYOB NIGHT

WHEN: 7 to 9:30 p.m. Nov. 7
WHERE: Grand Oaks Recreation Center, 1401 W. Route 176, Crystal Lake
COST & INFO: Local artist Julie Kukreja will give stroke-by-stroke instruction on making a canvas acrylic painting. All materials provided. Bring your own favorite beverage and snacks. Open to ages 15 and older. Cost: \$35. Registration and information: 815-459-0680 or www.crystallakeparks.org.



McHenry



FALL FUN – McHenry Garden Club members enjoyed a "Make Your Own Fall Basket" project at Harms Farm & Pat Dicker, Holly Bauernsmith, Suzanne Yazel, Carol Haske and Jean Schiller.

COMMUNITY CALENDAR

Nov. 7

• 1 to 2:30 p.m. – **"Fire Safety & Prevention,"** University Illinois Extension auditorium, 1102 McConnell Road, Woodstock. A McHenry County Home Community Education program presented by the Woodstock Fire Department. Free. Information: 815-338-3737.

• 4:30 to 5:30 p.m. – **"Native Americans and Natural Resources,"** McHenry Public Library, 809 Front St., McHenry. A McHenry County Conservation District staff member will present examples of dress, tools and food of local tribes. For kindergartners through sixth-graders. Free. Information: 815-385-0036 or www.mchenrylibrary.org.

• 6 to 7:30 p.m. – **Veterans' benefits information session,** Harvard Diggins Library, 900 E. McKinley St., Harvard. The Veterans Assistance Commission of McHenry County will help veterans sign up for benefits. Free. Information: 815-943-4671 or www.harvard-diggins.org.

• 7:30 p.m. – **Crystal Lake Branch of American Association of University Women meeting,** Senior Services Associates Inc., 110 W. Woodstock St., Crystal Lake. Refreshments followed by a presentation on the Head Start program. Free. Information: 815-459-9462.

Algonquin



ROTARY PRESENTATION – Carol Wells, End Polio Now of the guest speaker at a recent meeting of the Rotary International's history and progress in global polio eradication. Jarid Brockman, Rotary Club of Algonquin president.

Wonder Lake

Thanksgiving dinner donations sought

The Wonder Lake Neighbors Food Pantry is collecting monetary donations for Thanksgiving dinners. The organization plans to offer 300 turkey dinners with fixings to food pantry clients. Each complete

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Kishwaukee Trail Chapter Daughters of the American Revolution recently celebrated its 55th anniversary with a gathering at Colonial Café. The chapter, chartered in 1861, welcomes new members who are descended from Revolutionary War patriots. The chapter hosts genealogy workshops from 10 a.m. to noon at the Woodstock Public Library. For information, email kishwaukeetraildar@gmail.com or call 708-218-2648. Pictured (back row, from left) are Kim Fleer; Kathy Hartke; Pat French, second vice regent; Dawn Williams, corresponding secretary; Joan Huerth; Marti Swanson; Cathie Slatta, chaplain; Arlyn and (front row) Jean Muscat, treasurer; Marken Gerhardt; Beth Hoover, regent; June DuCharme, vice regent; and Marcia Flanagan, parliamentarian.

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- 9 a.m. to 3 p.m. – **Habitat for Humanity Craft Show**, Christ the Lord Lutheran Church, 12N462 Tina Trail, Elgin. Featuring 35 crafters, bake sale, raffle and café. Free admission. Information: 847-741-8141.
- 9 a.m. to 4 p.m. – **Holiday Spectacular Arts & Crafts Fair**, Jacobs High School, 2601 Bunker Hill Drive, Algonquin. Featuring more than 125 vendor booths and performances by Jacobs orchestra, chorus and jazz students. Admission: \$2. Information: jacobshscraftfair@gmail.com.
- 9 a.m. to 5 p.m. – **St. Peter's Church Women's Ministry Craft Show**, St. Peter's Church, 2118 Main St., Spring Grove. Featuring handcrafted items for the holidays. Free admission. Information: 815-675-2288 or www.stpetercatholicchurch.org.
- 10 a.m. to noon – **DAR genealogy workshop**, Woodstock Public Library, 414 W. Judd St., Woodstock. Volunteer genealogists from the Kishwaukee Trail Chapter Daughters of the American Revolution will help prospective members with applications. Members must be descended from the patriots who assisted in the Revolution for American independence. Registration required. Information: 815-527-5049 or marciaflanagan@gmail.com.
- 10 a.m. to 2 p.m. – **Shower for Veterans**, Senior Services Associates Inc., 110 W. Woodstock St., Crystal Lake. The Marine Corps League Auxiliary Unit 419, McHenry County, is seeking donations of new or gently-used household items for military veterans in need. Items may be dropped off at Senior Services. Information: 815-356-7457.
- 10 a.m. to 3 p.m. – **Green Living Expo**, McHenry County College, 8900 Route 14,

GET LISTED!

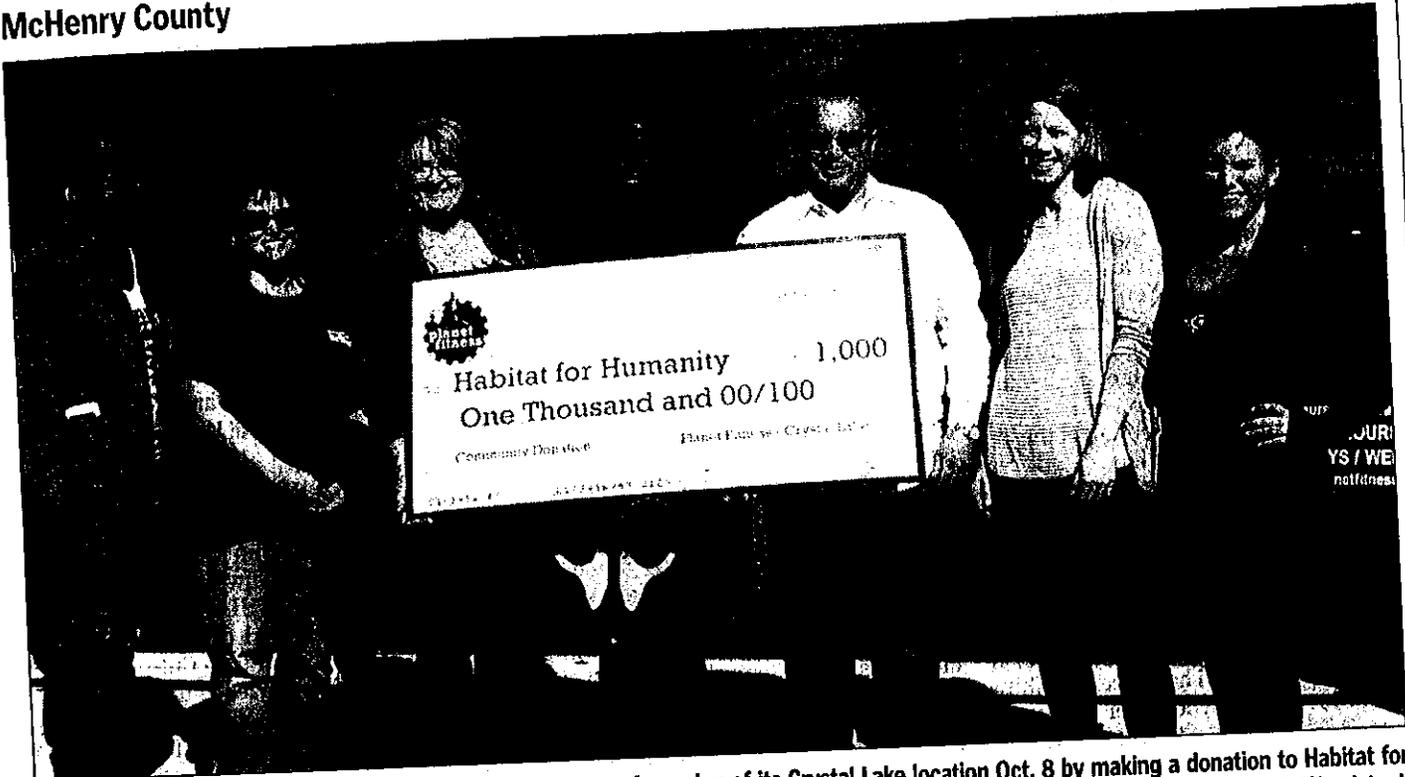
Do you want your club or organization event listed in our Community Calendar? Visit PlanItNorthwest.com and select "Add Event." Your submission will appear weekly in the Northwest Herald and online. For information, call Barb Grant at 815-526-4523.

- Crystal Lake. Learn about the latest in sustainable living, get ideas for saving energy, shop for green gifts and take in educational exhibits. Free admission. Information: 815-479-7765 or www.mchenry.edu/greenexpo.
- 11 a.m. to 2 p.m. – **Pet adoption event**, Nature's Feed, 2440 Westward Drive, Spring Grove. Animals will be available for adoption. Born Free is sponsoring the event by offering 5-pound bags of its pet food for \$5, limit two, while supplies last. Proceeds benefit the organizations on-site. Information: www.naturesfeed.net or 815-675-2008.
 - 11 a.m. to 3 p.m. – **No Pets Left Behind adoption event**, Petsmart, 4465 Route 14, Crystal Lake. Special event for A Heart For Animals, a no-kill animal rescue organization. There will be face-painting, photo booth with pets, visits with adoptable pets and food. Discounts provided to all military personnel. Information: 847-868-2432 or www.aheartforanimals.org.
 - 11:30 a.m. to 12:30 p.m. – **The Great Pumpkin Roll**, Butch Hagele Beach, 71 Hilltop Drive, Lake in the Hills. Cost: \$3

includes one pumpkin and one raffle entry. Information: 847-960-7460 or recreation@lith.org.

