



**McHENRY PUBLIC
LIBRARY DISTRICT**
WISDOM • KNOWLEDGE • DREAMS

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

Tuesday, March 27, 2018

7:00 p.m.

2nd Floor Board Room

Agenda

- I. CALL TO ORDER** – Kathy Baderstadt, President
- II. ROLL CALL** – Monica Leccese, Secretary
- III. PLEDGE OF ALLEGIANCE**
- IV. CORRECTIONS OR ADDITIONS TO THE AGENDA**
- V. PUBLIC COMMENT AND RECOGNITION OF VISISTORS**
- VI. CONSENT AGENDA FOR THIS MEETING (Action)**
SECRETARY'S REPORT – Monica Leccese, Secretary
Minutes of the Regular Board Meeting, February 20, 2018

TREASURER'S REPORT – Delphine Grala, Treasurer
Monthly Financial Statements and Interim Check Report through
February 28, 2018 and Bill Reports for February/March 2018
Additional Bills (Distributed night of meeting)
Petty Cash and Credit Card Reports
- VII. COMMUNICATIONS**
 - Dana Deiderich to B. Edminster—donation from American Legion Auxiliary
 - B. Edminster to American Legion Auxiliary—thank you
 - Susan Buchholz to B. Edminster—donation in memory of Robin Fossum Weber
 - B. Edminster to Susan Buchholz—thank you and notice of books purchased
 - B. Edminster to Mr. Jay Weber—notice of books donated in memory of Robin Fossum Weber
- 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. Discussion of patron behavior policy – possible changes (**poss. Action**)

XI. NEW BUSINESS

1. Discussion of FY18/19 budget cycle, expectations, projects + updates.
2. Discussion concerning obtaining new board members.

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

XIII. ADJOURNMENT

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

MINUTES
MCHENRY PUBLIC LIBRARY DISTRICT
BOARD OF LIBRARY TRUSTEES
REGULAR MEETING

Date: February 20, 2018

Time: 7:00 P.M.

Location: Library Board Meeting Room

I. Call to Order:

President Baderstadt called the meeting to order at 7:07 p.m.

II. Roll Call:

Roll was called and a quorum was established.

Members Present: Kathy Baderstadt, Margaret Carey (arrived 7:45 p.m.), Delphine Grala, Monica Leccese, Charles Reilly, Bradley Schubert

Members Absent: Jill Stone

Also Present: James Scholtz, Executive Director, Bill Edminster, Assistant Director

III. Pledge of Allegiance

IV. Corrections or Additions to the Agenda

None

V. Public Comment and Recognition of Visitors

None

VI. Consent Agenda for this meeting

Secretary's Report – Monica Leccese, Secretary

Minutes of the Regular Board Meeting, January 16, 2018

Treasurer's Report – Delphine Grala, Treasurer

Monthly Financial Statements and Interim Check Report through January 31, 2018

Invoice Reports for January/February 2018

Additional Invoices (Distributed night of meeting)

Petty Cash and Credit Card Reports

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

Schubert asked about the Over/Short income line and Scholtz will ask the Business Manager why it was so far off. Scholtz responded to a question by Grala about an unassigned fund saying that the library was removing its money from Huntington Bank to put in the Special Reserve Fund.

Reilly moved and Schubert seconded a motion to approve the minutes of the public hearing and regular meeting for January 16, 2018, the monthly financial statements for the fiscal year through January 31, 2018, the Invoice Reports for January/February 2018, and payment of the invoices.

Ayes: Baderstadt, Grala, Leccese, Reilly, Schubert

Nays: None

Abstain: None

Absent: Carey, Stone

Motion Passed

VII. Communications

The Board reviewed the Communications.

- Letter from MPLD employee, K. Lopez requesting tuition reimbursement

VIII. Librarian's Report

The Board reviewed the Librarian's Report

- Edminster thanked the Carey, Leccese, and Reilly for attending the Career Online High School graduation ceremony on Sunday February 18, 2018. Beaderstadt suggested that students taking advantage of COHS would feel more commitment if they were charged a fee. Scholtz will ask RAILS about the possibility. It was also suggested that the scholarships be purchased using Grant and Gift money rather than coming out of operating funds.
- Scholtz reported that Kathy Lambert is in the process of updating the library's website to list documents commonly requested through FOIA.
- Scholtz reported that he has scheduled an IMRF audit to study the library's future liability for staff pension costs.
- Scholtz told the Board about progress in the migration to Polaris and in implementing RFID.
- Maintenance has been busy dealing with snow recently.
- Several members of the Technical Services staff have been out with flu.
- Denise Grandon from the IT department has solved a problem with staff printers. We have arranged to have an IT company assess our connectivity and general technology setup to see if they can suggest improvements.
- Scholtz attended the Ad Hoc committee recently. The City of McHenry is working with the company Zagster to set up a bike share program at six locations in McHenry. Scholtz is looking into the benefits of being a sponsor of the program but he questions the cost to the library.
- Scholtz talked about the online Economic Interest Forms that the Board should have been contacted about and answered questions about how to use the online form.
- Scholtz reported that the Librarians Report contained an error. In the line "J. Scholtz attended a NSDC meeting with L. Jakacki (Chair), 2/16 Indian Trails PL. We have agreed to increase member-shared costs by \$2,300 per member for FY18/19," the amount should have been \$2,500 instead.
- Scholtz said that the staff are considering offering Wi-Fi hotspots to the public for checkout. They have been very successful elsewhere.
- Grala asked that phone extensions be included on the list of staff contact information that the Board receives.

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 Schubert seconded a motion to go into executive session at 8:30 p.m. to discuss the appointment, employment, compensation, discipline, performance or dismissal of specific employees of the public body in compliance with the Open Meetings Act 5 ILCS

120/2 section 2(c)(1) and review and release of the June 20, 2017 Executive Session Minutes.

Ayes: Baderstadt, Carey, Grala, Leccese, Reilly, Schubert

Nays: None

Abstain: None

Absent: Stone

Motion Passed

No action was taken.

Grala moved and Carey seconded a motion to come out of executive session at 9:15 p.m. Ayes: Baderstadt, Carey, Grala, Leccese, Reilly, Schubert

Nays: None

Abstain: None

Absent: Stone

Motion Passed

X. Old Business

None

XI. New Business

1. Discussion/action concerning new patron behavior policy (Action)

Scholtz is still waiting for staff suggestions on the wording of the patron behavior policy.

2. Approval of staff member K. Lopez request for tuition reimbursement (Action)

Carey moved and Grala seconded a motion to approve the tuition reimbursement request from K. Lopez.

Ayes: Baderstadt, Carey, Grala, Leccese, Reilly, Schubert

Nays: None

Abstain: None

Absent: Stone

Motion Passed

3. Discussion concerning finding possible new board members – timeline, process, and questions

Scholtz requested that the Board consider and seek out candidates for the Board position that will open when Baderstadt resigns in June 2018.

4. Approval of revised minutes from October 24, 2017 meeting relative to omission of action item (Action)

Scholtz explained that while trying to answer a question about a change in policy, he discovered that the vote on the change was not recorded in the October 24, 2017 minutes and that revised minutes need to be voted on by the Board.

Leccese moved and Carey seconded a motion to approve the revised October 24, 2017 minutes.

Ayes: Baderstadt, Carey, Grala, Leccese, Reilly, Schubert

Nays: None

Abstain: None

Absent: Stone

Motion Passed

5. Discussion/action concerning removal of policy related to restricting minors from checking out mature (M)-rated video games—removal of policy from manual **(Action)**
Scholtz pointed out that if the library has removed restriction on checking out movies, then it should remove restrictions on video games as well.
Reilly moved and Leccese seconded a motion to approve removing the policy restricting minors from checking out mature (M) rated videogames.
Ayes: Baderstadt, Carey, Grala, Leccese, Reilly, Schubert
Nays: None
Abstain: None
Absent: Stone
Motion Passed
6. Discussion about change of library open hours **(Poss. Action/Direction to Staff)**
Scholtz reported that a patron requested that the library be open longer on Sunday so that his children could have more time to use the library's workstations and Internet connection. Scholtz felt that it was time to review the library's hours, which were last changed after the 2000 referendum. The Board directed Scholtz to do a patron survey and study usage patterns for the next six to eight months, then come back with a proposal.

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

None

XIII. Adjournment

Schubert moved and Grala seconded a motion to adjourn the meeting at 9:20 p.m.

Ayes: Baderstadt, Carey, Grala, Leccese, Schubert

Nays: Reilly

Abstain: None

Absent: Stone

Motion Passed

Respectfully Submitted,

Monica Leccese, Secretary

MCHENRY PUBLIC LIBRARY DISTRICT

COMPILED FINANCIAL STATEMENTS

February 28, 2018

McHenry Public Library District

Balance Sheet

As of February 28, 2018

3:37 PM

03/13/2018

Cash Basis

Feb 28, 18

ASSETS

Current Assets

Checking/Savings

1060 · First Midwest Bank-Money Market

1060100 · MM - General - First Midwest 589,503.61

1060200 · MM - Spec Reserve-First Midwest 1,457,870.21

1060300 · MM - Grant & Gift-First Midwest 416,397.68

Total 1060 · First Midwest Bank-Money Market 2,463,771.50

1070100 · HSA/Building - First Midwest 356,231.92

1615100 · General Account - First Midwest 18,863.62

1625100 · Payroll Account - First Midwest 142,479.82

1635100 · Imprest Account - First Midwest 3,525.01

1045100 · PROPAY 4,690.29

Total Checking/Savings 2,989,562.16

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 3,540,362.16

TOTAL ASSETS 3,540,362.16

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 1,456,371.20

3010200 · Fund Balance - Special Reserve 1,748,470.21

3010300 · Fund Balance - Grants & Gifts 437,630.23

Net Income (652,109.48)

Total Equity 2,990,362.16

TOTAL LIABILITIES & EQUITY 3,540,362.16

McHenry Public Library District
Statement of Revenues and Expenditures
February 2018

2:13 PM
03/14/2018
Cash Basis
Feb 18

Income	
6030100 · Interest Income - General	26.33
6030200 · Interest Income - Spec Reserve	43.37
6030300 · Interest Income - Grant & Gifts	12.67
6040100 · Nonresident/Enhanced Cards	45.00
6050100 · Fines	5,384.25
6055100 · Referral/Collection Fees	30.00
6060100 · Photocopier & Fax Income	158.39
6070300 · General Fund Gifts	501.89
6105100 · Cobra/Retiree Insurance Pmts	2,161.44
6120100 · Meeting Room Fees	80.00
6130100 · Misc Incom -General(Sales/Fees)	238.91
6150100 · Lost & Damged Materials	243.99
Total Income	<u>8,926.24</u>
Gross Profit	8,926.24
Expense	
8010100 · Adult Books	9,814.18
8020100 · Youth Books	4,868.37
8025100 · Professional Resources	241.76
8030100 · Magazines & Newspapers	578.70
8040300 · Operating Fund Gifts	9,821.12
8050100 · Adult AV Materials	3,025.91
8060100 · Youth AV Materials	787.13
8080100 · Video Games	2,497.07
8090100 · eBook & eMagazine Services	193.67
8095100 · Electronic Subscriptions	5,829.20
8120100 · Library Supplies	97.74
8130100 · Tech Services Supplies	854.70
8140100 · Adult Programs & Supplies	1,503.76
8147100 · Summer Reading Club	350.00
8150100 · Youth Programs & Supplies	2,026.10
8215100 · Collection Agency Fees	107.40
8245100 · Comp/OfcEqp/CopierRepairs/Contr	10,181.97
8310100 · CCS & Polaris Expenses	5,962.95
8320100 · Network Expenses	2,274.79
8330100 · OCLC Services (cataloging)	436.91
8410100 · Payroll Exp, Acctg & Audit Serv	4,500.35
8430100 · Automation & Misc Consultants	300.00
8510100 · Printing	5,119.65
8540100 · Postage	573.89
8550100 · Public Relations/Promotions	106.08
8610100 · Electricity	2,228.84
8620100 · Gas	1,219.88
8640100 · Water & Sewer	283.75
8740100 · Building & Grounds	1,609.42
8760100 · Hospitality	1,651.82
8795100 · Miscellaneous (FH)	3,621.00

