

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

**Tuesday, February 18, 2020
Library Board Room, 2nd Floor**

Agenda

- I. CALL TO ORDER – Bradley Schubert, 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 of January 21, 2020
 - TREASURER'S REPORT – Margaret Carey, Treasurer**
Monthly Financial Statements and Interim Check Report through
January 31, 2020 + mid-February 2020 late bills and Bill Reports for Jan/Feb 2020.
Additional Bills (Distributed night of meeting)
Petty Cash and Credit Card Reports

VII. COMMUNICATIONS

- B. Edminster to Susan Buchholz—Thank you and notice of purchases for memorial donation
- B. Edminster to Jay Weber—Notice of memorial donation and purchases using donation
- Laura Franz, TLS Veterans to Mariann Cairo—Thank you for donation from library

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).

X. OLD BUSINESS

1. Update on project: Sanitary sewer/manhole project
2. Second reading and approval of Drug Free Workplace Policy (**Discussion/Action**)

X. NEW BUSINESS

1. Updated payroll procedure (FYI)
2. Family Medical Leave Act (FMLA) updated policy (**Discussion/Action**)
3. Victims' Economic Security and Safety policy (**Discuss/Action**)
4. Acceptance of the FY18-19 Audit (**Approval**)

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

XII. 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
REGULAR MEETING

Date: January 21, 2020

Time: 7:00 P.M.

Location: Library Board Meeting Room

I. Call to Order:

President Schubert called the meeting to order at 7:03 p.m.

II. Roll Call:

Roll was called and a quorum was established.

Members Present: Jackie Fogleman, Delphine Grala, Monica Leccese, Charles Reilly, Bradley Schubert, Jill Stone

Members Absent: Margaret Carey

Also Present: Bill Edminster, Assistant Director
Patti Torgersen, Business Manager
Jennifer May, HR Generalist
Zach Terrill, YS Asst. Manager
Maria Puga, Associate Librarian

III. Pledge of Allegiance

IV. Corrections or Additions to the Agenda

Grala questioned the Board about having to include the response document to Ms. Yazels comments from the November 19, 2019 minutes and she was told that a copy of the statement prepared by Scholtz will be available upon request from the Business Manager. [The library has no legal mandate requiring it to enter a document presented by a member of the public into its documents. Library meeting agendas are under Board control and minutes are only summarizations—not verbatim records. Official recommendation by Ancel Glink Law Firm.]

V. Public Comment and Recognition of Visitors

VI. Consent Agenda for this meeting

Secretary's Report – Monica Leccese, Secretary

Minutes of the Regular Board Meeting of December 17, 2019.

Treasurer's Report – Del Grala, Treasurer Pro Tem

Monthly Financial Statements and Interim Check Report through December 31, 2019 + January 2020 late bills and Bill Reports.

Invoice Reports for January 2020.

Additional Invoices (Distributed night of meeting)

Petty Cash and Credit Card Reports

The Board reviewed the regular board minutes, financial statements and monthly invoices. Stone moved and Grala seconded a motion to approve the minutes of the regular meeting for December 17, 2020, the monthly financial statements for the fiscal year through December 17, 2020, the Invoice Reports for December 2019/ January 2020, and payment of the invoices. Ayes:, Fogleman, Grala, Leccese, Reilly, Schubert, and Stone

Nays: None

Abstain: None

Absent: Carey

Motion Passed

VII. Communications

None

VIII. Librarian's Report

- Maria Puga went to the International Book Fair in Guadalajara and gave a powerpoint presentation to the Board. The guest of honor was India. She was awarded a scholarship from ALA, the International Book Fair along with funds from the Library.
- Jennifer May presented the first reading of the Drug Free Workplace Policy and the Board determined it would need ongoing updates as legislation changes in the upcoming years. The Board also allowed this to be presented as a draft to the staff at the 02.07.2020 In-Service meeting. Second reading will be 02.18.2020.

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).

Grala moved and Laccese seconded a motion to go into executive session at 8:17 p.m.. to discuss the appointment, employment, compensation, discipline, performance or dismissal of specific employees of the public body as well as discussing specific contractual matters of vendors in compliance with the Open Meetings Act 5 ILCS 120/2 section 2(c)(1).

Ayes: Fogleman, Grala, Leccese, Reilly, Schubert, Stone

Nays: None

Abstain: None

Absent: Carey

Motion Passed

Schubert moved and Reilly seconded a motion to come out of executive session at 9:14 p.m.

Ayes: Fogleman, Grala, Leccese, Reilly, Schubert, Stone

Nays: None

Abstain: None

Absent: Carey

Motion Passed

X. Old Business

None

XI. New Business

Lecesse moved and Reilly seconded a motion to approve the Illinois Public Library 2020 Per Capita and Equalization Aid Grant and accept the Application and the Illinois Public Library 2018-19 Per Capita Grant Expenditures Report.

Ayes: Fogleman, Grala, Leccese, Reilly, Schubert, Stone
Nays: None
Abstain: None
Absent: Carey
Motion Passed

XII. Any and All Other Business That May Properly Come Before the Board
None

XIII. Adjournment

Schubert moved and Carey seconded a motion to adjourn the meeting at 9:16 p.m. p.m.

Ayes: Fogleman Grala, Leccese, Reilly, Schubert, Stone

Nays: None

Abstain: None

Absent: Carey

Motion Passed

Respectfully Submitted,

Monica Leccese, Secretary

MCHENRY PUBLIC LIBRARY DISTRICT

COMPILED FINANCIAL STATEMENTS

January 31, 2020

10:20 AM
02/14/20
Cash Basis

McHenry Public Library District
Balance Sheet
As of January 31, 2020

	Jan 31, 20
ASSETS	
Current Assets	
Checking/Savings	
1060 · First Midwest Bank-Money Market	
1060100 · MM - General - First Midwest	1,620,425.71
1060200 · MM - Spec Reserve-First Midwest	164,831.89
1060300 · MM - Grant & Gift-First Midwest	430,039.62
Total 1060 · First Midwest Bank-Money Market	2,215,297.22
1070100 · HSA/Building - First Midwest	191,540.26
1615100 · General Account - First Midwest	35,683.89
1625100 · Payroll Account - First Midwest	101,568.66
1635100 · Imprest Account - First Midwest	3,023.10
Total Checking/Savings	2,547,113.13
Other Current Assets	
1005100 · Petty Cash	800.00
1500200 · Due from General Fund	550,000.00
Total Other Current Assets	550,800.00
Total Current Assets	3,097,913.13
TOTAL ASSETS	3,097,913.13
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
2500100 · Due to Special Reserve Fund	550,000.00
Total Other Current Liabilities	550,000.00
Total Current Liabilities	550,000.00
Total Liabilities	550,000.00
Equity	
3010100 · Fund Balance - General	568,747.02
3010200 · Fund Balance - Special Reserve	2,203,207.07
3010300 · Fund Balance - Grants & Gifts	405,004.19
3900 · Retained Earnings	3,425.94
Net Income	(632,471.09)
Total Equity	2,547,913.13
TOTAL LIABILITIES & EQUITY	3,097,913.13

10:29 AM
02/14/20
Cash Basis

McHenry Public Library District
Statement of Revenues and Expenditures
January 2020

	Jan 20
Income	
6030100 · Interest Income - General	51.38
6030200 · Interest Income - Spec Reserve	116.36
6060100 · Photocopier & Fax Income	2,452.15
6070300 · General Fund Gifts	75.00
6105100 · Cobra/Retiree Insurance Pmts	2,013.57
6150100 · Lost & Damged Materials	(27.94)
Total Income	4,680.52
Gross Profit	4,680.52
Expense	
8010100 · Adult Books	6,924.25
8020100 · Youth Books	2,311.05
8025100 · Professional Resources	1,475.00
8028100 · Administrative Resources (GA)	350.00
8030100 · Magazines & Newspapers	607.90
8040300 · Operating Fund Gifts	3,535.12
8050100 · Adult AV Materials	4,781.23
8060100 · Youth AV Materials	712.82
8090100 · eBook & eMagazine Services	3,682.64
8095100 · Electronic Subscriptions	11,779.86
8110100 · Bank Service Charges	41.75
8120100 · Library Supplies	(93.94)
8130100 · Tech Services Supplies	734.95
8140100 · Adult Programs & Supplies	1,900.59
8150100 · Youth Programs & Supplies	1,833.85
8215100 · Collection Agency Fees	98.45
8310100 · CCS & Polaris Expenses	18,506.08
8320100 · VOIP Phone Service	5,327.19
8410100 · Payroll Exp, Acctg & Audit Serv	863.50
8540100 · Postage	2,229.51
8550100 · Public Relations/Promotions	269.00
8620100 · Gas	207.88
8740100 · Building & Grounds	14,058.87
8760100 · Hospitality	635.93
8795100 · Miscellaneous (FH)	253.51
8800300 · Per Capita Grant expense for FY	
8800311 · Adult Materials - PER CAPITA	865.73
8800321 · Youth Materials - PER CAPITA	831.88
Total 8800300 · Per Capita Grant expense for FY	1,697.61

10:29 AM
02/14/20
Cash Basis

McHenry Public Library District
Statement of Revenues and Expenditures
January 2020

	Jan 20
8910100 · Salaries	134,188.12
8920100 · FICA/Medicare	9,679.12
8930100 · IMRF	14,724.01
8940100 · Health & Life Insurance	79,893.95
8960100 · Memberships & Dues	383.00
8970100 · Travel	233.42
9050200 · Library District Act	20,655.00
9090100 · Additional Capital Projects	8,380.00
Total Expense	352,861.22
Net Income	(348,180.70)

10:30 AM
02/14/20
Cash Basis

**McHenry Public Library District
Statement of Revenues and Expenditures by Class**

January 2020

	100 General Fund	200 Special Reserve F...	300 Grant and Gift Fund	TOTAL
Income				
6030100 · Interest Income - General	51.38	0.00	0.00	51.38
6030200 · Interest Income - Spec Reserve	0.00	34.77	81.59	116.36
6060100 · Photocopier & Fax Income	2,452.15	0.00	0.00	2,452.15
6070300 · General Fund Gifts	0.00	0.00	75.00	75.00
6105100 · Cobra/Retiree Insurance Pmts	2,013.57	0.00	0.00	2,013.57
6150100 · Lost & Damged Materials	(27.94)	0.00	0.00	(27.94)
Total Income	4,489.16	34.77	156.59	4,680.52
Gross Profit	4,489.16	34.77	156.59	4,680.52
Expense				
8010100 · Adult Books	6,924.25	0.00	0.00	6,924.25
8020100 · Youth Books	2,311.05	0.00	0.00	2,311.05
8025100 · Professional Resources	1,475.00	0.00	0.00	1,475.00
8028100 · Administrative Resources (GA)	350.00	0.00	0.00	350.00
8030100 · Magazines & Newspapers	607.90	0.00	0.00	607.90
8040300 · Operating Fund Gifts	0.00	0.00	3,535.12	3,535.12
8050100 · Adult AV Materials	4,781.23	0.00	0.00	4,781.23
8060100 · Youth AV Materials	712.82	0.00	0.00	712.82
8090100 · eBook & eMagazine Services	3,682.64	0.00	0.00	3,682.64
8095100 · Electronic Subscriptions	11,779.86	0.00	0.00	11,779.86
8110100 · Bank Service Charges	41.75	0.00	0.00	41.75
8120100 · Library Supplies	(93.94)	0.00	0.00	(93.94)
8130100 · Tech Services Supplies	734.95	0.00	0.00	734.95
8140100 · Adult Programs & Supplies	1,900.59	0.00	0.00	1,900.59
8150100 · Youth Programs & Supplies	1,833.85	0.00	0.00	1,833.85
8215100 · Collection Agency Fees	98.45	0.00	0.00	98.45
8310100 · CCS & Polaris Expenses	18,506.08	0.00	0.00	18,506.08
8320100 · VOIP Phone Service	5,327.19	0.00	0.00	5,327.19
8410100 · Payroll Exp, Acctg & Audit Serv	863.50	0.00	0.00	863.50
8540100 · Postage	2,229.51	0.00	0.00	2,229.51
8550100 · Public Relations/Promotions	269.00	0.00	0.00	269.00
8620100 · Gas	207.88	0.00	0.00	207.88
8740100 · Building & Grounds	14,058.87	0.00	0.00	14,058.87
8760100 · Hospitality	635.93	0.00	0.00	635.93
8795100 · Miscellaneous (FH)	253.51	0.00	0.00	253.51
8800300 · Per Capita Grant expense for FY	0.00	0.00	1,697.61	1,697.61
8910100 · Salaries	134,188.12	0.00	0.00	134,188.12
8920100 · FICA/Medicare	9,679.12	0.00	0.00	9,679.12
8930100 · IMRF	14,724.01	0.00	0.00	14,724.01
8940100 · Health & Life Insurance	79,893.95	0.00	0.00	79,893.95
8960100 · Memberships & Dues	383.00	0.00	0.00	383.00
8970100 · Travel	233.42	0.00	0.00	233.42
9050200 · Library District Act	0.00	20,655.00	0.00	20,655.00
9090100 · Additional Capital Projects	8,380.00	0.00	0.00	8,380.00
Total Expense	326,973.49	20,655.00	5,232.73	352,861.22
Net Income	(322,484.33)	(20,620.23)	(5,076.14)	(348,180.70)