- 1 to 2:30 p.m. – **Preschool Fair for Parents**, McHenry Public Library, 809 Front St., McHenry. Representatives from local preschools and day care centers will offer information about enrollment. Free. Information: 815-385-0036.
- 1 to 3 p.m. – **Author appearance**, Harvard Diggins Library, 900 E. McKinley St., Harvard. Local author Sandra Colbert will promote her mystery novel, "The Reason." Copies of the book will be available for a discounted price of \$14. Information: 815-943-4671.
- 5 to 7:30 p.m. – **Spaghetti dinner benefit for Collier House**, VFW Post 4600, 3002 W. Route 120, McHenry. Includes live music, a demonstration by the St. John's Northwestern Military Academy Silver Rifles Drill Team, raffles and a silent auction. Cost: \$15 adults, \$10 children ages 4-9, free for children 3 and younger. Proceeds benefit Collier House, which provides nurturing retreats for families in crisis. Information: 815-385-4881 or www.collierhouse.org.
- 6 p.m. – **St. Thomas the Apostle Catholic School Alumni Social**, St. Thomas the Apostle's Oak Street Church Community Room, 451 W. Terra Cotta Ave., Crystal Lake. St. Thomas School alumni and their families and friends are welcome to attend. Beverages will be available for sale and light snacks will be served. Information: Kristin Ringness Blake at 815-459-7920.

Continued on page 18



CELEBRATION DONATION – Planet Fitness celebrated the grand opening of its Crystal Lake location Oct. 8 by making a donation to Habitat for Humanity of McHenry County. Pictured (from left) are Tenssa Davenport of Planet Fitness, Dawn Schepler of Habitat for Humanity's Woodstock ReStore, Barb Swanson of Habitat for Humanity, Planet Fitness general manager Monica Davenport, Planet Fitness regional manager Steve Smith, Planet Fitness chief financial officer Cindy Krowl and 2013 "The Biggest Loser" winner Danni Allen.

COMMUNITY CALENDAR

Nov. 9

- 9 a.m. – **Senior coffee, games and lunch**, St. John's Lutheran Church, 9812 St. Albans St., Hebron. Coffee and games at 9 a.m., Salvation Army Golden Diner lunch at 11 a.m., other activities at noon. Call 630-232-6676 to reserve a meal. Information: 815-648-2671 or www.stjlutheran.com.
- 12:30 p.m. – **Island Lake Area Seniors meeting**, Senior Center at Island Lake Village Hall, 3720 Greenleaf Ave., Island Lake. Entertainment provided by The Kitchen Klangers. New members welcome. Free. Information: 262-237-2961.
- 12:30 to 1:30 p.m. – **Paralegal career information session**, McHenry County College, Room E217, 8900 Route 14, Crystal Lake. Learn about MCC's paralegal studies Associate of Applied Science degree program. Includes information on paralegal earning potential, job outlook and more. Free. Information: www.mchenry.edu/paralegal.
- 2 to 3:30 p.m. – **Soft skills workshop**, McHenry County College, 8900 Route 14, Crystal Lake. The MCC Career Services Department presents tips and techniques needed to do well on job interviews. Free. Information: 815-455-

- 3:30 to 5 p.m. – **National Novel Writing Month program**, McHenry Public Library, 809 Front St., McHenry. Sixth-through 12th-graders are invited to work toward their writing goals through writing contests and games. Free. Registration required. Information: 815-385-0036 or www.mchenrylibrary.org.
- 7 p.m. – **"Finding the Best Fit College," Dundee Library**, 555 Barrington Ave., East Dundee. Students and their parents will learn how to make the best choice for a college. Free. Registration required. Information: 847-428-3661 or www.frvpld.info.
- 7 to 8 p.m. – **"Make Friends with Your Freezer," Crystal Lake Public Library**, 126 W. Paddock St., Crystal Lake. Amanda Olsen from Preservation School will demonstrate the best ways to preserve food to maintain maximum flavor, color and texture. Program presented in partnership with the McHenry County Health Department. Free. Information: 815-459-1687.
- 7 to 9 p.m. – **"Homeschooling 101: Special Needs," Johnsburg Public Library**, 3000 N. Johnsburg Road, Johnsburg. A panel of local experts will discuss meeting children's unique needs and accessing available services. Free. Information: 815-344-0077 or www.johnsburglibrary.org/event.

Have an event to share? Submit your information online at PlanitNorthwest.com. Photos may be emailed to neighbors@nwherald.com.

Woodstock Seminar to offer support after loss of loved one

GriefShare: Surviving the Holidays will be from 2 to 4 p.m. Nov. 19 at Grace Fellowship Church, 200 Cairns Court.

The seminar features suggestions and reassurance for those facing the holidays after a loved one's death. It will include video interviews with counselors and grief experts, and discussion of dealing with emotions, what to do about traditions, how to survive social events and where to find comfort and strength. Attendees will receive a Survival Guide filled with practical tips, encouraging words, journaling ideas and exercises for daily help through the holiday season. The cost is \$5. Child care will not be available.

Registration is requested. For information, call 815-337-6510 or email graceful@sbcglobal.net.



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Crystal Lake



GET LIT(ERARY) – A new troupe comes together to perform dramatic readings at 7 p.m. the second Thursday of each month at Le Petit Marché, 1 N. Williams St. Get Lit(erary) is hosted by Le Petit Marché owner Dawn Gerth and cosponsored by the Raue Center for the Arts. Readings at 7 p.m. Nov. 10 will focus on the waning of the year. Pictured (from left) are readers Paul Lockwood, Pam Curtis, Shannon Mathall, Regina Belt-Daniels, Kimberley Schumacher, Gerth and Matt Fraser. For information, visit www.petitmarche.biz.

COMMUNITY CALENDAR

Nov. 8

• 9 a.m. to 9 p.m. – **Charity Shoe Drive**, Pet Supplies Plus, 132 Randall Road, Lake in the Hills. Hosted by 4 Greyhound Racers through Dec. 14. Collected shoes will benefit greyhound adoption. Shoes must be in pairs, and must be new or gently used and in wearable condition. Any styles are accepted, including men's, women's and kids shoes, boots, slippers, sandals, flip flops and dance shoes. Free. Information: 847-708-1868, rmrezek@gmail.com or <http://4greyhoundracers.org/shoedrive>.

• 4 to 5 p.m. – **Paralegal career information session**, McHenry County College, Room E217, 8900 Route 14, Crystal Lake. Learn about MCC's paralegal studies Associate of Applied Science degree program. Includes information on paralegal earning potential, job outlook and more. Free. Information: www.mchenry.edu/paralegal.

• 5:30 to 8:30 p.m. – **Dungeons & Dragons**, McHenry Public Library, 809 Front St., McHenry. Make a character and join an experienced Dungeon Master in a fantasy role-playing game. For youth ages 11 and older. Free. Information: www.mchenrylibrary.org or 815-395-0026

• 6 p.m. – **Alzheimer's and dementia family/caregiver support group**, Valley Hill Nursing & Rehabilitation, 2406 Hartland Road, Woodstock. Free. Information: 815-334-2817.

• 7 p.m. – **McHenry County Civil War Round Table meeting**, Woodstock Public Library, 414 W. Judd St., Woodstock. Pat McCormick will present "Red River Campaign." Free. Information: www.mchenrycivilwar.com.

• 7 p.m. – **Northland Area Art League**, Woodstock Opera House Community Room, 121 Van Buren St., Woodstock. The "Art Capers" event features a hands-on demonstration of Lian Quan Zhen Chinese watercolor painting by Marie Smith. All supplies provided. Information: 815-337-2027 or northlandareaartleague@gmail.com.

• 7 p.m. – **"All About Scholarships,"** Dundee Library, 555 Barrington Ave., East Dundee. The program will provide students and their parents with information on how to fund a college education. Free. Registration required. Information: www.frvpld.info or 847-428-3661.

• 7 to 8:30 p.m. – **Lifetree Café**, The Pointe, 5650 Route 14, Crystal Lake. Gather to hear inspiring stories and engage in conversation on a different topic every week. Free. Information: 815-459-1441.

McHenry

Garden club to host holiday floral show

The McHenry Garden Club will host its annual holiday floral show from 7 to 9 p.m. Nov. 15 at McHenry High School West Campus, 4724 W. Crystal Lake Road.

Floral designers from Chapel Hill Florists, Locker's Flowers, Countryside Flower Shop, Twisted Stem Floral and Renee's of Ridgefield will create arrangements on stage that will be awarded to audience members through ticket drawings. There also will be a raffle of themed creative baskets, and refreshments and baked goods will be available. Tickets are \$10 in advance at participating florists, \$12 at the door.

For information, contact Carol Haske at carol.haske@gmail.com or 815-344-1137.



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LITERARY EVENTS

To have an event listed in this calendar, fill out the form at PlanitNorthwest.com.

HUGE FRIENDS' FALL BOOK SALE, noon to 4 p.m. Oct. 16, McHenry Public Library, 809 Front St., McHenry. Books, music, movies and more. Use north parking lot towards rear of building. \$10 fee to bring in a scanner. \$5 bag sale on Sunday. Information: 815-385-0036 or mpffriends@mchenrylibrary.org.

DROP-IN CRAFTS, 3:30 to 5 p.m. Oct. 17, Crystal Lake Public Library, 126 W. Paddock St., Crystal Lake. Information: <http://evanced.crystallakelibrary.org/evanced/lib/eventsignup.asp?ID=15360>.

RÉSUMÉ WRITING WORKSHOP, 2 to 3:30 p.m. Oct. 17, McHenry County College, 8900 Route 14, Crystal Lake. Receive tips and techniques on how to write or revise and reformat an existing one. Free. Information: 815-455-8576 or www.mchenry.edu/careerservices.

BOOKS ON TAP, 7 to 8:30 p.m. Oct. 18, Cary Ale House, 208 W. Main St., Cary. Join Cary Library's new book club for adults in their 20s and 30s at The Cary Ale House to eat, drink and talk shop about books. Come enjoy appetizers on the library and meet other young bibliophiles. Registration required. Free. Information: 847-639-4210, roberhauser@caryarealibrary.info or www.carylibrary.info.

DOWNLOADING HELP DROP-IN SESSIONS, 7 to 8 p.m. Oct. 18, Woodstock Public Library, 414 W. Judd St., Woodstock. Help downloading free library eBooks to an eReader or smart device. Information: <https://il.evanced.info/woodstock/lib/eventsignup.asp?ID=4576>.

GENEALOGY - START YOUR SEARCH!, 2 to 3:30 p.m. Oct. 18, Crystal Lake Public Library, 126 W. Paddock St., Crystal Lake. Registration required. Learn about library resources including Ancestry and Heritage Quest, to find genealogical information. Keyboard and mouse skills required. Information: <http://evanced.crystallakelibrary.org/evanced/lib/eventsignup.asp?ID=16739>.

