

**MONAY, DECEMBER 19, 2016**

**If you have any questions, concerns, or suggestions, please contact me prior to the meeting.**

**VIII. BUSINESS OPERATIONS REPORT**

**A. Payment of Obligations**

**1. Imprest Report**

**There were NO Imprest checks written for the month of November, 2016.**

**2. Accounts Receivable/Revenue**

**The Accounts Receivable list for November, 2016 is enclosed for your review. The grand total is \$1,910,664.53.**

**Administration recommends approval.**

**3. Accounts Payable**

**There are 2 Accounts Payable lists: December 1, 2016 & December 19, 2016. The grand total is \$898,130.55.**

**Administration recommends approval.**

**4. November 2016 Payrolls**

**There were 2 payrolls paid in November 2016  
The Grand total is \$1,265,158.82.**

**Administration recommends approval.**

**C. FOR YOUR INFORMATION**

**1. Summary – Treasurer’s Report**

**The Township Treasurer’s Report for the month of November 2016 are enclosed for your review.**

**2. School Activity Reports**

**The School District’s Student Activity reports for November 2016 are enclosed for your review.**

**3. Buildings and Grounds Update**

**The Buildings and Grounds Monthly Report is enclosed for the months of December 2016 for your review.**

**4. F.O.I.A. Request & Response**

**a. Illinois Retired Teachers Association**

**That concludes the Business Operations Report for the month of December 2016.**