Monthly Financial Report

For the Month Ended October 31, 2021

Prepared by: Lauterbach & Amen, LLP

Monthly Compilation Opinion



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November 10, 2021

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 October 31, 2021 and the related modified cash basis statements of revenues and expenditures and changes in fund balance for the one month and the Ten 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

Financial Statements

Governmental Funds Balance Sheet

As of October 31, 2021

		Library Fund		Capital Projects Fund		Total
ASSETS						
Cash and Investments	\$	3,763,322.28	\$	1,899,676.08	\$	5,662,998.36
Prepaids		-		0.00		-
Receivables Receivable - Property Taxes		6,081,490.69		-		6,081,490.69
Receivable - Grants		-		-		-
Receivable - Miscellaneous		-		-		-
Total Assets	\$	9,844,812.97	\$	1,899,676.08	\$	11,744,489.05
LIABILITIES						
Accounts Payable	\$	192,901.48	\$	-	\$	192,901.48
Accrued Payroll		40,371.49		-		40,371.49
Due to other funds		302,744.80		<u>-</u>		302,744.80
Total Liabilities		536,017.77		<u>-</u>		536,017.77
Deferred Inflows of Resources						
Property Taxes		6,069,500.00		<u>-</u>		6,069,500.00
Total Liabilities and Deferred Inflows of Resources		6,605,517.77				6,605,517.77
FUND BALANCE						
Fund Balance - Unreserved		3,204,544.40		1,899,676.08		5,104,220.48
Fund Balance - Reserved for Prepaids		34,750.80		-		34,750.80
Total Fund Balance		3,239,295.20		1,899,676.08		5,138,971.28
Total Liabilities, Deferred Inflows of Resources and Fund Balance	\$	9,844,812.97	\$	1,899,676.08	\$	11,744,489.05

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

For the 10 Months Ended October 31, 2021

	General Fund		Capital Improvements Fund			Total
REVENUES						
Taxes	\$	5,947,332.30	\$	-	\$	5,947,332.30
Intergovernmental		145,038.84		-		145,038.84
Fines & Fees		12,465.36		-		12,465.36
Interest		873.90		657.58		1,531.48
Special Events and Programs		53.94		-		53.94
Miscellaneous		37,426.71		-		37,426.71
Total Revenues		6,143,191.05		657.58		6,143,848.63
EXPENDITURES						
Personnel	\$	2,293,734.34	\$	-	\$	2,293,734.34
Operating		1,771,126.10		322.50		1,771,448.60
Library Materails		721,640.33		-		721,640.33
Capital Outlay		61,323.00		204,409.07		265,732.07
Other Expenditures		68,841.08		<u>-</u>		68,841.08
Total Expenditures		4,917,864.85		204,731.57		5,122,596.42
Net Change in Fund Balances		1,225,326.20		(204,073.99)		1,021,252.21
FUND BALANCES						
Beginning of the year		2,013,969.00		2,103,750.07		4,117,719.07
End of the period	\$	3,239,295.20	\$	1,899,676.08	<u>\$</u>	5,138,971.28

Supplementary Information

Treasurer's Report as of October 31, 2021

Institution	Invested
201-1101000 - Petty Cash	500.00
201-1102015 - First Midwest Operating #8100292260 202-1102015 - First Midwest Operating #8100292260	737,416.84 21,748.58 759,165.42
201-1102028 - Cash Library Donations	215,226.57
201-1102079 - IL Funds - 151600222591 202-1102079 - IL Funds - 151600222591	2,810,178.87 1,877,927.50 4,688,106.37
201-1104006 - Investments - Certificates of Deposit	0.00
Total Invested	5,662,998.36

