

Management Report

North Riverside Public Library District
For the period ended March 31, 2021



Prepared on

April 16, 2021

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Profit and Loss

July 2020 - March 2021

	Total
INCOME	
6903-01 Fines & Fees	20,275.34
6904-01 Donations	38,663.18
6905-01 Grants	19,387.50
6909-01 Memorial Books/Lost & Paid Mat	38.03
Interest	
6906-01 Interest Earned	192.38
Total Interest	192.38
Property Taxes	
6901-01 Property Tax	809,394.36
6901-04 Tax Revenue-Audit Fund	6,358.30
6901-05 Tax Revenue-Liability Ins	3,859.93
6901-06 Tax Revenue-Unemploy Ins	1,362.44
6901-07 Tax Revenue-Bldg Fund	41,332.02
6901-08 Tax Revenue-SS	31,112.96
6901-12 Property Tax - IMRF Fund	11,355.07
Total Property Taxes	904,775.08
Total Income	983,331.51
GROSS PROFIT	
EXPENSES	
8360-01 Grants	6,804.64
Advertising & Marketing	
8361-01 Donations	27,250.00
8365-01 Library Promotion	445.00
8370-01 Postage	310.45
8375-01 Advertising	25.00
8385-01 Memorials & Tributes	4,505.30
8404-01 Staff Recognition	1,077.45
8410-01 Printing	5,916.21
Total Advertising & Marketing	39,529.41
Bank Charges & Fees	
8396-01 Bank Charges & Fees	0.00
Total Bank Charges & Fees	0.00
Benefits	
7600-05 Health Insurance	16,174.99
7650-09 IMRF Pension	23,292.89
7670-01 Taxes-Fica Expense	29,618.78
Total Benefits	69,086.66
Building Expense	
8306-07 Building Supplies	2,319.39
8308-07 Service Contracts	31,663.54
8315-07 Fees & Permits	1,007.00

	Total
8320-07 Building & Grounds	2,400.74
8335-07 Bulding Repairs	375.00
Total Building Expense	37,765.67
Computers/Technology	
8170-01 Computer Supplies	500.00
8171-01 Tech Service	26,489.22
8172-01 Computer Equipment	22,500.22
8175-01 MLS Computer Fund	16,301.25
8180-01 Software	280.66
8190-01 Website	720.00
Total Computers/Technology	66,791.35
Insurance	
7660-06 Unemployment Insurance	2,071.52
8460-05 Liability Insurance	17,590.00
Total Insurance	19,661.52
Interest Paid	
8600-02 Debt Service-Principal	33,115.83
Total Interest Paid	33,115.83
Legal & Professional Services	
8400-01 Accounting	8,275.00
8401-04 Audit	10,000.00
8402-01 Legal Fees	3,817.68
8406-01 Collection Agency	8.95
8430-01 Payroll Expenses	5,051.91
8435-01 Background Checks	57.00
Total Legal & Professional Services	27,210.54
Library Materials	
8090-01 Books on CD - Adult	829.02
8097-01 Music CD - Children	367.73
8104-01 Adult Fiction	6,700.03
8105-01 Adult Non-Fiction	5,821.51
8106-01 Children Fiction / Non-Fiction	4,654.45
8107-01 Young Adult Fiction/Non-Fiction	3,408.51
8108-01 eBooks	6,328.95
8115-01 Adult Large Print	1,014.89
8120-01 Newspapers	1,714.75
8130-01 Databases	11,652.30
8140-01 Adult Periodicals	900.00
8141-01 Children/YA Periodicals	287.81
8160-01 Adult DVDs - Fiction	1,191.35
8162-01 Children DVDs	784.48
8163-01 YA DVDs	460.29
8399-01 ILL Loss/Damage	145.11
Total Library Materials	46,261.18