10:28 AM

McHenry Public Library District

02/14/20

Statement of Revenues and Expenditures Budget vs. Actual

Cash Basis

July 2019 through January 2020

	Jul '19 - Jan 20	Budget	\$ Over Budget	% of Budget
Income				
6010100 · Property Taxes	1,555,587.61	3,180,661.00	(1,625,073.39)	48.9%
6020200 · Developer Fees	8,973.00	25,000.00	(16,027.00)	35.9%
6030100 · Interest Income - General	221.56	4,000.00	(3,778.44)	5.5%
6030200 · Interest Income - Spec Reserve	884.46	3,000.00	(2,115.54)	29.5%
6030300 · Interest Income - Grant & Gifts	175.60	2,500.00	(2,324.40)	7.0%
6035100 · Dividends	108.00	1,000.00	(892.00)	10.8%
6040100 · Nonresident/Enhanced Cards	45.00	1,500.00	(1,455.00)	3.0%
6050100 · Fines	2,016.94	23,500.00	(21,483.06)	8.6%
6055100 · Referral/Collection Fees	0.00	1,000.00	(1,000.00)	0.0%
6060100 · Photocopier & Fax Income	13,220.04	20,000.00	(6,779.96)	66.1%
6070200 · Reserve Fund Gifts	0.00	25,000.00	(25,000.00)	0.0%
6070300 · General Fund Gifts	1,631.46	20,000.00	(18,368.54)	8.2%
6090100 · Annexation Impact Fees	0.00	20,000.00	(20,000.00)	0.0%
6090200 · Transfer from General Fund	0.00	1,000,000.00	(1,000,000.00)	0.0%
6105100 · Cobra/Retiree Insurance Pmts	8,294.97	13,500.00	(5,205.03)	61.4%
6110100 · Program Fees/Misc Fees	2,150.00	4,200.00	(2,050.00)	51.2%
6120100 · Meeting Room Fees	225.00	1,000.00	(775.00)	22.5%
6130100 · Misc Income -General(Sales/Fees)	2,940.29	6,500.00	(3,559.71)	45.2%
6131100 · Misc Other Income - General	1,325.75	0.00	1,325.75	100.0%
6130200 · Misc Income - Special Reserve	0.00	4,000.00	(4,000.00)	0.0%
6150100 · Lost & Damged Materials	950.90	5,500.00	(4,549.10)	17.3%
6160100 · SPECIAL CREDITS (SOLAR PANELS)	0.00	2,500.00	(2,500.00)	0.0%
6170300 · Per Capita Grant	58,566.12	67,628.00	(9,061.88)	86.6%
6200100 · Over/Short	0.00	500.00	(500.00)	0.0%
6210300 · Miscellaneous Grants	5,000.00	5,000.00	0.00	100.0%
Total Income	1,662,316.70	4,437,489.00	(2,775,172.30)	37.5%
Gross Profit	1,662,316.70	4,437,489.00	(2,775,172.30)	37.5%
Expense				
8010100 · Adult Books	36,922.27	85,000.00	(48,077.73)	43.4%
8020100 · Youth Books	23,587.51	52,000.00	(28,412.49)	45.4%
8025100 · Professional Resources	2,084.99	5,000.00	(2,915.01)	41.7%
8028100 · Administrative Resources (GA)	350.00	5,000.00	(4,650.00)	7.0%
8030100 · Magazines & Newspapers	12,602.68	14,500.00	(1,897.32)	86.9%
8040300 · Operating Fund Gifts	21,359.75	840,000.00	(818,640.25)	2.5%
8050100 · Adult AV Materials	24,360.37	42,000.00	(17,639.63)	58.0%
8060100 · Youth AV Materials	8,348.02	13,000.00	(4,651.98)	64.2%
8080100 · Video Games	2,972.11	15,000.00	(12,027.89)	19.8%
8090100 · eBook & eMagazine Services	19,245.80	68,000.00	(48,754.20)	28.3%
8095100 · Electronic Subscriptions	40,938.94	85,000.00	(44,061.06)	48.2%
8110100 · Bank Service Charges	194.76	200.00	(5.24)	97.4%
8120100 · Library Supplies	5,399.68	10,000.00	(4,600.32)	54.0%
8130100 · Tech Services Supplies	7,594.17	35,000.00	(27,405.83)	21.7%
8135100 · Bindery	0.00	200.00	(200.00)	0.0%
8140100 · Adult Programs & Supplies	11,632.37	17,500.00	(5,867.63)	66.5%
8145100 · Circulation Supplies	0.00	6,000.00	(6,000.00)	0.0%
8147100 · Summer Reading Club	112.49	7,500.00	(7,387.51)	1.5%
8150100 · Youth Programs & Supplies	12,564.04	20,000.00	(7,435.96)	62.8%
8215100 · Collection Agency Fees	420.65	1,500.00	(1,079.35)	28.0%
8245100 · Comp/OfcEqp/CopierRepairs/Contr	73,197.37	58,000.00	15,197.37	126.2%
8260100 · Misc Contracted Services	7,074.92	5,000.00	2,074.92	141.5%
8270100 · Finance/Late Fee Charges	0.00	500.00	(500.00)	0.0%
8310100 · CCS & Polaris Expenses	53,919.92	75,000.00	(21,080.08)	71.9%
8320100 · VOIP Phone Service	16,283.49	25,000.00	(8,716.51)	65.1%
8325100 · INTERNET SERVICE	0.00	25,000.00	(25,000.00)	0.0%
8410100 · Payroll Exp, Acctg & Audit Serv	14,205.30	32,000.00	(17,794.70)	44.4%

10:28 AM
02/14/20
Cash Basis

McHenry Public Library District
Statement of Revenues and Expenditures Budget vs. Actual
July 2019 through January 2020

	Jul '19 - Jan 20	Budget	\$ Over Budget	% of Budget
8420100 · Legal Services	255.99	16,000.00	(15,744.01)	1.6%
8430100 · Other Misc Consultants	60,205.23	15,000.00	45,205.23	401.4%
8440100 · In Service / Staff Train./ LMS	0.00	15,000.00	(15,000.00)	0.0%
8510100 · Printing	17,798.00	30,000.00	(12,202.00)	59.3%
8530100 · Public Notices & Ads	85.23	3,000.00	(2,914.77)	2.8%
8540100 · Postage	8,980.08	15,000.00	(6,019.92)	59.9%
8545100 · Printing/Copier Supplies	6,099.00	10,000.00	(3,901.00)	61.0%
8550100 · Public Relations/Promotions	3,395.57	7,000.00	(3,604.43)	48.5%
8610100 · Electricity	9,958.98	25,000.00	(15,041.02)	39.8%
8620100 · Gas	1,288.67	10,000.00	(8,711.33)	12.9%
8630100 · Telephone & Internet Services	483.35	0.00	483.35	100.0%
8640100 · Water & Sewer	2,190.55	6,800.00	(4,609.45)	32.2%
8720100 · Building/Auto Insurance	32,461.00	32,000.00	461.00	101.4%
8730100 · Bonding & Officers Liability	1,208.00	5,500.00	(4,292.00)	22.0%
8740100 · Building & Grounds	66,223.63	54,000.00	12,223.63	122.6%
8760100 · Hospitality	3,627.58	9,000.00	(5,372.42)	40.3%
8770100 · Interlibrary Loan Fees & Losses	40.93	700.00	(659.07)	5.8%
8795100 · Miscellaneous (FH)	781.37	2,000.00	(1,218.63)	39.1%
8800300 · Per Capita Grant expense for FY	19,059.59	120,156.75	(101,097.16)	15.9%
8910100 · Salaries	1,071,712.85	1,800,000.00	(728,287.15)	59.5%
8920100 · FICA/Medicare	77,859.21	148,000.00	(70,140.79)	52.6%
8930100 · IMRF	121,378.46	205,000.00	(83,621.54)	59.2%
8940100 · Health & Life Insurance	271,583.86	325,000.00	(53,416.14)	83.6%
8950100 · Tuition Reimbursement	1,419.00	6,000.00	(4,581.00)	23.7%
8960100 · Memberships & Dues	2,925.33	6,000.00	(3,074.67)	48.8%
8970100 · Travel	8,851.20	20,000.00	(11,148.80)	44.3%
8980100 · Meetings & Training	1,564.36	7,000.00	(5,435.64)	22.3%
9030300 · Misc Grants	0.00	24,000.00	(24,000.00)	0.0%
9050200 · Library District Act	38,620.00	70,000.00	(31,380.00)	55.2%
9060100 · Library Furnishings	279.43	0.00	279.43	100.0%
9060200 · Special Reserve Expenditures	0.00	60,000.00	(60,000.00)	0.0%
9070100 · Library Equipment	5,147.34	50,000.00	(44,852.66)	10.3%
9080100 · Small Equipment Under \$250	950.24	5,000.00	(4,049.76)	19.0%
9090100 · Additional Capital Projects	62,982.16	120,000.00	(57,017.84)	52.5%
9100100 · Transfer to Reserve Fund	0.00	50,000.00	(50,000.00)	0.0%
9100300 · Transfer from Grant & Gift Fund	0.00	400,000.00	(400,000.00)	0.0%
Total Expense	2,294,787.79	5,215,056.75	(2,920,268.96)	44.0%
Net Income	(632,471.09)	(777,567.75)	145,096.66	81.3%

McHenry Public Library District
Statement of Revenue and Expenditures Budget vs. Actual

July 1, 2019 - January 31, 2020 - General Fund

	Jul '19 - Jan 20	Budget	\$ Over Budget	% of Budget
Income				
6010100 · Property Taxes	1,555,587.61	3,180,661.00	(1,625,073.39)	48.9%
6030100 · Interest Income - General	221.56	4,000.00	(3,778.44)	5.5%
6035100 · Dividends	108.00	1,000.00	(892.00)	10.8%
6040100 · Nonresident/Enhanced Cards	45.00	1,500.00	(1,455.00)	3.0%
6050100 · Fines	2,016.94	23,500.00	(21,483.06)	8.6%
6055100 · Referral/Collection Fees	0.00	1,000.00	(1,000.00)	0.0%
6060100 · Photocopier & Fax Income	13,220.04	20,000.00	(6,779.96)	66.1%
6090100 · Annexation Impact Fees	0.00	20,000.00	(20,000.00)	0.0%
6090200 · Transfer from General Fund	0.00	500,000.00	(500,000.00)	0.0%
6105100 · Cobra/Retiree Insurance Pmts	8,294.97	13,500.00	(5,205.03)	61.4%
6110100 · Program Fees/Misc Fees	2,150.00	4,200.00	(2,050.00)	51.2%
6120100 · Meeting Room Fees	225.00	1,000.00	(775.00)	22.5%
6130100 · Misc Income -General(Sales/Fees)	2,940.29	6,500.00	(3,559.71)	45.2%
6131100 · Misc Other Income - General	1,325.75	0.00	1,325.75	100.0%
6130200 · Misc Income - Special Reserve	0.00	2,000.00	(2,000.00)	0.0%
6150100 · Lost & Damged Materials	950.90	5,500.00	(4,549.10)	17.3%
6160100 · SPECIAL CREDITS (SOLAR PANELS)	0.00	2,500.00	(2,500.00)	0.0%
6200100 · Over/Short	0.00	500.00	(500.00)	0.0%
Total Income	1,587,086.06	3,787,361.00	(2,200,274.94)	41.9%
Gross Profit	1,587,086.06	3,787,361.00	(2,200,274.94)	41.9%
Expense				
8010100 · Adult Books	36,922.27	85,000.00	(48,077.73)	43.4%
8020100 · Youth Books	23,587.51	52,000.00	(28,412.49)	45.4%
8025100 · Professional Resources	2,084.99	5,000.00	(2,915.01)	41.7%
8028100 · Administrative Resources (GA)	350.00	5,000.00	(4,650.00)	7.0%
8030100 · Magazines & Newspapers	12,602.68	14,500.00	(1,897.32)	86.9%
8040300 · Operating Fund Gifts	0.00	420,000.00	(420,000.00)	0.0%
8050100 · Adult AV Materials	24,360.37	42,000.00	(17,639.63)	58.0%
8060100 · Youth AV Materials	8,348.02	13,000.00	(4,651.98)	64.2%
8080100 · Video Games	2,972.11	15,000.00	(12,027.89)	19.8%
8090100 · eBook & eMagazine Services	19,245.80	68,000.00	(48,754.20)	28.3%
8095100 · Electronic Subscriptions	40,938.94	85,000.00	(44,061.06)	48.2%
8110100 · Bank Service Charges	194.76	200.00	(5.24)	97.4%
8120100 · Library Supplies	5,399.68	10,000.00	(4,600.32)	54.0%
8130100 · Tech Services Supplies	7,594.17	35,000.00	(27,405.83)	21.7%
8135100 · Bindery	0.00	200.00	(200.00)	0.0%
8140100 · Adult Programs & Supplies	11,632.37	17,500.00	(5,867.63)	66.5%
8145100 · Circulation Supplies	0.00	6,000.00	(6,000.00)	0.0%
8147100 · Summer Reading Club	112.49	7,500.00	(7,387.51)	1.5%
8150100 · Youth Programs & Supplies	12,564.04	20,000.00	(7,435.96)	62.8%
8215100 · Collection Agency Fees	420.65	1,500.00	(1,079.35)	28.0%
8245100 · Comp/OfcEqp/CopierRepairs/Contr	73,197.37	58,000.00	15,197.37	126.2%
8260100 · Misc Contracted Services	7,074.92	5,000.00	2,074.92	141.5%
8270100 · Finance/Late Fee Charges	0.00	500.00	(500.00)	0.0%
8310100 · CCS & Polaris Expenses	53,919.92	75,000.00	(21,080.08)	71.9%
8320100 · VOIP Phone Service	16,283.49	25,000.00	(8,716.51)	65.1%
8325100 · INTERNET SERVICE	0.00	25,000.00	(25,000.00)	0.0%
8410100 · Payroll Exp, Acctg & Audit Serv	14,205.30	32,000.00	(17,794.70)	44.4%
8420100 · Legal Services	255.99	16,000.00	(15,744.01)	1.6%
8430100 · Other Misc Consultants	60,205.23	15,000.00	45,205.23	401.4%
8440100 · In Service / Staff Train./ LMS	0.00	15,000.00	(15,000.00)	0.0%
8510100 · Printing	17,798.00	30,000.00	(12,202.00)	59.3%
8530100 · Public Notices & Ads	85.23	3,000.00	(2,914.77)	2.8%
8540100 · Postage	8,980.08	15,000.00	(6,019.92)	59.9%
8545100 · Printing/Copier Supplies	6,099.00	10,000.00	(3,901.00)	61.0%
8550100 · Public Relations/Promotions	3,395.57	7,000.00	(3,604.43)	48.5%
8610100 · Electricity	9,958.98	25,000.00	(15,041.02)	39.8%
8620100 · Gas	1,288.67	10,000.00	(8,711.33)	12.9%
8630100 · Telephone & Internet Services	483.35	0.00	483.35	100.0%
8640100 · Water & Sewer	2,190.55	6,800.00	(4,609.45)	32.2%
8720100 · Building/Auto Insurance	32,461.00	32,000.00	461.00	101.4%
8730100 · Bonding & Officers Liability	1,208.00	5,500.00	(4,292.00)	22.0%
8740100 · Building & Grounds	66,223.63	54,000.00	12,223.63	122.6%

10:23 AM
02/14/20
Cash Basis

McHenry Public Library District
Statement of Revenue and Expenditures Budget vs. Actual

July 1, 2019 - January 31, 2020 - General Fund

	Jul '19 - Jan 20	Budget	\$ Over Budget	% of Budget
8760100 · Hospitality	3,627.58	9,000.00	(5,372.42)	40.3%
8770100 · Interlibrary Loan Fees & Losses	40.93	700.00	(659.07)	5.8%
8795100 · Miscellaneous (FH)	781.37	2,000.00	(1,218.63)	39.1%
8800300 · Per Capita Grant expense for FY	0.00	67,628.00	(67,628.00)	0.0%
8910100 · Salaries	1,071,712.85	1,800,000.00	(728,287.15)	59.5%
8920100 · FICA/Medicare	77,859.21	148,000.00	(70,140.79)	52.6%
8930100 · IMRF	121,378.46	205,000.00	(83,621.54)	59.2%
8940100 · Health & Life Insurance	271,583.86	325,000.00	(53,416.14)	83.6%
8950100 · Tuition Reimbursement	1,419.00	6,000.00	(4,581.00)	23.7%
8960100 · Memberships & Dues	2,925.33	6,000.00	(3,074.67)	48.8%
8970100 · Travel	8,851.20	20,000.00	(11,148.80)	44.3%
8980100 · Meetings & Training	1,564.36	7,000.00	(5,435.64)	22.3%
9030300 · Misc Grants	0.00	12,000.00	(12,000.00)	0.0%
9060100 · Library Furnishings	279.43	0.00	279.43	100.0%
9070100 · Library Equipment	5,147.34	50,000.00	(44,852.66)	10.3%
9080100 · Small Equipment Under \$250	950.24	5,000.00	(4,049.76)	19.0%
9090100 · Additional Capital Projects	62,982.16	120,000.00	(57,017.84)	52.5%
9100100 · Transfer to Reserve Fund	0.00	50,000.00	(50,000.00)	0.0%
Total Expense	2,215,748.45	4,200,528.00	(1,984,779.55)	52.7%
Net Income	(628,662.39)	(413,167.00)	(215,495.39)	152.2%

10:25 AM
02/14/20
Cash Basis

McHenry Public Library District
Statement of Revenues and Expenditures Budget vs. Actual
July 1, 2019-January 31, 2020 - Special Reserve Fund

