Monthly Financial Report

For the Month Ended July 31, 2019

> Prepared by: Lauterbach & Amen, LLP

Table of Contents

	Page
Monthly Compilation Opinion	1-1
Financial Statements	
Governmental Funds - Balance Sheet	2-1
Governmental Funds - Income Statement	3-1
Supplementary Information	
Treasurers Report	4-1
Balance Sheet	5-x
Revenue Report	6-x
Expenditures Report	7-x
Check Register	8-x
Vendor Check Report	9-x
ACH Payments	10-x
Cash Flow Summary	11-x

Monthly Compilation Opinion

PHONE 630,393,1483 • FAX 630,393,2516 www.lauterbachamen.com

August 02, 2019

Members of the Board of Trustees: Des Plaines Public Library 1501 Ellinwood Street Des Plaines, IL 60016

Management is responsible for the accompanying modified cash basis balance sheet of the Des Plaines Public Library as of July 31, 2019 and the related modified cash basis statements of revenues and expenditures and changes in fund balance for the one month and the Seven Months then ended, and the accompanying other supplementary information as referred to in the table of contents. We have performed the compilation engagement in accordance with Statements on Standards for Accounting and Review Services issued by the American Institute of Certified Public Accountants. We have not audited or reviewed the accompanying financial statements and other supplementary information nor were we required to perform any procedures to verify the accuracy or completeness of the information provided by management. Accordingly we do not express an opinion, a conclusion, nor provide any form of assurance on the financial statements.

Other Matter

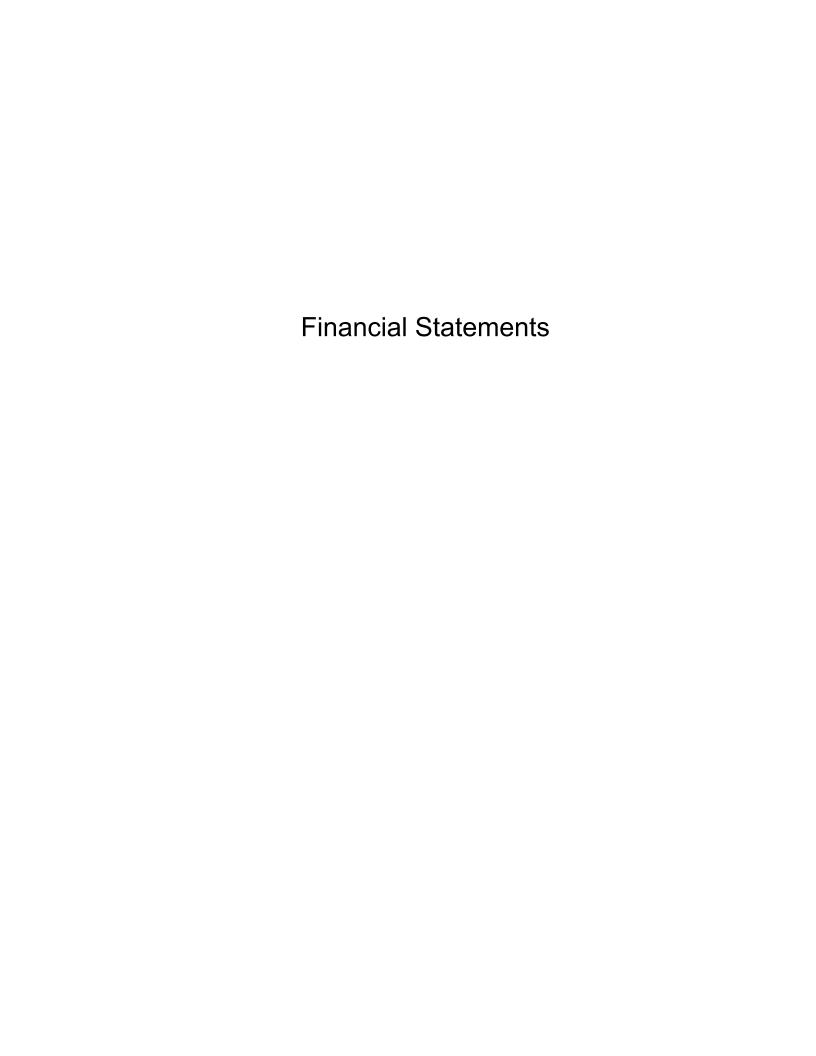
The other supplementary information is presented for purposes of additional analysis and is not a required part of the basic financial statements. This information is the representation of management. The information was subject to our compilation engagement. We have not audited or reviewed the other supplementary information nor were we required to perform any procedures to verify the accuracy or completeness of the information provided by management. Accordingly, we do not express an opinion, a conclusion, nor provide any form of assurance on the other supplementary information.