	Feb 18
8800311 · Adult Materials - PER CAPITA	63.67
8910100 · Salaries	132,355.00
8920100 · FICA/Medicare	9,494.06
8930100 · IMRF	15,246.94
8940100 · Health & Life Insurance	68,552.67
8950100 · Tuition Reimbursement	1,353.00
8960100 · Memberships & Dues	25.00
8970100 · Travel	306.22
8980100 · Meetings & Training	272.65
Total Expense	310,337.32
Net Income	<u>(301,411.08)</u>

Statement of Revenues and Expenditures by Class

03/13/2018

July 2017 through February 2018

Cash Basis

	100 General Fund	0 Special Reserve	Fu00 Grant and Gift Fun	TOTAL
Income				
6010100 · Property Taxes	1,544,216.62	0.00	0.00	1,544,216.62
6020200 · Developer Fees	0.00	58,576.00	0.00	58,576.00
6030100 · Interest Income - General	477.11	0.00	0.00	477.11
6030200 · Interest Income - Spec Reserve	0.00	352.30	0.00	352.30
6030300 · Interest Income - Grant & Gifts	0.00	0.00	115.68	115.68
6035100 · Dividends	96.00	0.00	0.00	96.00
6040100 · Nonresident/Enhanced Cards	665.00	0.00	0.00	665.00
6050100 · Fines	36,648.69	0.00	0.00	36,648.69
6055100 · Referral/Collection Fees	170.00	0.00	0.00	170.00
6060100 · Photocopier & Fax Income	9,836.83	0.00	0.00	9,836.83
6070200 · Reserve Fund Gifts	0.00	2.75	0.00	2.75
6070300 · General Fund Gifts	2.06	0.00	1,053.96	1,056.02
6105100 · Cobra/Retiree Insurance Pmts	9,761.07	0.00	0.00	9,761.07
6110100 · Program Fees/Misc Fees	2,160.00	0.00	0.00	2,160.00
6120100 · Meeting Room Fees	565.00	0.00	0.00	565.00
6130100 · Misc Incom -General(Sales/Fees)	3,044.87	0.00	0.00	3,044.87
6150100 · Lost & Damed Materials	2,530.10	0.00	0.00	2,530.10
6200100 · Over/Short	(92.31)	0.00	0.00	(92.31)
Total Income	1,610,081.04	58,931.05	1,169.64	1,670,181.73
Gross Profit	1,610,081.04	58,931.05	1,169.64	1,670,181.73
Expense				
8010100 · Adult Books	54,410.17	0.00	0.00	54,410.17
8020100 · Youth Books	28,079.46	0.00	0.00	28,079.46
8025100 · Professional Resources	4,806.35	0.00	0.00	4,806.35
8028100 · Administrative Resources (GA)	179.94	0.00	0.00	179.94
8030100 · Magazines & Newspapers	13,477.99	0.00	0.00	13,477.99
8040300 · Operating Fund Gifts	279.36	0.00	16,932.10	17,211.46
8050100 · Adult AV Materials	24,546.78	0.00	0.00	24,546.78
8060100 · Youth AV Materials	5,858.28	0.00	0.00	5,858.28
8080100 · Video Games	6,892.51	0.00	0.00	6,892.51
8090100 · eBook & eMagazine Services	25,002.28	0.00	0.00	25,002.28
8095100 · Electronic Subscriptions	47,475.18	0.00	0.00	47,475.18
8120100 · Library Supplies	4,148.56	0.00	0.00	4,148.56
8130100 · Tech Services Supplies	14,074.06	0.00	0.00	14,074.06
8140100 · Adult Programs & Supplies	11,466.51	0.00	0.00	11,466.51
8145100 · Circulation Supplies	91.80	0.00	0.00	91.80
8147100 · Summer Reading Club	378.52	0.00	0.00	378.52
8150100 · Youth Programs & Supplies	15,305.91	0.00	0.00	15,305.91
8215100 · Collection Agency Fees	787.60	0.00	0.00	787.60
8245100 · Comp/OfcEqp/CopierRepairs/Contr	36,026.80	0.00	0.00	36,026.80
8310100 · CCS & Polaris Expenses	41,740.65	0.00	0.00	41,740.65
8320100 · Network Expenses	13,028.68	0.00	0.00	13,028.68
8330100 · OCLC Services (cataloging)	11,598.83	0.00	0.00	11,598.83
8410100 · Payroll Exp, Acctg & Audit Serv	16,445.35	0.00	0.00	16,445.35
8420100 · Legal Services	517.00	0.00	0.00	517.00
8430100 · Automation & Misc Consultants	1,635.00	0.00	0.00	1,635.00
8510100 · Printing	21,944.69	0.00	0.00	21,944.69
8530100 · Public Notices & Ads	1,279.20	0.00	0.00	1,279.20
8540100 · Postage	7,501.63	0.00	0.00	7,501.63

	100 General Fund	0 Special Reserve	Fu00 Grant and Gift Fun	TOTAL
8550100 · Public Relations/Promotions	3,294.37	0.00	0.00	3,294.37
8610100 · Electricity	15,314.12	0.00	0.00	15,314.12
8620100 · Gas	1,562.36	0.00	0.00	1,562.36
8630100 · Telephone & Internet Services	4,639.74	0.00	0.00	4,639.74
8640100 · Water & Sewer	5,362.68	0.00	0.00	5,362.68
8720100 · Building/Auto Insurance	22,996.00	0.00	0.00	22,996.00
8730100 · Bonding & Officers Liability	5,554.00	0.00	0.00	5,554.00
8740100 · Building & Grounds	34,281.18	0.00	0.00	34,281.18
8760100 · Hospitality	4,459.36	0.00	0.00	4,459.36
8770100 · Interlibrary Loan Fees & Losses	232.60	0.00	0.00	232.60
8795100 · Miscellaneous (FH)	3,995.00	0.00	0.00	3,995.00
8800311 · Adult Materials - PER CAPITA	0.00	0.00	5,470.09	5,470.09
8910100 · Salaries	1,122,572.63	0.00	0.00	1,122,572.63
8920100 · FICA/Medicare	81,731.53	0.00	0.00	81,731.53
8930100 · IMRF	127,057.41	0.00	0.00	127,057.41
8940100 · Health & Life Insurance	266,603.53	0.00	0.00	266,603.53
8950100 · Tuition Reimbursement	2,032.18	0.00	0.00	2,032.18
8960100 · Memberships & Dues	2,360.30	0.00	0.00	2,360.30
8970100 · Travel	2,059.74	0.00	0.00	2,059.74
8980100 · Meetings & Training	2,387.29	0.00	0.00	2,387.29
9060100 · Library Furnishings	1,367.07	0.00	0.00	1,367.07
9070100 · Library Equipment	329.52	0.00	0.00	329.52
9080100 · Small Equipment Under \$250	1,019.42	0.00	0.00	1,019.42
9090100 · Additional Capital Projects	179,697.90	0.00	0.00	179,697.90
Total Expense	2,299,889.02	0.00	22,402.19	2,322,291.21
Net Income	(689,807.98)	58,931.05	(21,232.55)	(652,109.48)

Statement of Revenue and Expenditures Budget vs. Actual

03/13/2018

July 1, 2017- February 28, 2017 - General Fund

Cash Basis

	Jul '17 - Feb 18	Budget	\$ Over Budget	% of Budget
Income				
6010100 · Property Taxes	1,544,216.62	3,180,653.29	(1,636,436.67)	48.55%
6030100 · Interest Income - General	477.11	5,000.00	(4,522.89)	9.54%
6035100 · Dividends	96.00	500.00	(404.00)	19.2%
6040100 · Nonresident/Enhanced Cards	665.00	1,000.00	(335.00)	66.5%
6050100 · Fines	36,648.69	55,000.00	(18,351.31)	66.63%
6055100 · Referral/Collection Fees	170.00	1,000.00	(830.00)	17.0%
6060100 · Photocopier & Fax Income	9,836.83	17,000.00	(7,163.17)	57.86%
6070300 · General Fund Gifts	2.06			
6090100 · Annexation Impact Fees	0.00	8,000.00	(8,000.00)	0.0%
6105100 · Cobra/Retiree Insurance Pmts	9,761.07	13,500.00	(3,738.93)	72.3%
6110100 · Program Fees/Misc Fees	2,160.00	4,200.00	(2,040.00)	51.43%
6120100 · Meeting Room Fees	565.00	1,000.00	(435.00)	56.5%
6130100 · Misc Income -General(Sales/Fees)	3,044.87	25,000.00	(21,955.13)	12.18%
6150100 · Lost & Damged Materials	2,530.10	6,000.00	(3,469.90)	42.17%
6200100 · Over/Short	(92.31)	0.00	(92.31)	100.0%
Total Income	1,610,081.04	3,317,853.29	(1,707,772.25)	48.53%
Gross Profit	1,610,081.04	3,317,853.29	(1,707,772.25)	48.53%
Expense				
8010100 · Adult Books	54,410.17	94,000.00	(39,589.83)	57.88%
8020100 · Youth Books	28,079.46	59,000.00	(30,920.54)	47.59%
8025100 · Professional Resources	4,806.35	5,500.00	(693.65)	87.39%
8028100 · Administrative Resources (GA)	179.94	6,000.00	(5,820.06)	3.0%
8030100 · Magazines & Newspapers	13,477.99	15,000.00	(1,522.01)	89.85%
8040300 · Operating Fund Gifts	279.36			
8050100 · Adult AV Materials	24,546.78	53,000.00	(28,453.22)	46.32%
8060100 · Youth AV Materials	5,858.28	15,000.00	(9,141.72)	39.06%
8080100 · Video Games	6,892.51	12,500.00	(5,607.49)	55.14%
8090100 · eBook & eMagazine Services	25,002.28	55,500.00	(30,497.72)	45.05%
8095100 · Electronic Subscriptions	47,475.18	80,000.00	(32,524.82)	59.34%
8110100 · Bank Service Charges	0.00	200.00	(200.00)	0.0%
8120100 · Library Supplies	4,148.56	10,000.00	(5,851.44)	41.49%
8130100 · Tech Services Supplies	14,074.06	57,200.00	(43,125.94)	24.61%
8135100 · Bindery	0.00	150.00	(150.00)	0.0%
8140100 · Adult Programs & Supplies	11,466.51	18,500.00	(7,033.49)	61.98%
8145100 · Circulation Supplies	91.80	25,000.00	(24,908.20)	0.37%
8147100 · Summer Reading Club	378.52	7,000.00	(6,621.48)	5.41%
8150100 · Youth Programs & Supplies	15,305.91	21,500.00	(6,194.09)	71.19%
8215100 · Collection Agency Fees	787.60	1,500.00	(712.40)	52.51%
8245100 · Comp/OfcEqp/CopierRepairs/Contr	36,026.80	59,000.00	(22,973.20)	61.06%
8260100 · Misc Contracted Services	0.00	2,000.00	(2,000.00)	0.0%
8270100 · Finance/Late Fee Charges	0.00	500.00	(500.00)	0.0%
8310100 · CCS & Polaris Expenses	41,740.65	75,000.00	(33,259.35)	55.65%
8320100 · Network Expenses	13,028.68	25,000.00	(11,971.32)	52.12%
8330100 · OCLC Services (cataloging)	11,598.83	10,000.00	1,598.83	115.99%
8410100 · Payroll Exp, Acctg & Audit Serv	16,445.35	22,000.00	(5,554.65)	74.75%