Des Plaines Public Library Balance Sheet as of October 31, 2021

	Beginning	M.T.D.	Ending
	<u>Balance</u>	<u>Changes</u>	<u>Balance</u>
Library Fund			
<u>Assets</u>			
1101000 - Petty Cash	500.00	0.00	500.00
1102015 - First Midwest Operating #8100292260	1,329,120.10	(591,703.26)	737,416.84
1102028 - Cash Library Donations	215,144.73	81.84	215,226.57
1102079 - IL Funds - 151600222591	1,221,805.11	1,588,373.76	2,810,178.87
1118000 - Receivable - Property Taxes	6,081,490.69	0.00	6,081,490.69
	8,848,060.63	996,752.34	9,844,812.97
Liabilities and Fund Balance			
<u>Liabilities</u>			
2401000 - Accounts Payable	231,366.35	(38,464.87)	192,901.48
2430707 - Due to Library Comp Abs	302,744.80	0.00	302,744.80
2450040 - Accrued Payroll	40,371.49	0.00	40,371.49
2470000 - Deferred Revenue - Property Tax	6,069,500.00	0.00	6,069,500.00
	6,643,982.64	(38,464.87)	6,605,517.77
Fund Balance			
3720010 - Fund Balance - Reserved for Prepaid Items	34,750.80	0.00	34,750.80
3730000 - Fund Balance - Unreserved	1,979,218.20	0.00	1,979,218.20
	2,013,969.00	0.00	2,013,969.00
Total Liabilities and Fund Balance	8,657,951.64	(38,464.87)	8,619,486.77
Excess Revenues Over Expenses	190,108.99	1,035,217.21	1,225,326.20

Des Plaines Public Library Balance Sheet as of October 31, 2021

	Beginning <u>Balance</u>	M.T.D. <u>Changes</u>	Ending Balance
Capital Projects Fund			
<u>Assets</u>			
1102015 - First Midwest Operating #8100292260	22,273.58	(525.00)	21,748.58
1102079 - IL Funds - 151600222591	1,966,205.00	(88,277.50)	1,877,927.50
	1,988,478.58	(88,802.50)	1,899,676.08
Liabilities and Fund Balance			
<u>Liabilities</u>			
	0.00	0.00	0.00
Fund Balance			
3730000 - Fund Balance - Unreserved	2,103,750.07	0.00	2,103,750.07
Total Liabilities and Fund Balance	2,103,750.07	0.00	2,103,750.07
Excess Revenues Over Expenses	(115,271.49)	(88,802.50)	(204,073.99)
Compensated Absences Fund			
<u>Assets</u>			
1120201 - Due From Library	302,744.80	0.00	302,744.80
	302,744.80	0.00	302,744.80
Liabilities and Fund Balance			
<u>Liabilities</u>			
2450035 - Accrued ST-LT Comp Absence	97,084.56	0.00	97,084.56
2490010 - Compensated Absences Payable	205,660.24	0.00	205,660.24
	302,744.80	0.00	302,744.80
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
3740000 - Fund Balance - Unrestricted	0.00	0.00	0.00
3750000 - Fund Balance - Temporarily Restricted	0.00	0.00	0.00
Total Liabilities and Fund Balance	302,744.80	0.00	302,744.80

Des Plaines Public Library Balance Sheet as of October 31, 2021

	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	1,427,309.02	0.00	1,427,309.02
1204300 - Fixed Assets - Vehicles	24,954.39	0.00	24,954.39
1209900 - Fixed Assets - Accumulated Depreciation	(1,353,391.00)	0.00	(1,353,391.00)
	2,560,784.41	0.00	2,560,784.41
<u>Liabilities</u> and Fund Balance			
Fund Balance			
3730000 - Fund Balance - Unreserved	2,560,784.41 2,560,784.41	0.00	2,560,784.41 2,560,784.41
Total Liabilities and Net Capital Assets	2,560,784.41	0.00	2,560,784.41
Excess Revenues Over Expenses	0.00	0.00	0.00

Des Plaines Public Library Revenue Report For the 10 Months Ended October 31, 2021