	<u>Jul '19 - Jan 20</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Income				
6020200 · Developer Fees	8,973.00	25,000.00	(16,027.00)	35.9%
6030200 · Interest Income - Spec Reserve	802.87	3,000.00	(2,197.13)	26.8%
6070200 · Reserve Fund Gifts	0.00	25,000.00	(25,000.00)	0.0%
6090200 · Transfer from General Fund	0.00	500,000.00	(500,000.00)	0.0%
6130200 · Misc Income - Special Reserve	0.00	2,000.00	(2,000.00)	0.0%
Total Income	<u>9,775.87</u>	<u>555,000.00</u>	<u>(545,224.13)</u>	<u>1.8%</u>
Gross Profit	<u>9,775.87</u>	<u>555,000.00</u>	<u>(545,224.13)</u>	<u>1.8%</u>
Expense				
9050200 · Library District Act	38,620.00	70,000.00	(31,380.00)	55.2%
9060200 · Special Reserve Expenditures	0.00	60,000.00	(60,000.00)	0.0%
Total Expense	<u>38,620.00</u>	<u>130,000.00</u>	<u>(91,380.00)</u>	<u>29.7%</u>
Net Income	<u>(28,844.13)</u>	<u>425,000.00</u>	<u>(453,844.13)</u>	<u>(6.8)%</u>

10:27 AM
02/14/20
Cash Basis

McHenry Public Library District Statement of Revenues and Expenditures Budget vs. Actual

July 1, 2019-January31, 2020 - Grant and Gift Fund

	Jul '19 - Jan 20	Budget	\$ Over Budget	% of Budget
Income				
6030200 · Interest Income - Spec Reserve	81.59			
6030300 · Interest Income - Grant & Gifts	175.60	2,500.00	(2,324.40)	7.0%
6070300 · General Fund Gifts	1,631.46	20,000.00	(18,368.54)	8.2%
6170300 · Per Capita Grant	58,566.12	67,628.00	(9,061.88)	86.6%
6210300 · Miscellaneous Grants	5,000.00	5,000.00	0.00	100.0%
Total Income	65,454.77	95,128.00	(29,673.23)	68.8%
Gross Profit	65,454.77	95,128.00	(29,673.23)	68.8%
Expense				
8040300 · Operating Fund Gifts	21,359.75	420,000.00	(398,640.25)	5.1%
8800300 · Per Capita Grant expense for FY				
8800311 · Adult Materials - PER CAPITA	5,847.95	0.00	5,847.95	100.0%
8800321 · Youth Materials - PER CAPITA	3,688.74	0.00	3,688.74	100.0%
8800331 · Staff Software - PER CAPITA	739.00	0.00	739.00	100.0%
8800332 · Public Software - PER CAPITA	3,904.10	0.00	3,904.10	100.0%
8800333 · Computer Equipment - PER CAPITA	3,319.80	0.00	3,319.80	100.0%
8800341 · Other Equipment - PER CAPITA	1,560.00	0.00	1,560.00	100.0%
8800300 · Per Capita Grant expense for FY - Other	0.00	52,528.75	(52,528.75)	0.0%
Total 8800300 · Per Capita Grant expense for FY	19,059.59	52,528.75	(33,469.16)	36.3%
9030300 · Misc Grants	0.00	12,000.00	(12,000.00)	0.0%
9100300 · Transfer from Grant & Gift Fund	0.00	400,000.00	(400,000.00)	0.0%
Total Expense	40,419.34	884,528.75	(844,109.41)	4.6%
Net Income	25,035.43	(789,400.75)	814,436.18	(3.2)%



5330 W Elm Street
McHenry, Illinois 60050-4029
Phone: 815.679.6667
Fax: 815.322.2742
www.tlsveterans.org

Board of Directors

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Laura Franz
Executive Director



January 23, 2020

McHenry Public Library District
Mariann Cairo
809 N Front Street
McHenry, IL 60050

Dear Mariann,

On behalf of the staff and veterans at TLS Veterans, I would like to send you a heartfelt thank you for your continuing support and recent donation of **\$420**. Donations enable TLS Veterans to fulfill the mission of providing veterans in need and their families the services necessary to experience hope and achieve success. Thank you for taking time to think and care about our veterans.

Your donation is a charitable contribution; it may be used as a tax deduction. This letter acknowledges receipt of your donations and that TLS Veterans did not provide any goods or services in consideration, in whole or part, for your contribution. TLS is a 501(C)(3) Non-Profit Organization.

TLS Veterans offers food, housing, employment, furniture, counseling, support groups, transitional living, outdoors programs and caregiver respite to veteran and military households in need. If you know a veteran family that may benefit from our services, please ask them to call or stop in at our drop-in resource center.

Thank you again for your contribution!

Regards,

Laura Franz
Executive Director

*Mariann-
Thank you
so very much
for being so
generous!!
-Laura*



McHenry Public Library District

809 North Front Street
McHenry, Illinois 60050
Phone: 815.385.0036
www.mchenrylibrary.org

Susan J. Buchholz
921 South Emerson
Mt. Prospect, IL 60056
January 31, 2020

Dear Susan Buchholz:

Thank you for your donation in memory of Mrs. Robin Fossum Weber to the McHenry Public Library.

The books that we ordered using your donation are:

- *The Book Woman of Troublesome Creek* by Kim Michele Richardson
- *Eight Perfect Murders* by Peter Swanson
- *The King's Beast* by Eliot Pattison
- *The Sisters of Glass Ferry* by Kim Michele Richardson
- *The Stolen Letter* by Paige Shelton

As each book arrives, we will put a bookplate in it commemorating your donation and your regard for Mrs. Weber. I have sent a letter about your donation to Mr. Jay Weber.

We are honored that you chose to express your appreciation for Mrs. Weber with a gift to our library.

Sincerely,

Bill Edminster
Assistant Director



McHenry Public Library District

809 North Front Street
McHenry, Illinois 60050
Phone: 815.385.0036
www.mchenrylibrary.org

Mr. Jay Weber
807 E. 2nd North Street
Mt. Olive, IL 62069
January 31, 2020

Dear Mr. Weber:

Susan J. Buchholz has once again made a donation in memory of Robin Fossum Weber to the McHenry Public Library. She told us that Mrs. Weber was an avid reader and we have used her donation to order six books. We anticipate that these books will be very popular and hope that Mrs. Weber might have enjoyed reading some of them.

The books that we ordered are:

- *The Book Woman of Troublesome Creek* by Kim Michele Richardson
- *Eight Perfect Murders* by Peter Swanson
- *The King's Beast* by Eliot Pattison
- *The Sisters of Glass Ferry* by Kim Michele Richardson
- *The Stolen Letter* by Paige Shelton

As each book arrives we will put a bookplate in each so that readers will appreciate the regard that Susan Buchholz feels toward Robin Fossum Weber.

We here are honored to have been chosen to commemorate Mrs. Weber's life and the affection that Mrs. Buchholz felt for her.

Sincerely,

Bill Edminster
Assistant Director

McHenry Public Library District

LIBRARIAN'S REPORT

January 2020

Administration

- While checking on Board history, B. Edminster noticed that Trustee Chuck Reilly joined the Board at the 1/20/1998 meeting so last month was his 22nd anniversary on the Board.
- B. Edminster chaired the In-Service Planning Committee meeting on 1/23. The In-Service was held on 2/7
- B. Edminster attended the RAILS Assistant Directors Networking Group at Elmhurst Public Library, 1/24
- B. Edminster, P. Strain, K. Lambert, and Z. Terrill met several times to plan the Career Online High School graduation ceremony. The graduation ceremony was so well attended that it required putting out more chairs twice. Thank you to Jill Stone for attending. Two graduates went through the ceremony, 1/26.
- J. Scholtz, L. Jakacki, Z. Terrill, and B. Edminster met for the first class on what a director needs to know, 1/30.
- The Collection Development committee, which is chaired by B. Edminster is rethinking the library's Collection Development Plan. The plan presupposes a one-time review to create a long-term plan for collection development. The library subscribes to Edelweiss, a company that provides on-going comparative data analysis that allows us to update their analysis monthly. Much of the plan provides guidance to new selectors so that is being salvaged for a collection development handbook. Selectors will provide guides to individual selection areas so their experience is not loss. Edminster will work on a guide to use of Edelweiss for analysis.
- B. Edminster attended "Listening is Not Just the Opposite of Talking: Listening and Coaching Skills for Leaders " at the MCC Shah Center, 2/13
- B. Edminster led the Classic Book Discussion of *The Way of All Flesh* by Samuel Butler, 2/17.
- B. Edminster had sync-up meetings with L. Jakacki (1/23), S. Claucherty (1/28), B. Majka (2/4), and P. Strain (2/13). He met with K. Milfajt for a quarterly review of her SMART goals (1/29).
- CCS News – Warren-Newport and Grayslake PL are looking at joining CCS within year.
- J.Scholtz is working on U.S. Census stuff with K. Lambert. Submitted first grant reimbursement request and received reimbursement from RAILS (\$2641). Attending video meetings. Attended various webinars on Census + Staff In-Service on Census 2/7.

Adult Services

- In the past month, three program presenters commented on the new meeting room podium. They told Diane G. that they liked the room on it for materials, the light, the wireless microphone, the keyboard drawer, the finish, and the height.

- A patron came to Thomas H. wondering about her family history. She only knew as far as her grandparents because family situation was “complicated”. He found records of her grandfather’s family going back to the late 1600s. One of her ancestors was the colonial governor of Connecticut. She was thrilled and may be back to work on her grandmother’s side.
- Zach T. and Pam S. helped with the Career Online High School Graduation Ceremony on Sunday, 1/26.
- A patron who works in a Human Resources department asked Araceli M. if we had any DVDs on sexual harassment training in English and Spanish. A recently passed Illinois law requires all employers to provide training on sexual harassment. There are some videos available, however they were looking for content that was current. She also looked online but a lot of the material is available for a cost. As a follow-up Araceli spoke with our HR Specialist Jen M. about this question. She stated that there are not a lot of specifications when it comes to training and the new law (information on duration of training and how it should be implemented is ambiguous). Lynda.com has some content on the subject. She also recommended two companies, HR Source and Know Be 4, that may charge a fee. Some insurance carriers through the individual employers may offer free training.
- Pam S. co-led the Mystery book discussion of *In the Bleak Mid-Winter* by Julia Spencer-Fleming.

Building Services

- Building Svcs. Is experiencing a shortage of worker situation due to illness and work-related injuries and has been severely short-staffed. S. Claucherty is doing a great job in terms of keeping things running, building-wise as well as having Chuck helping out.

Circulation

- B. Majka attended Circulation Managers Meeting in Crystal Lake on 01/10
- B. Majka attended Manager’s Meeting 01/14
- L. Horist attended Reaching Forward Meeting at the Bloomingdale Library on 01/17
- B. Majka attended Inservice Committee Meeting 01/23
- K. Voegtler attended School Night at Valley View 01/23
- L. Rex and B. Niepsuj attended ILL meeting in Lake Villa on 01/23
- S. Shallcross -Willis, when time allows, has taken on the task of cleaning our Picture Book Collection. She is currently up to the ‘C’s...
- Thanks to K. Johnson for the Valentine decorations in the Circulation area.
- The display cabinet in the lobby contains items to highlight our addition of Creative Bug to our databases which are available to patrons

Human Resources

- Completed new hire orientation with T. Lasco on 1/6/20 for our custodial team.
- Attended HR Roundtable meeting in Palatine on 1/8/20.

- Attended In-Service meeting on 1/8/20.
- Attended Stateline SHRM meeting on 1/9/20.
- Attended KnowBe4 Console meeting with D. Grandon on 1/9/20.
- Attended Manager's Meeting on 1/14/20.
- Worked with Payroll Data on employee accrual system on 1/15 & 1/23/20.
- Attended Library's Board Meeting on 1/21/20.
- Had an HR Source HR Audit on 1/22/20.
- Attended In-Service meeting on 1/23/20.
- Evaluated IT Department's needs for IT's current opening.
- Facilitated phone screen and interview for IT's current opening with J. Scholtz and D. Grandon.
- Completed Drug-Free Workplace document based on Library Board's and J. Scholtz's direction.
- Created and submitted VESSA policy for J. Scholtz's review for upcoming Library Board meeting in February.

Public Relations

- Helped Bill with Career Online High School Graduation – ordered staging from Ed's Rental, printed invitations, programs, ordered refreshments, wrote press release and took pictures. Attended planning meeting 1-22.
- Laid out and reviewed proof of the March/April/May *Preface* newsletter, which will be mailed to more than 21,000 residents on February 14.
- Worked on Census 2020 materials – programming, promotional materials, website page, staff training, webinars and meetings.
- Created and sent two e-newsletters to more than 3,000 subscribers.
- Updated website.
- Posted to social media accounts.
- Promoted upcoming programs.
- Attended Management Team meeting 1/14.
- Attended Novelist webinar 1/15.

Technical Services

- K. Milfajt and K. Walker had sync-ups.
- K. Walker and K. Meadows had Smart Goal reviews.
- K. Kimbrel trained with K. Milfajt throughout the month.
- D. Lavin continued to work to resolve issues with our North West Herald Delivery.
- K. Kimbrel completed his KnowBe4 training.
- K. Walker completed the webinar, "Growing Through Conflict".
- K. Milfajt participated in the MPLD Collection Development Committee meeting, 1/7
- K. Walker participated in the MPLD In-Service Committee meetings, 1/8 & 1/22.

- K. Milfajt facilitated the Contemporary Book Group discussion of A Man Called Ove by Fredrik Backman, 1/13.
- K. Walker ran the MPLD Dungeons and Dragons program, 1/14.
- K. Milfajt participated in the MPLD Management Team meeting, 1/14.
- K. Kimbrel, D. Lavin, K. Meadows, P. Radic, and K. Walker participated in the MPLD Technical Services Team meeting facilitated by K. Milfajt, 1/15.
- K. Kimbrel, D. Lavin, K. Meadows, P. Radic, K. Walker, and K. Milfajt Walker participated in the MPLD Technical Services Team sync-up facilitated by K. Milfajt, 1/29.

Technology

- ScanPro 2000 remote health check on 1/8.
- Public computers updated 1/17.
- D. Grandon took photos/video of COHS graduation on 1/26.
- Unitrends maintenance on 1/27.
- D. Grandon is working with Eder Technology on the replacement of the Wi-Fi access points.
- As part of the Per Capita training requirements, D. Grandon watched the webinar Conducting a Library Facility Security Assessment.
- D. Grandon working with Eder Technology on solar panel patron station education station for library lobby (April 2020).

Youth Services

- Afterschool Supper: 102 meals served, 110 kids and 25 adults attended
- J. Einoris hosted a Tween DIY: Spa Day where the tweens came in to make a variety of natural spa products like body lotion and lip balm. While the program was on the day of one of our snow storms we had kids waiting when the library's doors opened to get into the program.
- The creation of the new Tween Collection has begun. In order for tweens in grades 5-8 to better find fiction books that match their reading ability and their social growth we are pulling books geared for this age level together. A. Karwowska trained S. Baseley and E. Andrews on the criteria for the collection and is working with them to review every Junior Fiction and Teen Fiction book for inclusion in the Tween collection.
- E. Andrews started an Instagram Book Club for the Teens. This month she is reading "Harley Quinn Breaking Glass" and posting passages and illustrations from the book and questions. Then the teens who are also reading the book can respond in the comments. A great way to reach-out to those teens who want to be part of a book club but can't make it to the library due to other commitments.
- J. Hume presented a Polar Bear Storytime on a January evening. Kids and their grownups listened to stories featuring polar bears and then visited different craft and sensory activity stations. J. Hume had a few families comment that they were happy for an evening program, as they work during the day. She is glad to have more evening story times coming up the next couple of months for them.
- M. Puga was excited to attend the Library's Board of Trustees meeting in January and presented her adventures at Guadalajara International Book Fair (FIL).