	Jul '17 - Feb 18	Budget	\$ Over Budget	% of Budget
8420100 · Legal Services	517.00	1,500.00	(983.00)	34.47%
8430100 · Automation & Misc Consultants	1,635.00	5,000.00	(3,365.00)	32.7%
8440100 · In Service Honorarium	0.00	1,000.00	(1,000.00)	0.0%
8510100 · Printing	21,944.69	34,000.00	(12,055.31)	64.54%
8530100 · Public Notices & Ads	1,279.20	3,000.00	(1,720.80)	42.64%
8540100 · Postage	7,501.63	14,000.00	(6,498.37)	53.58%
8550100 · Public Relations/Promotions	3,294.37	8,500.00	(5,205.63)	38.76%
8610100 · Electricity	15,314.12	25,000.00	(9,685.88)	61.26%
8620100 · Gas	1,562.36	3,500.00	(1,937.64)	44.64%
8630100 · Telephone & Internet Services	4,639.74	10,500.00	(5,860.26)	44.19%
8640100 · Water & Sewer	5,362.68	5,400.00	(37.32)	99.31%
8720100 · Building/Auto Insurance	22,996.00	31,500.00	(8,504.00)	73.0%
8730100 · Bonding & Officers Liability	5,554.00	5,500.00	54.00	100.98%
8740100 · Building & Grounds	34,281.18	54,000.00	(19,718.82)	63.48%
8760100 · Hospitality	4,459.36	10,000.00	(5,540.64)	44.59%
8770100 · Interlibrary Loan Fees & Losses	232.60	700.00	(467.40)	33.23%
8795100 · Miscellaneous (FH)	3,995.00	4,000.00	(5.00)	99.88%
8910100 · Salaries	1,122,572.63	1,815,000.00	(692,427.37)	61.85%
8920100 · FICA/Medicare	81,731.53	140,000.00	(58,268.47)	58.38%
8930100 · IMRF	127,057.41	200,000.00	(72,942.59)	63.53%
8940100 · Health & Life Insurance	266,603.53	360,000.00	(93,396.47)	74.06%
8950100 · Tuition Reimbursement	2,032.18	6,000.00	(3,967.82)	33.87%
8960100 · Memberships & Dues	2,360.30	8,000.00	(5,639.70)	29.5%
8970100 · Travel	2,059.74	9,000.00	(6,940.26)	22.89%
8980100 · Meetings & Training	2,387.29	5,000.00	(2,612.71)	47.75%
9060100 · Library Furnishings	1,367.07	35,000.00	(33,632.93)	3.91%
9070100 · Library Equipment	329.52	70,000.00	(69,670.48)	0.47%
9080100 · Small Equipment Under \$250	1,019.42	10,000.00	(8,980.58)	10.19%
9090100 · Additional Capital Projects	179,697.90	400,000.00	(220,302.10)	44.92%
9100100 · Transfer to Reserve Fund	0.00	500,000.00	(500,000.00)	0.0%
Total Expense	2,299,889.02	4,505,150.00	(2,205,260.98)	51.05%
Net Income	(689,807.98)	#####	497,488.73	58.1%

Statement of Revenues and Expenditures Budget vs. Actual

03/13/2018

July 1, 2017 - February 28, 2017 -Special Reserve Fund

Cash Basis

	Jul '17 - Feb 18	Budget	\$ Over Budget	% of Budget
Income				
6020200 · Developer Fees	58,576.00	58,000.00	576.00	100.99%
6030200 · Interest Income - Spec Reserve	352.30	3,000.00	(2,647.70)	11.74%
6070200 · Reserve Fund Gifts	2.75	25,000.00	(24,997.25)	0.01%
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	58,931.05	588,000.00	(529,068.95)	10.02%
Gross Profit	58,931.05	588,000.00	(529,068.95)	10.02%
Expense				
9050200 · Library District Act	0.00	150,000.00	(150,000.00)	0.0%
Total Expense	0.00	150,000.00	(150,000.00)	0.0%
Net Income	58,931.05	438,000.00	(379,068.95)	13.46%

Statement of Revenues and Expenditures Budget vs. Actual

03/13/2018

July 1, 2017 - February 28, 2017 - Grant and Gift Fund

Cash Basis

	Jul '17 - Feb 18	Budget	\$ Over Budget	% of Budget
Income				
6030300 · Interest Income - Grant & Gifts	115.68	2,500.00	(2,384.32)	4.63%
6070300 · General Fund Gifts	1,053.96	20,000.00	(18,946.04)	5.27%
6170300 · Per Capita Grant	0.00	84,893.43	(84,893.43)	0.0%
6210300 · Miscellaneous Grants	0.00	50,000.00	(50,000.00)	0.0%
Total Income	1,169.64	157,393.43	(156,223.79)	0.74%
Gross Profit	1,169.64	157,393.43	(156,223.79)	0.74%
Expense				
8040300 · Operating Fund Gifts	16,932.10	448,381.10	(431,449.00)	3.78%
8800300 · Per Capita Grant expense for FY	0.00	32,628.34	(32,628.34)	0.0%
8800311 · Adult Materials - PER CAPITA	5,470.09	0.00	5,470.09	100.0%
9030300 · Misc Grants	0.00	25,000.00	(25,000.00)	0.0%
Total Expense	22,402.19	506,009.44	(483,607.25)	4.43%
Net Income	(21,232.55)	(348,616.01)	327,383.46	6.09%

BANKCARD PROCESSING CENTER
Mar-18

STAFF	VENDOR	Date	Amount	LINE	Subtotal
Brown	Best Buy	03.05.18	\$ 96.95	8320-100	
Brown	makemkv.com	02.01.18	\$ -	8320-100	
Brown	Amazon	02.09.18	\$ 244.72	8320-100	
Brown	New Egg	02.26.18	\$ 18.98	8320-101	
Brown	New Egg	02.26.18	\$ 124.99	8320-102	
Brown	New Egg	02.27.18	\$ 157.99	8320-103	
Brown	New Egg	02.28.18	\$ 82.70	8320-104	
Brown	New Egg	03.01.18	\$ 39.99	8320-105	
Brown	Techsoup	03.02.18	\$ 126.00	8320-106	
Brown	Mangoapps	03.03.18	\$ 49.00	8320-100	\$ 941.32
Edminister	Amazon	02.08.18	\$ 10.99	8960-100	
Edminister	Simple in out	02.12.18	\$ 29.99	8028-100	\$ 40.98
Harding	Mchenry BP	02.14.18	\$ 72.21	8740-100	
Harding	Mchenry BP	02.06.18	\$ 97.80	8740-100	
Harding	Ulin	02.28.18	\$ 770.63	8740-100	\$ 940.64
Jakacki	Cosley Zoo	02.12.18	\$ 305.00	8150-100	
Jakacki	Art.com	02.12.18	\$ 261.92	9060-100	
Jakacki	Noodles & Co.	02.08.18	\$ 23.98	8980-100	
Jakacki	Party City	02.17.18	\$ 19.97	8150-100	
Jakacki	Dollar Tree	02.28.18	\$ 17.00	8150-101	
Jakacki	Hobby Lobby	02.28.18	\$ 33.53	8150-100	
Jakacki	Dollar Tree	03.01.18	\$ 12.00	8150-100	
Jakacki	Target	03.04.18	\$ 22.24	8150-100	
Jakacki	Kohls	03.04.18	\$ 15.00	8150-100	
Jakacki	Five Below	03.04.18	\$ 5.00	8150-100	
Jakacki	ILA	03.16.18	\$ 75.00	8960-100	
Jakacki	GFS	03.07.18	\$ 98.53	8760-100	
Jakacki	American Libr	03.05.18	\$ 190.00	8960-100	
Jakacki	ISLMA	03.05.18	\$ 65.00	8960-100	
Jakacki	ALA	02.15.18	\$ 157.50	8980-100	\$ 1,301.67
Lambert	Meijer	02.18.18	\$ 18.99	8140-100	
Lambert	Walmart	02.15.18	\$ 19.74	8140-100	
Lambert	USPS	02.21.18	\$ 23.25	8540-100	
Lambert	McHenry Theater	02.23.18	\$ 30.00	8550-100	
Lambert	USPS	02.24.18	\$ 22.16	8540-100	
Lambert	My Fonts	02.28.18	\$ 29.00	8550-100	
Lambert	McHenry Chamber	03.02.18	\$ 75.00	8980-100	
Lambert	Positive Promotions	03.05.18	\$ 275.45	8760-100	
Lambert	USPS	03.07.18	\$ 23.68	8540-100	
Lambert	McHenry Theater	03.07.18	\$ -	8550-100	
Lambert	Michael	02.06.18	\$ 3.33	8550-100	
Lambert	American Library		\$ (5.13)	8960-100	\$ 515.47
Scholtz	Mchenry Chamber	02.16.18	\$ 28.00	8970-100	
Scholtz	Mchenry Chamber	02.16.19	\$ 29.59	8970-101	
Scholtz	Sams	02.19.18	\$ 111.10	8760-100	
Scholtz	Walmart	02.19.18	\$ 96.07	8760-101	\$ 264.76
Strain	Dunkin Donuts	02.18.18	\$ 38.68	8760-100	
Strain	NYAX	02.28.18	\$ 0.80	8140-100	
Strain	NYAX	03.05.18	\$ 2.00	8140-100	
Strain	Value Line	02.12.18	\$ 425.00	8010-100	
Strain	Value Line	02.12.18	\$ 1,050.00	8010-100	
Strain	NYAX	03.05.18	\$ 2.00	8140-100	
Strain	NYAX	03.05.15	\$ 2.00	8140-101	\$ 1,520.48
Terrill	ILL	02.15.18	\$ 150.00	8980-100	\$ 150.00
Yazell	USPS	02.20.18	\$ 6.70		
Yazell	management Assoc	03.06.18	\$ 350.00		
Yazell	FRED PRYOR	03.05.18	\$ 199.00		\$ 555.70
			\$ 6,231.02	TOTAL	\$ 6,231.02



January 23, 2018

*Opened
1/31/2018*

Mr. Bill Edminster
Assistant Director
McHenry Public Library
809 N. Front Street
McHenry, IL 60050

\$50.00 ✓

Dear Mr. Edminster:

On behalf of the McHenry American Legion Auxiliary Post 491, enclosed is a donation check in the amount of \$50.00 to help your continuing effort to buy books for the library, especially those military related.