	Received	Received	Budgeted	Uncollected	Prct.
	this Month	this Year	<u>Receipts</u>	Receipts	Collected
Library Fund					
_					
<u>Taxes</u>	0.00	0.00	0.00	0.00	0.00
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	0.00	0.00	0.00	0.00	0.00
201-4810032 - Property Taxes 2020	1,432,744.04	5,947,332.30	6,100,000.00	152,667.70	97.50
	1,432,744.04	5,947,332.30	6,100,000.00	152,667.70	97.50
Intergovernmental					
201-4810800 - Personal Property Replacement Tax	0.00	46,494.00	92,988.00	46,494.00	50.00
201-4822040 - State Grant - Per Capita	0.00	86,086.90	73,000.00	(13,086.90)	117.93
201-4822090 - Grant Revenue	0.00	5,000.00	0.00	(5,000.00)	0.00
201-4822095 - State Grant - Library	0.00	7,457.94	3,000.00	(4,457.94)	248.60
	0.00	145,038.84	168,988.00	23,949.16	85.83
Fines & Fees	444.00	0.000.57	0.000.00	0.007.40	00.05
201-4850101 - Library Fees	444.09	2,632.57	9,000.00	6,367.43	29.25
201-4850201 - Copying Fees 201-4850207 - Non-Res Cards	1,228.48	9,648.79 139.00	12,500.00	2,851.21 861.00	77.19
	69.50 45.00	45.00	1,000.00 1,500.00	1,455.00	13.90
201-4850208 - Meeting Room Fees	1,787.07	12,465.36	24,000.00	11,534.64	51.94
Special Programs & Events 201-4850215 - Friends of the Library					
Reimbursements	53.94	53.94	10,000.00	9,946.06	0.54
	53.94	53.94	10,000.00	9,946.06	0.54
Interest 201-4890010 - Interest Income	63.42	873.90	28,000.00	27,126.10	3.12
201-4030010 - Interest income	63.42	873.90	28,000.00	27,126.10	3.12
			20,000.00	27,120.10	<u>0.12</u>
Other Revenue					
201-4899900 - Miscellaneous Revenue	1,449.20	29,816.03	50,000.00	20,183.97	59.63
201-4899910 - Vending Machine Revenue	42.88	412.24	500.00	87.76	82.45
201-4899920 - Library Donations	75.00	1,491.80	5,000.00	3,508.20	29.84
201-4899940 - Friends Book Sale	971.40	5,706.64	0.00	(5,706.64)	0.00
	2,538.48	37,426.71	55,500.00	18,073.29	67.44
	4.40= 400.0=	0.440.404.0=	0.000 100 00	0.40.000.00	22.45
Total Library Fund	<u>1,437,186.95</u>	6,143,191.05	6,386,488.00	243,296.95	96.19

Des Plaines Public Library Revenue Report For the 10 Months Ended October 31, 2021

	Received this Month	Received this Year	Budgeted <u>Receipts</u>	Uncollected Receipts	Prct. Collected
Capital Projects Fund					
<u>Interest</u>					
202-4890010 - Interest Income	59.37	657.58	17,000.00	16,342.42	3.87
	59.37	657.58	17,000.00	16,342.42	3.87
Other Financing Sources					
202-4898902 - Transfer from Library Fund	0.00	0.00	500,000.00	500,000.00	0.00
	0.00	0.00	500,000.00	500,000.00	0.00
Total Capital Projects Fund	59.37	657.58	517,000.00	516,342.42	0.13
Total of All Funds	1,437,246.32	6,143,848.63	6,903,488.00	759,639.37	89.00

Des Plaines Public Library Expense Report For the 10 Months Ended October 31, 2021