Management has elected to omit substantially all of the disclosures, Management Discussion and Analysis (MD&A), and Required Supplementary Information (RSI) required by the modified cash basis of accounting. If the omitted disclosures were included in the financial statements and other supplementary information, they might influence the user's conclusions about the Library's assets, liabilities, fund balances, revenues and expenditures. Accordingly, these financial statements and other supplementary information are not designed for those who are not informed about such matters.

Respectfully Submitted,

Lauterbach & amen, LLP

Lauterbach & Amen, LLP



Governmental Funds Balance Sheet

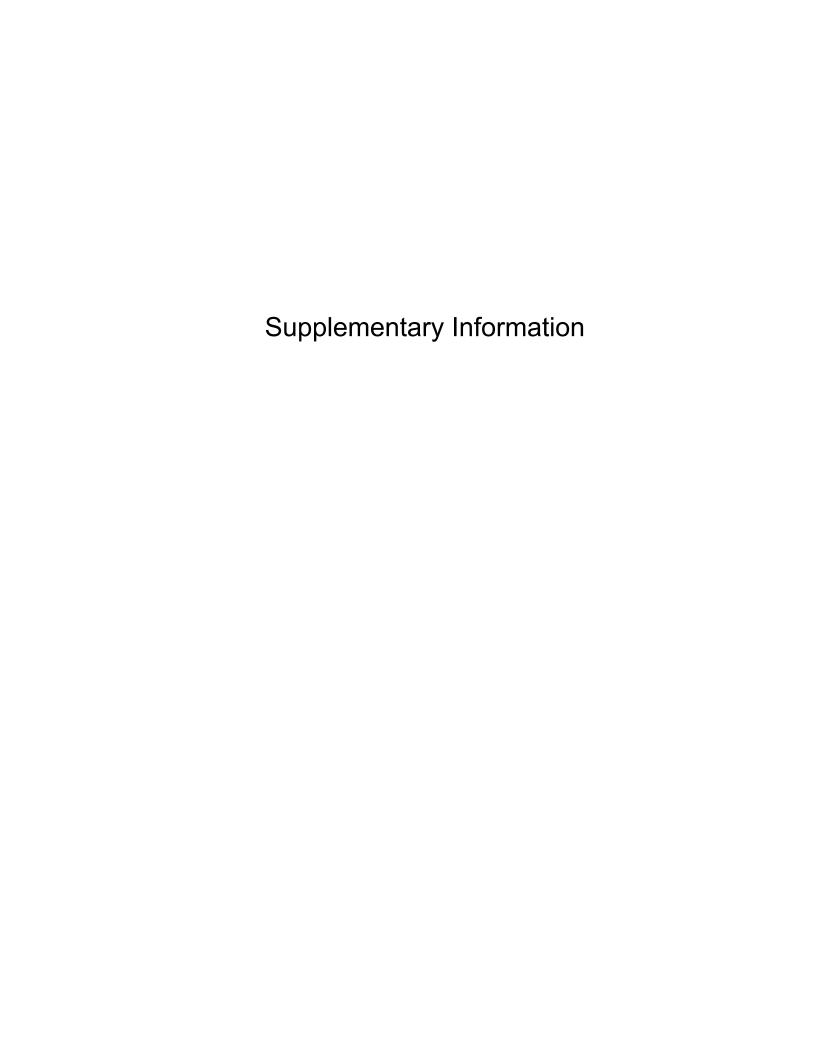
As of July 31, 2019

	Library			Capital		
		Fund	Pr	ojects Fund		Total
ASSETS						
Cash and Investments	\$	4,044,953.29	\$	1,289,862.80	\$	5,334,816.09
Prepaids		-		0.00		-
Receivables Receivable - Property Taxes		6,073,717.31		-		6,073,717.31
Receivable - Grants		-		-		-
Receivable - Miscellaneous		-		-		-
Total Assets	\$	10,118,670.60	\$	1,289,862.80	\$	11,408,533.40
LIABILITIES						
Accounts Payable	\$	204,548.08	\$	27,202.99	\$	231,751.07
Accrued Payroll		-		-		-
Due to other funds		335,484.39		<u>-</u>	_	335,484.39
Total Liabilities		540,032.47		27,202.99	_	567,235.46
Deferred Inflows of Resources						
Property Taxes		6,069,500.00		<u>-</u>	_	6,069,500.00
Total Liabilities and Deferred Inflows of Resources		6,609,532.47		27,202.99		6,636,735.46
FUND BALANCE						
Fund Balance - Unreserved		3,474,387.33		1,262,659.81		4,737,047.14
Fund Balance - Reserved for Prepaids		34,750.80		-		34,750.80