	Total
Office Supplies & Software	
8202-01 Office Supplies	3,542.36
Total Office Supplies & Software	3,542.36
Programs & Strategic Initiatives	
8150-01 Children's Programs	1,556.08
8152-01 Children's Summer Reading Program	1,273.05
8153-01 Young Adult Programs	5.14
8154-01 Makerspaces/library of things	575.97
8155-01 Adult Programs	1,877.72
8156-01 Technology Programs	1.99
8157-01 Senior Programs	491.00
Total Programs & Strategic Initiatives	5,780.95
Salaries	
7504-01 Library Clerks	146,897.29
7507-01 Library Pages	14,686.75
7508-01 Administrators	217,121.67
7509-01 Salaries - Grant	10,866.25
Total Salaries	389,571.96
Travel & Training	
7700-01 Trustee Training	450.00
7800-01 Staff Training	138.00
8355-01 Memberships	895.00
Total Travel & Training	1,483.00
Utilities	
8301-07 Telephone	21,145.05
8302-07 Electricity	13,122.73
8303-07 Natural Gas	2,765.69
8304-07 Water/Garbage	228.80
Total Utilities	37,262.27
Total Expenses	783,867.34
NET OPERATING INCOME	199,464.17
OTHER EXPENSES	
Other Miscellaneous Expense	
8395-01 Miscellaneous Expense	32,117.36
Total Other Miscellaneous Expense	32,117.36
Total Other Expenses	32,117.36
NET OTHER INCOME	-32,117.36
NET INCOME	\$167,346.81

Balance Sheet

As of March 31, 2021

	Total
ASSETS	
Current Assets	
Bank Accounts	
1500-01 First American MM (5015)	527,267.26
1500-04 Cash-Audit Fund	13,511.19
1500-05 Cash-Liability Insurance Fund	55,262.05
1500-06 Cash-Unemployment Ins Fund	4,659.69
1500-07 Cash-Building Fund	-60,729.06
1500-08 Cash-Social Security Fund	32,856.16
1500-09 Cash-Pension Fund	-10,302.79
1500-10 Cash-Debt Service Fund	0.00
1500-11 Equipment Fund	0.00
1500-12 Cash - IMRF Fund	21,658.21
1500-13 Capital Projects	30,000.00
Total 1500-01 First American MM (5015)	614,182.71
1501-01 First American Checking (5001)	7,915.42
1505-07 Chase Bank	7,766.18
1509-07 Cash - IPTIP IL Funds	94,377.88
1512-02 Kadlec Annuity #71797	53,582.49
1515-01 BMO Harris	0.00
Total Bank Accounts	777,824.68
Accounts Receivable	
2000-01 RE Taxes Receivable-Corp	0.00
2000-04 Taxes Receivable-Audit	0.00
2000-05 Taxes Receivable-Insurance	0.00
2000-06 Taxes Receivable-Liab Insur	0.00
2000-07 Taxes Recievable-Bldg Fund	0.00
2000-08 Taxes Receivable-SS Fund	0.00
2000-09 Taxes Receivable-Pension Fund	0.00
Total Accounts Receivable	0.00
Other Current Assets	
1500-01 Kadlec Annuity	250,502.21
1500-02 Kadlect Annuity #19563	116,393.94
1500-03 Kadlec Annuity #37743	402,915.09
2200-01 Due to/from Special Accounts	162,913.00
2200-09 Due to/from Pension Fund	-13,306.00
2400-01 Prepaid Expenses	0.00
2400-05 Prepaid Expenses 05	0.00
Total Other Current Assets	919,418.24
Total Current Assets	1,697,242.92
TOTAL ASSETS	\$1,697,242.92
LIABILITIES AND EQUITY	

	Total
Liabilities	
Current Liabilities	
Accounts Payable	
4100-01 Accounts Payable	0.00
4100-05 Accounts Payable Liability Fund	0.00
4100-06 Accounts Payable Unemployment Fund	0.00
4100-07 Accounts Payable Building Fund	0.00
4100-09 Accounts Payable Pension Fund	0.00
Total Accounts Payable	0.00
Other Current Liabilities	
4002-01 IMRF - Employee Contribution	1,860.54
4003-01 Child Support	122.59
4200-01 Accrued Wages	11,802.51
4220-01 Federal Withholding	0.00
4230-01 ICMA Retirement	2,157.31
4240-01 State Withholding	0.00
4250-01 FICA Withholding	0.00
4265-01 Cafeteria Plan	0.00
4300-01 Deferred Tax Rev - Corp FD	-0.82
4300-04 Deferred Tax Rev - Audit Fund	0.00
4300-05 Deferred Tax Rev Liability Fund	0.00
4300-06 Deferred Tax Rev Unemployment	0.00
4300-07 Deferred Tax Rev Building Fund	0.00
4300-08 Deferred Tax Rev SS	0.00
4300-09 Deferred Tax Rev Pension	0.00
4470-07 Due to/from Corp - Building fund	149,607.00
Total Other Current Liabilities	165,549.13
Total Current Liabilities	165,549.13
Long-Term Liabilities	
8701-02 Debt Certificate Principle	0.00
Total Long-Term Liabilities	0.00
Total Liabilities	165,549.13
Equity	
3200-00 Retained Earnings	606.98
5600-01 General Fund Balance	1,440,067.00
5600-02 Debt Service Fund Balance	0.00
5600-03 Capital Projects Fund Balance	30,000.00
5600-04 Audit Fund	7,153.00
5600-05 Public Liability Fund Balance	56,565.00
5600-06 Unemployment Insurance Fund Balance	3,297.00
5600-07 Building Fund Balance	-158,975.00
5600-08 Social Security Fund Balance	1,743.00
5600-09 Pension Fund Balance	-16,110.00
Opening Balance Equity	0.00