	M.T.D.	Y.T.D.	Budgeted	Budgeted	Prct.
	<u>Expended</u>	Expended	<u>Amount</u>	Remain.	Expend.
Library Fund					
Library Fund					
Salaries					
5910100 - Full-time Salaries	181,662.67	1,788,618.25	2,483,313.00	694,694.75	72.03
5910200 - Part-time Salaries	55,424.06	505,116.09 _	830,211.00	325,094.91	60.84
oo rozoo ir art arno Galarios	237,086.73	2,293,734.34	3,313,524.00	1,019,789.66	69.22
			0,0.0,0200		
Benefits					
5918010 - Unemployment Compensation	0.00	1,056.45	15,000.00	13,943.55	7.04
5918020 - Employer Contribution - FICA	17,491.30	168,766.85	240,329.00	71,562.15	70.22
5918021 - Employer Contribution - IMRF	22,623.09	210,713.18	290,885.00	80,171.82	72.44
5918040 - Life Insurance Premiums	0.00	620.80	1,886.00	1,265.20	32.92
5918050 - PPO Insurance Premiums	26,714.35	294,942.42	410,610.00	115,667.58	71.83
5918051 - HMO Insurance Premiums	13,761.94	130,595.03	208,034.00	77,438.97	62.78
5918055 - Dental Insurance Premiums	0.00	6,649.40	20,000.00	13,350.60	33.25
5918070 - Workers Compensation	0.00	12,165.00	14,000.00	1,835.00	86.89
υ το	80,590.68	825,509.13	1,200,744.00	375,234.87	68.75
Contractual Services					
5920100 - Legal Fees	0.00	25,036.50	30,000.00	4,963.50	83.46
5920110 - Professional Services	35,570.30	393,700.59	464,296.00	70,595.41	84.80
5920120 - Communication Services	7,349.75	16,654.12	19,100.00	2,445.88	87.19
5920140 - Integrated Library System	22,128.03	88,379.85	88,010.00	(369.85)	100.42
5920202 - Conferences	180.00	2,128.88	5,000.00	2,871.12	42.58
5920204 - Training	309.30	609.30	750.00	140.70	81.24
5920210 - Marketing	0.00	30,772.44	51,000.00	20,227.56	60.34
5920220 - Membership Dues	444.00	8,450.09	6,400.00	(2,050.09)	132.03
5920230 - Publication of Notices	0.00	72.90	0.00	(72.90)	0.00
5920990 - Property/Liability Insurance	3,596.00	49,910.58	57,000.00	7,089.42	87.56
5930010 - R&M Equipment	0.00	55,032.15	58,635.00	3,602.85	93.86
5930020 - R&M Buildings & Structures	17,691.24	84,553.25	131,325.00	46,771.75	64.38
5930030 - R&M Vehicles	0.00	251.89	1,500.00	1,248.11	16.79
5930210 - Rental of Equipment	0.00	16,839.43	25,600.00	8,760.57	65.78
5930320 - Cleaning/Custodial Services	36,132.50	48,202.50	73,175.00	24,972.50	65.87
5930490 - Refuse Contract	360.00	3,600.00	7,000.00	3,400.00	51.43
5960040 - Pre-Employment Testing	660.00	2,115.05	3,000.00	884.95	70.50
5960065 - Bank Fees	0.00	0.00	300.00	300.00	0.00
5960070 - Mileage	0.00	0.00	500.00	500.00	0.00
5960210 - Special Event Programming	4,951.37	52,089.85	51,500.00	(589.85)	101.15
5960990 - Misc. Contractual Services	8,451.26	67,217.60	101,025.00	33,807.40	66.54
	137,823.75	945,616.97	1,175,116.00	229,499.03	80.47
Commodities					
5970100 - Supplies	4,568.32	14,506.28	41,000.00	26,493.72	35.38
5970110 - Meals	(3,708.00)	1,088.78	1,500.00	411.22	72.59
5970115 - Supplies - Dept/Other	6,657.07	25,308.13	66,100.00	40,791.87	38.29
5970170 - Janitorial	(31,240.00)	5,535.97	18,600.00	13,064.03	29.76
5970260 - Postage & Parcel	1,010.00	9,103.19	6,000.00	(3,103.19)	151.72
See Acco	ountants' Comp	ilation Report			

