Monthly Financial Report

For the Month Ended August 31, 2021

Prepared by: Lauterbach & Amen, LLP

## Monthly Compilation Opinion

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September 09, 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 August 31, 2021 and the related modified cash basis statements of revenues and expenditures and changes in fund balance for the one month and the Eight 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

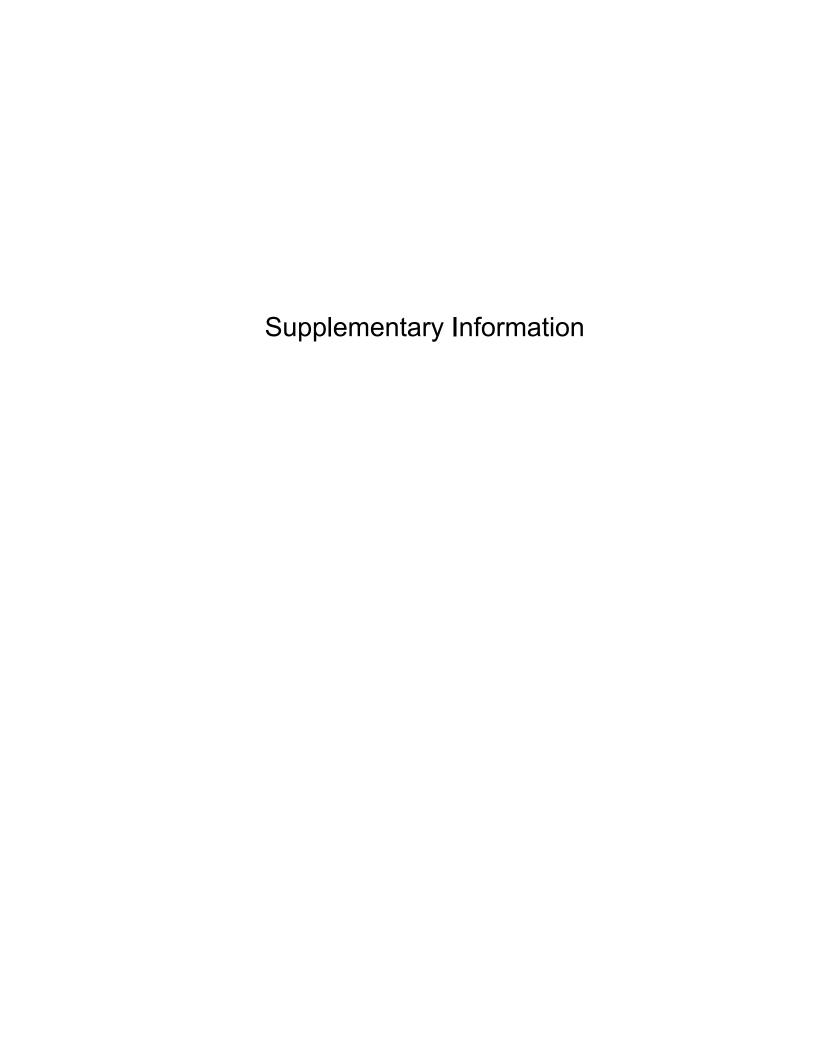
#### As of August 31, 2021

	Library		Capital	
	 Fund	Pr ——	ojects Fund	 Total
ASSETS				
Cash and Investments	\$ 2,041,082.02	\$	1,992,661.07	\$ 4,033,743.09
Prepaids	-		0.00	-
Receivables	0.004.400.00			0.004.400.00
Receivable - Property Taxes	6,081,490.69		-	6,081,490.69
Receivable - Grants	-		-	-
Receivable - Miscellaneous	-		-	-
Total Assets	\$ 8,122,572.71	\$	1,992,661.07	\$ 10,115,233.78
LIABILITIES				
Accounts Payable	\$ 125,311.23	\$	3,690.28	\$ 129,001.51
Accrued Payroll	40,371.49		-	40,371.49
Due to other funds	 302,744.80		<u>-</u>	 302,744.80
Total Liabilities	 468,427.52		3,690.28	 472,117.80
Deferred Inflows of Resources				
Property Taxes	 6,069,500.00		<u>-</u>	 6,069,500.00
Total Liabilities and Deferred Inflows of Resources	 6,537,927.52		3,690.28	 6,541,617.80
FUND BALANCE				
Fund Balance - Unreserved	1,549,894.39		1,988,970.79	3,538,865.18
Fund Balance - Reserved for Prepaids	34,750.80		-	34,750.80
Total Fund Balance	1,584,645.19		1,988,970.79	 3,573,615.98
Total Liabilities, Deferred Inflows of Resources and Fund Balance	\$ 8,122,572.71	\$	1,992,661.07	\$ 10,115,233.78