We lost one of our Past Presidents last year, Betty Lou Smith, and would like a book to be dedicated to her, in honor of her many years of service to the American Legion Auxiliary.

Sincerely,

Dana Deiderich
President
American Legion Auxiliary
Post 491



809 North Front Street

McHenry, Illinois

60050-5578

Phone: 815.385.0036

Fax: 815.385.7085

www.mchenrylibrary.org

McHenry American Legion Auxiliary Post 491
c/o Dana Deiderich, President
7404 Mohawk Drive
Wonder Lake, IL 60097
February 15, 2018

Dear President Deiderich:

Thank you for the donation to the library from the McHenry American Legion Auxiliary Post 491.

We have used your donation to order the following books.

- *Veterans: Faces of World War II* by Sasha Maslov, a photograph portrait collection with biographical essays. We will put a bookplate designating this book as a donation in memory of Betty Lou Smith from the Auxiliary in this book.
- *Military Medals of the United States* by Frank Foster and Lawrence Borts, described as "the single best book in the world on U.S. Military Medals." We will put a bookplate designating this as a donation from the McHenry American Legion Auxiliary in this book.

By putting donation plates in each book, the many library users who use these books will have an opportunity to appreciate your gift as much as we do.

Thank you again for thinking of the McHenry Public Library for your donation.

Sincerely,

Bill Edminster
Assistant Director

James C. Scholtz

Executive Director

jscholtz@mchenrylibrary.org

Susan J. Buchholz
921 S. Emerson Street
Mount Prospect, IL 60056

January 13, 2018

Mr. Bill Edminster
McHenry Public Library District
809 North Front Street
McHenry, IL 60050-5578

Dear Mr. Edminster:

Enclosed please find my donation check in the amount of \$75. This is my annual donation in memory of Robin Fossum Weber.

I would appreciate your sending me the titles you were able to purchase in her memory, as you have done in the past.

Should you have questions or need further information, please contact me.

Kind regards,



Susan J. Buchholz
sjtbee@gmail.com

Enclosure



809 North Front Street

McHenry, Illinois

60050-5578

Phone: 815.385.0036

Fax: 815.385.7085

www.mchenrylibrary.org

Susan J. Buchholz
921 South Emerson
Mt. Prospect, IL 60056
February 19, 2018

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 are *Alive in Shape and Color* by Lawrence Block, *The Complete Stories of Flannery O'Connor*, *Let Me Lie* by Clare Mackintosh, *Nicholas Nickleby* by Charles Dickens, *On the Beach* by Nevil Shute, and *A Town Like Alice* also by Nevil Shute.

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

Bill Edminster
Assistant Director

James C. Scholtz

Executive Director

jscholtz@mchenrylibrary.org



809 North Front Street

McHenry, Illinois

60050-5578

Phone: 815.385.0036

Fax: 815.385.7085

www.mchenrylibrary.org

Mr. Jay Weber
807 E. 2nd North Street
Mt. Olive, IL 62069
February 19, 2018

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 *Alive in Shape and Color* by Lawrence Block, *The Complete Stories of Flannery O'Connor*, *Let Me Lie* by Clare Mackintosh, *Nicholas Nickleby* by Charles Dickens, *On the Beach* by Nevil Shute, and *A Town Like Alice* also by Nevil Shute.

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

James C. Scholtz

Executive Director

jscholtz@mchenrylibrary.org

McHenry Public Library District

LIBRARIAN'S REPORT

February 2018

Administration

- B. Edminster attended all-day training on the Polaris Acquisitions module, 2/22-23. He/ K. Milfajt will be meeting to decide how to implement automated ordering/receiving with individual vendors in April/ May. When the new FY begins, TS will be tracking ordering and spending for individual selectors through fund accounting removing that responsibility from the Ad – YS Depts. Currently, we track 90+ funds for selectors within the Ad – YS Dept. and AV budget lines.
- J. Scholtz attended RAILS strategic planning talk @ Indian Trails PL 2/22; also State of McHenry luncheon 2/28 + old NSLS group 3/8.
- B. Edminster, P. Strain, B. Majka, K. Milfajt and L. Horist attended the quarterly CCS Polaris Migration webinar, 2/28.
- B. Edminster invited a representative from B&T to the monthly Collection Development meeting to talk about automated ordering through them, which will streamline fund accounting at the selector level, 3/6.
- NSLS meet-up of Director's – Glenview PL, 3/8. J. Scholtz attended.
- Check given to FISH - \$3,620.77, 3/5, raised during ½ Price Fines period. Thanks to staff and public – money will be used to buy needed food items for the Pantry.
- B. Edminster represented the library at Character Counts! 3/8.
- B. Edminster met with L. Jakacki (2/20), B. Majka (3/1), and P. Strain (3/8) for monthly sync-up meetings to discuss what's going on in the library and in their departments. He met with K. Milfajt specifically to discuss Acquisitions this month, (3/7).
- K. Lambert, J. Scholtz and other staff helped out at McHenry Business Expo booth, 3/10.
- B. Edminster/J. Scholtz attended Friends mtg. 3/15; Scholtz also attended various Chamber mtgs for planning of Fiesta Days events. 2/23;3/15.
- J. Scholtz sent all items to Lauterbach/Amen for our IMRF Audit – we have 4th quarter information to send once June arrives.

Adult Services

- Z. Terrell and P. Strain assisted with and attended the Career Online High School graduation ceremony on Sunday, 2/18.
- In helping a patron with family research, T. Hillier discovered that one of their ancestors passed in the Iroquois Fire in 1903. The ancestor's obit helped confirm that a group of people were in fact members of the patron's family.
- E. Janas' DVD display of previous Sundance Film Festival Winners proved particularly popular.
- K. Lopez created a Valentine's Day display featuring our Spanish language Harlequin romances to informally assess their circulation. They didn't seem to check out, but they were always moved around leading her to the conclusion that they're read in-house more than they are circulating.
- T. O'Toole helped a patron who was curious about the current price of daily newspapers. The patron remembered when they charged fifteen cents to read about the news of the day. T. O'Toole and the patron were both surprised when they walked over to our newspaper shelves and saw how much they were charging.
- P. Strain led the Mystery Book Group's discussion of *A Darkness More Than Night* by Michael Connelly.
- T. Hillier finished uploading the McHenry County Historical Society's Pictorial Newsletters and the new digital copies of our historic plat maps onto our digital archive.

Building Services

- D. Harding spoke with mkSolutions regarding AMH unit. Electricity lines/outlets installed by Associated Electric 3/6, exterior stainless steel return unit will be installed later.
- Both LAT machines were shipped out.
- D.Harding and G.Pease installed two warehouse lights in the back.

Circulation/ILL

- S. Willis reports a total of 107 expired holds pulled in February
- Circ staff attended MPLD Staff In-service 2/2
- Circ staff participated in Half Price Fine program, helping approximately 630 patrons clear their fines and raised \$3,620.77 for the FISH food pantry
- B. Niepsuj, L. Rex attended Polaris ILL training 2/5
- B. Majka, L. Horist, S. Willis attended Manager's Meeting 2/15
- B. Majka attended Circulation Managers Meeting at Niles Library 2/23
- B. Majka attended Public Services Managers Meeting 2/27
- B. Majka, L Horist attended CCS Polaris Migration Webinar 2/28

Human Resources

- No opening positions in February. Circulation has used some hours from open positions to distribute among existing staff. Unused hours may be reserved for future staffing.
- Met w/ and introduced Business Manager to two (2) potential HRIS/payroll vendors.
- Average Salary increase for the Last 3 months – 3.0%
 - This average calculation is missing data from one (1) employee whose salary increase has not yet been submitted.
- Average Salary increase for the FY 2017-2018 (year-to-date) – 2.41%
 - This average calculation is missing data from three (3) employees whose salary increases have not yet been submitted.
 - Other Fiscal YTD notes: a) two employees did not receive an increase due to performance; b) two employees have received lump-sum merit payments vs. an increase to their base salary
- Uncovered irregularities in the HSA account funding. Worked with Business Manager to correct erroneous coding in the HRIS system and implement process improvements.
- The featured presentations for the all-day In-Service Meeting on 2/2 were Polaris training (in the morning) and mandatory Sexual Harassment training in the afternoon. The meeting also included an update on the RFID project and staff acknowledgements. The meeting was attended by approx. 89% of our staff. We had several part-time staff who took time off from other jobs which enabled them to attend this important event. (Previous attendance: December 75%, October 58%, August 75%, and April 62%)
- Provided mandatory Sexual Harassment Training for Supervisors at the Manager's Meeting (and included team leads) on 2/15
- Provided mandatory Sexual Harassment Training for five (5) staff members who were absent during the In-Service training session.
- Attended HR Roundtable (sponsored by Mgmt Assn) at PPL on 2/07
- Attended Stateline SHRM on 2/08; presentation was "Investigative Interviewing"
- Participated in Sexual Harassment webinars sponsored by RAILS (2/14)
- Attended Manager's Meeting (2/15)

- Provided mandatory Sexual Harassment Training for Supervisors at the Manager's Meeting (and included team leads) on 2/15

Public Relations

- The March/April/May issue of *The Preface* library newsletter was designed, edited, printed and mailed to more than 21,000 households in our district on 2/10.
- I've been working with Public Services to promote our lineup of special IL Bicentennial programs, which so far are pretty well attended.
- I designed and had printed a special commemorative bicentennial library card available free to patrons who ask for it at the Checkout Desk. I'll begin promoting this new card (limited quantity) the week of 3/5.
- I helped coordinate and attended the Career Online High School Graduation Ceremony we held here on 2/18. Will publish our graduate Adam's photo in social media, our website and send to the NW Herald Neighbors section.
- Met with Polaris PowerPAC committee (Lesley and Lisa) to discuss our customization requests for how we want our new online catalog to look. Submitted our requests to CCS via FreshDesk. Worked with our web developers to edit the style sheet for our catalog to match our website and corporate branding.
- Started to create patron promotional materials for new online catalog coming 4/17. Will also promote via digital communication channels.
- Promoted our half-price fines program, and will take picture of Jim presenting check to FISH Food Pantry in March (\$3,621).
- Promoted upcoming programs via various media.
- Updated website as needed.
- Attended several mtgs: 2/7, Career Online High School graduation planning committee; a Dept. Heads mtg 2/15, and a bicentennial/summer reading planning mtg 2/21.
- Purchased treats for monthly staff birthday celebration.
- Prepared table/booth at McHenry Chamber Bus. Expo, 3/10 and volunteered at table along with M. Cairo, J. and M.A. Del Santo who did a wonderful job representing the Library!! J. Scholtz helped as well.