- M. Cario and S. Basely hosted students from the Prairiewood Life Skills classes. Their visits to the library has become an annual event and they enjoy having stories read to them and participate in a sensory activity.
- S. Baseley hosted an Oreo Taste Program with preschoolers and their grownups. Kids were provided with a variety oreo flavors to taste test and then as a group talked about what they tasted and the sense of taste. At the end the group voted Chocolate Chocolate Oreos.

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; J Vid/DVD – Children's Videos/DVDs; Other

January 2020. The TS Dept. added 1099 items (-2%), withdrew 1898 (-31%). Staff also mended 740 items (+180%) and processed 1000 new items (-11%). New patron cards entered – 373 (+16%). Policy was determined to remove WI patrons from patron database unless they pay full nonresident fee.

Overall circulation decreased by (-2%; 43,772 compared with 44,820 from the previous year/month and we were open 28 days compared with 27 days last year/month. We also had 14,432 renewals (-11% less than same month, last year). Auto renewals made up about 33% of total circulation. Circulation was all over the board this month: JBk had a (+5%), nonbarcoded pbks up (+127%); ILL borrower/lender) (+3%/+14%) but AdBk (0%); Games (-6%), J Mags (-38%). Ave. circulation per day was 1536 compared with last year/mon. 1660.

In-house PC use declined (-18%) but wifi use increased (+34%). Digital downloads (+9%); Mag. Downloads (-56%); Hoopla (+9%) and SimpliScan use (+24%).

Library attendance was 14,432 (515 people per day ave.). Program attendance (Adult -12%; teen (-12%), Total YS (-+10%) but number of programs respectively were (+31%; +20%; +5%). So, we are having less people attend more programs. This could be reflective of our diversity of programs – not just #s and, if we had less # of programs, would we also have an increasingly/proportional decrease in attendance??

Also study room use posted a (+8%) as did meeting rooms (+1%).

Upcoming Events and Projects

McHenry Business Expo (Library + Census booths) 2/22.

CCS Strategic Planning & Gov. Bd. Mtgs – J. Scholtz will attend mtgs.

More community and library events revolving around 2020 Census.

ALA Midwinter (Chicago) 1/24-28, 2020

PLA, (Nashville, TN) 2/25-29, 2020

Reaching Forward meeting (L. Horist) (Bloomington PL) 1/17/2020, Conference 5/1/2020.

Google Enterprise renewal or change in subscription status (Apr/May 2020)

DRUG-FREE WORK PLACE (2017 Version)

POLICY

The Library has a strong commitment to its employees to provide a safe and healthy work environment. The Library expects all employees to report for work in a condition to perform their duties. The presence of drugs or alcohol on the job and the influence of these substances on employees during working hours are inconsistent with these objectives. This policy does not prohibit employees from the lawful use (use must be lawful in accordance with both federal and state law) and possession of prescribed medications. Employees are responsible for consulting with their doctors about a medications' effect on their ability to work safely, and to promptly discuss/disclose any restrictions related to that drug use to their supervisor. (Employees should not, however, disclose underlying medical conditions protected under HIPPA unless directed to do so by their physician). The Library's policy with respect to drugs and alcohol is as follows:

GUIDELINES and PRACTICES FOR IMPLEMENTATION

- The illegal use, buying, selling, manufacturing, dispensing or selling of narcotics, drugs or controlled substances; including, but not limited to, marijuana, cocaine, PCP, heroin, LSD, amphetamines, and barbiturates while on the job or on the Library's property is a dischargeable offense. Any illegal substances found on or in the Library's property will be turned over to the appropriate law enforcement agency and may result in criminal prosecution.
- The possession, distribution, consumption or use of alcoholic beverages by any Library employee is prohibited during working hours. Individuals found using alcohol will be subject to disciplinary action up to and including discharge.
- Employees are prohibited from being under the influence of illegal drugs or alcohol while they are working. Under the influence of alcohol means an alcohol concentration of .04% or more, or any actions, appearance, speech or bodily odors which cause a supervisors/manager to reasonably conclude that an employee is impaired due to alcohol use. Under the influence of drugs is determined by a confirmed positive test result for illegal drug use. Individuals seen unfit for duty will be relieved from duty and may be requested to take a physical examination at a designated medical facility. Refusal to comply with a physical examination or failure to pass the examination may result in disciplinary action, up to and including discharge from employment.
- Pre-Employment Testing: Applicants for job positions within the Building Services Department will be required to submit to drug screen tests before beginning employment. A negative drug test result is a condition of an employment offer and applicants who refuse such test or fail that test will no longer be considered for employment.

- Reasonable Suspicion Testing: Employees who appear to be under the influence of drugs or alcohol will be relieved of duty (determined to be unfit for duty) and subsequently required to submit to an immediate drug test/screening at a designated medical facility. Refusal to comply with such request for a test or failure to pass the test may result in disciplinary action up to and including termination of employment. Refusal to comply in taking the test, submitting an altered or substitute sample or other means of altering the actual results, or failing to provide a specimen will also result in termination of employment.
- Off-the-job illegal drug and/or alcohol use which could adversely affect an employee's job performance or which could jeopardize the safety of other employees, the public, or the Library's facilities, or where such usage adversely affects the public trust in the ability of the Library to carry out its responsibilities, is also cause for disciplinary action, up to and including discharge.
- Employees who are arrested for off-the-job drug activity may be considered in violation of this policy. In deciding what action to take, the Library will take into consideration the nature of the charges, the employee's present assignment and record with the Library, and the impact of the employee's arrest on the conduct of the Library's business.
- Employees are encouraged to request assistance through reputable sources in the community in dealing with a personal alcohol or drug-related problem. Their employment will not be jeopardized so long as an approved treatment program is successfully completed, and they continue to observe the Library's policy regarding drugs and alcohol.
- Employees who wish to report drug and alcohol use in violation of this policy should contact the Human Resources Generalist and the Executive Director. In the event the matter concerns the Executive Director, the Board of Trustees, President should be contacted. The Library will make every effort to protect anonymity, and such information will be treated in confidence.
- Employees are required to notify a member of management of any criminal drug statute conviction for a violation occurring in the workplace no later than five days after such conviction. (passed 10/24/2017)

DRUG-FREE WORK PLACE (2020 Version)

POLICY

The Library has a commitment to its employees to provide a safe and healthy work environment. Alcohol and drugs in the workplace, including cannabis, pose a threat to the health and the safety of employees. The Library expects all employees to report for work in a condition to perform their duties. The presence of drugs or alcohol on the job and the influence of these substances on employees during working hours are inconsistent with these objectives. This policy does not prohibit employees from the lawful use and possession of prescribed medications. Employees are responsible for consulting with their doctors about a medication's effect on their ability to work safely, and to promptly discuss/disclose any restrictions related to that drug use to their supervisor. Employees should not, however, disclose underlying medical conditions protected under HIPPA unless directed to do so by their physician. For these reasons, the Library is committed to the elimination of drug and/or alcohol use and abuse in our work environment.

GUIDELINES and PRACTICES FOR IMPLEMENTATION

- **“Legal Drugs”** are: (1) drugs that are permitted under state or federal law, (2) obtained by an employee with a physician's prescription or over-the-counter, and (3) used for the purposes for which they were prescribed or sold. Employees using cannabis and/or alcohol must be aware of any potential effect such drugs may have on their judgement or ability to perform their duties, and may not possess, use, or be under the influence of cannabis and/or alcohol while performing their duties, while on Library property, performing business off of the Library premises, or while operating machinery and/or vehicles for work-related purposes. Employees are responsible for consulting with their doctors about any restrictions and repeat them to their supervisor. In the event an employee fails to report such restrictions and creates a safety threat, neither a physician's prescription nor other medical reason will be an acceptable excuse for being in violation of this policy.
- **“Illegal Drugs”** are drugs or controlled substances that are: (1) not legally obtainable under federal or state law, or (2) legally obtainable under federal and state law, but not obtained and/or used in a lawful manner. The use, purchase, sale, transfer, possession, being under the influence, or the presence in one's system of a detectable amount of an illegal drug by an employee is prohibited: (1) on the Library's premises or (2) where the employee is performing Library business off of the Library premises. Any illegal substances found on or in the Library's property will be turned over to the appropriate law enforcement agency and may result in criminal prosecution.
- **Pre-Employment Testing:** A pre-employment drug test is required for all applicants for positions within the Building Services Department. A negative drug test result is a condition of an employment offer, and applicants who refuse such

test or fail that test will no longer be considered for employment.

- **Reasonable Suspicion:** The Library will require a drug and alcohol test of any employee where there is a reasonable suspicion to believe that they may be using drugs or are under the influence of drugs or alcohol while working for the Library on or off premises, or operating the Library's vehicles. "Reasonable suspicion" will be based on objective factors such as the employee's appearance, speech, behavior, or other conduct or facts that indicate the employee is under the influence of legal or illegal drugs, cannabis, alcohol, or any or all the above. Involvement in an injury or accident at work or while performing Library business may also be grounds for testing if a member of management has a reasonable belief that drugs/alcohol may have contributed to the injury or accident. Employees will be required to sign a consent and release form prior to drug or alcohol testing. Test results will be kept confidential to the extent possible and consistent with applicable law.
- **Refusals:** Employees who refuse to cooperate in required tests; test positive for alcohol, cannabis, or illegal drugs; are found to be under the influence of alcohol (.04% or more), cannabis, or illegal drugs; or use, possess, buy, sell or manufacture or dispense alcohol, cannabis, or illegal drugs in violation of this policy (as discussed above) will be terminated. In addition, if an employee fails to report immediately to the testing location upon request, comply with any testing procedures (including attempting to substitute, dilute, or otherwise change specimens to be tested) and/or fails to provide specimens unless medically incapable, they will be considered as refusing to test and subject to discipline, up to and including termination.
- The laboratory conducting the test shall transmit positive drug tests results to a doctor ("MRO"), retained by the Library, who shall offer persons with positive results a reasonable opportunity to establish that their results are caused by lawful prescribed medicines or other lawful substances. (A medical cannabis prescription or a claim that cannabis was used "off duty" is not a defense to a reasonable suspicion test). Persons with positive test results may also ask the MRO to have their split specimen sent to another federally certified lab, to be tested at the employee's or applicant's own expense. Such requests must be made within three (3) working days of notice of test results. If the second lab fails to find any evidence of drug use in the split specimen, the employee or applicant will be treated as passing the test.
- **Employee Assistance Program:** The Library will assist and support employees who voluntarily seek help for alcohol or drug problems *before* they become subject to disciplinary action under this or other Library policies. Employees who seek such assistance will be allowed to use accrued paid time off, placed on leaves of absence, where available, referred to treatment providers or otherwise accommodated as required by law. Such employees may be required to document that they are successfully following prescribed treatment and required

to take and pass follow-up tests.

- Employees who wish to report drug and alcohol use in violation of this policy should contact the Executive Director and the Human Resources Generalist. In the event the matter concerns the Executive Director, the Board of Trustees President should be contacted. The Library will make every effort to protect anonymity, and such information will be treated in confidence.
- **Drug Associated Charges:** Employees who are arrested for off-the-job drug activity may be considered in violation of this policy. In deciding what action to take, the Library will take into consideration the nature of the charges, the employee's present assignment and record with the Library, and the impact of the employee's arrest on the conduct of the Library's business.
- **Drug Associated Convictions:** Employees must notify the Library of any criminal drug conviction occurring in the workplace no later than five days after such conviction. For purpose of this notice requirement, a conviction includes a finding of guilty, a no contest plea, and/or an imposition of sentence by any judicial body for any violation of a criminal statute involving the unlawful manufacture, distribution, sale, dispensation, possession, or use of any controlled substance or cannabis. Failure to notify the Executive Director and the Human Resource Generalist may subject the employee to disciplinary action, up to and including dismissal. (passed 01/21/2020)

PAYROLL

POLICY

The MPLD has a bi-weekly payroll.

GUIDELINES and PRACTICES FOR IMPLEMENTATION

At the beginning of each calendar year, the administrative staff is responsible for publishing a list of payroll dates as well as the dates when timesheets are due. Timesheets are due at noon on the day indicated. Timesheets are approved by the employee's supervisor and signed by the employee's supervisor as well as by the Executive Director or Assistant Director. Paychecks are generally distributed every other Tuesday. In the event that a holiday coincides with a payroll Tuesday, checks will usually be distributed the last working day prior to the holiday. A direct deposit option is available and employees are encouraged to take advantage of this benefit.

Direct deposit is only completed when our direct deposit form is filled out as well as accompanied with a copy of a voided check and/or bank deposit form. This must be done through our Business Manager or our Human Resource Generalist in person. Updates are handled in this same fashion.

The Library takes all reasonable steps to assure that employees receive the correct amount of pay in each paycheck and that employees are paid promptly on the scheduled payday.

In the unlikely event that there is an error in the amount of pay, the employee should promptly bring the discrepancy to the attention of the Director so that corrections can be made as quickly as possible. Once legitimate underpayments are identified, they will be corrected in the next regular paycheck.

Overpayments will also be corrected in the next regular paycheck unless this presents a burden to the employee (where there is a substantial amount owed). In that case, the Library will attempt to arrange a schedule of repayments with the employee to minimize the inconvenience to all involved.

It is the policy of the Library not to take any improper pay deductions that would be in violation of the Fair Labor Standards Act, its regulations (specifically Section 541.602(a)), or relevant state law or local ordinance.

Employees who believe their pay has been improperly deducted should report such improper deduction immediately to their supervisor. The complaint will be promptly investigated and the results of the investigation will be reported to the complaining employee. If the employee is unsatisfied with the findings of the investigation, the employee may appeal the decision to the Executive Director.

Any employee whose pay is improperly deducted shall be reimbursed for such improper deduction no later than the next pay period after the improper deduction is

communicated to management.

FAMILY MEDICAL LEAVE ACT (FMLA)

This policy contains information consistent with and addition to the information contained in the "Employee Rights and Responsibilities" (found on the previous page) and is meant to provide additional information about the McHenry Public Library District's specific policies and procedures under the Family and Medical Leave Act. In the event of any conflict between the "Employee Rights and Responsibilities" and this policy, the "Employee Rights and Responsibilities" will prevail.

Basic Leave Entitlement

Employees may be eligible to take up to 12 weeks of unpaid family/medical leave within a 12 month period and be restored to the same or an equivalent position upon return provided that the employee has worked for the Library for at least 12 months AND worked at least 1250 hours in the last 12 months. The "12 month period" is measured *by calendar year*.

Reasons for Leave: If an employee is eligible, the employee may take family/medical leave for any of the following reasons: (1) the birth of a child and in order to care for such child; (2) the placement of a child with the employee for adoption or foster care; (3) to care for a spouse, son, daughter or parent ("covered family member") with a serious health condition; or (4) because of the employee's own serious health condition which renders the employee unable to perform the functions of the employee's position. Leave because of reasons one and two above must be completed within the 12 month period beginning on the date of birth or placement. In addition, spouses employed by the Library who request leave because of reasons one or two or to care for an ill parent may only take a combined aggregate total of 12 weeks leave for such purposes during any 12 month period.