4 YEARS-KINDERGARTEN STORYTIME, 11 to 11:30 a.m. Oct. 19, Woodstock Public Library, 414 W. Judd St., Woodstock. Stories, dancing and crafts. Older siblings welcome, younger siblings may join in with caregivers. Information: <https://il.evanced.info/woodstock/lib/eventsignup.asp?ID=4500>.

ADULT BOOK DISCUSSION, 9:30 to 11 a.m. Oct. 19, Crystal Lake Public Library, 126 W. Paddock St., Crystal Lake. "What Alice Forgot" by Liane Moriarty. Imagine Alice Love's surprise when she wakes up after bumping her head at the gym to discover she is thin, has three children, is in the midst of a divorce and has no memory of the last 10 years. Information: <http://evanced.crystallakelibrary.org/evanced/lib/eventsignup.asp?ID=10620>.

STORYTELLING SESSIONS: THE ART OF STORYTELLING, 9:30 a.m. to noon Oct. 19, Woodstock Public Library, 414 W. Judd St., Woodstock. Local resident Joy Aavang will be present to encourage interested parties to tell their stories and practice the art of storytelling. Aavang is coordinator of the Memory Makers Storytelling Group in Richmond, which was started by well-known storyteller Jim May, whom she credits for her start in storytelling. Light refreshments will be served. Information: <https://il.evanced.info/woodstock/lib/eventsignup.asp?ID=4433>.

STORYTIME AT PANERA MCHENRY, 10 to 10:30 a.m. Oct. 19, Panera Bread, Route 31, McHenry. Listen to stories, songs and fingerplays with milk and cookies. For ages 3-6 with adult. Free. Information: 815-385-0036 or mplyps@mchenrylibrary.org.

108-WORD SCARY STORIES, 3 to 4:30 p.m. Oct. 20, Crystal Lake Public Library, 126 W. Paddock St., Crystal Lake. Can you write a terrifying tale in just 100 words? Use your creativity to frighten us all. Information: <http://evanced.crystallakelibrary.org/evanced/lib/eventsignup.asp?ID=16676>.

PIZZA & PAGES TEEN BOOK GROUP, 3:30 to 4:30 p.m. Oct. 20, McHenry Public Library, 809 Front St., McHenry. The first 15 to sign up will get a free copy of the book to keep. October's selection: "All the Bright Places" by Jennifer Niven. Free. Information: 815-385-0036 or mplyps@mchenrylibrary.org.

SCHOOL IS OUT MOVIE, "JUNGLE BOOK", 11 a.m. to 1 p.m. Oct. 20, Crystal Lake Public Library, 126 W. Paddock St., Crystal Lake. In this 2016 reimagining of the classic collection of stories by Rudyard Kipling, a community of animals surrounds Mowgli, a human boy adopted by a pack of wolves. Rated PG. Information: <http://evanced.crys>

tallakelibrary.org/evanced/lib/eventsignup.asp?ID=16685.

DROP-IN PRESCHOOL CRAFTS, 9:30 to 11 a.m. Oct. 21, Crystal Lake Public Library, 126 W. Paddock St., Crystal Lake. All materials provided. Craft is suitable for a preschooler with the help of an adult. Information: <http://evanced.crystallakelibrary.org/evanced/lib/eventsignup.asp?ID=15302>.

PARACHUTE PLAY FOR TODDLERS, 10:30 to 11 a.m. Oct. 21, McHenry Public Library, 809 Front St., McHenry. Storytime and activities with our indoor parachute. For toddlers 2-3½ years old with adult. Free. Information: 815-385-0036 or mplyps@mchenrylibrary.org.

WIGGLES & GIGGLES @ YOUR LIBRARY, 9:30 to 10 a.m. Oct. 21, McHenry Public Library, 809 Front St., McHenry. Bring your young child in to enjoy fun and active stories, rhymes and songs. For ages 6 months to 23 months with adult. Free. Information: 815-385-0036 or mplyps@mchenrylibrary.org.

BOOK SIGNING EVENT, 10 a.m. to 4 p.m. Oct. 22, Stade's Farm and Market, 3709 Miller Road, McHenry. Bridgid Coleman, author of "Sawyer's Visit to the Pumpkin Patch," will be signing copies of her book. Information: www.stadesfarm.com.

LEGO EXT!, Oct. 22, Crystal Lake Public Library, 126 W. Paddock St., Crystal Lake. Information: <http://evanced.crystallakelibrary.org/evanced/lib/eventsignup.asp?ID=16676>.

ganza is on display at the library. There will be scenes from movies, books and LEGOs. Information: <http://evanced.crystallakelibrary.org/evanced/lib/eventsignup.asp?ID=16723>.

POETRY NIGHT, 8 p.m. Oct. 24, Raue Center for the Arts, 26 N. Williams St., Crystal Lake. Featuring various poets from the Chicago area reading their own contemporary verses in a casual and intimate setting. After featured poets read their works, the mic will be open to members of the audience who would like to share their work. Information: www.facebook.com/events/461004387357550.

MONSTER MASH STORYTIME, 6:30 p.m. Oct. 26, Wauconda Area Library, 801 N. Main St., Wauconda. Make pals with a friendly monster during this silly story hour. Includes a craft, a snack and a scavenger hunt after the story. Free. Information: 847-526-6225 or tsuda@wauconlib.org.

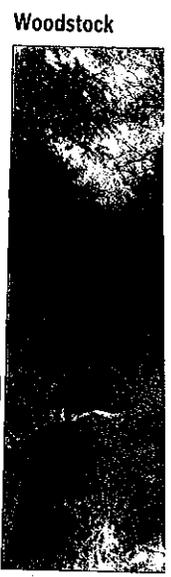
WRITING YOUR MEMOIRS, 10 to 11:30 a.m. Oct. 26, Woodstock Public Library, 414 W. Judd St., Woodstock. Local resident Patricia Hare will give a motivational talk on why seniors should write their memoirs. She will give simple instructions on how to begin and how to organize them. Information: www.woodstockpubliclibrary.org.

PHOTO CONTEST WINNERS - The award winners at the Crystal Lake Camera Club Peterson, Lake in the Hills resident Jeff Gathman and Spring Grove resident Rob

COMMUNITY CALENDAR

Oct. 24
 • 10 a.m. to 2 p.m. - **AARP Driver Safety Course**, Crystal Lake Public Library, 126 W. Paddock St., Crystal Lake. Continues 10 a.m. to 2 p.m. Oct. 25. Drivers 50 and older can refresh their driving skills and learn safety tips. The two-day course may earn participants an auto insurance discount. Cost: \$15 AARP members, \$20 nonmembers. Information: www.aarp.org.
 • 3:30 to 5 p.m. - **Crypto Club**, McHenry Public Library, 809 Front St., McHenry. Fifth- through eighth-graders will learn how to make and break secret codes and cyphers using puzzles, coding, math and more. Free. Registration required. Information: 815-385-0036 or www.mchenrylibrary.org.
 • 7 to 9 p.m. - **"Food for Change" movie screening**, Woodstock Public Library, 414 W. Judd St., Woodstock. Sponsored by the Food Shed Co-op. The documentary covers the history of food co-ops and the current food co-op movement. Free. Information: www.foodshed.coop.

Have an event to share? Submit your information online at PlanitNorthwest.com. Photos may be emailed to neighbors@nwherald.com.



WORK DAY - The Land Cons 10 at Yonder Prairie. Rich P. and Ted Thornton are show prairie plants.

Unique Ladies Clothing Handcrafted Jewelry Accessories & Gifts

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www.facebook.com/blackorchidboutique.com

SM-CL-107121

• Continued from page 8

CHAT 'N CHEW TWEEN BOOK GROUP, 4:30 to 5:30 p.m. Nov. 3, McHenry Public Library, 809 Front St., McHenry. This month we'll focus on mystery titles so bring your favorite book titles in mind. We'll eat pizza, recommend good books to each other and plan what we'll read for the next few meetings. For kids in grades 4 through 6. Free. Information: 815-385-0036 or mplyps@mchenrylibrary.org.

FRIENDS' FALL BOOK SALE, 9 a.m. to 8 p.m. Nov. 3-4, 9 a.m. to 2 p.m. Nov. 5, Fox River Grove Memorial Library, 407 Lincoln Ave, Fox River Grove. Proceeds from this sale will be used to support programs and to buy new materials for the library. There will be a \$4 bag sale on Saturday. Information: 847-639-2274 or <http://business.carygrovechamber.com/events/details/friends-fall-book-sale-6785>.

GIFT OF A LIFT LUNCHEON, noon to 1 p.m. Nov. 3, Crystal Lake Country Club, 721 Country Club Road, Crystal Lake. Emmy award-winning storyteller Jim May will be presenting "Seniors: Community Elders and Wisdom Keepers" for the Gift of a Lift Luncheon. Proceeds benefit Senior Care Volunteer Network. Cost: \$25 tickets, include hot plated lunch, by Nov. 1. Information: 815-455-3120, claudia@scvnmchenrycounty.org or www.scvnmchenrycounty.org.

HISTORY BOOK DISCUSSION GROUP, 7:30 to 8:30 p.m. Nov. 3, McHenry Public Library, 809 Front St., McHenry. Read and discuss "Lucie Aubrac: The French Resistance Heroine

"Who Defied the Gestapo" by Sian Rees. Copies available at the checkout desk. No registration needed. Free. Information: 815-385-0036 or mpref@mchenrylibrary.org.

DROP-IN STORYTIME, 10:30 to 11 a.m. Nov. 4, Woodstock Public Library, 414 W. Judd St., Woodstock. Pop by for stories, crafts, and fun. Open to all. Information: <https://il.evanced.info/woodstock/lib/events/signup.asp?ID=4602>.

WIGGLES AND GIGGLES, 9:30 to 10 a.m. Nov. 4, McHenry Public Library, 809 Front St., McHenry. Bring your young child in to enjoy fun and active stories, rhymes and songs. For ages 6 to 23 months with adult. Free. Information: 815-385-0036 or mplyps@mchenrylibrary.org.