Technical Services

- RFID tagging continues. Circulation and TS staff tagged 7325 items this month, bringing our tagging percentage up to 22% of the collection.
- K. Meadows, K. Milfajt, P. Radic, and K. Walker attended the MPLD Staff In-Service, 2/2.
- K. Milfajt participated in the Collection Development Committee meeting, 2/6.
- K. Kimbrel, D. Lavin, K. Meadows, P. Radic, and K. Walker participated in the TS Department meeting facilitated by K. Milfajt, 2/8.
- K. Milfajt facilitated the Contemporary Book Discussion Group discussion of *Dead Wake: The Last Crossing Of the Lusitania* by Erik Larson, 2/12.
- K. Walker moderated the Dungeons and Dragons program, 2/13.
- K. Milfajt participated in the Management Team Meeting, 2/15.
- K. Kimbrel and D. Lavin attended the HR make-up session on sexual harassment, 2/23.
- D. Lavin, K. Meadows, P. Radic and K. Walker participated in the TS Department meeting facilitated by K. Milfajt, 2/27.
- K. Milfajt represented MPLD at the CCS SCRAP meeting, 2/28.
- K. Milfajt attended the quarterly CCS Polaris Migration webinar with B. Edminster, P. Strain, B. Majka, and L. Horist, 2/28.

Technology

- J. Scholtz and IT staff met with CCB Technology to start an equipment/software/connections/infrastructure review process for our IT current status and needs to determine optimal solutions and configurations. Cost/calendar not determined yet.
- IT resolved 45 tickets
- IT met with J. Scholtz 2x times this month to discuss FreshDesk tickets status and other IT needs.

Youth Services

- Afterschool meal program: 90 meals served; 93 kids and 24 adults
- N. Cogswell is helping the library celebrate the IL Bicentennial with displays about the state. This month's display featured the state tree and flower. The coloring sheets accompanying the display were very popular.
- K. Storlie has been looking at the Holiday Picture Book collection and researching holidays that need better representation in our collection to reflect the variety of holiday traditions celebrated in McHenry community as it is becoming more diverse.
- One should never underestimate the power of storytimes in the library. K. Gerold had a preschooler who was anxious about leaving mom behind, being with other kids and joining of the storytime group. However, over weeks of encouragement Karen earned the child's trust and now he is more confident with others and an active participant in the group.
- With the assistance of funds from the Friends of the McHenry Library, E. Wyant hosted local and bestselling author Stacey Kade at the high schools and the library. Stacey varied her presentations throughout the day so the teens all got a different glimpse into the life of an author.
- The bilingual teachers of District 15 are using J. Velasquez's school services quite a bit lately. One of the biggest requests from the teachers is native Spanish-language literature rather than translated works from English. The teachers are happy to learn that Jennifer actively collects those types of titles in her Spanish collection for teachers to checkout.
- C. Bergan presented an informative presentation of the new patron catalog, PowerPac, to all library staff at the February. For many staff this was their introduction to the new catalog and Caitlin provided them with the basics of how it functions.
- G. Doolan continues to have preschool centers display their student's artwork in the library.
- While it is only February M. Cairo has been busy scheduling performers for this year's Summer reading Program. With the theme of "Libraries Rock" she has scheduled music and geology themed programs for kids of all ages.
- L. Jakacki, as chair of North Suburban Digital Consortium, prepared for the biannual meeting along with a presentation to member library Directors to discuss the financial future of the consortium.

Statistics and Highlights Narrative

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

The TS Dept. has been very busy RFID tagging; along with the Circ. Dept. but even with those extra duties TS managed to add (+5%) and withdraw (-44%) items compared with last yr./mon. Lots of staff time in TS and Circ. Was directed toward configuring and training in Polaris. Staff is doing a great job!! Overall holds decreased by (-8%) but materials' renewals were (+2%) with overall circulation coming in at 32,682 compared with last year's (37,346) – a (-12%). Ave. circulation per day was 1669 (+1%) and we were open 2 days less than last year due to a full day in-service). ILL borrowing was (0%); lending was (-10%). Patron traffic was up considerably (+69%) to 23,515 from 13,945!! Also our eMagazine/Zinio was at (-22%) with digital downloads (+4%) Renewals/holds were (+2%) and (-3%), respectively. Inet use for Adults was (-5%) and YS (-15%) with website hits (+16%) and wireless use (-9%). The increased traffic flow, small increase in Circulation, decrease in in-house wireless use, don't really add up unless one considers the added traffic for the AARP tax help. This is a really valuable service and we need to figure out a way to

translate this use into increased library use/circulation. Program attend: (Ad – 32%; YS +26%). Mting Rm use (-49%); study room use (+11%); Ad Prog. (+4%); YS Prog (+48%).

Having an HR person on staff has been invaluable – to have someone skilled and knowledgeable about all things HR related and to have this expertise on-staff is great. S. Yazel did an excellent job on content/presentation for the sexual harassment workshops. Also, our new Bus. Manager, P. Torgersen and Sue are working well together to streamline HR/Personnel, budget and accounting systems.

I also want to thank our TS and Circ. Dept. Hds and staff – in terms of managing 2 large projects – so far, everything is going smoothly with RFID conversion and with Polaris switchover/training. Also, the Maintenance staff has been great – D. Harding has done a superb job in crafting the AMH box, working with mk Solutions for install, working with local electricians (Associated Electric). Thanks so much!!

Upcoming Events and Projects

- New online catalog “go live” date is 4/17/2018
- RFID self-checks/AMH unit delivered and installed, go live in mid-April? RFID tagging continues, Circ/TS. New tagging stations ordered.
- Nat’l. Library Week 4/8-14/2018
- FY2018/19 budget worksheets will go out to Dept. Managers.
- 3-year cycle for liability and health insurance starts, so we’ll be seeking information/bids from vendors.



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

MEMO

TO: MPLD Board of Trustees
FROM: Jim Scholtz, Executive Director, MPLD
RE: Existing Disruptive Patron Policy
DATE: 3/27/2018



Below is the old/existing policy for governing disruptive patron behavior and how staff will act upon that behavior. Please refer to the next page regarding the new, proposed policy. Zach Terrill, Assistant Adult Services Dept. Head will present the new policy and answer questions regarding wording and enforcement. The new policy has been discussed by the Management Team and is vetted by them (3/13/2018) – feeling that they can enforce it better than the old policy below:

Rules for Patron Behavior/Disruptive Behavior (4/7/05 and 1/28/02)

The Library Board gives the authority and responsibility to the MPLD staff for maintaining an environment that ensures that the Library is a safe and inviting place for area residents to enjoy. Patrons are expected to behave in a quiet, respectful manner, being mindful of the privacy of others and not to engage in disruptive or abusive behavior. Shirts and shoes must be worn at all times and any behavior that disrupts normal Library activities will be dealt with by restricting/suspending Library privileges. Animals are not allowed in the Library (with the exception of service animals for disabled patrons). Additionally, any illegal activities will result in immediate expulsion from the library and the police may be called.

Library staff will provide a warning to a patron whose behavior disrupts normal Library activities. If the disruptive behavior continues, the patron will be asked to leave the Library for the remainder of the day. If the patron does not leave when asked to do so for good cause by the Library staff, the person's continued presence will be considered trespassing and staff will contact the McHenry police for assistance. Behavior that disrupts normal Library activities will not be tolerated. A staff member will ask a patron to discontinue disruptive behavior, citing the nature of the behavior. If the staff warning is disregarded, the person will be asked to leave Library premises. Depending upon the severity of the disruption and degree to which the incidence is resolved the police may be called. If a child's behavior is disruptive, the child will first be approached by a staff member and asked to discontinue the cited behavior. If the staff warning is disregarded, the staff member will then make an attempt to locate the child's parent within the Library. The parent will then be asked to monitor the child's behavior. If the parent refuses and/or the child's behavior continues, the parent and child will be asked to leave the Library for the remainder of the day. If the parent is not present, the child will be asked to leave the Library and the police may be called, even if the child is aged 18-under. Severe, continued/repeated disruptive behavior may result in the immediate suspension of Library privileges and/or litigation. Such suspension shall be the determination of the Executive Director or staff in charge. The patron will be informed in writing as to the nature and duration of the suspension.

New Proposed Policy (3/27/2018) – replaces existing policy

Rules for Patron Behavior/Disruptive Behavior

The Library Board gives the authority and responsibility to the MPLD staff for maintaining an environment that ensures the Library is a safe and inviting place for all persons. Patrons are expected to behave in a quiet, respectful manner, being mindful of the privacy of others and to not engage in disruptive or abusive behavior. Any behavior that disrupts normal Library activities, staff or other patrons, or results in damage to personal property, personal injury, library fixtures, etc. will not be tolerated.

The Library usually operates on a 3-strike policy: staff will provide a verbal warning first, citing the nature of the behavior to the patron, asking them to cease/desist that behavior; a second warning of the same may take place. If a 3rd warning is required for the same behavior, the patron will be asked to leave the Library for the remainder of the day. If the patron does not leave when asked to do so by staff, they will be considered to be trespassing and staff will contact the McHenry Police for assistance, escorting the patron from the Library.

Examples of Disruptive Behavior Include the following items – but are not limited to:

- ***Abuse of library equipment, furnishings, or materials;***
- ***Animals are NOT allowed in the Library (with the exception of certified service animals)***
- ***Bullying/Disrespectful behavior towards other patrons or staff***
- ***Eating in the library (except in designated eating areas)***
- ***Extended and loud conversations with others or on cell phones***
- ***Not wearing shirts or shoes***
- ***Using offensive/abusive language and obscenities – including obscene gestures***
- ***Playing audio (music, videos, etc.) without headphones or loud sound from headphones***
- ***Unwelcomed physical contact with other patrons or staff or contact that is disruptive***
- ***Other illegal activities (such as stealing, graffiti, drug use/sales, etc.) -this will result in immediate expulsion from the Library.***

If a minor's (under age 18) behavior is disruptive, the minor will first be approached by a staff member and asked to cease the cited behavior. If the staff warning is disregarded, that staff member will make an attempt to locate the child's parent or guardian within the Library (see Unattended Minor Policy). The parent or guardian will then be asked to monitor the minor's behavior for the duration of their library visit. If the parent/guardian refuses and/or the minor's disruptive behavior continues, both parties will be asked to leave and the police may be called to enforce the policy.

Board Approved Policy: Yes

No

Abstain

Voting Roll

Date Passed:



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

MEMO

TO: Management Staff
FROM: Jim Scholtz, Executive Director, MPLD
RE: FY2018-19 Budget
DATE: March 7, 2018

Attached, please find your Dept. budget request form for FY2018/2019 which starts July 1, 2018. The Deadline **Date for submission of budget requests: Friday, 5/11/2018.** Following are some notes regarding your budget process and requests:

The total FY2018/10 budget is \$3,180,654 – basically \$1.00 more than last year (yes, really!!). So, the bottom line of all budgets should really stay the same or decrease slightly. With that said, we really accomplished two large projects last year: switchover to RFID tagging and migration to Polaris circulation system. You should be proud of those accomplishments!! We also kept up with electronic media offerings and added/changed staff but also streamlined some policies and procedures. So – congratulations to you on doing so much with the same amount of money!! In my 10+ years here, we've increased staffing and added some positions plus increased pay, created and paid off debt, redesigned exterior and interior space and increased some budget line items, purchase of some janitorial equipment, and accomplished many energy-saving projects, saving money in the process over the long haul. **Pat yourself on the back because you've done a GREAT job saving taxpayer money and giving them the best 'bang for the buck!'**

Throughout my tenure as Director at the MPLD, we really hasn't seen the kind of population growth/capital growth seen in other CCS communities and our budget has suffered due to that lack of growth as well as suffering under the PTELL tax cap. But we have prevailed and succeeded in spite of that lack of growth – our use statistics have increased substantially. So this year, again, I'm asking all of the Managers to hold the line on spending, even trying to decrease spending by 2-3% if possible. This doesn't mean that you can't have a new program; but it does mean that having a new program, probably means eliminating an existing program – a 1 for 1. We are seeing a couple of new and/or increasing revenue streams (albeit small) like vending machine concessions and SREC credits from our solar panels but I'd like to see some 'out-of-the-box' thinking' on services/products that we might provide the community to ad needed revenue.