Military Family Leave Entitlement

If an employee is eligible, the employee may use the 12-week FMLA entitlement to take military family leave. This leave may be used to address certain qualifying exigencies related to the covered active duty or call to covered active duty of a spouse, son, daughter or parent. Qualifying exigencies may include (1) attending certain military events; (2) arranging for alternative childcare; (3) addressing certain financial and legal arrangements; (4) attending certain counseling sessions; (5) addressing issues related to short-notice deployment; (6) spending time with a covered family member who is resting and recuperating; and (7) attending post-deployment briefings.

An employee may also be eligible for up to 26 weeks of leave to care for a covered service member during a single 12-month period. *This single 12- month period begins with the first day the employee takes the leave.* A covered service member includes: (1) a current member of the Armed Forces, including a member of the National Guard or Reserves, *who is undergoing medical treatment, recuperation or therapy, is otherwise in outpatient status, or is otherwise on the temporary disability retired list, for a serious injury or illness; or (2) a veteran who is undergoing medical treatment, recuperation or therapy for a serious injury or illness and; (i) was a member of the Armed Forces*

(including a member of the National Guard or Reserves); and (ii) was terminated or released under conditions other than dishonorable within the five-year period before the eligible employee first takes FMLA military caregiver leave to care for the veteran.

Improper Use of Leave:

Employees may not be granted a FMLA leave to gain employment or work elsewhere, including self-employment. If an employee misrepresents facts in order to be granted an FMLA leave, the employee may be subject to immediate termination.

Notice of Leave: If the FMLA is foreseeable, the employee must give the Library at least 30 days' notice in accordance with the usual procedure for requesting a leave of absence. Failure to provide such notice may be grounds for delay of the leave. Where the need for leave is not foreseeable, the employee is expected to notify the Library as soon practicable and, absent unusual circumstances, in accordance with the Library's normal leave procedures. *When the leave is needed for planned medical treatment, employees must attempt to schedule treatment so as not to unduly disrupt the Library's operations.*

Medical Certification—Leave for Employee's Own or a Covered Family Member's

Serious Health Condition: If the employee is requesting leave because of the employee's own or a family member's serious health condition, the employee and the relevant health care provider must supply appropriate medical certification. The medical certification must be provided within 15 days after it is requested, or as soon as reasonably possible under the circumstances. Failure to provide requested medical certification in a timely manner may result in denial of leave until it is provided. The Library, at its expense, may require an examination by a second health care provider designated by the Library, if it reasonably doubts the medical certification the employee initially provides. If the second health care provider's opinion conflicts with the original medical certification, the Library, at its expense, may require a third, mutually agreeable health care provider to conduct an examination and provide a final and binding opinion. The Library may also require medical recertification periodically during the leave and employees may be required to present a fitness for duty verification upon their return to work following a leave for the employee's own illness specifying that the employee is fit to perform the essential functions of the job.

Certification for a Qualifying Exigency: If the employee is requesting leave because of a qualifying exigency arising out of a covered family member's active duty or call to active duty, the employee must supply a copy of the covered military family member's active duty orders or other documentation issued by the military indicating that the covered military member is on active duty or call to active duty (including the dates of the active duty service). The Library may also request additional information pertaining to the leave.

Certification for Service Member Family Leave: If an employee is requesting leave because of the need to care for a covered service member with a serious injury or illness, the Library may require the employee to supply certification completed by an

authorized health care provider of the covered service member. In addition, the Library may also request additional information pertaining to the leave.

Certification for Serious Injury or Illness of a Veteran for Military Caregiver Leave:

If an employee is requesting leave because of the need to care for a covered veteran with a serious injury or illness, the Library may require the employee to supply certification completed by an authorized health care provider of the covered veteran. In addition, the Library may request additional information pertaining to the leave.

Substitution of Paid Leave: FMLA is unpaid leave. If you request leave for any FMLA covered reason, you will be required to exhaust any remaining applicable paid time. The exhaustion of this paid leave does not extend the leave period. In addition, if an employee is eligible for any additional paid leaves, such as short term/long term disability or worker's compensation, these leaves will also run concurrently with FMLA (where appropriate) and will not extend the leave period. When using paid leave in conjunction with FMLA, employees must comply with the requirements of the applicable paid leave policy.

Benefits During Leave: During an approved FMLA leave, the Library will maintain the employee's health benefits as if the employee continued to remain actively employed, *but the employee must continue to pay his or her share of the premium. Failure of the employee to pay his or her share of the health insurance premium may result in loss of coverage. If the employee does not return to work after the expiration of the leave, the employee may be required to reimburse the Library for the payment of health insurance premiums during the FMLA leave.*

During the unpaid portions of FMLA leave, the employee will not accrue employment benefits, such as vacation pay and sick/personal pay, etc. Also during the unpaid portions of FMLA leave, the employee will not receive pay for holidays. Employment benefits accrued by the employee up to the day on which the unpaid FMLA leave begins will not be lost.

Intermittent Leave or Reduced Schedule Leave: *In the case of leave taken for a serious health condition, to care for a service member with a serious injury or illness or because of a qualifying exigency, the leave may be taken intermittently (in separate blocks of time due to a single covered health condition) or on a reduced hours basis if necessary. When the leave is needed for planned medical treatment, employees must attempt to schedule treatment so as not to unduly disrupt the Library's operations. Furthermore, if intermittent or reduced hours leave is required for planned medical treatment, the Library may, in its sole discretion, temporarily transfer the employee to another job with equivalent pay and benefits that better accommodates that type of leave. If leave is unpaid, the Library will reduce the employee's pay based on the amount of time actually worked. A fitness-for-duty certification may be required to return from an intermittent absence if reasonable safety concerns exist concerning the employee's ability to perform job duties.*

Job Restoration: *An employee who returns to work from an approved FMLA leave of absence is entitled to return to his or her job or an equivalent position without loss of benefits or pay. An employee took leave because of the employee's own serious health condition who wishes to return to work from FMLA leave may be required to present a fitness-for-duty release by a doctor prior to being restored to employment. An employee who fails to provide the certification will not be permitted to resume work until it is provided. (Revised 2/18/2020)*

VICTIMS' ECONOMIC SECURITY AND SAFETY ACT

STATEMENT OF POLICY

Eligible employees may use unpaid victims' economic and security and safety leave for up to 8 weeks if the Library has employed currently between 15 and 49 employees or 12 weeks if the Library has employed currently at least 50 employees in a 12-month period for any one or more of the following reasons:

- A. Seeking medical attention for, or recovering from, physical or psychological injuries caused by domestic, sexual, or gender violence to the employee or the employee's family or household member; or
- B. Obtaining services from a victim services organization for the employee or the employee's family or household member; or
- C. Obtaining psychological or other counseling for the employee or the employee's family or household member; or
- D. Participating in safety planning, temporarily or permanently relocating, or taking other actions to increase the safety of the employee or the employee's family or household member from future domestic, sexual, or gender violence or ensuring economic security; or
- E. Seeking legal assistance or remedies to ensure the health and safety of the employee or the employee's family or household member, including preparing for or participating in any civil or criminal legal proceeding related to or derived from domestic, sexual, or gender violence.

DEFINITIONS

- A. "12-Month Period" - means a rolling 12-month period measured forward from the date leave is taken and continuous with each additional leave day taken.
- B. "Family or Household Member" – means a spouse, parent, son, daughter, other person related by blood or by present or prior marriage, other person who shares a relationship through a son or daughter, and persons jointly residing in the same household;
- C. "Parent"- means the biological parent of an employee or an individual who stood in the place of a parent to an employee when the employee was a child.
- D. "Son or Daughter" means a biological, adopted, or foster child, a stepchild, a legal ward, or a child of a person standing in the place of a parent, who is under 18 years of age, or is 18 years of age or older and incapable of self-care because of a mental or physical disability.
- E. "Domestic, Sexual, or Gender Violence" - means domestic violence, sexual assault, gender violence, or stalking.

COVERAGE AND ELIGIBILITY

Both full and part-time employees are eligible to apply for this leave.

JOB PROTECTION

If you wish to return to work at the expiration of your leave, you are entitled to return to your same position or to an equivalent position with equal pay, benefits and other terms and conditions of employment. If you take leave because of your own medical condition, you are required to provide medical certification that you are fit to resume work. You may obtain return to Work Medical Certification forms from the Human Resources Generalist. Employees failing to provide the Return to Work Medical Certification Form will not be permitted to resume work until it is provided.

REASONABLE ACCOMMODATIONS

The Library supports the Victims' Economic Security and Safety Act and will attempt to provide reasonable accommodations for people who are entitled to protection under this Act in a timely fashion, unless such accommodations would present an undue hardship for the Library.

Reasonable accommodation applies to applicants and employees and may include adjustment to a job structure, workplace facility, or work requirement, transfer, reassignment, or modified schedule, leave, a changed telephone number or seating assignment, installation of a lock, implementation of a safety procedure or assistance in documenting domestic, sexual, or gender violence that occurs at the workplace or in work-related settings, in response to actual or threatened domestic, sexual, or gender violence.

A qualified individual is an individual who, but for being a victim of domestic, sexual, or gender violence or with a family or household member who is a victim of domestic, sexual, or gender violence, can perform the essential functions of the employment position that such individual holds or desires.

Should you wish to request a reasonable accommodation pursuant to this policy, you should contact the Human Resource Generalist. (02/18/2020)

COMMUNITY CALENDAR

Editor's note: Add calendar items for consideration at nwherald.com/calendar.

Wednesday

- 9:30 to 11 a.m. – **Google Drive Intermediate**, Crystal Lake Public Library, 126 W. Paddock St., Crystal Lake. Learn more about Google Drive features including Sheets, Slides and Calendar at this hands-on class at the Crystal Lake Public Library. Register at clpl.org or call 815-459-1687. Free. Info: clpl.evanced.info.
- 10 a.m. to noon – **Hand & Foot or Triple Play**, Grand Oaks, 1401 W. Route 176, Crystal Lake. player's choice, choose between Hand & Foot or Triple Play Free. Info: 8154590680 ext 1219, jleech@crystallakeparks.org.
- 10 to 11 a.m. – **Bluestem Readers**, Harvard Diggins Library, 900 E. McKinley St., Harvard. Homeschool students in grades 3-5 are welcome to join us every week as we read books from the 2020 Bluestem Reader's Choice List. Discussions will include activities to enhance the books. Registration is required. Free. Information: 815-943-4671.
- 10 to 11 a.m. – **Chair yoga**, Kraus Senior Center, 441 W. Main St., Cary. Information: 847-639-6100.
- 10 to 11 a.m. – **Homeschoolers at the Library**, Marengo-Union Library District, 19714 E. Grant Highway, Marengo. Come to our Valen-

tine's Day party to make Valentines for friends and family. While the kids have fun, the parents are encouraged to meet and chat about their homeschooling experiences. Open to children of all ages. To register call the library or visit our website. Free. Information: 815-568-8236, circulation@muld.org, muld.org.

• 11:45 a.m. to 1 p.m. – **Lunch and Learn - Weyers McKeever Financial**, Chamber of Commerce Office, 1257 N. Green St., McHenry. Free. Info: business.mchenrychamber.com.

• 2 to 3 p.m. – **Mini Masterpieces: Gustav Klimt**, McHenry Public Library, 809 Front St., McHenry. Free. Information: 815-385-0036, mplyps@mchenrylibrary.org.

• 4:30 to 5:30 p.m. – **Broadway bound: Musical Theatre for Young Performers**, Raue Center for the Arts, 26 N. Williams St., Crystal Lake. Information: rauecenter.org.

• 5 to 7 p.m. – **Green drinks**, Duke's Alehouse and Kitchen, 110 N. Main St., Crystal Lake. Information: thedukeabides.com.

• 5 to 6:30 p.m. – **Chamber 101**, Chamber Office, 1257 N. Green St., McHenry. Free. Information: frank@mchenrychamber.com, business.mchenrychamber.com.

• 5 to 7 p.m. – **Demystifying the Carbon Pricing Bills now in Congress**, Duke's Alehouse and Kitchen, 110 N. Main St., Crystal Lake.

• 6:30 to 8:30 p.m. – **Open chess**, Starbucks. Route 31 McHenry Illinois, 2318 Richmond Road, McHenry. Everyone welcome. Opportunity to sharpen chess skills in relaxed, friendly atmosphere. Free. Information: 815-529-2796,

wjvarda@sbcglobal.net.

• 7 to 10 p.m. – **Bingo**, Woodstock Moose Lodge, 406 Clay St., Woodstock. Woodstock 6:45 p.m. early bird game, 7 p.m. Bingo. Open to the public. Kitchen open 5:30 to 8 p.m. \$6-\$50. Bingo cards and special games sold. Info: 815-338-9875, rpstock93@yahoo.com.

• 7 to 8 p.m. – **A Night at the Oscars**, Cary Public Library, 1606 Three Oaks Road, Cary. Free. Information: 847-639-4210.

Thursday

• 6 a.m. – **Ice Fishing Derby on Crystal Lake**, West Beach, 2330 Lake Ave., Crystal Lake. \$10. Information: jfiorina@crystal-lakeparks.org, crystallakeparks.org.

• 10 a.m. to noon – **Triple Play**, Grand Oaks, 1401 W. Route 176, Crystal Lake. Triple Play Free to play. Free. Information: 8154590680 ext 1219, jleech@crystallakeparks.org.

• 10 a.m. to 1 p.m. – **Dominoes Club**, Kraus Senior Center, 441 W. Main St., Cary. No experience is necessary – learn as you go! Free. Information: 847-639-6100.

• 10 a.m. to 2 p.m. – **Poker Club**, Kraus Senior Center, 441 W. Main St., Cary. Free. Information: 847-639-6100.

• 10 to 11 a.m. – **Build a Town with Magna Tiles**, McHenry Public Library, 809 Front St., McHenry. Free. Information: 815-385-0036, mplyps@mchenrylibrary.org.

• 10 a.m. – **Body Groove**, Harvard Community Senior Center, 6817 Harvard Hills Road, Harvard. Do you want to Groove? A unique, inclusive, simple and fun way to experience dance together as a group. \$4-\$5. Senior Cen-



Is one of your New Year's resolutions to remodel your home? Look no further than Alexander Lumber: Need new doors? We can help. The same goes with hardware; we can provide that, too. Are you looking for new cabinets? We can help you design and create the new space of your dreams with beautiful cabinetry. Of course, we have



COMMUNITY CALENDAR

Editor's note: Add calendar items for consideration at nwherald.com/calendar.

Sunday

• 7 to 7:30 a.m. – **Groundhog Prognostication**, Woodstock Square, Dean and Van Buren streets, Woodstock. Will he see his shadow? Polka band. Free. Information: 815-334-2620 or www.woodstockgroundhog.org.

• 7:30 to 9 a.m. – **Official Groundhog Day Breakfast**, Woodstock Moose Lodge, 406 Clay St., Woodstock. Join Woodstock Willie and the Groundhog Day polka band Die Musikmeisters for breakfast and entertainment at the Woodstock Moose Lodge. The bachelor auction and dance scenes were filmed here. Tickets are required. \$15. Information: 815-334-2620 or www.woodstockgroundhog.org.