Total Fund Balance		3,509,138.13		1,262,659.81		4,771,797.94
Total Liabilities, Deferred Inflows of Resources and Fund Balance	\$	10,118,670.60	\$	1,289,862.80	\$	11,408,533.40

Governmental Funds Statement of Revenues, Expenditures, and Changes In Fund Balances

For the 7 Months Ended July 31, 2019

		General Fund		Capital Improvements Fund		Total
REVENUES						
Taxes	\$	4,431,623.39	\$	-	\$	4,431,623.39
Intergovernmental		99,202.00		-		99,202.00
Fines & Fees		37,317.46		-		37,317.46
Interest		43,595.99		15,379.27		58,975.26
Special Events and Programs		886.00		-		886.00
Miscellaneous		58,920.09		-		58,920.09
Total Revenues		4,671,544.93		15,379.27		4,686,924.20
EXPENDITURES						
Personnel	\$	1,617,878.73	\$	-	\$	1,617,878.73
Operating		1,210,261.43		-		1,210,261.43
Library Materails		563,056.28		-		563,056.28
Capital Outlay		36,927.91		68,862.60		105,790.51
Other Expenditures		20,322.30		<u>-</u>		20,322.30
Total Expenditures		3,448,446.65		68,862.60		3,517,309.25
Net Change in Fund Balances		1,223,098.28		(53,483.33)		1,169,614.95
FUND BALANCES						
Beginning of the year		2,286,039.85		1,316,143.14		3,602,182.99
End of the period	<u>\$</u>	3,509,138.13	<u>\$</u>	1,262,659.81	\$	4,771,797.94



Treasurer's Report as of July 31, 2019

Institution	<u>Invested</u>
201-1101000 - Petty Cash	500.00
201-1102015 - First Midwest Operating #8100292260 202-1102015 - First Midwest Operating #8100292260	1,310,663.89 243,418.57 1,554,082.46
201-1102028 - Cash Library Donations	159,379.07
201-1102079 - IL Funds - 151600222591 202-1102079 - IL Funds - 151600222591	2,574,410.33 1,046,444.23 3,620,854.56
201-1104006 - Investments - Certificates of Deposit	0.00
Total Invested	5,334,816.09