On the Administration side, I see health insurance as a big/growing expense and, along with S. Yazel we'll be exploring options. This year we'll also be going out to bid for liability insurance. I'd also like to plan for new carpeting in the main library (that means moving stacks/books – being closed to the public for a time – this FY or next). This would include the flooring in the Admin area as well. We've hired an IT company to do a 'best practices' survey of our equipment and work flow, so they'll undoubtedly have some suggestions for us to simplify and upgrade our equipment, software and methodology/workflow – that will have budgetary implications.

For FY18/19 – I don't want any changes to staffing – new positions, PT to FT – all will stay the same. If we have vacancies, they may stay vacant throughout the FY. The health insurance dilemma I had hoped to have solved has not been addressed by Congress and the future of the IL per capita grant is in doubt. Thank you for your diligence in budgeting and in using McHenry tax money in a prudent and efficient manner. Questions? Just Ask.

**McHenry Public Library District
Department Budget Preparation Sheet (2/08)**



Budget FY _____

Name of Department _____

Describe your department, "Why do you exist?" (1 paragraph) –

How many staff in your department? -

List 1-4 measurable goals and/or objectives for this FY -

List the resources with dollar amounts that you will need to accomplish these goals/objectives.
Capital (over \$500), supplies, equipment (under \$500) personnel, other –

Describe how you will evaluate success/modify program, collection or services within the FY –

Look at the current FY _____. Describe your spending by line item (see attached list). Where have you exceeded spending? Where have you needed more funds – where less? Do you need additional line items for this year or the next fiscal year?

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Really, though, Jones tells a simple story of boy-meets-girl-marries-her. It's a fairy tale, modernized; a romance with a twist: Roy idealizes his marriage, while Celestial is a realist. He's your basic Nice Guy. She's been raised to take care of herself and speak her mind.

His memories differ quite a bit from hers, and seeing both sides through their eyes makes their story better. Add a situation that hints at the unimaginable, and some additional, sometimes irritating, characters with influence and you've got a book filled with a tale that'll keep you dry-mouthed, page-turning and right on the edge of hollering.

This is a novel that unabashedly plays with your senses of right and not-quite-right. It also plays with your emotions, if you've ever been in love – so have a handful of tissues nearby.

"An American Marriage" could bring you to your knees.

• Email book reviewer Terri Schlichenmeyer at bookwormsez@gmail.com.

AN AMERICAN MARRIAGE

A NOVEL

TAYARI JONES

AUTHOR OF SILVER SPARROW

"AN AMERICAN MARRIAGE: A NOVEL"

COST & INFO: By Jerry Oppenheimer, Copyright 2018, Algonquin Books of Chapel Hill, \$26.95/higher in Canada, 308 pages

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Paddock St., Crystal Lake. Bring your current craft project. Information: 815-459-1687 or www.clpl.org.

BLOOD DRIVE @ THE LIBRARY, 3 to 7 p.m. March 7, Algonquin Area Public Library Harnish Main Library, 2600 Harnish Road, Algonquin. Appointment required. All donors receive a coupon for a free small pizza at Nancy's Pizza. Free. Information: 847-458-3133 or www.heartlandbc.org.

ART ATTACK, 3:30 to 4:30 p.m. March 7, Harvard Diggins Library, 900 E. McKinley St., Harvard. Featured artist: Matisse. For teens in grades 6 to 12. Registration required. Free. Information: 815-943-4671 or www.harvard-diggins.org.

ROBLOX, 4 to 5 p.m. March 7, Crystal Lake Public Library, 126 W. Paddock St., Crystal Lake. For students in grades 4 to 8. Registration required. Free. Information: 815-459-1687 or www.clpl.org.

GOOGLE DOCS FOR PARENTS, 6:30 to 8 p.m. March 7, Woodstock Public Library, 414 W. Judd St., Woodstock. Learn how to use Google Docs basic features for creating, editing and sharing word processing documents. Register for a Google account before the program. Information: 815-338-0542 or www.woodstockpubliclibrary.org.

Continued on page 10



CELTIC CROSSES OF CHICAGO

WHEN: 7 to 8 p.m. March 8

WHERE: McHenry Public Library, 809 Front St., McHenry

COST & INFO: Laurel Mellien will take attendees on a visual tour of Chicago area cemeteries' Celtic Cross headstones to reveal their meanings and history. Free. Information: 815-385-0036 or www.mchenrylibrary.org.

go away. I don't have any terrible crisis, yet, I'm not happy.

I seem to always see the worst in most instances, ascribe the worst motives to people around me, even though I generally keep this to myself. I'm irritated easily and I'd have to say, to be

ing: Is there anywhere I am being dishonest in my business dealings or in my personal life? Am I being self-centered, selfish or ego driven? Am I giving back in some way? Am I a giver rather than a taker? Am I doing something with depth and meaning? Do I have

that meetings no longer are imperative? Do I have a regular practice to quiet my mind?

Go through that checklist with as much self-honesty as possible. Don't make excuses for yourself. If you come across something that seems true for you, don't reject it

go to your trusted person and review each of those items. Listen with as much openness and as little pride as you can muster as your trusted person gives you feedback. You might ask him or her if they see the same things you do, and this way, you might alter

Continued from page 9

STORYTIME AT HISTORIC VILLAGE

HALL, 10:30 to 11:30 a.m. March 8, Historic Village Hall, 2 S. Main St., Algonquin. Free drop-in program. Information: 847-458-3168 or www.aapld.org.

HANDS-ON STEM: FOSSILS, 4 to 5 p.m. March 8, Crystal Lake Public Library, 126 W. Paddock St., Crystal Lake. For students in grades 3 to 5. Crystal Lake Public Library cardholders only. Registration required. Information: 815-459-0680 or www.crystal-lakeparks.org.

FRIENDS OF THE ALGONQUIN LIBRARY BOOK SALE, 4 to 7 p.m. March 8, Algonquin Area Public Library Eastgate Branch, 115 Eastgate Drive, Algonquin. Continues 4 to 8 p.m. March 9, 10 a.m. to 2 p.m. March 10 and 1 to 4 p.m. March 11 with a half-price sale. Cost: \$10 admission March 8 only. Information: 847-658-4343, ext. 207, or www.aapld.org.

DROP-IN SPANISH LANGUAGE FAMILY STORYTIME, 6:30 to 7 p.m. March 8, Crystal Lake Public Library, 126 W. Paddock St., Crystal Lake. All ages with adult. Open to beginners and Spanish speakers. Free. Information: 815-459-1687 or www.clpl.org.

TEEN ANIME CLUB, 7 to 8:30 p.m. March 8, Crystal Lake Public Library, 126 W. Paddock St., Crystal Lake. Watch some anime, share opinions and enjoy some treats. Information: 815-459-1687 or www.clpl.org.

MURDER & MAYHEM BOOK CLUB, 7 to 8 p.m. March 8, Woodstock Public Library, 414 W. Judd St., Woodstock. Meets the sec-

ond Thursday of the month. Group members read two or three mysteries on a certain theme a month. No registration required. Information: 815-338-0542 or www.woodstockpubliclibrary.org.

DROP-IN STORYTIME, 10:30 to 11 a.m. March 9, Woodstock Public Library, 414 W. Judd St., Woodstock. Information: 815-338-0542 or www.woodstockpubliclibrary.org.

BEGINNING EXCEL 2013, 11 a.m. to 12:30 p.m. March 9, Crystal Lake Public Library, 126 W. Paddock St., Crystal Lake. Keyboard and mouse skills required. Registration required. Information: 815-459-1687 or www.clpl.org.

SECOND SATURDAY SENSORY STORYTIME, 1:30 to 2:15 p.m. March 10, Crystal Lake Public Library, 126 W. Paddock St., Crystal Lake. Information: 815-459-1687 or www.clpl.org.

CONTEMPORARY BOOK DISCUSSION GROUP, 7 to 8:30 p.m. March 12, McHenry Public Library, 809 Front St., McHenry. Read and discuss "Once We Were Brothers" by Ronald H. Balson. Copies are available at the checkout desk. For ages 18 and older. No registration needed. Free. Information: 815-385-0036, mplref@mchenrylibrary.org or www.mchenrylibrary.org.

DROP-IN LEGO MONDAY, 3:45 to 5:15 p.m. March 12, Crystal Lake Public Library, 126 W. Paddock St., Crystal Lake. Information: 815-459-1687 or www.clpl.org.

"I SURVIVED: THE JAPANESE TSUNAMI," 4:15 p.m. to 5:15 p.m. March 13, Crystal Lake Public Library, 126 W. Paddock St., Crystal Lake. For grades 2-4. Information: 815-459-1687 or www.clpl.org.

Ayden Johnson, then 5, lines up his putt at a past Mini Links at the Woodstock Public Library.

Shaw Media file photo

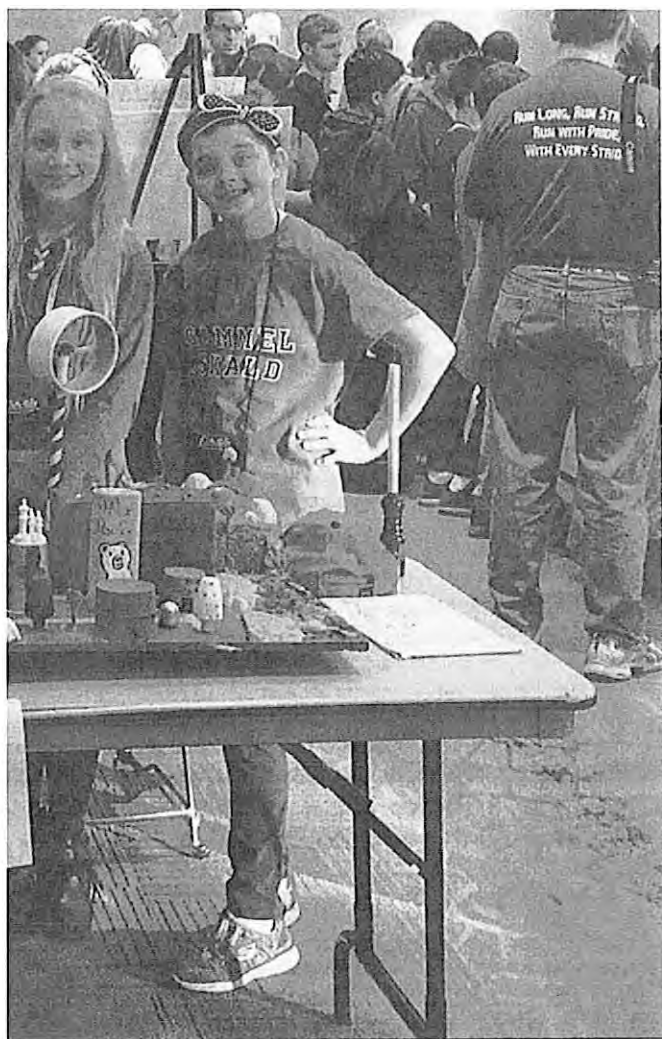


MINI LINKS AT THE LIBRARY

WHEN: Library After Dark: Mini Links for Adults from 10 a.m. to 3 p.m. March 10

WHERE: Woodstock Public Library, 414 W. Judd St.