• 8 to 11 a.m. – **Groundhog Wood Carving**, Woodstock Square Park, Dean and Van Buren streets, Woodstock. Mike Bihlmaier returns to create a unique groundhog. He will be in the square beginning after the prognostication. Sponsored by OWC and Mike Bihlmaier. Free. Information: 815-334-2620, www.woodstockgroundhog.org.

• 9 a.m. to noon – **Donato Conservation Area Workday**, Donato Conservation Area, 700 Ridgeland Ave., Woodstock. Free. Information: 815-337-9502, gmaki@conservemc.org, www.conservemc.org.

conservemc.org.

• 10 a.m. to 2 p.m. – **Woodstock Willie's Family Fun Day**, Mixin Mingle, 124 Cass St., Woodstock. \$1. Information: www.visitmchenrycounty.com.

• Noon to 1:30 p.m. – **Walking Tour of the Filming Sites**, Woodstock Opera House, 121 W. Van Buren St., Woodstock. Gather at Stage Left Café for a tour of the "Groundhog Day" filming sites. The walk will end with a visit inside the Cherry Tree Bed and Breakfast a.k.a. the Groundhog Day House. Dress warmly and wear your boots. Free. Information: 815-334-2620, www.woodstockgroundhog.org.

• 1 to 2 p.m. – **The Music and Influence of Glen Campbell Featuring Steve Justman**, McHenry Public Library, 809 Front St., McHenry. Free. Information: 815-385-0036, mplref@mchenrylibrary.org, mchenrylibrary.org.

• 1 to 3 p.m. – **The Craft of Acting with Eric and Eliza Roberts**, Raue Center for the Arts, 26 N. Williams St., Crystal Lake. \$7 to \$20. Information: www.facebook.com.

• 2 to 3 p.m. – **The Making of Groundhog Day**, Woodstock Opera House, 121 W. Van Buren St., Woodstock. Hear stories about the making of "Groundhog Day" in 1992. Bob Hudgins was locations manager for Columbia Pictures and worked with Harold Ramis to bring the production to Woodstock. Free. Information: 815-334-2620, www.woodstockgroundhog.org.

Monday

• 8 a.m. – **6x6 PROJECT Call for Artists**, Raue Center for the Arts, 26 N. Williams St.,

Crystal Lake. The second annual 6x6 PROJECT, a fundraiser and online art auction. Artists are invited to create original works of art, in a variety of mediums, on 6" x 6" canvases. \$5 donation for canvas. Information: 815-474-4556, michey14@yahoo.com, www.rauecenter.org.

• 9 a.m. to noon – **Rummikub/Mah Jongg**, Grand Oaks, 1401 W. Route 176, Crystal Lake. Free. Information: 815-459-0680 ext 1219, jleech@crystallakeparks.org.

• 9 a.m. to 9 p.m. – **Winter Reading Program: "Get Yeti to Read!"** Children through grade 8, Crystal Lake Public Library, 126 W. Paddock St., Crystal Lake. Read, log your minutes and earn great prizes from the Crystal Lake Public Library. No library card needed to participate. Register in the Youth Services Department. Free. Information: 815-459-1687, clpl.evanced.info.

• 9 to 10 a.m. – **Body Blast Fitness Class, Fitness For Life**, 110 S. Johnson St., Woodstock. The first class is always free. \$12. Membership and five- and 10-class punch cards available. Information: 815-206-2222, fitness@ymma.net, fitnessforlifewoodstock.com.

• 10 a.m. to noon – **Dominoes**, Grand Oaks, 1401 W. Route 176, Crystal Lake. Arrive 15 minutes prior to start time. Free. Information: jleech@crystallakeparks.org.

• 11:30 a.m. to 1 p.m. – **SOHO Networking**, Chamber Office, 1257 N. Green St., McHenry. Free. Information: frank@mchenrychamber.com, business.mchenrychamber.com.

• 2 to 4 p.m. – **Crafting and Coloring**,

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COMMUNITY CALENDAR

Editor's note: Add calendar items for consideration at nwherald.com/calendar.

Monday

- 9 a.m. to noon – **Rummikub/Mah Jongg**, Grand Oaks, 1401 W. Route 176, Crystal Lake. Free. Information: 815-459-0680, ext. 1219, or jleech@crystallakeparks.org.
- 9:30 to 11 a.m. – **Excel 2013 Next Steps**, Crystal Lake Public Library, 126 W. Paddock St., Crystal Lake. A continuation of the skills learned in Beginning Excel 2013. Keyboard and mouse skills required. Register in advance. Free. Information: 815-459-1687, clpl.evanced.info or www.clpl.org.
- 2 to 2:45 p.m. – **Chair Yoga**, Harvard Community Senior Center, 6817 Harvard Hills Road, Harvard. Gentle yoga class with Workplace Wellness Yoga. \$4 to \$5. Members get a \$1 discount. Information: 815-943-2740 or cindy.sheppard@harvardseniorcenter.org.
- 3:30 to 4:30 p.m. – **Teen Writing Workshop**, Harvard Diggins Library, 900 E. McKinley St., Harvard. Bring in your existing or new writing projects. Get inspired from other writing wannabes by sharing, suggesting and supporting the next bestseller. For youth in grades six through 12. Registration required. Free. Information: 815-943-4671.
- 3:30 to 5 p.m. – **English Conversation Club/Grupo de Conversación**, Crystal Lake Public Library, 126 W. Paddock St., Crystal Lake. Come practice your conversational English and increase your confidence in your skills. Free. Information: 815-459-1687 or clpl.evanced.info.
- 3:45 to 5:15 p.m. – **Lego Mondays**, Crystal Lake Public Library, 126 W. Paddock St., Crystal Lake. Build Lego creations. Ages 4 and older. Drop-in. Free. Information: 815-459-1687 or clpl.evanced.info.
- 4 to 5 p.m. – **Bookworms Book Club**, Marengo-Union Library District, 19714 E. Grant Highway, Marengo. This month's selection is "Diary of an 8-Bit Warrior" by Cube Kid. Open to children in grades two and three. Copies of this month's book are available at the circulation desk. Free. Information: 815-568-8236, circulation@muld.org or muld.org.
- 5:30 to 6:15 p.m. – **Chair Yoga**, Woodstock Public Library, 414 W. Judd St., Woodstock. Information: il.evanced.info.
- 7 to 8 p.m. – **Books & Cheers**, Marengo-Union Library District, 19714 E. Grant Highway, Marengo. Join us for a brand-new book club meeting at Pointers Saloon, 106 State St., Marengo. Unwind with a drink after a long Monday as we discuss January's book, "Unmentionable" by Therese O'Neill. Open to ages 18 and older. Free. Information: 815-568-8236, circulation@muld.org or muld.org.
- 7 to 9 p.m. – **Green Screen Film Series**, McHenry County College, 8900 Route 14, Crystal Lake. Free. Information: 815-338-0393, cwkanner@virodefmc@gmail.com or

www.mcdcf.org.

Tuesday

- 9 a.m. to 12:30 p.m. – **Cribbage on Tuesday Mornings**, Senior Services Associates, 4704 Three Oaks Road, Crystal Lake. Meets every Tuesday. \$5. All fees are returned in prizes for special hands. Information: 815-568-0494 or urbandonaldg@gmail.com.
- 9:30 to 11 a.m. – **Drop-in Tot Open Gym**, Grand Oaks, 1401 W. Route 176, Crystal Lake. Ages 1 to 4 with a parent or caregiver. \$5 at the door. Information: 815-459-0680, hstolt@crystallakeparks.org or www.crystallakeparks.org.
- 10 to 11 a.m. – **Cary Canaries Glee Club**, Kraus Senior Center, 441 W. Main St., Cary. Rehearses on Tuesdays with monthly performances at local nursing homes on the second Tuesday of each month. Free. Information: 847-639-6100.
- 10 to 11 a.m. – **Preschool Storytime**, Harvard Diggins Library, 900 E. McKinley St., Harvard. Children ages 3 to 5 and their caregivers are invited to join Miss Anna and Mrs. Karen each Tuesday morning for stories, songs and a craft. Registration is required. Free. Information: 815-943-4671.
- 10 a.m. to noon – **Bingo**, Grand Oaks, 1401 W. Route 176, Crystal Lake. \$5 pay at the door. Coffee and doughnuts included. Second and fourth Tuesday of each month. Information: jleech@crystallakeparks.org.
- 11:45 a.m. – **Mah Jongg Club**, Kraus Senior Center, 441 W. Main St., Cary. Free. Information: 847-639-6100.
- 4 to 5 p.m. – **Reader's Guild Book Club**, Marengo-Union Library District, 19714 E. Grant Highway, Marengo. This month's selection is "Genevieve's War" by Patricia Reilly Giff. Open to grades six through nine. Copies of the book are available at the circulation desk. Free. Information: 815-568-8236, circulation@muld.org or muld.org.
- 6:30 to 7 p.m. – **Pajama Jam Family Storytime**, Crystal Lake Public Library, 126 W. Paddock St., Crystal Lake. Wear your PJs to the Crystal Lake Public Library. We will dance to songs and listen to a story. Free. Information: 815-459-1687, clpl.evanced.info.
- 7 to 8:30 p.m. – **Great Decisions with Professor Gary Midkiff**, McHenry Public Library, 809 Front St., McHenry. Information: 815-385-0036, mpref@mchenrylibrary.org, mchenrylibrary.org.
- 7 to 9 p.m. – **Tuesday Night Trivial**, Crystal Lake Brewing, 150 N. Main St., Crystal Lake.

Wednesday

- 10 to 11 a.m. – **Chair Yoga**, Kraus Senior Center, 441 W. Main St., Cary. Meets every week. Free. Information: 847-639-6100.
- 10 to noon – **Hand & Foot or Triple Play**, Grand Oaks, 1401 W. Route 176, Crystal Lake. Player's choice; choose between Hand & Foot or Triple Play. Free. Information: 815-459-0680, ext. 1219, or jleech@crystallakeparks.org.
- 10 to 11 a.m. – **Bluestem Readers**, Harvard Diggins Library, 900 E. McKinley St., Harvard. Homeschooled students in third

through fifth grades are welcome to join every week to read books from the 2020 Bluestem Reader's Choice List. Discussions will include activities to enhance the books. Registration is required. Free. Information: 815-943-4671.

• 4 to 5:30 p.m. – **Smooth Brick Club Days!**, Smooth Brick Club, 6312 Route 14, Crystal Lake. Grades K-5. Meet Crystal Lake Public Library youth staff for challenges and building time. Create snowflakes and snowmen. Register in advance. Free. Information: 815-459-1687, clpl.evanced.info or clpl.org.

• 6:30 to 8:30 p.m. – **Open chess**, Starbucks, Route 31, 2318 Richmond Road, McHenry. Everyone welcome. Opportunity to sharpen chess skills in a relaxed, friendly atmosphere. Free. Information: 815-529-2796 or wjvarda@sbcglobal.net.

• 6:30 to 7:30 p.m. – **Landmark School Parent Information Night**, Landmark Elementary School, 3614 W. Waukegan Road, McHenry. Learn about the unique qualities of this school-of-choice for K-5 students. Free. Information: 779-244-1800, mcarey@dl5.org or dl5.org.

• 6:30 to 9 p.m. – **Kick It to the Curb**, McHenry. This women's workshop is about letting go of the things that are holding you back. \$29. Event only. Food available to buy. Information: 224-633-3308 or ellen@coachingbycorey.com.

• 7 to 10 p.m. – **Bingo**, Woodstock Moose Lodge, 406 Clay St., Woodstock. Open to the public. Kitchen open 5:30 to 8 p.m.

\$6 to \$50. Bingo cards and special games sold. Information: 815-338-9875 or rpstock93@yahoo.com.

• 7 to 9 p.m. – **Retro painting session**, Abantu Arts Fusion, 625 Cog Circle, Crystal Lake. \$45. Includes all materials supplies and instruction. Information: info@abantuarts.com or www.abantuarts.com.

• 7 to 8 p.m. – **Mind Games: The Science of Perception Deception**, Cary Public Library, 1606 Three Oaks Road, Cary. Free. Information: 847-639-4210.

Thursday

• 10 a.m. – **Canasta Club**, Kraus Senior Center, 441 W. Main St., Cary. Free. Information: 847-639-6100.

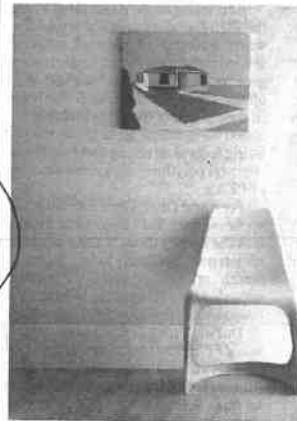
• 10 a.m. to 2 p.m. – **Poker Club**, Kraus Senior Center, 441 W. Main St., Cary. Free. Information: 847-639-6100.

• 10 a.m. to noon – **Triple Play**, Grand Oaks, 1401 W. Route 176, Crystal Lake. Free. Information: 815-459-0680, ext. 1219, or jleech@crystallakeparks.org.

• 3 to 6 p.m. – **Controller Freaks**, Marengo-Union Library District, 19714 E. Grant Highway, Marengo. Come for E: through PG-13-rated video gaming fun. Drop in with friends or meet new ones while playing games on Xbox 1. Free. Information: 815-568-8236, jilbert@muld.org or muld.org.

• 4:30 to 6 p.m. – **Tween Drop-In Craft Party!**, McHenry Public Library, 809 Front St., McHenry. Free. Information: 815-385-0036, mplyps@mchenrylibrary.org or mchenrylibrary.org.

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COMMUNITY CALENDAR

Editor's note: Add calendar items for consideration at nwherald.com/calendar.

Friday

- 7:30 a.m. to 9 a.m. - **Chamber 101, Chamber Office**, 1257 N. Green St., McHenry. Free. Information: frank@mcHenrychamber.com, business.mchenrychamber.com.
- 9 a.m. to 12 p.m. - **Bunco/Farkle/Mah Jongg**, Grand Oaks, 1401 W. Route 176, Crystal Lake. Player's choice of Bunco, Farkle or Mah Jongg. Bring your own set for Mah Jongg. Free. Information: 815-459-0680 ext. 1219, jleech@crystalLakeparks.org.
- 9:30 a.m. to 3 p.m. - **Odyssey Escape Room**, VA Park, 431 N. Walkup Ave., Crystal Lake. Transportation by CLPD van/bus. Reg. Deadline: Feb. 1. Escape rooms are live, interactive games in which you solve puzzles, riddles and find sequences in order to progress through the story and escape the room. Reg Code: 221740-01 \$40 to \$45. \$40 resident/ \$45 nonresident. Information: 815-459-0680 jpeterson@crystalLakeparks.org, www.crystalLakeparks.org.
- 10 a.m. to noon - **Drop in Beanbag Baseball**, Grand Oaks, 1401 W. Route 176, Crystal Lake. Drop in and play Beanbag

Baseball. All are welcome in the Grand Oaks Auditorium. Free. Information: 815-459-0680 ext. 1219, jleech@crystalLakeparks.org.

- 10 a.m. to 11 a.m. - **Valentine's Day Storytime**, McHenry Public Library, 809 Front St., McHenry. Free. Information: 815-385-0036, mplyps@mchenrylibrary.org, bit.ly.
- 11 a.m. to noon - **Oreo Love Bugs**, Harvard Digging Library, 900 E. McKinley St., Harvard. Bugs and Kisses! Create delicious Oreo Love Bugs. Grades 6-12. Registration required. Free. Information: 815-943-4671.
- 1 p.m. to 2:30 p.m. - **Story and Swim with Dolphin Swim Club**, Birth-6 years with caregiver, Dolphin Swim Club, 825 Munshaw Lane, Crystal Lake. Fun Crystal Lake Public Library storytime followed by a free open swim. Come dressed to swim or change there. Kids must have an adult in the pool with them. Lifeguard on duty. Free. Information: 815-459-1687, cpl.evanced.info.