DUCK FOR PRESIDENT, 10:30 a.m. Nov. 5, Wauconda Area Library, 801 N. Main St., Wauconda. With our landmark election right around the corner, let's learn about voting through the award-winning story of a duck who began in a humble pond, then worked his way up to the highest office in the land. Enjoy stories, discussion and a snack. Free. Information: 847-526-6225, tsuda@wauclib.org or <http://wauclib.evanced.info/signup/eventdetails?eventid=6549&lib=0>.

NANOWRIMO (NAT'L. NOVEL WRITING MONTH) FOR KIDS, 4:30 to 5:30 p.m. Nov. 7, McHenry Public Library, 809 Front St., McHenry. A four-part novel writing workshop for NaNoWriMo, or National Novel Writing Month. Each week there will be writing prompts, time to work on your novel and time to share your work. For kids in grades 2-5. Free. Information: 815-385-0036 or mplyps@mchenrylibrary.org.

• **HALLOWEEN BOOK**
Continued from page 3

But Grimelda isn't com with all that neatness; hov resolve the situation? Play ative rhymes tell an engag that will resonate with kid groan at pleas of "time to c The digitally-produced illu offer lots of clever details t over.

"Bad Kitty Scaredy-Cat"
By Nick Bruel

The latest entry in Brue lar series contains new ant frenetic Bad Kitty, and sho the alphabet four ways. Eas we learn Bad Kitty wasn't a a scaredy-cat. She used to b angry kitty," "a brave kitty "a clumsy kitty," all the wa zestful kitty." What caused newfound fear? A horde of t treaters dressed as characte A to Z! But when she finds a of dropped candy (also A to decides to become a "bad ki the alphabet once again rec moves, as we see she "Attac Alien," "Clobbered the Clow "Overturned the Ogre." The packed with fast-paced actio kids will learn while laughi

Fall Fling

Assisi Animal Foundation
Annual Benefit Dinner and Dance

Saturday, November 5th 2016

Crystal Lake Country Club
721 Country Club Road, Crystal Lake, IL

The Festivities
Begin at 5:30 with cocktails (cash bar) and bidding on auction items.

7:00 PM
Welcome to our special Guest
Followed by dinner

Tickets
Reservations received by November 2nd, 2016
Seventy dollars per person

Reservations received after November 2nd, 2016
Seventy five dollars per person
Tickets not available at the door

Black tie required

All proceeds go directly to the Assisi Animal Foundation's shelter operation, the first no kill shelter built in the county, opening in 1988.

Name _____ No. in party _____
Address _____ Phone _____
City _____ Illinois Zip _____

Please charge my credit card Check enclosed \$ _____

Visa Mastercard # _____ Expiration _____

Sorry, we cant attend but we'd like to help the animals. _____

If possible seat me with _____

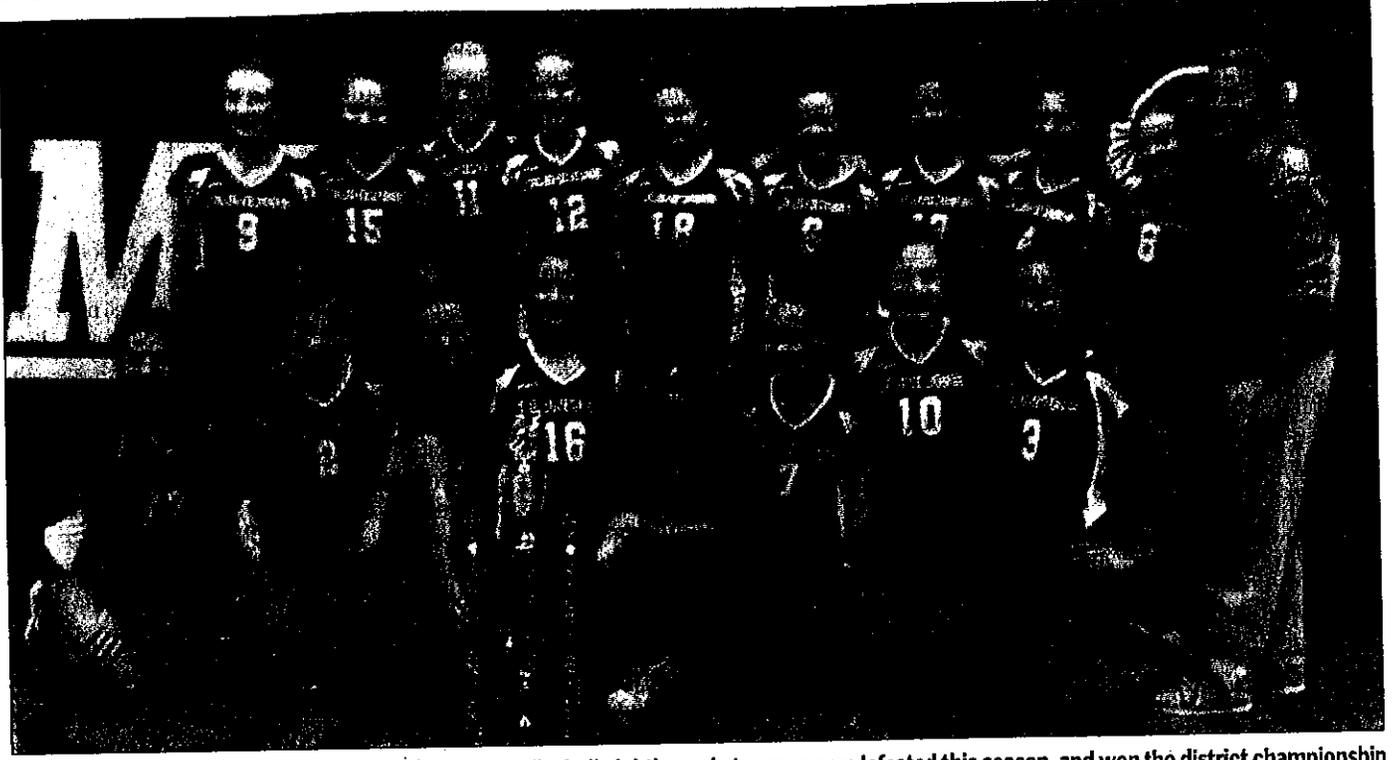
Please send directions to the Club

(Jeans are not allowed in the club house)
815-455-9411

RAUE CENTER

Nov
ticket

high energy blend



DISTRICT CHAMPS - The Dundee Middle School girls volleyball eighth-grade team was undefeated this season, and won the district championship Oct. 7 at Hampshire Middle School. It was the team's second season without a loss. Pictured (back row, from left) are Natalie Smiech, Allie Shelton, Maggie Wallenberger, Gabby Bianchi, Maureen Miller, Delaney Garden, Sydney Klocek, Candace Long, Alexandra Boyce and Coach Lauren Ohmsberg; and (front row) Isabella Duda, Megan Asplen, Haley Lemke, Rachel Fink, Zandra Sitarz, Mia Seaton, Faith DiSilvestro and Sophia Abreu. Not pictured: Gabby Velasco and Jessica Farfan.

COMMUNITY CALENDAR

Nov. 1

• 9:30 a.m. - **Elgin Genealogical Society meeting**, Gail Borden Public Library, 270 N. Grove Ave., Elgin. Elgin History Museum board member Steve Stroud will present "Silent City: The Story of Elgin's Cemeteries From the First Burying Grounds to Bluff City." Free. Information: www.elginroots.com.

• 6:30 to 9 p.m. - **"Research Your Crystal Lake Home and Family,"** Colonel Palmer House, 660 E. Terra Cotta Road, Crystal Lake. Continues 6:30 to 9 p.m. Nov. 8. Have you ever wanted to know the history of your Crystal Lake home? The two-night workshop will introduce participants to the resources available at the Crystal Lake Historical Society, including cemetery records, local newspapers and more. For ages 18 and older. Cost: \$25 residents, \$35 nonresidents. Information: www.crystal-lakeparks.org.

• 6:30 to 7:30 p.m. - **Coffee with the Chief**, McHenry Public Library, 809 Front St., McHenry. McHenry Police Chief John Jones will discuss the state of the police

department and what is happening in the community, and there will be a presentation on how the department has trained its officers to help those with mental illness. Free. Information: 815-385-0036 or www.mchenrylibrary.org.

• 6:30 to 9 p.m. - **Mindshifters Group**, Unity Spiritual Center of Woodstock, 225 W. Calhoun St., Woodstock. The group watches and then discusses a videotaped lecture by Michael Ryce, author of "Why is This Happening to Me ... Again," in which he presents a series of self-help tools for personal and spiritual growth. Free. Information: thayes@ch4cs.com or 815-337-3534.

• 7 to 8:30 p.m. - **Lifetree Café**, The Pointe, 5650 Route 14, Crystal Lake. Gather to hear inspiring stories and engage in conversation on a different topic every week. Free. Information: 815-459-1441.

• 7 to 9 p.m. - **Crystal Lake Camera Club meeting**, Home State Bank, 611 S. Main St., Crystal Lake. Professional photographer Tom Snitzer will present "How to Prepare for a Photo Trip with the Pros." Free. Information: www.crystallakecameraclub.org.

Have an event to share? Submit your information online at PlanitNorthwest.com. Photos may be emailed to neighbors@nwherald.com.

Crystal Lake

Parent University to focus on online safety

Crystal Lake Elementary District 47 will host Parent University from 6:30 to 8:30 p.m. Thursday at Bernotas Middle School, 170 N. Oak St.

Matt Batt, founder of The Parent Feed and Project B3, will offer a 90-minute presentation on digital safety. Parents will learn about the top 10 latest apps and how to keep their children safe and responsible online and through social media. While the presentation is geared toward parents of middle school students, all District 47 parents are invited to attend the free event. The presentation is for adults only (no child care will be provided) and will be delivered in both English and Spanish.

From 6:30 to 7 p.m., parents are invited to visit tables hosted by community organizations to learn about extracurricular opportunities for youth in the Crystal Lake area. The presentation will begin at 7 p.m.

For information, email Denise Barr at dbarr@d47.org.



Receive an award?
Let Neighbors know!
neighbors@nwherald.com

Historian and author Barry Bradford will discuss the 50-year reign of Queen Elizabeth II (below), including her epic mishandling of the death of Princess Diana, and changes to the monarchy, the nation she serves and the world. Free. Information: www.facebook.com/events/1073143456086111.