COST & INFO: The library transforms into an escape room through all three floors. Each hole features a unique theme. At Library After Dark, relax with a glass of wine. All ages 10 years or older to attend. Cost: \$25 a person. At the March 10 Mini Links, families can play as all ages try to hit tricky shots, such as the water hole. Cost: \$5 adults/\$3 children ages 5 and under. Raffle prizes, a Hole in One Contest and more. Information: www.aapld.org.



Seek Future City Competition on Jan. 20 in Chicago. Their city, continent. It won two awards: Victors in the Battle Against Gravitronic Solution for Improving the Quality of City Life presentation, Robert Eschenbacher, Madison Senica and Alexis Zick. Not

club or organization community Calendar? st.com and select mission will appear west Herald and ion, call Barb Grant

Elizabeth Rosiles, 815-mchenry.edu. **Intermediate Computer Word**, Woodstockudd St., Woodstock. For outer skills and/or have to computers class. istration required. Cost: e Dreyer, 815-338-0542 blclibrary.org.

• 9:30 to 11 a.m. – **Multiple sclerosis self-help group meeting**, Lake in the Hills-Algonquin fire station, 1020 W. Algonquin Road, Lake in the Hills. Guest speaker will be Regional Transportation Authority representative Linda Chamberlain. Open to the community. Free. Information: 815-388-8217.

• 10 a.m. to noon – **Kids Paint Art Attack**, Crystal Lake Park District Administrative Building, 1 E. Crystal Lake Ave., Crystal Lake. For ages 6 and older with simple to follow, stroke-by-stroke directions. Cost: \$20. Information: 815-459-0680 or www.crystallakeparks.org.

• 10 to 11 a.m. – **Make a Blanket for Project Linus**, McHenry Public Library, 809 Front St., McHenry. Make a fleece blanket to donate to Project Linus, a nonprofit that distributes homemade blankets to children who are seriously ill, traumatized, or otherwise in need. Free. Information: 815-385-0036 or www.mchenrylibrary.org.

• Continued on page 17

cookout, Sterne's Woods, 3017 Hillside Drive, Crystal Lake. Volunteers will clear invasive buckthorn and honeysuckle followed by a chili cookout from 11 a.m. to noon. Bring a water bottle and work gloves. Tools provided. Information: 815-459-0680 or bricemaieralt@hotmail.com.

• Noon to 3 p.m. – **CPR classes**, Centegra Health Bridge Fitness Center, 10450 W. Algonquin Road, Huntley. Cost: \$50 for Health Bridge members, \$55 nonmembers. Information: 815-444-2900.

• 1 p.m. – **The Music and Influence of Peter, Paul and Mary & The Kingston Trio**, McHenry Public Library, 809 Front St., McHenry. Steve Justman comes back to sing and play the music of two of the most successful musical influences from a legendary era in Americana music. For ages 13 and older. Free. Information: 815-385-0036 or www.mchenrylibrary.org.

• 1 to 5 p.m. – **Game Day Sundays**, Algonquin Area Public Library – Harnish Main Library, 2600 Harnish Road, Algonquin. Families can play old favorites or explore new games. Free. Information: 847-458-3139 or www.aapld.org.

• 3 p.m. – **Music faculty recital**, McHenry County College Luecht Conference Center, 8900 Route 14, Crystal Lake. Featured performers include Michael Bazan on saxophone, David DCamp on bassoon, Russ Henning on horn, Kenny Jones on bass guitar, Paige Lush on euphonium and tuba and Tara Singer on piano. Free. Information: Michael Hillstrom, 815-479-7814.

Feb. 26

• 9:30 to 10 a.m. – **Babytime**, Crystal Lake Public Library, 126 W. Paddock St., Crystal Lake. Storytime for children from birth to 17 months old, accompanied by a parent or adult caregiver. Registration required. CLPL cardholders only. Free. Information: 815-459-1687 or www.clpl.org.

• 9:30 to 10 a.m. – **Toddertime**, Crystal Lake Public Library, 126 W. Paddock St., Crystal Lake. Storytime for children from age 18 to 35 months, accompanied by a parent or an adult caregiver. Registration required. CLPL cardholders only. Free. Information: 815-459-1687 or www.clpl.org.

• 10:30 to 11 a.m. – **Family Storytime**, Crystal Lake Public Library, 126 W. Paddock St., Crystal Lake. Storytime for children from birth to age 5 years, accompanied by a



ANNUAL LUAU – Nancy Doyle and Bob Kasz 26 at The Fountains at Crystal Lake. About which featured entertainment by the Roy

parent or adult caregiver. Registration required. Free. Information: 815-459-1687 or www.clpl.org.

• 3:45 to 5:15 p.m. – **Drop-in LEGO Monday**, Crystal Lake Public Library, 126 W. Paddock St., Crystal Lake. For children ages 4 and older. Free. Information: 815-459-1687 or www.clpl.org.

• 4 p.m. – **Teen Job Fair**, Village Hall, 600 Harvest Gate, Lake in the Hills. Featuring area businesses and organizations. Free. Information: 847-960-7460 or www.lith.org.

• 4:30 to 5:30 p.m. – **Curious About Coding: Cup Stacking Challenge**, McHenry Public Library, 809 Front St., McHenry. Students in grades 2 and 3 can learn algorithm coding, then use the code to create a cup-stacking challenge. Free. Information: 815-385-0036 or www.mchenrylibrary.org.

• 6 to 8 p.m. – **College resources with MCC**, Crystal Lake Public Library, 126 W. Paddock St., Crystal Lake. Register for a 15-minute one-on-one session with a college coach from McHenry County College. Free. Information: 815-459-1687 or www.clpl.org.

• 6:30 to 7:45 p.m. – **Book Club Sampler**, The General Store, 4409 Greenwood Road, Greenwood. "Station Eleven" by Emily St. John Mandel. Hosted by the Woodstock Public Library. Information: 815-338-0542 or www.woodstockpubliclibrary.org.

• 6:30 p.m. **Español**, 414 W. Ju 2 and older are learning Information woodstor

• 6:30 p.m. **Club me** Route 14, er will be Yoga. Inf www.cry

• 8 p.m. Center for St., Crystal excursion hosted by poet-in-r Wonder just wat

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Feb. 2 • 9:30

Storytime Library, Lake. For or careg 1687 or

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MASTER GARDENERS – The University of Illinois Extension Master Gardeners Program congratulates the 31 McHenry County interns who graduated a 60 hours of training on botany, vegetables, lawn care, diseases, insects, soil, composting, pesticide safety, fertilizers, pruning, trees and flowers. Pi Tina Black, Gail Hamilton, Ann Min, Shelley Halter, Mariann Barnhart, Edie Landwehr, Jeanne Hertz, Christina Rank, Mimi Leineberg, Candy Reedy, Bets (second row, from left) Rich Olson, Nancy Sundstedt, Judy Baker, Barb Donnelly, Karen Hattan, Jill Krupp, Deb Leineberg, Joann Randall, Sharlene Stell pictured are Margie Brady, Bonnie Bremer, Peggy Martin, Laura Mastandrea, Maxine Racanelli, Fred Neuschel, Paula Skweres, Caro Lynn Whaples a for the training, Master Gardeners gave back at least 60 hours of volunteer time, answering questions from gardeners in the McHenry County Ext Line" or working on projects and events in the county such as Gardenfest, plant sale, garden walk, the farm stroll and numerous community garden

• Continued from page 14

• 3:45 to 5:15 p.m. – **Drop-in Crafts**, Crystal Lake Public Library, 126 W. Paddock St., Crystal Lake. Students in kindergarten to third grade can learn a new crafting technique. Free. Information: 815-459-1687 or www.clpl.org.

• 4 to 6 p.m. – **Nerf Bonanza**, Woodstock Public Library, 414 W. Judd St., Woodstock. Students in grades 1 to 5 can bring their toys or borrow the library's. Registration required. Free. Information: 815-338-0542 or www.woodstockpubliclibrary.org.

• 6:30 p.m. to 7 p.m. – **Cuentos en Español**, Woodstock Public Library, 414 W. Judd St., Woodstock. For ages 2 and older. For families who speak or are learning to speak Spanish. Free. Information: www.woodstockpubliclibrary.org.

• 6:30 to 8:30 p.m. – **Sixth Congressional District Candidates meet-and-greet and forum**, McHenry County College's Luecht Conference Center, 8900 Route 14, Crystal Lake. Hosted by the League of Women Voters of McHenry County. Free. Information: www.mchenrycounty.ilwvnet.org.

• 6:30 to 8 p.m. – **Chess group informational session**, McHenry Public Library, 809 Front St., McHenry. Former McHenry High School chess coach Jeff Varda will teach students in grades 3 to 8 and their parents how to form a parent-led chess group. He will talk about how to get started, teach parents how to coach chess and how to run mini-tournaments. Free. Information: 815-529-2796 or wjvarda@sbcglobal.net.

• 7 to 8 p.m. – **Classic Literature Book**

Discussion Group, McHenry Public Library, 809 Front St., McHenry. "Invisible Man" by Ralph Ellison. For ages 18 and older. Free, drop-in program. Information: 815-385-0036 or www.mchenrylibrary.org.

• 7 to 8:30 p.m. – **Twitter Basics**, Crystal Lake Public Library, 126 W. Paddock St., Crystal Lake. Create an account, tweet and connect with others. A valid email address is needed. Registration required. Free. Information: 815-459-1687 or www.clpl.org.

Feb. 20

• 9:30 to 10 a.m. – **Preschool Storytime**, Crystal Lake Public Library, 126 W. Paddock St., Crystal Lake. For ages 3 and 4, with a parent or caregiver. Information: 815-459-1687 or www.clpl.org.

• 10 to 11:30 a.m. – **English Conversation Club/Vamos a Conversar**, Woodstock Public Library, 414 W. Judd St., Woodstock. Practice English conversation skills with other adults who speak English as a second language. Information: 815-338-0542 or www.woodstockpubliclibrary.org.

• 10:30 to 11 a.m. – **Drop-in Family Storytime**, Crystal Lake Public Library, 126 W. Paddock St., Crystal Lake. For children from birth to age 5 years, with a parent or caregiver. Information: 815-459-1687 or www.clpl.org.

• 10:30 to 11 a.m. – **Books and Babies Storytime**, Woodstock Public Library, 414 W. Judd St., Woodstock. Ages 6 months to 23 months, with caregivers. Woodstock Public Library cardholders only. Registration required. Information: 815-338-0542 or www.woodstockpubliclibrary.org.

• 11:30 a.m. to 12:30 p.m. – **Tween D.I.Y. Knot Pillow**, McHenry Public Library, 809 Front St., McHenry. Learn how to turn a pair of tights into a knot pillow. Supplies provided. For youth in grades 4 to 8. Free. Information: 815-385-0036 or www.mchenrylibrary.org.