- 2:30 p.m. to 4 p.m. - **Employment Series: Salary Negotiation**, Crystal Lake Public Library, 126 W. Paddock St., Crystal Lake. The key to a successful salary negotiation is knowing what to say and how to say it. Lauren Rosenthal, director of Fox River Valley Public Library, will be at the Crystal Lake Public Library to share the tools you need to advocate for your compensation. Free. Information: 815-459-1687, cpl.evanced.info.
- 3 p.m. to 4 p.m. - **Light-Up Conversation**, Crystal Lake. Drop in and play Beanbag

tion Heart Valentines, McHenry Public Library, 809 Front St., McHenry. Free. Information: 815-385-0036, mplyps@mchenrylibrary.org.

- 3:30 p.m. to 4:30 p.m. - **Animanga Club**, Ages 13 and older, Marengo-Union Library District, 19714 E. Grant Highway, Marengo. Anime, manga and Japanese enthusiasts are invited to drop in for lock-ins, to watch anime and the popular favorite PockyPalooza. Open to ages 13 and older. No meeting the first Friday of the month. Drop-in program. Free. Information: 815-568-8236, circulation@mud.org, mud.org.
- 4 p.m. to 8:30 p.m. - **Friday Night Fish Fry**, Randall Oaks Golf Club & Banquets, 4101 Binnie Road, West Dundee. Information: exploreelegantarea.com.
- 6:30 p.m. to 8:30 p.m. - **Acrylic Painting Session**, Abant Arts Fusion, 625 Cog Circle, Crystal Lake. Casual setting offers individual and group sessions to help you discover and develop your love for art. For those who want an a fun experience putting color on canvas. No experience necessary. BYOB \$45. Prices include all supplies and materials and instruction.. Information: info@abantarts.com, www.abantarts.com.
- 6:30 p.m. to 8 p.m. - **After Hours Movie**, Marengo-Union Library District, 19714 E. Grant Highway, Marengo. We'll be showing Casablanca (NR, 102 mins). Snacks and beverages, and of course chocolate, will be provided. Open to age 18 and up. Registration required. To register call the library or

visit our website. Free. Information: 815-568-8236, circulation@mud.org, mud.org.

- 8 p.m. to 10 p.m. - **Bourbon County, Raue Center for the Arts**, 26 N. Williams St., Crystal Lake. \$20 to \$28. Additional fees and restrictions apply. Prices vary by zone. Information: 815-356-9212, www.rauecenter.org.
- 8 p.m. to 10 p.m. - **Dave Halston's Valentine Tribute to SIMATRA**, Woodstock Opera House, 121 W Van Buren Street, Woodstock. Tickets: \$25 A Seating and \$20 B Seating. Information: 815-338-4212, cfogal@woodstockil.gov, www.ticketturn.com.
- 10 p.m. to 11 p.m. - **KARAOKE**, Duke's Alehouse and Kitchen, 110 N. Main St., Crystal Lake. Information: thedukeabides.com.

Saturday

- 9 a.m. to noon - **Restoration Workday**, Fox River, 28500 W Roberts Road, Port Barrington. Information: www.lcpd.org.
- 9 a.m. to 1 p.m. - **Kidtrastic "Cabin Fever" Children's Book Sale**, Cary Public Library, 1606 3 Oaks Rd., Cary. Free. Information: 847-639-4210.
- 9 a.m. - **Unfinished Craft Object**, Grand Oaks, 1401 W. Route 176, Crystal Lake. Information: lpollina@crystalLakeparks.org, www.crystalLakeparks.org.
- 9:30 a.m. to 2:30 p.m. - **Sports Card Show**, St. Johns Lutheran Church, 401 St. John's Road, Woodstock. Sports Card & Collectibles Show



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COMMUNITY CALENDAR

Editor's note: Add calendar items for consideration at nwherald.com/calendar.

Sunday

- 10 a.m. – **Me & My World Mixed Media Globe**, Administration Building, 1 E. Crystal Lake Ave., Crystal Lake. \$26 to \$31. Information: crystalakeparks.org.
- 11 a.m. to 3 p.m. – **Scout Troop 455's 26th annual Pig Roast**, Johnsburg Community Club, 2315 W. Church St., Johnsburg. Pig roast and silent auction. Carryout or dine-in. All you can eat. \$12 for adults, \$10 for seniors (ages 65 and older) and \$7 for children (ages 4 to 10). Information: 815-701-8338 or piroastclublicity@gmail.com.
- Noon – **"Blind Date" with a Book for Kids & Teens**, McHenry Public Library, 809 Front St., McHenry. Free. Information: 815-385-0036 or mplys@mcchenrylibrary.org.
- 1:30 to 3 p.m. – **Not Your Grandma's Square Dance Party with Northwest Grand Squares**, McHenry Public Library, 809 Front St., McHenry. Free. Information: 815-385-0036, mpile@mcchenrylibrary.org or mcchenrylibrary.org.
- 2 to 4 p.m. – **"Small Island," Woodstock Opera House**, 121 W. Van Buren St., Woodstock.
- 2 to 3:30 p.m. – **Can I Use That in My**

Genealogy?, Cary Public Library, 1606 Three Oaks Road, Cary. Free. Information: 847-639-4210.

- 2 to 3:30 p.m. – **Tea & Taras: A Fairy Princess Tea Party**, Milkin Mingle, 124 Cass St., Woodstock. \$15 to \$40. Information: 815-308-5170 or www.visitmchenrycounty.com.
- 3 to 4 p.m. – **Second Sunday Concert presents 1920s music with Maureen Christine**, Leucht Conference Center at McHenry County College, 8900 Route 14, Crystal Lake. Free. Information: 815-479-7814 or maureen@maureenchristine.com.

Monday

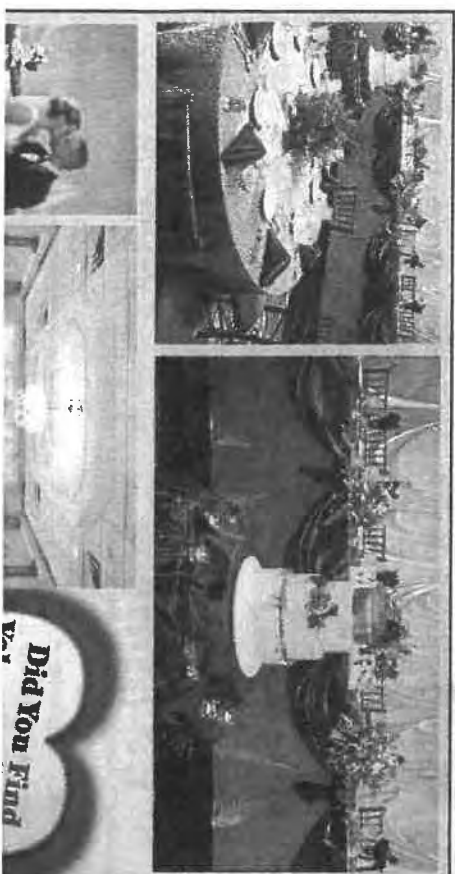
- 9 a.m. to noon – **Rummikub/Mah Jong**, Grand Oaks, 1401 W. Route 176, Crystal Lake. Free. Information: 815-459-0680, ext. 1219, or jeff@crystalakeparks.org.
- 9:30 to 10:30 a.m. – **Artsy Playdate: Tape Resistant Paintings**, McHenry Public Library, 809 Front St., McHenry. Free. Information: 815-385-0036 or mplys@mcchenrylibrary.org.
- 10 to 11 a.m. – **Sensory Playtime**, Marengo-Union Library District, 19714 E. Grant Highway, Marengo. Toddlers will have the opportunity to stimulate their senses with a variety of activities, which also enhances learning and encourages exploration. For kids ages 2 to 4. Registration required. Free. Information: 815-568-8236, circulation@mud.org or mud.org.
- 2 to 2:45 p.m. – **Chair Yoga**, Harvard Community Senior Center, 6817 Harvard Hills Road, Harvard. Gentle yoga class with Workplace Wellness Yoga. \$4 to \$5. Members get a \$1

discount. Information: 815-943-2740 or cindy.sheppard@harvardseniorcenter.org.

- 2:30 to 4 p.m. – **Abraham Lincoln – A New Birth of Freedom**, Crystal Lake Public Library, 126 W. Paddock St., Crystal Lake. Learn about the turbulent years from 1854 to 1865, when the slavery issue became devastatingly divisive. Kevin Wood will share Mr. Lincoln's best-known speeches and writings. Registration required. Free. Information: 815-459-1687 or cpl.evanced.info.
- 3:45 to 5:15 p.m. – **Lego Mondays**, Crystal Lake Public Library, 126 W. Paddock St., Crystal Lake. Build Lego creations. For ages 4 and older. Drop-in. Free. Information: 815-459-1687 or cpl.evanced.info.
- 4 to 5 p.m. – **Youth Craft**, Marengo-Union Library District, 19714 E. Grant Highway, Marengo. Ages 5 to 8. Come create a heart-shaped suncatcher. Registration required. Free. Information: 815-568-8236, circulation@mud.org or mud.org.
- 5 to 6 p.m. – **Yoga with Mary Engelhardt**, Fitness For Life, 110 S. Johnson St., Woodstock. Come in and meet this "Best of the Fox" award-winning yoga instructor. Start experiencing the health benefits that yoga can provide. \$12. Walk-ins welcome. Full membership and class cards available. Information: 815-206-2222, yoga@yyma.net or fitnessforlifewoodstock.com.
- 6 to 7 p.m. – **Adult Craft Night**, Harvard Diggins Library, 900 E. McKinley St., Harvard. Make heart-shaped origami bookmarks. Registration is required. Free. Information: 815-943-4671 or leticiadg@harvard-diggins.org.

Tuesday

- 6 to 7 p.m. – **Family Time at the Library**, Marengo-Union Library District, 19714 E. Grant Highway, Marengo. Create your own oozy, gooey slime. Dress for a mess. Open to all ages. Registration required. Free. Information: 815-568-8236 or circulation@mud.org, mud.org.
- 7 p.m. – **Art Attack Paint and Sip BYOB**, Administration Building, 1 E. Crystal Lake Ave., Crystal Lake. \$30 to \$35. Information: www.crystalakeparks.org.
- 7 to 8:30 p.m. – **Contemporary Book Discussion Group**, McHenry Public Library, 809 Front St., McHenry. Free. Information: 815-385-0036 or mpile@mcchenrylibrary.org.
- 9 a.m. to 12:30 p.m. – **Cribbage on Tuesday Mornings**, Senior Services Associates, 4704 Three Oaks Road, Crystal Lake. Meets each week. \$5. All fees are returned in prizes for special hands. Information: 815-568-0494 or urbanondalidg@gmail.com.
- 9:30 to 11 a.m. – **Drop-in Tot Open Gym**, Grand Oaks, 1401 W. Route 176, Crystal Lake. Ages 1 to 4 with a parent or caregiver. \$5 at the door. Information: 815-459-0680, hstolt@crystalakeparks.org or www.crystalakeparks.org.
- 10 to 11 a.m. – **Preschool Storytime**, Harvard Diggins Library, 900 E. McKinley St., Harvard. Children ages 3 to 5 and their caregivers are invited to join Miss Anna and Mrs. Karen each Tuesday morning for stories, songs and a craft. Registration is required. Free. Information: 815-943-4671.



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COMMUNITY CALENDAR

Editor's note: Add calendar items for consideration at nwherald.com/calendar.

Saturday

• **9:30 a.m. – House Plant Swap at The Barn Nursery, The Barn Nursery, 8109 S. Route 31, Cary.** Information: julie.j@barnnurserylandscape.com or business: barringtonchamber.com.

• **10 to 11:30 a.m. – Building Fairy Furniture, Nature Center, 330 N. Main St., Crystal Lake.** Ages 6 to 12. A fairy house is more welcoming to fairies if it is filled with furniture and home decor. Registration code is 222324-01. \$15 for residents, \$23 for nonresidents. Information: 815-455-1763, wsutphin@crystallakeparks.org or www.crystallakeparks.org.

• **10 a.m. to noon – Kids/Teen Paint Art Attack, Administration Building, 1 E. Crystal Lake Ave., Crystal Lake.** It's never too early to nurture the love of art. Simple to follow, stroke-by-stroke, age-appropriate directions make creating artwork easy. Canvas and acrylic paint will be provided. Painting selections can be found at crystallakeparks.org under the "Art" tab. \$20 for residents, \$25 for nonresidents. Information: 815-459-0680, ipollina@crystallakeparks.org or crystallakeparks.org.

• **10 a.m. to 1 p.m. – Bolofia Meadows, Restoration Workday, Bolofia Meadows,**

Millburne Court, Bull Valley. Free. Information: 815-337-9502 or gmarki@conserveinc.org.

• **10 to 11:30 a.m. – Frozen Oaks 5K, Randall Oaks Golf Club & Banquets, 4101 Binnie Road, West Dundee.** Twist and turn through the scenic golf course. All registered participants will receive one ticket for the chili bar, one drink ticket and a race winter beanie hat. \$25. Information: 847-836-4260, ext. 2203; bheppeler@dtppd.org or www.dtpd.org.

• **10 a.m. to noon – Mom & Son Paint Date, Abantu Arts Fusion, 625 Cog Circle, 625D, Crystal Lake.** One canvas, two painters. Valentine's Day is around the corner, make it a mom and son date. No experience necessary. Casual and relaxing setting. Reservations are required 24 hours in advance. All materials are provided. Bring your own snacks. \$55. Prices include all supplies, materials and instruction. Information: info@abantuarts.com or abantuarts.com.

• **10 to 11 a.m. – "Block" Party!, McHenry Public Library, 809 Front St., McHenry.** Free. Information: 815-385-0036 or mplyps@mcHenrylibrary.org.

• **11 a.m. to 2 p.m. – Sew Crafty, Harvard Diggins Library, 900 E. McKinley St., Harvard.** Simple sewing activities for adults. Make a padded glasses case using the library's sewing machines. Registration required. Supply list of required materials provided upon registration. Free. Information: 815-943-4671 or lelicia@harvard-diggins.org.

• **Noon to 4 p.m. – 2020 Biggest Loser, Omega Training Center, 1 Union Special Plaza, Suite 119A, Huntley.** The final weigh-in will be

Feb. 29, \$27 to \$100. Prices reflect individual contest versus teams of four. Information: 815-451-1814, info@omegatrainingcenter.com or omegatrainingcenter.com.

• **1 to 7 p.m. – Daughter Date Night, Grand Oaks Recreation Center, 1401 W. Route 176, Crystal Lake.**

• **1 to 2 p.m. – Tabletop, Marengo Union Library District, 19714 E. Grant Highway, Marengo.** Do you like to cast spells, solve mysteries or build an empire? Come roll dice with us as we explore many different types of tabletop games. Open to ages 8 and older. Registration required. Free. Information: 815-568-8236, circulation@mud.org or mud.org.