PUMPKIN PARTY

WHEN: 5:30 p.m. Oct. 25

WHERE: McHenry Recreation Center, 3636 Municipal Drive, McHenry

COST & INFO: Children ages 2 and older will receive a mini pumpkin to decorate. There also will be pumpkin-themed games, pizza, drinks and popcorn. Cost: \$10 a child, \$1 adults. Registration required. Information: 815-363-2160 or cwitt@ci.mchenry.il.us.

CONFIRMATION 2016 – Ridgfield Crystal Lake Presbyterian Church welcomed its 2016 confirmants (left) are the Rev. John Dillon, mentor Cindy Theobald, Sophie Newman, Noah Viner, Anna Larsen, A Raechel Sowa and youth elder Nate Zacher.

COMMUNITY CALENDAR

Oct. 25

• 4:30 to 5:30 p.m. – **Ozobot construction**, McHenry Public Library, 809 Front St., McHenry. Kindergartners through third-graders can start learning computer coding with Ozobots by programming construction-themed robots to either forklift or bulldoze small boxes around a miniature construction job site. Free. Registration required. Information: 815-385-0036 or www.mchenrylibrary.org.

• 7 p.m. – **“The College Application Process.”** Dundee Library, 555 Barrington Ave., East Dundee. Free. Registration required. Information: 847-428-3661 or www.frvpld.info.

• 7 p.m. – **Heroin forum**, Joyful Harvest Church, 5050 N. Johnsburg Road, Johnsburg. Topic will be “On Death and Dying: The Heroin Epidemic – How Bad is It?” presented by Thyra Broten with guest speaker Kathlyn Long. Free. Information: 847-497-4569 or pastor@joyfulharvest.org.

• 7 p.m. – **Taize prayer service**, First Congregational Church, 461 Pierson St., Crystal Lake. Service incorporates song, chant, scripture, candles and silence to foster reconciliation and peace. Free. Information: 815-459-3321.

• 7 to 8:30 p.m. – **Lifetree Cafe**, The Pointe, 5650 Route 14, Crystal Lake. Featuring a discussion of inspiring stories. Free. Information: 815-459-1441.

Have an event to share? Submit your information online at PlanitNorthwest.com.

Photos may be emailed to neighbors@nwherald.com.

McHenry



STEAK NIGHT – The McHenry VFW Post 46 Sept. 10. It was fry-your-own, but Chef Ec in doubt. After dinner, the crowd enjoyed 18-piece Lakes Area Swing Band.

Crystal Lake

Scholarships available through

The Friends of McHenry County College Foundation is offering more than 50 scholarships for the spring 2017 semester at MCC. More than \$90,000 will be awarded.

The scholarships vary in amount and type of award and include those based on need, merit and/or program of study. In addition to several general scholarships, specialized scholarships are available in accounting, anthropol-



HOMECOMING COURT - Marian Central Catholic High School's 2016 homecoming court included (back row, from left) Daniel Elder, Nicholas Edwards, Patrick Struttman, Davis Meyn, Jack Schneider and Jacob Noe; and (front row) Morgan Litterer, Kaylie Baader, Kelly Mink, Madeline Peters, Alexandria Weck and Karlie Blaz.

COMMUNITY CALENDAR

Oct. 19

• 9 a.m. - **Senior coffee**, games and lunch, St. John's Lutheran Church, 9812 St. Albans St., Hebron. Coffee and games at 9 a.m., Salvation Army Golden Diner lunch at 11 a.m. Other activities at noon. Continues every Wednesday. Call 630-232-6676 to reserve a meal. Information: 815-648-2671 or www.stjlutheran.com.

• 9:30 a.m. to noon - **"The Art of Storytelling,"** Woodstock Public Library, 414 W. Judd St., Woodstock. Author Joy Aavang, coordinator of the Memory Makers Storytelling Group in Richmond, will encourage participants to tell their stories and practice the art of storytelling. Listeners are welcome. Free. Registration required. Information: www.woodstockpubliclibrary.org.

• 1 to 2:30 p.m. - **Harvard Village Quilters meeting**, Trinity Lutheran Church, 504 E. Diggins St., Harvard. Marla Hermanson will present "Exploding Pineapple Block Variations." Program fee: \$5. Information: 815-943-0922 or sml1935@mc.net.

• 2 to 3:30 p.m. - **"Build Your Résumé,"** McHenry Public Library, 809 Front St., McHenry. Learn how to build a résumé using Learning Express Library's Job & Career Accelerator. Free. Registration required. Information: 815-385-0036 or www.mchenrylibrary.org.

• 6 to 8 p.m. - **Drop-in family LEGO Earthquake Competition**, Algonquin Area Public Library District's Eastgate Branch Library, 115 Eastgate Drive, Algonquin. Work as a family to build an earthquake-proof LEGO structure. The family constructing the sturdiest building will win a small LEGO set. Space limited to 16 families with children ages 5 to 13. Free. No registration required. Information: 847-458-3139 or www.aapl.org.

• 6:30 to 8:30 p.m. - **World Film Night**, Woodstock Public Library, 414 W. Judd St., Woodstock. Featuring "Ilo Ilo," a 2013 Singaporean film. Information: www.woodstockpubliclibrary.org.

• 7 p.m. - **Chain-O-Lakes Eagles meeting**, McHenry Township Senior Center, 3519 N. Richmond Road, Johnsburg. Learn about building and flying radio-controlled aircraft. Visitors welcome. Free. Information: 815-307-5594 or www.coleagles.com.

• 7 to 8:30 p.m. - **ShutterBugs of Volo Bog nature photography club**, Volo Bog State Natural Area, 28478 W. Brandenburg Road, Ingleside. Meetings feature guest speakers, programs and member competitions. Information: www.shutterbugsofvolo-bog.com.

Have an event to share? Submit your information online at PlanitNorthwest.com. Photos may be emailed to neighbors@nwherald.com.

Crystal Lake



HALLOWEEN PARTY - Audrey Wise (left) as "Ballerina Panda" and Cameron Wise as "Donald Trump" were the 2015 Halloween costume contest winners at Creative Arts Inc. This year's Halloween party at the nonprofit art studio, 400 Highland Ave., will be from 1 to 3 p.m. Oct. 22. The event will include drawing, painting, sculpting and sewing crafts with art instructors, as well as a costume contest. The cost is \$15 a child. The party is open to youth older than 6; 4- to 6-year-olds are welcome with a parent or guardian. For information, visit www.creativeartsinc.org/events.

St., Woodstock
COST & INFO: Created by Illinois Policy, the 60-minute documentary "takes an unprecedented look at the life and influence of Illinois House Speaker Michael J. Madigan, one of the state's most powerful political figures of all time," according a press release from Illinois Policy. The release states the documentary highlights the influence an officeholder can wield in the absence of term limits. Doors will open at 6:30 p.m. with the first 100 attendees receiving a movie T-shirt. Tickets cost \$5 and include popcorn and soda. They must be bought ahead of time at www.michaelmadigan.com or www.eventbrite.com.

BOOKS ON TAP

WHEN: 7 to 8:30 p.m. Oct. 18

WHERE: Cary Ale House, 208 W. Main St., Cary

COST & INFO: The Cary Area Public Library is sponsoring a new book club for adults in their 20s and 30s to enjoy appetizers and drinks, discuss books and meet other young bibliophiles. Free. Registration required. Information: 847-639-4210, roberhauser@caryarealibrary.info or www.caryllibrary.info.

ON THE RUN - Several members of Crystal Lake Central High School's 1966 cross country team who were in town invited former coach Dick Kloepfer to join them Oct. 1 for a run at Veteran Acres Park. That Tigers team won the dis cross country team from District 155 to qualify for the Illinois High School Association boys cross country state mee Drayton, Terry Quinn, Kloepfer, Jim Hilgeman, Tim Lally and Bob Rosulek.

COMMUNITY CALENDAR

Oct. 18

• 10 a.m. to 2 p.m. - **AARP Smart Driver Course**, Senior Services Associates, 110 W. Woodstock St., Crystal Lake. Continues 10 a.m. to 2 p.m. Oct. 19. To help those age 50 and older refine their existing skills and develop safe driving strategies. Cost: \$15 AARP members, \$20 nonmembers. Information: 815-356-7457.

• 2 to 3:30 p.m. - **"Genealogy - Start Your Search!"**, Crystal Lake Public Library, 126 W. Paddock St., Crystal Lake. Learn about library resources, including Ancestry and Heritage Quest, to find genealogical information. Keyboard and mouse skills required. Free. Registration required. Information: 815-459-1687 or www.clpl.org.

• 6 to 7 p.m. - **Halloween craft workshop**, McHenry Public Library, 809 Front St., McHenry. First- through fifth-graders will create a Halloween craft with help from McHenry High School Art Honor Society students. Free. Registration required. Information: 815-385-0036 or www.mchenrylibrary.org.

• 6:30 to 7:30 p.m. - **Suicide prevention training**, Woodstock Public Library, 414 W. Judd St., Woodstock. Suicide is a public health issue. Nearly 40,000 people in the United States die from suicide annually, or one

person every 13 minutes. The QPR (question, persuade, refer) suicide prevention course teaches the warning signs of suicide and how to apply three simple steps that may save a life. Each attendee will receive a QPR booklet and card with information on suicide prevention, as well as resource information for treatment and support within the community. Free. Registration required. Information: www.woodstockpubliclibrary.org.

• 7 to 8 p.m. - **SAT test preparation class**, McHenry Public Library, 809 Front St., McHenry. High school juniors and seniors are invited to attend a free SAT class presented by Sylvan Learning Center. Registration required. Information: 815-385-0036 or www.mchenrylibrary.org.

• 7 to 8:30 p.m. - **Quilters Discussion Forum**, Woodstock Public Library, 414 W. Judd St., Woodstock. Open to any topic related to the art of quilting, including construction, design, tools, books and more. Information: www.woodstockpubliclibrary.org.

• 7 to 8:30 p.m. - **"Will the Real Sven Larsson Please Stand Up? Getting Started in Swedish Genealogy,"** Algonquin Area Public Library, 2600 Harnish Drive, Algonquin. Learn about Swedish last names that can be confusing and Swedish geography that trips up the uninitiated researcher. Free. Registration required. Information: 847-458-3144 or www.aapld.org.