	Total
Net Income	167,346.81
Total Equity	1,531,693.79
TOTAL LIABILITIES AND EQUITY	\$1,697,242.92

North Riverside Public Library District
Budget vs Actual
 March 2021

83%

REVENUE

Actual

Budget

% of Budget

6904-01	Donations	\$ 38,663	\$ 8,000	483%
6901-14	Estimated Loss Due to Property Assessment Appeals-Future Years	\$ -	\$ (15,000)	0%
6903-01	Fees and fines	\$ 20,275	\$ 12,000	169%
6905-01	Grants	\$ 19,388	\$ 50,000	39%
6906-01	Interest	\$ 192	\$ 1,000	19%
6901-01	Property tax	\$ 904,775	\$ 1,072,000	84%
6915-15	Loan Proceeds	\$ -	\$ -	0%
6920-01	Unrealized Income Annuities	\$ -	\$ 20,000	0%
6909-01	Memorial Books/Lost & Paid Materials	\$ 38	\$ -	0%
	Total	\$ 983,332	\$ 1,148,000	86%

OPERATING EXPENSES

Actual

Budget

% of Budget

SALARIES

7504-01	library clerks	\$ 146,897	\$ 196,375	75%
7507-01	library pages	\$ 14,687	\$ 25,168	58%
7508-01	administrators	\$ 217,122	\$ 279,810	78%
7509-01	Salaries - Grant	\$ 10,866	\$ -	0%
	Total	\$ 389,572	\$ 506,620	77%

BENEFITS

7600-05	health insurance	\$ 16,175	\$ 31,000	52%
7614-06	workers compensation	\$ -	\$ 2,500	0%
7650-09	pension fund	\$ 23,293	\$ 31,796	73%
7660-06	unemployment insurance	\$ 2,072	\$ 800	259%
7670-08	social security/mcare	\$ 29,619	\$ 38,354	77%
	Total	\$ 71,158	\$ 104,450	68%

TRAINING

7700-01	educational training trustees	\$ 450	\$ 500	90%
7800-01	educational training staff	\$ 138	\$ 4,750	3%
	Total	\$ 588	\$ 5,250	11%

OPERATING EXPENSES		Actual	Budget	83% % of Budget
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MATERIALS

8090-01	books on CD-adult	\$ 829		0%
8091-01	books on CD-children	\$ -		0%
8096-01	compact disks-music-adult	\$ -		0%
8097-01	compact disks-music-children	\$ 368		0%
8103-01	foreign language books	\$ -		0%
8104-01	adult fiction	\$ 6,700		0%
8105-01	adult nonfiction	\$ 5,822		0%
8106-01	children's fiction/nonfiction	\$ 4,654		0%
8107-01	YA Fiction/nonfiction	\$ 3,409		0%
8108-01	eBooks	\$ 6,329		0%
8115-01	adult large print	\$ 1,015		0%
8120-01	newspapers	\$ 1,715		0%
8130-01	internet databases	\$ 11,652		0%
8140-01	adult periodicals	\$ 900		0%
8141-01	Children's Periodicals	\$ 288		0%
8160-01	adult DVDs-feature movies	\$ 1,191		0%
8161-01	Adult Games	\$ -		0%
8162-01	children's DVDs-movies	\$ 784		0%
8163-01	ya DVDs	\$ 460		0%
8164-01	foreign language DVDs	\$ -		0%
8166-01	children's games	\$ -		0%
Total		\$ 46,116	\$ -	0%