• **1:30 to 2:30 p.m. – Second Saturday Storytime, Crystal Lake Public Library, 126 W. Paddock St., Crystal Lake.** Ages 3 to 8 with a caregiver. This storytime is designed for children with special needs and features movement, music, stories and hands-on activities. Siblings welcome. Register at cpl.org. Free. Information: 815-459-1687 or cpl.org.

• **2 to 5 p.m. – Meat Raffle, benefiting T1S Veterans, 1625 Route 176, Crystal Lake.** Free. Information: business.mchenrychamber.com.

• **6 to 8 p.m. – Nef Wars, Westosha Legacy Athletic Club, 2449 Pierce Drive, Spring Grove.** Stop by for two hours of Nef battles with friends and family. Bring your own Nef gun that uses Elite-style darts only. Darts and safety glasses provided. \$10 a person or \$30 a family. Information: 815-675-3005 or wlaacfrontdesk@gmail.com.

• **6 p.m. – Valentine's Day Shadowbox,**

Administration Building, 1 E. Crystal Lake Ave., Crystal Lake. \$23 to \$28. Information: crystal-lakeparks.org.

• **7 p.m. – Gritman & Moran, Port Edward, 20 W. Algonquin Road, Algonquin.**

• **8 to 10 p.m. – "Anderson & Roe Piano Duo," Raue Center for the Arts, 26 N. Williams St., Crystal Lake.** Known for their adrenalinized performances, original compositions and notorious music videos, Anderson and Roe are revolutionizing the piano duo experience for the 21st century. \$32 to \$45. Additional fees and restrictions apply. Prices vary by zone. Information: 815-356-9212 or rauecenter.org.

• **8 to 10 p.m. – "Switchback," Woodstock Opera House, 121 W. Van Buren St., Woodstock.**

Sunday

• **10 a.m. – Me & My World Mixed Media Globe, Administration Building, 1 E. Crystal Lake Ave., Crystal Lake.** \$26 to \$31. Information: crystallakeparks.org.

• **11 a.m. to 3 p.m. – Scout Troop 455's 26th annual Pig Roast, Johnsburg Community Club, 2315 W. Church St., Johnsburg.** Pig roast and silent auction. Carryout or dine-in. All you can eat. \$12 for adults, \$10 for seniors (ages 65 and older) and \$7 for children (ages 4 to 10). Information: 815-701-8338 or pigroastclub455@gmail.com.

• **1:30 to 3 p.m. – Not Your Grandma's Square Dance Party with Northwest Grand Squares, McHenry Public Library, 809 Front St., McHenry.** Free. Information: 815-385-0036, mplyps@mcHenrylibrary.org or mcHenrylibrary.org.



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COMMUNITY CALENDAR

Editor's note: Add calendar items for consideration at nwherald.com/calendar.

Sunday

- 8 to 10 a.m. - **Learn to Cross Country Ski - Classic Technique**, Kettle Moraine State Forest, Southern Unit, Nordic Trail System, Walworth. Information: www.rsi.com.
- 10 to 1 p.m. - **Yonder Prairie Restoration Workday**, Yonder Prairie, 1150 S. Rosefarm Road, Woodstock. Free. Information: 815-337-9502, gmark@conservemc.org, www.conservemc.org.
- 1 to 5 p.m. - **Winter Reading Program: "Get Yeti to Read!"** Children from birth through Grade 8, Crystal Lake Public Library, 126 W. Paddock St., Crystal Lake. Read, log your minutes and earn great prizes. No library card needed to participate. Register in the Youth Services Department. Free. Information: 815-459-1687, cpl.evanced.info.
- 1 to 3 p.m. - **Free Movies at Your Library**, McHenry Public Library, 809 Front St., McHenry. Free. Information: 815-385-0036, mpblref@mcHenrylibrary.org.
- 2 to 7 p.m. - **School Of Rock Arlington Heights**, Rockhaus, 96 W. Main St., West Dundee. \$10 to \$25. Information: www.eventbrite.com.
- 2 to 5 p.m. - **Meat Raffle for Veterans**,

Sticks Pub and Grub, 700 Northwest Highway, Fox River Grove. AmVets will host a meat raffle. Additional parking at Noyes Veterinarian parking lot, 710 Northwest Highway. Free. Information: 847-639-0267, kdepaul@att.net.

• 3 to 5 p.m. - **RaueNOW 2019-20 MEMBERS ONLY Film Series**, Raue Center for the Arts, 26 N. Williams St., Crystal Lake. Information: www.rauecenter.org.

• 3 p.m. - **Northern Illinois Sport Show**, Lake County Fairgrounds, 1060 E. Peterson Road, Grayslake. Information: icfair.com.

Monday

- 7:30 to 9:30 a.m. - **10th Annual Rev. Dr. Martin Luther King Jr. Interfaith Prayer Breakfast**, D'Andrea Banquet & Convention Center, 4419 Route 14, Crystal Lake. Annual breakfast to honor the memory of Dr. Martin Luther King Jr. and hear the contest-winning essay read by that student. Vegetarian buffet included. Tickets available to buy or at the door. Adults \$20, students \$10. Information: 847-639-0197, mpnrgrove@comcast.net, www.FaithBridgeInterfaith.org.
- 8 a.m. - **6x6 PROJECT Call for Artists**, Raue Center for the Arts, 26 N. Williams St., Crystal Lake. The 6x6 PROJECT is a fundraiser and online art auction. Artists of all ages and abilities are invited to create original works of art, in a variety of mediums, on 6" x 6" canvases. \$5 donation for canvas. Information: 815-474-4556, micheyl4@yahoo.com, www.rauecenter.org.
- 9 to 11:30 a.m. - **FHMTA January Meeting**, First Congregational Church, 461 Pierson St., Crystal Lake. The Fox Hills Music Teachers

Association's January meeting will include a business meeting followed by the Independent Music Teacher Forum "Recitals - Creating and Producing Memorable Musical Performances." Visitors welcome. Free. Information: 815-322-6788, foxfhillsmta.archives@gmail.com, www.foxfhillsmta.org.

• 9 a.m. to 9 p.m. - **Winter Reading Program: "Get Yeti to Read!"** Children from birth through Grade 8, Crystal Lake Public Library, 126 W. Paddock St. Read, log your minutes and earn great prizes. No library card needed to participate. Register in the Youth Services Department. Free. Information: 815-459-1687, cpl.evanced.info.

• 9 a.m. to noon - **Runninhub/Mah Jongg**, Grand Oaks, 1401 W. Route 176, Crystal Lake. Free. Information: 815-459-0680 ext 1219, jleeche@crystalakeparks.org.

• 9:30 a.m. to 3 p.m. - **Salt Caves & Holly Inn Trip** - 12820, transportation from Veteran Acres, Crystal Lake. \$50 to \$55. Information: www.crystalakeparks.org.

• 9:30 to 11 a.m. - **Beginning Excel 2013**, Crystal Lake Public Library, 126 W. Paddock St., Crystal Lake. Learn the basics of working with Excel 2013 in this beginners' class. Keyboard and mouse skills required. Register at www.cpl.org or call 815-459-1687. Free. Information: 815-459-1687, cpl.evanced.info.

• 10 a.m. to noon - **Museum Curiosity Stations**, Lake County Discovery Museum, 27277 N. Forest Preserve Road, Waiconda. Free. Information: www.lcpld.org.

• 10 to 11 a.m. - **Mini Crafters**, Ages 2 through 5, Marengo-Union Library District,

19714 E. Grant Highway, Marengo. Create something with our Snowman theme. Dress for a mess. Registration required. To register call the library or visit our website. Free. Information: 815-568-8236, circulation@mud.org, mud.org.

• 10 a.m. to 10 p.m. - **Chicago theatrical release of "My Hindu Friend"**, starring Willem Dafoe, Classic Cinemas 12, 100 LW Besinger Drive, Carpentersville. \$1 to \$15. See box office. Information: 310-458-7707, press.tricocast@gmail.com, www.classiccinemas.com.

• 1 to 2 p.m. - **No School Day Bingo**, Ages 5 through 12, Marengo-Union Library District, 19714 E. Grant Highway, Marengo. Join us for a rousing game of B-I-N-G-O. Drop in and play. Free. Information: 815-568-8236, circulation@mud.org, mud.org.

• 1:30 to 3:30 p.m. - **Sewing 201: Tote Bag**, Harvard Diggins Library, 900 E. McKinley St., Harvard. Build on your basic sewing skills to create a tote bag. Participants must have taken at least two Sewing 101 classes. Open to students ages 9 through 14. Registration required. Supply list provided at registration. Free. Information: 815-943-4671, lelciag@harvard-diggins.org.

• 2:15 to 3:30 p.m. - **Science Olympiad**, Room 109, Hannah Bearsley Middle School, 515 E. Crystal Lake Ave., Crystal Lake. Information: d47.schoolwires.net.

• 3:45 p.m. to 5:15 p.m. - **LEGO Mondays**, Ages 4 and older. Drop-in. Crystal Lake Public Library, 126 W. Paddock St., Crystal Lake. Build LEGO creations at the Crystal Lake Public Library. Free. Information: 815-459-1687, cpl.evanced.info.

COMMUNITY CALENDAR

Editor's note: Add calendar items for consideration at nwherald.com/calendar.

Saturday

- 9 a.m. to noon - **Yonder Prairie Restoration Workshop**, Yonder Prairie, 1150 S. Rosefarm Road, Woodstock. Free. Information: 815-337-9502, gmaki@conservemc.org, www.conservemc.org.
- 9 a.m. to noon - **Restoration Workshop**, Fox River, 28500 W. Roberts Road, Port Barrington. Information: www.lcpd.org.
- 9 a.m. to noon - **Restoration Workshop**, Grant Woods, Grant Woods, 25405 W. Monaville Road, Ingleside. Information: www.lcpd.org.
- 9 a.m. to 5 p.m. - **Winter Reading Program: "Get Yeti to Read!"** Birth through eighth grade, Crystal Lake Public Library, 126 W. Paddock St., Crystal Lake. Read, log your minutes and earn great prizes from the Crystal Lake Public Library. No library card needed to participate. Register in the Youth Services Department. Free. Information: 815-459-1687, cpladvancedinfo@nwherald.com.
- 9:30 a.m. to noon - **Preschool Fair**, Crystal Lake Public Library, 126 W. Paddock St., Crystal Lake. What preschool is the best fit for your family? Do you have questions about hours,

location, price or programs offered? Come to the annual Preschool Fair at the Crystal Lake Public Library and meet representatives from area preschools. Free. Information: 815-459-1687, cpladvancedinfo@nwherald.com.

• 9:30 a.m. to 2:30 p.m. - **Sports Card Show**, St. John's Lutheran Church, 401 St. John's Road, Woodstock. Sports card and collectibles show. Baseball, basketball, football and hockey cards, nonsports cards and collectibles, memorabilia, supplies. Free. Information: 815-347-7941, curtscards@hotmail.com.

• 10 a.m. to noon - **Craft Like A Pioneer**, Colonel Palmer House, 660 E. Terra Cotta Ave., Crystal Lake. Learn how they handcrafted gifts and provisions in the early 1800s. This is a free drop-in activity. No registration required. Jan. 18 covered wagon, Feb. 15 yarn dolls, March 21 tin latens, April 18 dipped candles. Free. Information: 815-477-5873, palmerhouse@crystal-lakeparks.org, www.crystal-lakeparks.org.

• 10 a.m. - **Pinewood Derby Champ Camp**, Cl. Scout Shop, 600 N. Route 31, Crystal Lake. Free. Information: www.crystal-lakeparks.org.

• 10 to 11 a.m. - **Tween D.I.Y. Spa Day**, McHenry Public Library, 809 Front St., McHenry. Free. Information: 815-385-0036, mpyp@mcHenrylibrary.org, mcHenrylibrary.org.

• 10 a.m. to noon - **Ojibwe session**, Abanaki Arts Fusion, 625 Cog Circle, Crystal Lake. \$35. Includes practice drum during session and instruction. Information: info@abanakiarts.com, www.abanakiarts.com.

• 10 a.m. to 10 p.m. - **Chicago theatrical release of "My Hindu Friend"**, starring Willem Dafoe, Classic Cinemas 12, 100 L.W. Besinger

Drive, Carpentersville. Cost: \$1 to \$15. See box office for details. Information: 310-458-7707, press.tricocast@gmail.com, www.classiccinemas.com.

• 10 to 11:30 a.m. - **Fearless Females**, Cary Public Library, 1606 Three Oaks Road, Cary. Free. Information: 847-639-4210, bit.ly.

• 10 to 11 a.m. - **Annual Baby Blessing**, Blue Lotus Temple, 221 Dean St., Woodstock. Pregnant women, new babies, toddlers and youngsters up to 5 years old are invited to participate in a brief but moving ceremony during the regular Saturday meditation. Registration is required. \$20 requested donation. Information: 815-337-7378, office@bluelotustemple.org.

• Noon to 4 p.m. - **2020 Biggest Loser**, Omega Training Center, 1 Union Special Plaza, Suite 119A, Huntley. The first weigh-in will be in conjunction with a ribbon-cutting ceremony/grand opening and social to follow at Sew Hop'd Brewery. The final weigh-in will be from noon to 4 p.m. Feb. 29. \$27 to \$100, prices reflect individuals versus teams of four. Information: 815-451-1814, info@omegatrainingcenter.com, www.omegatrainingcenter.com.

• Noon to 5 p.m. - **Vintage Snowmobile Show**, Hermann's Rest A While, 300 Center St., Port Barrington. First Vintage Snowmobile Show at Hermann's Rest A While. We are welcoming anyone who would like to bring a sled out to show. Please contact Liz at 847-309-2225 if you are interested in bringing a vintage sled. Free. Information: 847-309-2225, liznonsenhermanns@yahoo.com.

• 1 to 2 p.m. - **Library Book & Lunch Group**, Marengo-Union Library District, 19714 E. Grant

Highway, Marengo. This month's book is "Unmentionable" by Therese O'Neil. Attendees are free to bring lunch to eat while discussing this month's book. Open to ages 18 and older. Copies of the book are available at the library's circulation desk. Free. Information: 815-568-8236, circulation@muld.org, muld.org.

• 1 to 3 p.m. - **Treasure Island - A Participation play for children**, Woodstock Opera House, 121 W. Van Buren St., Woodstock. Tickets: \$7. Information: 815-338-4212, cfoag@woodstockil.gov, www.facebook.com.woodstockil.gov.

• 1 to 3 p.m. - **Art and Meditation**, Blue Lotus Temple, 221 Dean St., Woodstock. Art and Meditation is a monthly group that focuses on the relationship between creative expression, mindfulness meditation and self-healing. Led by artist and art therapist Erin Denk with meditation by Temple monastic. \$15. Information: 815-337-7378, office@bluelotustemple.org.

• 3 to 11 p.m. - **VFW Chili Cook-off**, Woodstock VFW Post No. 5040, 240 N. Throop St., Woodstock. Chili cook-off contest to support local veterans. Free to enter your chili. \$3 a person for tasting and judging. Meat raffle. All proceeds benefit Post 5040. Information: 815-382-5343, ikulinski@gmail.com.

• 5:30 to 9 p.m. - **SAT LIVE! - Indoor Camping**, Rakow Center, 665 Barrington Ave., East Dundee. Information: www.facebook.com.

• 7 to 8:30 p.m. - **Ninja Night**, Westosha Legacy Athletic Club, 2449 Pierce Drive, Spring Grove. Run obstacles and work on advance tricking. \$10 members, \$12 nonmembers. Information: 815-675-3005, wlafrontdesk@gmail.com, www.facebook.com.

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