Have an event to share? Submit your information online at PlanItNorthwest.com. Photos may be emailed to neighbors@nwherald.com.

Huntley VA mobil coming 1

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For info 708-202-838' hines.va.g

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CHICKEN DINNER BENEFIT

WHEN: 4 to 8:30 p.m. Oct. 17

WHERE: Crandall's Restaurant,
10441 Route 47, Hebron

COST & INFO: All-you-can-eat
buffet or carryout. Proceeds
benefit Woodstock Area Com-
munity Ministries, an organiza-
tion that provides emergency
assistance to homeless people
and to community members
who are in financial crisis. Cost:
\$15 adults, \$8 children. Informa-
tion: www.wacmgroup.org or
630-788-2819.

COMMUNITY CALENDAR

Oct. 17

• 2 to 3:30 p.m. - **Résumé writing workshop**,
McHenry County College, 8900 Route 14, Crystal
Lake. Receive tips and techniques on how to write a
résumé or revise and reformat an existing one. Free.
Information: www.mchenry.edu/careerservices or
815-455-8576.

• 2 to 4 p.m. - **Coloring for Adults**, Crystal
Lake Public Library, 126 W. Paddock St., Crystal
Lake. Coloring books and supplies provided, but you
may bring your own. Light snacks will be served.

McHenry

Food distribution for those in need will be Oct. 22

The McHenry chapter of the St. Vincent de Paul Society in conjunction with Catholic
Order of Foresters Court 594 will sponsor a food truck Saturday at St. Mary Catholic
Church, 1401 N. Richmond Road.

The truck will distribute food on a first-come, first-served basis starting at 9 a.m. The
truck will provide food for about 200 families. Tickets will be distributed at 8:30 a.m. with
one ticket allowed a household. Attendees should bring their own containers for the food.

Information: www.cjpl.org.

• 6 p.m. - **Sun City Neighborhood 11 potluck
meeting**, Meadow View Lodge, 12980 Meadow
View Court, Huntley. Bring a casserole dish or des-
sert to share. Guest speaker will be Huntley Village
Trustee Ronda Goldman. Donations of nonperish-
able food or money for the Graton Food Pantry
appreciated. Information: 847-669-9711.

• 6:30 to 8 p.m. - **Calm Coloring for Adults**,
McHenry Public Library, 809 Front St., McHenry.
Coloring sheets and supplies provided, but you may
bring your own projects from home. Free. Informa-
tion: www.mchenrylibrary.org or 815-385-0036.

• 7 to 8:30 p.m. - **"Understanding Your Credit
Reports,"** Johnsburg Public Library, 3000 N.
Johnsburg Road, Johnsburg. Presented by the Con-
sumer Counseling Service of Northern Illinois. Free.
Registration required. Information: 815-344-0077 or
www.johnsburglibrary.org.

Spring Gi Church Night 1

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HALLOWEEN HAPPENING

The following Halloween related events are scheduled in McHenry, Ill. and beyond in the coming weeks. To have your event listed, visit northwest.com.

REALM OF TERROR HORROR EXPERIENCE, through Oct. 31, 421 W. Illinois Road, Round Lake Beach. Described as "Illinois' most terrifying haunted house." Not intended for anyone younger than 16. Hours: 7 p.m. to midnight Fridays and Saturdays, 7 to 10 p.m. Sundays, Thursdays and Oct. 31. General admission tickets: \$25. Skip-the-line (\$35) and VIP (\$45) tickets available. Tickets and information: 847-973-6053 or www.almofterror.com.

HALLOWEEN HOUSE FOR HUNGER, through Nov. 4, 9731 Chetwood Drive, Huntley. View the display of a yard and house decked out for Halloween, and can be viewed anytime daily. Lights out at 10 p.m. Free. Asking for donations of nonperishable food items or cash to be given to the Grafton Food Pantry. Information: 847-207-8147 or andreas921@msn.com; 47-961-6598 or akallschefs@bfr.com.

TRIAL OF KARNAGE, through Oct. 29, Boone County Fairgrounds, 791 Route 76, Belvidere. A "Gates of Hell" theme this year. Not intended for anyone younger than 13. Children younger than 13 must be accompanied by an adult. Schedule: 7 p.m. to midnight Fridays and Saturdays; 10 to 10 p.m. Sundays. General admission tickets: \$15. A speedpass costs \$18. Tickets and information: www.kamivalofkarnage.com.

LES FRIGHT NIGHTS, 7 p.m. through Oct. 31, Santa's Village Azoosent Park, 601 Dundee Ave., East Dundee. Multiple haunted attractions with ghoulish scare zones, rides, food and other surprises. Fright nights are scheduled for Friday, Saturday and Sunday nights. Tickets: \$30 general admission, \$45 VIP. Information: 847-426-6751 or www.lesfrightnights.com.

DANGEROUS LULLABIES, Oct. 7-26, Lakeside Arts Park, 401 Country Club Road, Crystal Lake. A group fine art exhibition that explores the curious allure of things that frighten us" featuring artists from across the country. Opening night is 5 to 8 p.m. Oct. 7. Admission is free, but donations are appreciated (\$5 suggested). Exhibit viewing hours: 9 a.m. to 5 p.m. Monday through Friday. Information: 815-455-8000, www.lakesidelegacy.org or www.xculturearts.com.

WANTED HAYRIDE, 7 to 10:30 p.m. Oct. 14-15 & 21-22, Petersen Park, McHenry. Cost: \$8 a person. A 19th annual event hosted by the Wonder Lake Water Ski Show Team. Every October, Henry Deadwood emerges at Petersen Park. To him, the area is Deadwood Forest, where he enters spirits, ghosts and goblins. Refreshments available. Free parking. Information: www.wonderlakeskiestate.org.

EARLY DEPARTED: A SWEET DEMISE, seventh annual, 6 to 8 p.m. Oct. 14-15, Colonel Palmer House, 660 E. Terra Cotta Ave., Crystal Lake. Story based on real-life circumstances. Hosted by the Crystal Lake Historical Society. It is the fall of 1915 and mystery is in the air in the small, close-knit town of Crystal Lake. A young bride receives threatening letters and a suspicious package in the mail. The event starts every 5 minutes. Advance tickets required, with only a limited number still available. Tickets: \$8 at 815-455-1151 or www.cl-hs.org.

CRYSTAL LAKE SCREAM PARK, Oct. 14-30, Plum Tree National, 19511 Embcke Road, Harvard. A new haunted attraction with Camp Zombie, Deadwoods Haunted Trail and Terror Under the Big Top. Includes a concessions and bar area with scary movies on an outdoor movie screen, a kids' area with storytelling and mini-scare zones. Schedule: 3:30 to 11 p.m. Oct. 14-15; 7:30 to 9:30 p.m. Oct. 16 & 20; 7:30 p.m. to midnight Oct. 21-22; 7:30 to 9:30 p.m. Oct. 23 & 27; 7:30 p.m. to midnight Oct. 28-29; and 7:30 p.m. to 10 p.m. Oct. 30. Prices range from \$12 to \$30 depending on how many attractions visited. Information: www.lumtreernational.com.

GHOST STORY TRAIN, Oct. 15 and Oct. 22, Fox River Trolley Museum, 365 S. LaFox St. (Route 31), South Elgin. The Ghost Story Train takes visitors to the John Duem Forest Preserve. Then they can gather around the fire and listen to spooky stories, sing campfire songs and eat s'mores. Costumes welcome. Suitable for all ages. The trolley departs at 5:15 and 7:30 p.m. Cost: \$13.20 a person. Tickets: www.foxrtrolley.org.

HALLOWEEN CRAFT WORKSHOP WITH HIGH SCHOOL ART HONOR SOCIETY, 6 to 7 p.m. Oct. 18, McHenry Public Library, 809 Front St., McHenry. Children in grades 1 through 5 will create crafts. Free. Information: 815-385-0036 or www.mchenrylibrary.org.

MYSTERS FOR THE GARDEN WITH THE McHENRY GARDEN CLUB, 3 to



McHENRY AREA JAYCEES HAUNTED HOUSE

WHEN: 7:30 p.m. Oct. 14-16, 20-23 & 27-31
WHERE: Knox Park, 300 S. Route 31, McHenry
COST & INFO: In its 31st year, the haunted house takes over Knox Park barn, with unwanted monsters coming out to play. Cost is \$10 Friday and Saturday, \$8 Thursday and Sunday. Save \$1 when you bring a canned food donation. Pay \$5 more to jump the line. From noon to 2 p.m. Oct. 30 will be a Kiddie Matinee for children ages 10 and younger to trick-or-treat visit with favorite characters. Kiddie Matinee cost: \$5 a child (\$4 a child with a canned good donation); adults are free. Information: www.mchenryareajaycees.org.

4 p.m. Oct. 21, McHenry Public Library, 809 Front St., McHenry. Children in kindergarten through fifth grade will make Halloween decorations. Free. Information: 815-385-0036 or www.mchenrylibrary.org.

HALLOWEEN AT THE YI, 5:30 to 8:30 p.m. Oct. 21, Sage YMCA, 701 Manor Road, Crystal Lake. Open to both members and nonmembers with family friendly activities. Featuring a haunted trail, games, bounce house, healthy snacks, costume contest, arts & crafts, Ghoulish Gaga, outdoor movie, Halloween stories, magician, bonfire, Star 105.5 radio and more. Free. Information and registration: www.ymchicago.org/sage.

HOWL-O-WEEN DOG PARADE, seventh annual, 1 to 2 p.m. Oct. 22, Village Hall, 2200 Hamish Drive, Algonquin. Owners and their dogs are encouraged to come dressed in costumes to parade from the Ganek Municipal Center to High Hill Park. Awards for Best Dog Costume and Best Theme Costume. Registration fee: \$5 residents, \$8 nonresidents. Registration deadline: Oct. 19. Information: 847-658-2716 or www.algonquin.org/recreation.

PUMPKIN PATCH, noon to 4 p.m. Oct. 22, Indian Oaks Park, 825 Indian Oaks Trail, Marengo. A costume contest, ponies, a petting zoo, hayride games and pumpkins. Free. Information: www.marengoparkdistrict.org.