PROGRAMS

8150-01	children's programs	\$ 1,556		0%
8152-01	children's summer reading program	\$ 1,273		0%
8153-01	ya programs	\$ 5		0%
8154-01	Makerspaces/library of things	\$ 576		
8155-01	adult programs	\$ 1,878		0%
8156-01	Technology programs	\$ 2		0%
8157-01	senior programs	\$ 491		0%
Total		\$ 5,781	\$ -	0%

STRATEGIC INITIATIVES

8158-01	Strategic Initiatives	\$ -	\$ 2,000	0%
Total		\$ -	\$ 2,000	0%

OPERATING EXPENSES		Actual	Budget	83% % of Budget
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COMPUTERS

8170-01	Compuer Supplies	\$ 500	\$ -	0%
8171-01	information technology	\$ 26,489	\$ 15,000	177%
8172-01	new computer equipment	\$ 22,500	\$ 10,000	225%
8175-01	mls computer fund	\$ 16,301	\$ 19,000	86%
8180-01	software	\$ 281	\$ 1,500	19%
8190-01	website	\$ 720	\$ 7,500	10%
8195-01	email	\$ -	\$ 300	0%
	Total	\$ 66,791	\$ 53,300	125%

OFFICE SUPPLIES

8202-01	Office Supplies	\$ 3,542	\$ 14,000	25%
	Total	\$ 3,542	\$ 14,000	25%

UTILITIES- OPERATING EXPENSE

8301-07	telephone	\$ 21,145	\$ 13,500	157%
8302-07	electricity	\$ 13,123	\$ 30,000	44%
8303-07	gas	\$ 2,766	\$ 7,000	40%
8304-07	water/garbage	\$ 229	\$ 2,000	11%
	Total	\$ 37,262	\$ 52,500	71%

BUILDING EXPENSE

8306-07	building supplies and maintenance	\$ 2,319	\$ 12,000	19%
8308-07	service contracts	\$ 31,664	\$ 42,500	75%
8315-07	fees and permits	\$ 1,007	\$ 1,750	58%
8320-07	Building and Grounds	\$ 2,401	\$ -	0%
8330-01	casual labor	\$ -	\$ 3,500	0%
8335-07	building repairs	\$ 375	\$ 32,000	1%
	Total	\$ 37,766	\$ 91,750	41%

TRAVEL

8341-01	Transportations	\$ -		0%
8342-01	lodging/meals/mileage	\$ -	\$ 2,000	0%
	Total	\$ -	\$ 2,000	0%

83%

OPERATING EXPENSES

Actual

Budget

% of Budget

OTHER EXPENSES

8355-01	memberships	\$ 895	\$ 2,200	41%
8360-01	Grants	\$ 6,805	\$ 50,000	14%
8361-01	Donations	\$ 27,250	\$ 8,000	341%
8365-01	library promotion	\$ 445	\$ 6,000	7%
8370-01	postage	\$ 310	\$ 2,500	12%
8375-01	Advertising	\$ 25	\$ 4,500	1%
8385-01	memorials and tributes	\$ 4,505	\$ 500	901%
8432-01	mileage reimbursement	\$ -	\$ -	0%
8396-01	bank charges and fees	\$ -	\$ 150	0%
8399-01	ILL Loss/Damage	\$ 145	\$ 250	58%
Total		\$ 40,381	\$ 74,100	54%

OUTSIDE SERVICES

8400-01	accounting	\$ 8,275	\$ 15,000	55%
8401-01	audit	\$ 10,000	\$ 9,750	103%
8402-01	legal fees	\$ 3,818	\$ 6,000	64%
8404-01	Staff Recognition	\$ 1,077	\$ 2,200	49%
8405-01	appraisal	\$ -	\$ 2,500	0%
8305-01	architech/buidling consultant	\$ -	\$ -	0%
8406-01	collection agency	\$ 9	\$ 200	4%
8408-01	strategic plan	\$ -	\$ 500	0%
8410-01	printing	\$ 5,916	\$ 10,000	59%
8430-01	payroll expenses	\$ 5,052	\$ 4,500	112%
8435-01	background checks	\$ 57	\$ 150	38%
Total		\$ 34,204	\$ 50,800	67%

INSURANCE

8460-05	liability insurance package	\$ 17,590	\$ 17,000	103%
8470-05	directors/officers insurance	\$ -	\$ -	0%
Total		\$ 17,590	\$ 17,000	103%