Des Plaines Public Library Balance Sheet as of July 31, 2019

	Beginning <u>Balance</u>	M.T.D. <u>Changes</u>	Ending <u>Balance</u>
Library Fund			
<u>Assets</u>			
1101000 - Petty Cash	500.00	0.00	500.00
1102015 - First Midwest Operating #8100292260	176,865.95	1,133,797.94	1,310,663.89
1102028 - Cash Library Donations	158,984.96	394.11	159,379.07
1102079 - IL Funds - 151600222591	2,941,638.29	(367,227.96)	2,574,410.33
1118000 - Receivable - Property Taxes	6,073,717.31	0.00	6,073,717.31
	9,351,706.51	766,964.09	10,118,670.60
Liabilities and Fund Balance			
<u>Liabilities</u>			
2401000 - Accounts Payable	178,519.19	(12,493.77)	166,025.42
2401002 - Payroll Liabilities	0.00	38,522.66	38,522.66
2430707 - Due to Library Comp Abs	335,484.39	0.00	335,484.39
2470000 - Deferred Revenue - Property Tax	6,069,500.00	0.00	6,069,500.00
	6,583,503.58	26,028.89	6,609,532.47
Fund Balance			
3720010 - Fund Balance - Reserved for Prepaid Items	34,750.80	0.00	34,750.80
3730000 - Fund Balance - Unreserved	2,251,289.05	0.00	2,251,289.05
	2,286,039.85	0.00	2,286,039.85
Total Liabilities and Fund Balance	8,869,543.43	26,028.89	8,895,572.32
Excess Revenues Over Expenses	482,163.08	740,935.20	1,223,098.28

Des Plaines Public Library Balance Sheet as of July 31, 2019

	Beginning <u>Balance</u>	M.T.D. <u>Changes</u>	Ending Balance
Capital Projects Fund			
<u>Assets</u>			
1102015 - First Midwest Operating #8100292260	229,797.73	13,620.84	243,418.57
1102079 - IL Funds - 151600222591	1,071,618.46	(25,174.23)	1,046,444.23
	1,301,416.19	(11,553.39)	1,289,862.80
Liabilities and Fund Balance			
<u>Liabilities</u>			
2401000 - Accounts Payable	13,582.15	13,620.84	27,202.99
	13,582.15	13,620.84	27,202.99
Fund Balance			
3730000 - Fund Balance - Unreserved	1,316,143.14	0.00	1,316,143.14
Total Liabilities and Fund Balance	1,329,725.29	13,620.84	1,343,346.13
Excess Revenues Over Expenses	(28,309.10)	(25,174.23)	(53,483.33)
Compensated Absences Fund			
<u>Assets</u>			
1120201 - Due From Library	335,484.39	0.00	335,484.39
·	335,484.39	0.00	335,484.39
Liabilities and Fund Balance			
<u>Liabilities</u>			
2450035 - Accrued ST-LT Comp Absence	110,842.32	0.00	110,842.32
2490010 - Compensated Absences Payable	224,642.07	0.00	224,642.07
	335,484.39	0.00	335,484.39
Fund Balance			
3720010 - Fund Balance - Reserved for Prepaid Items	0.00	0.00	0.00
3730000 - Fund Balance - Unreserved	0.00	0.00	0.00
Total Liabilities and Fund Balance	335,484.39	0.00	335,484.39
Excess Revenues Over Expenses	0.00	0.00	0.00

Des Plaines Public Library Balance Sheet as of July 31, 2019

	Beginning	M.T.D.	Ending
	<u>Balance</u>	<u>Changes</u>	<u>Balance</u>
Fixed Assets Fund			
<u>Assets</u>			
1203000 - Fixed Assets - Improvements	2,461,912.00	0.00	2,461,912.00
1204201 - Fixed Assets - Library Equipment	1,170,683.00	0.00	1,170,683.00
1204300 - Fixed Assets - Vehicles	24,954.39	0.00	24,954.39
1209900 - Fixed Assets - Accumulated Depreciation	(1,013,902.00)	0.00	(1,013,902.00)
	2,643,647.39	0.00	2,643,647.39
<u>Liabilities</u>			
Fund Balance			
3730000 - Fund Balance - Unreserved	2,643,647.39	0.00	2,643,647.39
	2,643,647.39	0.00	2,643,647.39
Total Liabilities and Net Capital Assets	2,643,647.39	0.00	2,643,647.39
Excess Revenues Over Expenses	0.00	0.00	0.00