HALLOWEEN ART PARTY, 1 to 3 p.m. Oct. 22, Creative Arts Studio, 400 Highland Ave., Crystal Lake. Costumed children welcome to draw, paint and sew spooky and cute arts and crafts with studio art instructors. Cost: \$15 a

youth ages 6 and older, ages 4 through 6 welcome w/ Registration and information: 815-219-9243 or www.c5k-trickortreattrot.com.
5K TRICK OR TREAT TROT, 9 a.m. Oct. 23, Huntley Square between Church and Woodstock streets, Huntley. Inspired by the Huntley Police Department to benefit Lar Run for Special Olympics Illinois. Costumes welcome. ceremony starts at 10:50 a.m. followed by the race at Registration fee: \$25 in advance, \$30 day of event. Info 533); 847-515-5262 or www.huntley.il.us/depts/police.
HALLOWEEN BOOK FOLDING CRAFT AND A MOVIE, Johnsburg Public Library, 3000 N. Johnsburg Road, Johnsburg. Older invited. Includes screening of "The Sixth Sense." required. Information: 815-344-0077 or www.johnsbu.
HALLOWEEN DANCE PARTY, 6:30 to 7:30 p.m. Oct. 24, Algonquin Public Library District, 2600 Hamish Drive, Algonquin. Far all ages invited to come dressed in costume. No registration. Information: 847-458-3139 or www.aapld.org.
PUMPKIN PARTY, 5:30 to 7:30 p.m. Oct. 25, McHenry 3636 Municipal Drive, McHenry. Children ages 2 and a mini pumpkin to decorate. Hosted by the McHenry Department. There also will be pizza, popcorn and required. Cost: \$10 child, \$1 adult. Information: 815-315-1111 or www.mchenry.il.us.

HALLOWEEN BASH FOR KIDS, 10 to 11 a.m. Oct. 26, Algonquin Public Library, 809 Front St., McHenry. Children ages 2 and older are invited to come in costume and take part in the monster mash. Registration required. Free. Info 0036 or www.mchenrylibrary.org.

CRYSTAL LAKE PARK DISTRICT'S HAUNTED HOME TEST, 6 to 8 p.m. Oct. 26, Crystal Lake Park District Center. The winner will receive a Main Beach party pass \$100. Registration deadline: Oct. 20. Fee: \$5, code: 101. Information: 815-459-0680 or www.crystallakeparks.org.

"DRACULA" - WITH STORYTELLER MEGAN WELLS, Woodstock Opera House, 121 Van Buren St., Woodstock. Emotional thrill of Bram Stoker's Gothic masterpiece horrific one-woman show by resident storyteller Megan Wells. Directed by Jim May and Nippersink Stories. Recommended for ages 12 and older. Tickets: \$19 all seats. Tickets and information: www.woodstockoperahouse.com.

HALLOWEEN HOUSE DECORATING CONTEST, 7 to 9 p.m. Oct. 27, Marengo Park District. To be judged, register by Oct. 27. Information: www.marengoparkdistrict.org.

4 DAYS OF TERR-OAR HALLOWEEN BASH, Oct. 27-30, Rawson Bridge Road, Port Barrington. Featuring five tests each night and entertainment in a heated tent, with bands: DJ Brownie Byte at 9 p.m. Oct. 28, Rumor Has It 28, All Stars at 3 p.m. Oct. 29, Nashville Electric Co. at Lounge Puppets at 2 p.m. Oct. 30. Information: www.terr-oar.com.

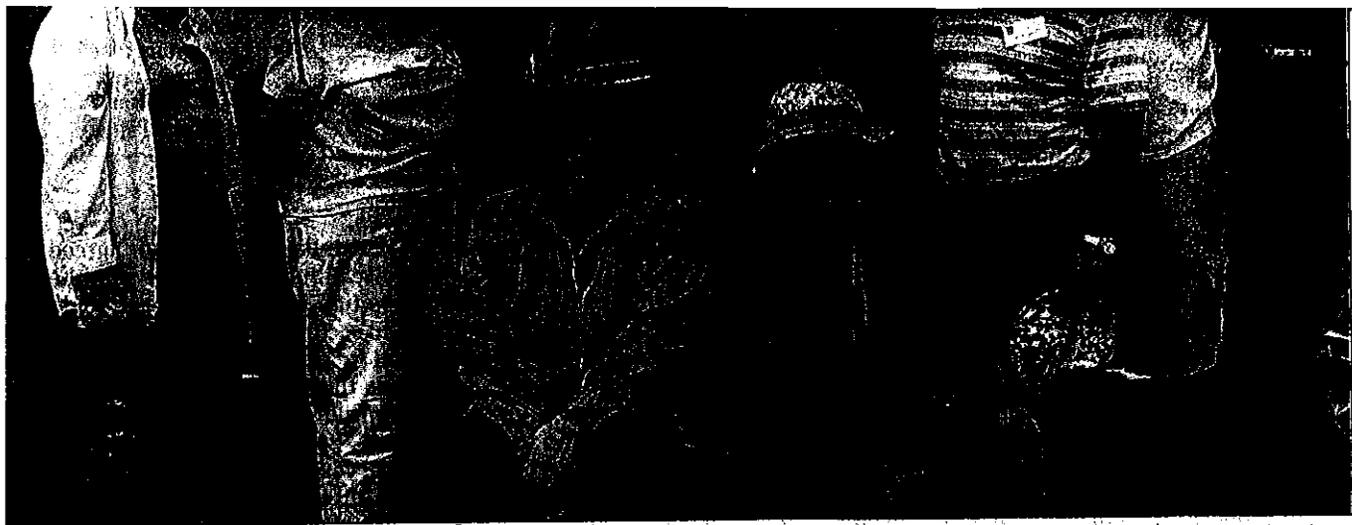
HAUNTED STORYTELLING, 7 to 8:30 p.m. Oct. 28, Indian Oaks Trail, Marengo. Free. Information: www.marengo.org.

HALLOWEEN PARTY, 11:30 a.m. Oct. 28, Senior Services Center, 3636 Municipal Drive, McHenry. There will be a luncheon inspired foods and a performance by musician and Askins. Costumes encouraged, but optional. Cost: \$5. Information: 815-356-7457 or msmeltzer@seniorservices.org.

"THRILLER" ZUMBA PARTY, 6 to 7 p.m. Oct. 28, McHenry Center, 3636 Municipal Drive, McHenry. Ages 14 and older. An hour of Zumba choreographed to Halloween hit songs. McHenry Parks & Recreation Department. No expense \$6 a person. Bring a nonperishable food item for donation and deduct \$1. Information: 815-363-2160 or www.mchenry.org.

TRUNK OR TREAT, 6 to 8 p.m. Oct. 28, Immanuel Lutheran Church, 3636 Municipal Drive, McHenry. A Halloween trunk decorating, games, hayrides, concessions and more costume. Free. Bring a \$1 donation or one nonperishable item to the Crystal Lake Food Pantry and receive complimentary tickets to use at the concession stand. Information: www.immanuelcl.org.

Continued on page 11



COMMUNITY GARDENERS - University of Illinois Extension McHenry County Master Gardeners volunteer at the Growing Together Community Garden, meeting on Monday mornings to plant, maintain and harvest vegetables for the Harvard Food Pantry. After 14 weeks, 121 pounds of food have been harvested. A few more weeks of harvesting remain, depending on weather conditions. Pictured (back row, from left) are Steve Deberg, Dale Nelmes, Ben Boyer (guest) and Al Van Maren; (middle row) Ray Thornton, Laverne Mazac, Judy Ilmoth, Kathy Robson (guest), Elaine Worth (guest) and Ron Rood; and (front row) Mary Johnson and Don Scheilhaass. Not pictured: Andy Thornton.

COMMUNITY CALENDAR

Oct. 12

- 9 a.m. - **Senior coffee, games and lunch** at John's Lutheran Church, 9812 St. Albans St., Debron. Coffee and games at 9 a.m. Salvation Army Golden Diner lunch at 11 a.m. Other activities follow at noon. Continues every Wednesday. Call 30-232-6676 to reserve your meal. Information: 15-648-2671 or www.sjlutheran.com.
- 9:30 to 11 a.m. - **Beginning PowerPoint 013**, Crystal Lake Public Library, 126 W. Paddock St., Crystal Lake. Learn the basics of working with Microsoft PowerPoint 2013. Keyboard and mouse skills required. Registration required. Information: <http://evanced.crystallakelibrary.org/evanced/lib/vents/signup.asp?ID=16737>.
- Noon - **Bingo**, VFW Post 4600, 3002 W. Route 20, McHenry. Play bingo to help support Gigi's playhouse, a Down syndrome achievement center. Information: 815-385-7529 or www.gigisplayhouse.org/mchenry.
- 1 to 3 p.m. - **Literacy volunteer information session**, McHenry County College, 8900 Route 14, Crystal Lake. Learn to become a literacy tutor for reading, math and English skills. Free.

Information: 815-455-8542 or www.mchenry.edu/volunteer.

- 3 to 4 p.m. - **The Importance of Time Management**, Room A350, McHenry County College, 8900 Route 14, Crystal Lake. Discover how to better budget your time and why time management leads to success. Free for MCC students. No registration required. Information: www.mchenry.edu/success.
- 3:30 to 4:30 p.m. - **Teen Advisory Group**, McHenry Public Library, 809 Front St., McHenry. For teens (grades 6 through 12). Help make the library a better place for your generation while earning community service hours for school. Find out how you can get involved. Free. Information: 815-385-0036, mplyps@mchenrylibrary.org or www.mchenrylibrary.org.
- 4:30 to 5:30 p.m. - **Advance care planning workshop**, Mercy McHenry Medical Center, 3922 Mercy Drive, McHenry. Learn how to prepare for an unexpected accident or illness and communicate personal wishes for medical treatment when you are unable to do so. Free. Registration required. Information: 888-396-3729.
- 6 to 8:30 p.m. - **Financial Aid Night**, McHenry County College, 8900 Route 14, Crystal Lake. Topics will include grants, the work-study program, student loans, scholarships, financial literacy and FAFSA. Registration required. Information: www.mchenry.edu/financialaidnight.
- 6 to 9 p.m. - **Women's Safety Series**, Safety Education Center, 1109 Crystal Lake Road, Lake in the Hills. Continues 6:30 to 9 p.m. Oct. 19

and 6 to 9 p.m. Oct. 26. Presented by the Lake in the Hills Police Department for women 17 years and older. Includes defensive tactics, social media safety, dating/domestic violence, sexual assault, stalking, drugs, alcohol and more. Free. Registration required. Information: aschmitt@lith.org or sfeely@lith.org.