OTHER EXPENSES

8360-01	Petty Cash	\$ -	\$ -	0%
8395-01	Miscellaneous Expense	\$ 32,117	\$ -	0%
Total		\$ 32,117	\$ -	0%

OTHER EXPENSES

8600-01	Bond Interest		\$ -	0%
8600-02	Bond Principal		\$ -	0%
8601-02	Debt Certificate Interest	\$ -	\$ 18,559	0%
8701-02	Debt Certificate Prinicple	\$ 33,115	\$ 39,100	85%
Total		\$ 33,115	\$ 57,659	57%

TOTAL OPERATING EXPENSES

\$ 815,984

\$ 1,031,429

79%

NET INCOME

\$ 167,347

\$ 116,571

North Riverside Public Library District

Balance Sheet As of March 31, 2021

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
1500-01 First American MM (5015)	527,267.26
1500-04 Cash-Audit Fund	13,511.19
1500-05 Cash-Liability Insurance Fund	55,262.05
1500-06 Cash-Unemployment Ins Fund	4,659.69
1500-07 Cash-Building Fund	-60,729.06
1500-08 Cash-Social Security Fund	32,856.16
1500-09 Cash-Pension Fund	-10,302.79
1500-10 Cash-Debt Service Fund	0.00
1500-11 Equipment Fund	0.00
1500-12 Cash - IMRF Fund	21,658.21
1500-13 Capital Projects	30,000.00
Total 1500-01 First American MM (5015)	614,182.71
1501-01 First American Checking (5001)	7,915.42
1505-07 Chase Bank	7,766.18
1509-07 Cash - IPTIP IL Funds	94,377.88
1512-02 Kadlec Annuity #71797	53,582.49
1515-01 BMO Harris	0.00
Total Bank Accounts	\$777,824.68
Accounts Receivable	
2000-01 RE Taxes Receivable-Corp	0.00
2000-04 Taxes Receivable-Audit	0.00
2000-05 Taxes Receivable-Insurance	0.00
2000-06 Taxes Receivable-Liab Insur	0.00
2000-07 Taxes Recievable-Bldg Fund	0.00
2000-08 Taxes Receivable-SS Fund	0.00
2000-09 Taxes Receivable-Pension Fund	0.00
Total Accounts Receivable	\$0.00
Other Current Assets	
1500-01 Kadlec Annuity	250,502.21
1500-02 Kadlect Annuity #19563	116,393.94
1500-03 Kadlec Annuity #37743	402,915.09
2200-01 Due to/from Special Accounts	162,913.00
2200-09 Due to/from Pension Fund	-13,306.00
2400-01 Prepaid Expenses	0.00
2400-05 Prepaid Expenses 05	0.00
Total Other Current Assets	\$919,418.24
Total Current Assets	\$1,697,242.92
TOTAL ASSETS	\$1,697,242.92

North Riverside Public Library District

Balance Sheet As of March 31, 2021

	TOTAL
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
4100-01 Accounts Payable	0.00
4100-05 Accounts Payable Liability Fund	0.00
4100-06 Accounts Payable Unemployment Fund	0.00
4100-07 Accounts Payable Building Fund	0.00
4100-09 Accounts Payable Pension Fund	0.00
Total Accounts Payable	\$0.00
Other Current Liabilities	
4002-01 IMRF - Employee Contribution	1,860.54
4003-01 Child Support	122.59
4200-01 Accrued Wages	11,802.51
4220-01 Federal Withholding	0.00
4230-01 ICMA Retirement	2,157.31
4240-01 State Withholding	0.00
4250-01 FICA Withholding	0.00
4265-01 Cafeteria Plan	0.00
4300-01 Deferred Tax Rev - Corp FD	-0.82
4300-04 Deferred Tax Rev - Audit Fund	0.00
4300-05 Deferred Tax Rev Liability Fund	0.00
4300-06 Deferred Tax Rev Unemployment	0.00
4300-07 Deferred Tax Rev Building Fund	0.00
4300-08 Deferred Tax Rev SS	0.00
4300-09 Deferred Tax Rev Pension	0.00
4470-07 Due to/from Corp - Building fund	149,607.00
Total Other Current Liabilities	\$165,549.13
Total Current Liabilities	\$165,549.13
Long-Term Liabilities	
8701-02 Debt Certificate Principle	0.00
Total Long-Term Liabilities	\$0.00
Total Liabilities	\$165,549.13
Equity	
3200-00 Retained Earnings	606.98
5600-01 General Fund Balance	1,440,067.00
5600-02 Debt Service Fund Balance	0.00
5600-03 Capital Projects Fund Balance	30,000.00
5600-04 Audit Fund	7,153.00
5600-05 Public Liability Fund Balance	56,565.00
5600-06 Unemployment Insurance Fund Balance	3,297.00