Des Plaines Public Library Revenue Report For the 7 Months Ended July 31, 2019

	Received	Received	Budgeted	Uncollected	Prct.
	this Month	this Year	<u>Receipts</u>	Receipts	Collected
Library Fund					
<u>Taxes</u>					
201-4810025 - Property Taxes 2012	0.00	0.00	0.00	0.00	0.00
201-4810026 - Property Taxes 2013	0.00	0.00	0.00	0.00	0.00
201-4810027 - Property Taxes 2014	0.00	0.00	0.00	0.00	0.00
201-4810028 - Property Taxes 2015	0.00	0.00	0.00	0.00	0.00
201-4810029 - Property Taxes 2016	0.00	0.00	0.00	0.00	0.00
201-4810030 - Property Taxes 2017	0.00	0.00	0.00	0.00	0.00
201-4810031 - Property Taxes 2018	1,152,146.76	4,431,623.39	6,100,000.00	1,668,376.61	72.65
	1,152,146.76	4,431,623.39	6,100,000.00	1,668,376.61	72.65
<u>Intergovernmental</u>					
201-4810800 - Personal Property Replacement Tax	0.00	23,247.00	92,988.00	69,741.00	25.00
201-4822040 - State Grant - Per Capita	72,955.00	72,955.00	73,000.00	45.00	99.94
201-4822090 - Grant Revenue	0.00	0.00	0.00	0.00	0.00
201-4822095 - State Grant - Library	0.00	3,000.00	3,000.00	0.00	100.00
·	72,955.00	99,202.00	168,988.00	69,786.00	58.70
Fines & Fees					
201-4850101 - Library Fees	113.54	3,553.76	9,000.00	5,446.24	39.49
201-4850102 - Library Fines	802.95	14,992.24	50,000.00	35,007.76	29.98
201-4850201 - Copying Fees	2,285.73	15,652.46	25,000.00	9,347.54	62.61
201-4850207 - Non-Res Cards	485.00	1,934.00	2,000.00	66.00	96.70
201-4850208 - Meeting Room Fees	165.00	1,185.00	2,000.00	815.00	59.25
Ü	3,852.22	37,317.46	88,000.00	50,682.54	42.41
Special Programs & Events					
201-4850215 - Special Programs & Events	0.00	886.00	5,000.00	4,114.00	17.72
5	0.00	886.00	5,000.00	4,114.00	17.72
<u>Interest</u>					
201-4890010 - Interest Income	5,650.05	43,595.99	70,000.00	26,404.01	62.28
	<u>5,650.05</u>	43,595.99	70,000.00	26,404.01	62.28
Other Revenue					
201-4899900 - Miscellaneous Revenue	1,170.77	45,266.89	40,000.00	(5,266.89)	113.17
201-4899910 - Vending Machine Revenue	88.94	679.02	1,500.00	820.98	45.27
201-4899920 - Library Donations	325.00	7,395.00	5,000.00	(2,395.00)	147.90
201-4899940 - Friends Book Sale	729.25	5,579.18	0.00	(5,579.18)	0.00
	2,313.96	58,920.09	46,500.00	(12,420.09)	126.71
Total Library Fund	1,236,917.99	4,671,544.93	6,478,488.00	1,806,943.07	72.11