Des Plaines Public Library Expense Report For the 10 Months Ended October 31, 2021

	M.T.D.	Y.T.D.	Budgeted	Budgeted	Prct.
	<u>Expended</u>	Expended	<u>Amount</u>	Remain.	Expend.
5970270 - Printing	242.58	242.58	0.00	(242.58)	0.00
5970500 - Water Bill	1,093.98	3,916.59	10,000.00	6,083.41	39.17
5970600 - Ebooks/Books	14,909.85	252,779.11	368,000.00	115,220.89	68.69
5970610 - E-audio/Audio	6,908.48	57,254.66	80,000.00	22,745.34	71.57
5970620 - E-Subscriptions/Subscriptions	456.53	45,285.73	68,430.00	23,144.27	66.18
5970630 - Visual Materials	18,900.07	119,532.44	167,000.00	47,467.56	71.58
5970640 - Databases	11,635.90	172,629.40	185,000.00	12,370.60	93.31
5970810 - Natural Gas	0.00	9,777.52	22,000.00	12,222.48	44.44
5970850 - Gasoline	0.00	0.00	300.00	300.00	0.00
5970900 - Equipment < \$10,000	0.00	4,679.95	5,900.00	1,220.05	79.32
3970300 - Equipment \ \ \ \ 10,000	31,434.78	721,640.33	1,039,830.00	318,189.67	69.40
<u>Capital Expenditures</u>					
5980300 - Improvements	0.00	1,716.22	0.00	(1,716.22)	0.00
5980400 - Equipment	(8,445.00)	6,556.87	6,310.00	(246.87)	103.91
5980410 - Computer Hardware	(70,053.00)	4,513.72	6,800.00	2,286.28	66.38
5980420 - Computer Software	(8,242.67)	46,450.72	44,495.00	(1,955.72)	104.40
5980600 - Furniture & Fixtures	803.07	2,085.47	2,700.00	614.53	77.24
	(85,937.60)	61,323.00	60,305.00	(1,018.00)	101.69
Other Funding Activities					
5990900 - Per Capita Grant Expenditures	0.00	62,195.50	73,000.00	10,804.50	85.20
5990940 - Trans to Library Capital Proj. Fund	0.00	0.00	500,000.00	500,000.00	0.00
5993000 - Contingency Reserve	0.00	0.00	60,000.00	60,000.00	0.00
5999940 - Friends Books Sale	971.40	6,645.58	0.00	(6,645.58)	0.00
	971.40	68,841.08	633,000.00	564,158.92	10.88
Total Library Fund Expenditures	401,969.74	4,917,864.85	7,422,519.00	2,504,654.15	66.26
Capital Projects Fund					
Contractual Services					
5920110 - Professional Services	0.00	0.00	40,000.00	40,000.00	0.00
5960990 - Misc. Contractual Services	0.00	322.50	0.00	(322.50)	0.00
	0.00	322.50	40,000.00	39,677.50	0.81
Capital Expenditures					
5980300 - Improvements	0.00	0.00	36,500.00	36,500.00	0.00
5980400 - Equipment	73,098.75	155,783.70	157,420.00	1,636.30	98.96
5980410 - Computer Hardware	5,399.25	32,482.37	30,900.00	(1,582.37)	105.12
5980420 - Computer Software	10,363.87	10,888.87	11,000.00	111.13	98.99
5980600 - Furniture and Fixtures	0.00	5,254.13	4,160.00	(1,094.13)	126.30
	88,861.87	204,409.07	239,980.00	35,570.93	<u>85.18</u>
Total Capital Projects Fund Expenditures	88,861.87	204,731.57	279,980.00	75,248.43	73.12
Total of All Funds	490,831.61	5,122,596.42	7,702,499.00	2,579,902.58	66.51
See A	Accoun tants' Com p	ilation Report			