• 4:30 to 6 p.m. – **Teen Crafternoon: DIY Fidget Spinners**, McHenry Public Library, 809 Front St., McHenry. Design and create a fidget spinner from common materials. For grades 6 to 12. Free. Information: 815-385-0036 or www.mchenrylibrary.org.

• 6 to 7 p.m. – **Microsoft Word Basics**, Harvard Diggins Library, 900 E. McKinley St., Harvard. Basic computer skill or completion of a past computer basics required. Free. Information: 815-943-4671 or www.harvard-diggins.org.

• 6:30 to 7 p.m. – **Seaventure Storytime**, Woodstock Public Library, 414 W. Judd St., Woodstock. Featuring stories and activities about the ocean. Registration required. Free. Information: 815-338-0542 or www.woodstockpubliclibrary.org.

• 7 p.m. – **Public information meetings for proposed project**, Riverfront Lodge, 216 River Road, Trout Valley. Hosted by the McHenry County Conservation District. Neighbors and members of the public can learn about the proposed luxury camping project at Fox Bluff Conservation Area, 1889 Cary-Algonquin Road, Cary, formerly known as Camp Algonquin, meet the co-founders of Modcamp LLC and ask questions about the concept. Schedule: 7 p.m. Feb. 20 at Riverfront Lodge, 216 River Road, Trout Valley; 7 p.m. Feb. 22 at Prairieview Education Center,

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Parents: Rob and Kate Lesser of Woodstock

IN BIRTHDAY CLUB?

Henry County Neighbors Birthday Club. Send us names, ages and addresses and a color or black-and-white photo (or scan electronically). Include a phone number. Photos due one month after the child's birthday. Photos due by Feb. 18.

Box 250, Crystal Lake, IL 60039-0250



NEW MEMBER - The Crystal Lake Lions Club welcomed new member Dave Moore to the club during its meeting Jan. 8. Pictured (from left) are sponsor Fred Roediger, Dave Moore and club Secretary John Landon.

Feb. 18

• 10 a.m. to 1 p.m. - **Yonder Prairie restoration workday**, Yonder Prairie, 1150 S. Rosefarm Road, Woodstock. Volunteers sought. Free. Information: 815-337-9502 or clemmons@conserveme.org.

• 1 to 2 p.m. - **LGBT+ Rainbow Reads**, McHenry Public Library, 809 Front St., McHenry. New monthly LGBTQ+ casual book club and support group for teens and tweens. Tea and coffee available. Free. Information: 815-385-0036 or www.mchenrylibrary.org.
 • 1 to 3 p.m. - **Free community lunch**, Aranatha Assembly of God Church, 2505 N. Greenwood Road, McHenry. Free. Information: 815-363-7800.

• 1 to 5 p.m. - **Game Day Sundays**, Algonquin Area Public Library - Harnish Branch Library, 2600 Harnish Road, Algonquin. Families can play old favorites or explore new ones. Free. Information: 847-458-3139 or www.aapld.org.

• 3 p.m. - **NIU Chamber Choir**, The Listening Room at Lakeside Arts Park, 401 Country Club Road, Crystal Lake. Featuring a select 24-voice vocal ensemble of vocal performance and music education majors. Cost: \$10. Information: 815-455-8000 or <https://sideartspark.org/the-listening-room/upcoming-events>.

• 7 p.m. - **"The Princess Bride,"** Raue Center for the Arts, 26 N. Williams St., Crystal Lake. The iconic romantic comedy about a handsome named Westley, accompanied by his doppelgänger companions along the way, who rescue his true love Princess Buttercup from the odious Prince Humperdinck. Rated PG. Open to the community. Information: 815-356-9212 or www.rauecenter.org.

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• 7 p.m. - **Fox Hills Music Teachers Association meeting**, First Congregational Church of Crystal Lake, 461 Pierson St., Crystal Lake. Meeting followed by an independent

music teachers roundtable. Information: 815-814-3736 or www.foxhillsmta.org.

• 9:30 to 10 a.m. - **Babytime**, Crystal Lake Public Library, 126 W. Paddock St., Crystal Lake. For children from birth to 17 months old, with a parent or caregiver. Registration required. CLPL cardholders only. Free. Information: 815-459-1687 or www.clpl.org.

• 9:30 to 10 a.m. - **Toddler Time**, Crystal Lake Public Library, 126 W. Paddock St., Crystal Lake. For children from 18 to 35 months, with a parent or caregiver. Registration required. CLPL cardholders only. Free. Information: 815-459-1687 or www.clpl.org.

• 10 to 11 a.m. - **Mommy & Me Painting Class**, Cary Park District, 255 Briargate Road, Cary. Children age 3 through 6 with a parent will make a superhero mask and an "I Like Me" beaded necklace after learning about Self-Esteem Elephant. Hosted by the Cary Park District. Cost: \$13 residents, \$20 nonresidents. Information: 847-639-6100 or www.carypark.com.

• 10:30 to 11 a.m. - **Family Storytime**, Crystal Lake Public Library, 126 W. Paddock St., Crystal Lake. For children from birth to age 5, with a parent or caregiver. Registration required. Free. Information: 815-459-1687 or www.clpl.org.

• 10:30 a.m. to 1:30 p.m. - **DuSable Mobile Museum Visit**, Algonquin Area Public Library District, 2600 Harnish Drive, Algonquin. Experience African-American history with engaging exhibits and stories. Free. Information: 847-458-3144 or www.aapld.org.

• 11 to 11:45 a.m. - **Presidents Day: Do You Know the Presidents?**, Crystal Lake Public Library, 126 W. Paddock St., Crystal Lake. Students in grades 3 to 6 can learn little-known facts and stories about the U.S. presidents. CLPL cardholders only. Registration required. Free. Information: 815-459-1687 or www.clpl.org.

• 11 a.m. to noon - **Networking Workshop**, McHenry County College, 8900 Route

14, Crystal Lake. Learn how to prepare for a networking event, how to develop a networking strategy, how to prepare your introduction/elevator speech and other key steps to make a successful impression. Free. Information: 815-455-8576 or www.mchenry.edu/careerservices.

• 11:30 to 12:30 p.m. - **Fun with Geoblocks: String Art**, McHenry Public Library, 809 Front St., McHenry. Students in kindergarten to third grade can make a geoboard and use it to make art out of string. Free. Information: 815-385-0036 or www.mchenrylibrary.org.

• 1 to 2 p.m. - **Create Bicentennial Violets with the Garden Club**, McHenry Public Library, 809 Front St., McHenry. Students in kindergarten to fifth grade can create sun-catchers. Free. Information: 815-385-0036 or www.mchenrylibrary.org.

• 1 to 2 p.m. - **"Charlotte's Web: The Musical,"** Cary Area Public Library, 1606 Three Oaks Road, Cary. The story about a pig named Wilbur and his friendship with a spider named Charlotte. Appropriate for students in prekindergarten through fourth grade. Free. Registration required. Information: 847-639-4210, www.caryarealibrary.org or <https://goo.gl/tDSpPA>.

• 2 to 2:45 p.m. - **Book discussion**, Crystal Lake Public Library, 126 W. Paddock St., Crystal Lake. For students in grades 2 to 4. Featuring "I Survived: The American Revolution, 1776" by Lauren Tarshis. Registration required. Free. Information: 815-459-1687 or www.clpl.org.

• 3 to 4:30 p.m. - **Mock The Movie: "Flubber,"** Crystal Lake Public Library, 126 W. Paddock St., Crystal Lake. Youth in grades 6 through 12 invited to bring their snark to mock the movie "Flubber." Rated PG. Snacks provided. Free. Information: 815-459-1687 or www.clpl.org.

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HUNTLEY

Library eyeing expansion

Director hopes to have referendum on ballot by 2020

By MEGAN JONES
mjones@shawmedia.com

HUNTLEY – Huntley Area Public Library's executive director said residents can have more people around their Thanksgiving dining table than kids allowed in the library's children's area.

The library's building opened in 1999 – before the village's population boom with Sun City and Talamore subdivision development – and it has yet to expand, library Executive Director Frank Novak said.

The children's area's maximum capacity is 12 people.

"Honestly, it's absurd," Novak said. "You get one large family here, and you're done."

Novak said he is working with the library's board to create a building proposal to construct a 15,000-square-foot addition.

"We are still discussing this with the board and will be taking this to the public possibly in the spring of 2019," Novak said.

At the very latest, Novak hopes to have a referendum on the ballot by the presidential election in 2020 because the trailers the library is using for extra space will not last beyond 2023.

What once were closets have been turned into staff offices to preserve space. The information technology equipment is stored in the middle of an office without proper cooling. The library lacks study rooms and maker-space, and it has no true computer labs or collaborative spaces, Novak said.

The library began using a 2,722-square-foot structure in 2010 made of three triplewide trailer units combined to house a children's area and one programming room. The exterior matches the materials and color of the main building.

The library already has paid off the 10-acre plot its 15,000-square-foot building sits on, so it will not have to buy any additional land for an expansion.

The library received a temporary use permit in September 2009 to place the trailers on the east side of the library for three years, and it has received extensions since then.

The Village Board approved a five-year extension in December, with Trustee John Piwko casting a vote against it.

"I don't think they'll grant us another extension, and we'll be at the end of life for this structure. It just won't last, and isn't built for long-term use," Novak said.

Marketing and media developer



Parents and children surround assistant librarian Jodi Simmons during storytime Feb. 8 at the Huntley Area Public Library.



Library Executive Director Frank Novak walks through the cluttered staff area Feb. 8 at the library. Novak is working with the library's board to create a building proposal to construct a 15,000-square-foot addition.

Doug Cataldo said the trailers already were used when the library received them, which means more wear and tear.

Jessica Engle of Lake in the Hills and her 3-year-old daughter, Maebelle, went to a storytime event inside the converted trailer Feb. 8.

"Today was overcrowded, but it varies week to week," Engle said. "In the summertime there's more, and it gets too crowded, so we tend not to come. It gets too overwhelming with everybody there."

Cataldo said an expansion would help ease the workload on staff, who will host two to three extra storytimes a day to accommodate the number of people. Some programs, such as a nature trails art program, have wait lists with demand beyond what the library can host, Cataldo said.

"It's a huge undertaking for staff, and if we had double the capacity, we could

host one storytime day and be able to serve the same amount of people," Cataldo said.

Novak said Huntley's library is the third smallest library in Illinois when comparing square foot per capita.

"Huntley is not about trailers – it's just not," Novak said. "We are part of the fabric of the community, and I want to make sure we have the very best available."

The Algonquin Area Public Library District is borrowing \$2.1 million to help fund a 8,000-square-foot expansion and renovation of its facilities. The rest of the funding will come from \$4 million in reserves built up in the past dozen years.

The Crystal Lake Public Library board held an advisory referendum to build a new facility, which failed in 2016. The City Council said it will respect voters' wishes and will not consider issuing bonds.

Northwest Herald Web Poll Question

Log on to www.NWHerald.com and vote on today's poll question:

What do you use the library for?

Sunday's results as of 9 p.m.:

How much do you receive in yearly bonuses from your job?

76%

No bonus

19%

More than \$1,000

5%

\$100 to \$500

0%

\$501 to \$1,000

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