Des Plaines Public Library Revenue Report For the 7 Months Ended July 31, 2019

	Received this Month	Received this Year	Budgeted <u>Receipts</u>	Uncollected <u>Receipts</u>	Prct. <u>Collected</u>
Capital Projects Fund					
<u>Interest</u>					
202-4890010 - Interest Income	2,028.76	15,379.27	100.00	(15,279.27)	15,379.27
	2,028.76	15,379.27	100.00	(15,279.27)	15,379.27
Other Financing Sources					
202-4898902 - Transfer from Library Fund	0.00	0.00	600,000.00	600,000.00	0.00
	0.00	0.00	600,000.00	600,000.00	0.00
Total Capital Projects Fund	2,028.76	15,379.27	600,100.00	584,720.73	2.56
Total of All Funds	1,238,946.75	4,686,924.20	7,078,588.00	2,391,663.80	66.21

Des Plaines Public Library Expense Report For the 7 Months Ended July 31, 2019

	M.T.D.	Y.T.D.	Budgeted	Budgeted	Prct.
	Expended	Expended	<u>Amount</u>	Remain.	Expend.
Library Fund					
<u>Salaries</u>					
5910100 - Full-time Salaries	187,514.20	1,208,630.95	2,334,782.00	1,126,151.05	51.77
5910200 - Part-time Salaries	55,747.39	409,247.78	819,513.00	410,265.22	49.94
	243,261.59	1,617,878.73	3,154,295.00	1,536,416.27	51.29
Benefits					
5918010 - Unemployment Compensation	0.00	0.00	10,000.00	10,000.00	0.00
5918020 - Employer Contribution - FICA	18,030.74	128,911.61	235,573.00	106,661.39	54.72
5918021 - Employer Contribution - IMRF	18,553.22	131,767.66	243,694.00	111,926.34	54.07
5918040 - Life Insurance Premiums	129.48	954.50	1,840.00	885.50	51.88
5918050 - PPO Insurance Premiums	18,319.48	107,408.29	267,710.00	160,301.71	40.12
5918051 - HMO Insurance Premiums	10,736.08	70,980.88	197,656.00	126,675.12	35.91
5918055 - Dental Insurance Premiums	1,248.08	9,445.44	20,250.00	10,804.56	46.64
5918070 - Workers Compensation	0.00	0.00	13,000.00	13,000.00	0.00
oo.oo.o	67,017.08	449,468.38	989,723.00	540,254.62	45.41
Contractual Services					
5920100 - Legal Fees	856.50	2,297.95	6,000.00	3,702.05	38.30
5920100 - Legar rees 5920110 - Professional Services	35,858.30	301,175.15	429,394.00	128,218.85	70.14
5920120 - Communication Services	3,561.63	17,653.17	28,850.00	11,196.83	61.19
5920140 - Integrated Library System	22,644.08	72,123.92	97,100.00	24,976.08	74.28
5920202 - Conferences	0.00	2,166.83	5,000.00	2,833.17	43.34
5920204 - Training	239.00	239.00	0.00	(239.00)	0.00
5920220 - Membership Dues	(1,185.00)	7,145.62	7,000.00	(145.62)	102.08
5920990 - Property/Liability Insurance	0.00	39,715.55	35,000.00	(4,715.55)	113.47
5930010 - R&M Equipment	457.76	83,748.34	93,890.00	10,141.66	89.20
5930020 - R&M Buildings & Structures	10,310.44	63,417.40	126,600.00	63,182.60	50.09
5930030 - R&M Vehicles	0.00	36.00	1,000.00	964.00	3.60
5930210 - Rental of Equipment	1,396.32	10,956.99	16,120.00	5,163.01	67.97
5930320 - Cleaning/Custodial Services	5,124.50	41,447.00	67,460.00	26,013.00	61.44
5930490 - Refuse Contract	360.00	2,520.00	4,320.00	1,800.00	58.33
5960040 - Pre-Employment Testing	405.00	1,490.85	3,000.00	1,509.15	49.70
5960065 - Bank Fees	0.00	0.00	300.00	300.00	0.00
5960070 - Mileage	0.00	81.00	500.00	419.00	16.20
5960210 - Special Event Programming	7,266.00	50,108.67	68,950.00	18,841.33	72.67
5960990 - Misc. Contractual Services	5,799.87	64,469.61	113,780.00	49,310.39	56.66
	93,094.40	760,793.05	1,104,264.00	343,470.95	68.90
Commodities					
5970100 - Supplies	5,465.41	35,154.24	59,000.00	23,845.76	59.58
5970110 - Supplies	0.00	1,004.51	2,000.00	995.49	50.23
5970115 - Supplies - Dept/Other	401.98	2,413.81	6,550.00	4,136.19	36.85
5970170 - Janitorial	1,261.97	4,901.48	20,000.00	15,098.52	24.51
5970260 - Postage & Parcel	0.00	2,191.32	6,800.00	4,608.68	32.23
5970500 - Water Bill	0.00	6,306.91	12,000.00	5,693.09	52.56
5970600 - Water Bill 5970600 - Ebooks/Books	37,101.72	206,444.64	377,200.00	170,755.36	54.73
	Accountants' Comp	·	,		