North Riverside Public Library District

Balance Sheet As of March 31, 2021

	TOTAL
5600-07 Building Fund Balance	-158,975.00
5600-08 Social Security Fund Balance	1,743.00
5600-09 Pension Fund Balance	-16,110.00
Opening Balance Equity	0.00
Net Income	167,346.81
Total Equity	\$1,531,693.79
TOTAL LIABILITIES AND EQUITY	\$1,697,242.92



North Riverside Public Library District

Check Detail

March 2021

Date	Name	Memo/Description	Amount
03/02/2021	AT&T..	S668163163-21053	301.13
03/02/2021	Baker & Taylor	Children Fiction and Non Fiction, Young Adult, Adult Fiction	695.31
03/02/2021	CAPITAL ONE	Memberships, Grants, Training, Recognition, Office Supplies, Library of Things, Children Program, Adult DVDs	1,411.21
03/02/2021	Franczek Radelet	Inv# 201411, 202134	561.03
03/02/2021	GRASSO GRAPHICS	Spring Newsletter 2021	1,972.07
03/02/2021	INGRAM LIBRARY SERVICES	Adult Non Fiction, Lost Damage, Memorials & Tributes	806.70
03/02/2021	Hinckley Springs	2429867 02241	77.39
03/02/2021	Cathy Kolessar	STRETCHING AND MEDITATION 5/3/21	50.00
03/02/2021	Libraries First	Library promotions	75.00
03/02/2021	Midwest Tape	Music CDs, Adult DVDs, YA DVDs	68.96
03/02/2021	Outsource Solutions Group	TECH SERVICES	113.75
03/02/2021	Recorded Books, Inc	Circulations	35.88
03/02/2021	SWAN	Reciprocal borrowing, Fees	6,170.75
03/02/2021	Suburban Life	Newspaper Renewal	65.00
03/02/2021	Technology Management Rev Fund	billing T2114335	133.00
03/02/2021	Zoobean Inc	Second Year License - Plus	995.00
03/02/2021	Utica National Insurance Group	Policies 4823759,4816744,4816743, Installment Fee	10,160.00
03/02/2021	Cathy Kolessar	Stretching and Meditation May 17 2021	50.00
03/12/2021	Nicor Gas	Nicor Gas Payment	605.94
03/13/2021	AT&T 1	Billing for 03/16/2021 04/15/2021	63.10
03/13/2021	Baker & Taylor	Children Fiction and Non Fiction, Young Adult, Adult Fiction, Children, Young Adult	1,392.01
03/13/2021	Coverall North America	March Cleaning	1,227.56
03/13/2021	Comcast	Internet SERV Mar 07 2021 - Apr 6 2021	303.40
03/13/2021	CENGAGE Learning	Adult Large Print	74.07
03/13/2021	Dynegy Energy Services	Inv 147121721021	1,100.16
03/13/2021	Fly Pelican Fly Productions	Licensing for Documentary Film Screening	100.00
03/13/2021	INGRAM LIBRARY SERVICES	Adult Non Fiction, Lost Damage, Memorials and Tributes	85.64

03/13/2021	Lauterbach & Amen, LLP	Preparation Of 1099'S For The Year Ended	900.00
03/13/2021	LEAF	copier contract February 11513848	669.60
03/13/2021	Midwest Tape	Music CDs, Adult DVDs, YA DVDs, Children DVDs	206.13
03/13/2021	Veronica Martinez	Envelopes 6 1/2 x 9 1/2	18.54
03/13/2021	Outsource Solutions Group	Tech Services, Computer Equipment	740.00
03/13/2021	Barbara Silvestri	Mailing Envelopes	23.25
03/15/2021	Trimline Landscaping	Snow Plowing and Salting January	1,750.00
03/31/2021	Paychex - Human Resource Services	Payroll 03.21	427.10
03/31/2021	ICMA	March ICMA	2,630.32
		Total	\$ 36,059.00