- 6:30 to 8 p.m. - **Author Stacey Kade**, Woodstock Public Library, 414 W. Judd St., Woodstock. Kade will read and discuss her new young adult book "For This Life Only." Information: www.woodstockpubliclibrary.org.
- 6:30 to 8:30 p.m. - **Comicon**, McHenry Public Library, 809 Front St., McHenry. Featuring comic creators, local comic book and gaming stores, a gaming room, children's activities and a cosplay contest. Free. Information: 815-385-0036 or www.mchenrylibrary.org.
- 7 p.m. - **Bingo**, Woodstock Moose Family Center, 406 Clay St., Woodstock. Bingo every Wednesday. Doors open at 5:30 p.m. with food available from 5:30 to 8:30 p.m. Information: 815-338-0126.
- 7 to 9:30 p.m. - **Orson Wells & Shakespeare Film Fest: "Macbeth,"** Woodstock Theatre Classic Cinemas, 209 Main St., Woodstock. Cost: \$8 adults, \$6 students. Information: www.classiccinemas.com or www.welleswoodstock.com.

Have an event to share? Submit your information online at PlanitNorthwest.com. Photos may be emailed to neighbors@nwherald.com.

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- Bloomberg View



IT'S YOUR WRITE

Library used book sale suspended

To the Editor:

The Friends of the Crystal Lake Library (FOCLL) must sadly announce the suspension of our annual used book sale.

Seven years ago, with the library under pressure to maximize collection and personnel space, our book sale storage area was eliminated and sale floor space reduced.

Our largest fundraiser and "literary recycling" effort needed a new venue. FOCLL member Maggie Sprenger (Maggie's Irish Imports), appealed to Crystal Lake Plaza owner Thomas Eilers for possible donation of an unleased storefront. He generously agreed, and the Plaza and FOCLL have enjoyed a successful seven-year partnership.

Recently, Crystal Lake Plaza has seen an upsurge in leasing activity and FOCLL was asked to

HOW TO SOUND OFF

We welcome original letters on public issues. Letters must include the author's full name, home address and day and evening telephone numbers.

We limit letters to 250 words and one published letter every 30 days. All letters are subject to editing for length and clarity at

the sole discretion of the editor.

Election-related letters are no longer being accepted.

Submit letters by:

• Email: letters@nwherald.com

• Mail: Northwest Herald

"It's Your Write"

Box 250

Crystal Lake, IL 60039-0250

vacate for a paying tenant.

After carefully considering the logistics of locating and operating another off-site sale, we have decided to suspend used book sales until an expanded library facility offers space and storage to resume. The Friends of the Crystal Lake Library will remain viable through our other planned fundraisers, with the goal of helping to support the library's wide variety of special programs and projects for children, teens

and adults,

As FOCLL closes this chapter, we wish to publicly acknowledge the generosity of the Eilers family, our used book-sale "site patrons."

Also, thank you with sincere affection to the many enthusiastic volunteers, consistent donors and loyal customers who, over seven years, have truly become our friends.

Ranee Strawn

Former Used Book Sale Chair, FOCLL

Congress shall make no law respecting an establishment of religion, or prohibiting the free exercise thereof; or abridging the freedom of speech, or of the press; or the right of the people peaceably to assemble, and to petition the Government for a redress of grievances.

SHAW
*****media

Some folks call that courage. I call it character.
 Despite her difficulties, mom always had a smile for her family.
 When folks ask what I remember most, that's it.
 I love you, Mom.

• *Scott Reeder is a veteran state-house journalist. He works as a freelance reporter in the Springfield area and can be reached at scotreed-er1965@gmail.com.*

Galesburg did all of those things for my family. It was most appreciated.
 A cancer diagnosis can be overwhelming.
 When Mom first received her terminal prognosis, the family was devastated.
 Shortly after she was told the cancer was beyond cure, we had a birthday party for my eldest daughter.
 Mom wept while she sang "Happy Birthday." Dad's voice cracked while saying grace.

As I thumbed through the channels Sunday, I watched professional football players wearing pink gloves and cleats. But I've yet to don a pink shirt, this year, in memory of my mother, Roberta Reeder.
 To be honest, sometimes I think all of the October pink ribbons, shirts and merchandise trivialize just how pernicious breast cancer really is.
 That said, I want my mother's legacy to live on.

The pictures on the bedroom wall spoke to what was important to mom: family.
 Photos of each of her three children and their partners on their wedding days stood like sentinels overlooking her bed. The faces of her seven grandkids peered out from picture frames.
 A devoted husband looked on adoringly.
 Happy memories.
 I thought of my three daughters -

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IT'S YOUR WRITE

Tell library board you're watching

To the Editor:
 In a recent letter I advanced four reasons not to raise property taxes for a new \$30 million Crystal Lake library.

One reason was this would increase the cost to the taxpayers to \$10 for every book and DVD the library circulates.
 Library Board Chairwoman Terri Reece responded. She didn't dispute the number, but she said it's an imperfect measure.

I agree it's an imperfect measure - very useful, but imperfect. And it's still \$10.
 Ms. Reece also completely failed to respond to my other points:

- 1) Library usage is in steep decline, down 24 percent in just three years.
- 2) The Crystal Lake library costs \$400 a family versus \$176 in Cary and \$160 in Woodstock, and this tax increase would raise the cost per family to \$530.
- 3) Almost 40 percent of the library's circulation is the same DVDs RedBox rents for \$1.50 - not \$10.

Ms. Reece then threatened that if voters didn't approve the bonds, the board would spend \$9 million of the taxpayers' money to "repair" the library. That's \$214 per square foot, twice what it costs to build brand new commercial space in Crystal Lake.
 If the City Council permits the library

HOW TO SOUND OFF

We welcome original letters on public issues. Letters must include the author's full name, home address and day and evening telephone numbers.

We limit letters to 250 words and one published letter every 30 days. Election-related letters are limited to 150 words. All letters are subject to editing.

library is just a movie rental resource and compare it with Netflix, saying that would be cheaper than a new library, turn in your library card and get Netflix.

Gary Sances
 Crystal Lake

Suggestions for state, county

To the Editor:

The Springfield Democrats say they are for the working families, but after more than 40 years in power, they have managed to destroy the state. Nothing was done to protect the workers or elderly. They protected themselves and the public sector unions. How about

1. Raising the minimum wage,
2. Taking the school portion of the property taxes of those older than 65 off so they can stay in their homes,

for length and clarity at the sole discretion of the editor.

Submit letters by:
 • Email: letters@nwherald.com
 • Mail: Northwest Herald
 "It's Your Write"
 Box 250
 Crystal Lake, IL 60039-0250

3. A constitutional amendment that a property tax bill can never be more than 1 percent of the real value of the property as in other states. Your bill goes down when your property value goes.

4. No pensions for elected offices and term limits. For public sector workers, go to 401ks and raise the retirement age to 66.

Our local Republicans have not done us any better as McHenry County has some of the highest property taxes in the country, and they are the party who touts "low taxes, keep more of your money." Nice slogan until their hands are in the till. Combine districts and have them work with the budget we give them.
 It is our money, as they all seem to forget, and we want to keep more of it.

Cynthia J. Barber
 Algonquin

Library folks work to persuade voters

If an advisory referendum that asks voters whether the city of Crystal Lake should borrow \$30.1 million to replace its library fails, the library's ardent supporters can't be blamed.

As witnessed by the dozens of letters to the editor sent to and published in the Northwest Herald in recent weeks, support signs in front yards all around town and other campaign activities, they've been working hard to gather support for what they consider to be a vital community need.

There can be no doubt about their passion on this issue.

Library board members, staff and many users said the building at 126 W. Paddock St. is old and in need of many repairs, too crowded to house its collection of books, music and other media, and technologically inadequate. Rather than repairing the building, they want to build a new, 75,000-square-foot library at its current site.

The project would cost about of \$132 a year for the owner of home valued at \$200,000.

The referendum on the Nov. 8 ballot is non-



FROM THE EDITOR'S DESK
Dan McCaleb

binding. Regardless how the vote turns out, it will be up to the Crystal Lake City Council to approve borrowing the money and increasing local property taxes for the project to move forward. Supporters hope an election result that shows a majority of Crystal Lake voters supporting it will be enough to persuade City Council members to approve it.

Regardless how it turns out, supporters deserve credit for the time and effort they are putting in.

• Dan McCaleb is executive editor of the Northwest Herald. Email him at dmccaleb@shawmedia.com. Follow him on Twitter @DanMcCaleb.

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TRAVELING TODAY?



Scan this QR code with your smartphone to access the Northwest Herald's new commuter page featuring updated Metra and traffic information, weather and more. Or visit the page directly at NWHerald.com/commuter.

IN-CASE YOU MISSED IT

ARREST AT SCARYTOWN

A Harvard man was arrested and charged Sunday with battery and assault, both Class A misdemeanors, as well as disorderly conduct, a Class C misdemeanor, after he allegedly assaulted a girl at the ScaryTown Scream Park. **Story, page A6.**

NEW POLICY IN CARY?

The Cary Village Board is considering a policy regarding public comment at village meetings. Village Administrator Chris Clark proposed the idea to set clear guidelines for everyone who attends meetings to have a fair chance to speak in a reasonable amount of time and in order to avoid confusion. **Story, page A6.**

TODAY'S TALKER

MOTHER AT AGE 62

MADRID - A 62-year-old Spanish woman gave birth to a healthy girl and encourages women in their later years to imitate her if they want to. Lina Alvarez left the Lucus Augusti Hospital in Lugo on Tuesday with her third child in her arms, saying she felt wonderful. She said baby Lina, born Oct. 10, is in perfect health. The 5.3-pound Lina was born by cesarean section. Alvarez's first child, now 27, was born with cerebral palsy. Her second and third pregnancies were through in-vitro fertilization treatment. Alvarez, a doctor, said that women who are well enough to have a baby in their later years shouldn't be afraid to do so, adding that they should let nature, not gynecologists, decide. **- Wire report**

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