Des Plaines Public Library Expense Report For the 7 Months Ended July 31, 2019

	M.T.D.	Y.T.D.	Budgeted	Budgeted	Prct.
	Expended	Expended	<u>Amount</u>	Remain.	Expend.
5970610 - E-audio/Audio	13,981.47	49,522.91	83,000.00	33,477.09	59.67
5970620 - E-Subscriptions/Subscriptions	6,873.17	47,488.26	74,630.00	27,141.74	63.63
5970630 - Visual Materials	7,730.67	73,580.47	163,000.00	89,419.53	45.14
5970640 - Databases	9,596.90	116,102.15	190,000.00	73,897.85	61.11
5970810 - Natural Gas	0.00	17,634.06	25,000.00	7,365.94	70.54
5970850 - Gasoline	0.00	98.34	600.00	501.66	16.39
5970900 - Equipment < \$5,000	0.00	213.18	2,000.00	1,786.82	10.66
	82,413.29	563,056.28	1,021,780.00	458,723.72	55.11
Capital Expenditures					
5980400 - Equipment	0.00	6,163.00	6,710.00	547.00	91.85
5980410 - Computer Hardware	138.44	1,926.10	7,500.00	5,573.90	25.68
5980420 - Computer Software	1,577.85	28,964.25	34,995.00	6,030.75	82.77
5980600 - Furniture & Fixtures	0.00	(125.44)	2,500.00	2,625.44	(5.02)
	1,716.29	36,927.91	51,705.00	14,777.09	71.42
Other Funding Activities					
5990900 - Per Capita Grant Expenditures	7,750.89	14,743.12	73,000.00	58,256.88	20.20
5990940 - Trans to Library Capital Proj. Fund	0.00	0.00	600,000.00	600,000.00	0.00
5993000 - Contingency Reserve	0.00	0.00	60,000.00	60,000.00	0.00
5999940 - Friends Books Sale	729.25	5,579.18	0.00	(5,579.18)	0.00
	8,480.14	20,322.30	733,000.00	712,677.70	2.77
Total Library Fund Expenditures	495,982.79	3,448,446.65	7,054,767.00	3,606,320.35	48.88
Capital Projects Fund					
Contractual Services					
Capital Expenditures					
5980300 - Improvements	0.00	0.00	81,000.00	81,000.00	0.00
5980400 - Equipment	0.00	10,056.36	17,000.00	6,943.64	59.16
5980410 - Computer Hardware	27,202.99	34,952.55	44,500.00	9,547.45	78.55
5980420 - Computer Software	0.00	10,980.59	11,000.00	19.41	99.82
5980600 - Furniture and Fixtures	0.00	12,873.10	18,500.00	5,626.90	69.58
	27,202.99	68,862.60	172,000.00	103,137.40	40.04
Total Capital Projects Fund Expenditures	27,202.99	68,862.60	<u>172,000.00</u>	103,137.40	40.04
Total of All Funds	523,185.78	3,517,309.25	7,226,767.00	3,709,457.75	48.67