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

#### For the 8 Months Ended August 31, 2021

		General Fund		Capital Improvements Fund		Total
REVENUES						
Taxes	\$	3,310,430.12	\$	-	\$	3,310,430.12
Intergovernmental		145,038.84		-		145,038.84
Fines & Fees		8,553.56		-		8,553.56
Interest		768.52		565.42		1,333.94
Miscellaneous		31,613.18		-		31,613.18
Total Revenues		3,496,404.22		565.42		3,496,969.64
EXPENDITURES						
Personnel	\$	1,828,547.62	\$	-	\$	1,828,547.62
Operating		1,331,928.81		322.50		1,332,251.31
Library Materails		625,751.82		-		625,751.82
Capital Outlay		71,504.40		115,022.20		186,526.60
Other Expenditures		66,795.38		<u>-</u>		66,795.38
Total Expenditures		3,925,728.03		115,344.70		4,041,072.73
Net Change in Fund Balances		(429,323.81)		(114,779.28)		(544,103.09)
FUND BALANCES						
Beginning of the year		2,013,969.00		2,103,750.07		4,117,719.07
End of the period	<u>\$</u>	1,584,645.19	\$	1,988,970.79	\$	3,573,615.98



## Treasurer's Report as of August 31, 2021

<u>Institution</u>	Invested
201-1101000 - Petty Cash	500.00
201-1102015 - First Midwest Operating #8100292260 202-1102015 - First Midwest Operating #8100292260	605,471.37 25,438.86
	630,910.23
201-1102028 - Cash Library Donations	214,375.88
201-1102079 - IL Funds - 151600222591	1,220,734.77
202-1102079 - IL Funds - 151600222591 202-1102079 - IL Funds - 151600222591	1,967,222.21
	3,187,956.98
201-1104006 - Investments - Certificates of Deposit	0.00
Total Invested	4,033,743.09

## Des Plaines Public Library Balance Sheet as of August 31, 2021

	Beginning	M.T.D.	Ending Balance
	<u>Balance</u>	<u>Changes</u>	Dalalice
Library Fund			
<u>Assets</u>			
1101000 - Petty Cash	500.00	0.00	500.00
1102015 - First Midwest Operating #8100292260	545,557.13	59,914.24	605,471.37
1102028 - Cash Library Donations	214,068.37	307.51	214,375.88
1102079 - IL Funds - 151600222591	1,817,015.86	(596,281.09)	1,220,734.77
1118000 - Receivable - Property Taxes	6,081,490.69	0.00	6,081,490.69
	8,658,632.05	(536,059.34)	8,122,572.71
<u>Liabilities and Fund Balance</u>			
<u>Liabilities</u>			
2401000 - Accounts Payable	346,341.94	(172,946.45)	173,395.49
2401002 - Payroll Liabilities	0.00	(48,084.26)	(48,084.26)
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
	6,758,958.23	(221,030.71)	6,537,927.52
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	<u>8,772,927.23</u>	(221,030.71)	8,551,896.52
Excess Revenues Over Expenses	(114,295.18)	(315,028.63)	(429,323.81)

## Des Plaines Public Library Balance Sheet as of August 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	74,132.17	(48,693.31)	25,438.86
1102079 - IL Funds - 151600222591	1,970,881.43	(3,659.22)	1,967,222.21
	2,045,013.60	(52,352.53)	1,992,661.07
<u>Liabilities and Fund Balance</u>			
<u>Liabilities</u>			
2401000 - Accounts Payable	52,383.59	(48,693.31)	3,690.28
	52,383.59	(48,693.31)	3,690.28
Fund Balance			
3730000 - Fund Balance - Unreserved	2,103,750.07	0.00	2,103,750.07
Total Liabilities and Fund Balance	2,156,133.66	(48,693.31)	2,107,440.35
Excess Revenues Over Expenses	(111,120.06)	(3,659.22)	(114,779.28)
Compensated Absences Fund			
<u>Assets</u>			
1120201 - Due From Library	302,744.80	0.00	302,744.80
ŕ	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 August 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 and Fund Balance</u> <u>Liabilities</u>			
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 8 Months Ended August 31, 2021

	Received	Received	Budgeted	Uncollected	Prct.
	this Month	this Year	Receipts	Receipts	Collected
Library Fund					
_					
Taxes					
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	0.00	3,310,430.12	6,100,000.00	2,789,569.88	54.27
	0.00	3,310,430.12	6,100,000.00	2,789,569.88	54.27
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	86,086.90	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	7,457.94	7,457.94	3,000.00	(4,457.94)	248.60
,	93,544.84	145,038.84	168,988.00	23,949.16	85.83
Finan 9 Fana					
Fines & Fees 201-4850101 - Library Fees	161.57	1,950.08	9,000.00	7,049.92	21.67
•		6,603.48	,	,	
201-4850201 - Copying Fees	718.01	•	12,500.00	5,896.52	52.83
201-4850207 - Non-Res Cards	0.00 0.00	0.00	1,000.00 1,500.00	1,000.00 1,500.00	0.00 0.00
201-4850208 - Meeting Room Fees	879.58	<u>8,553.56</u>	24,000.00	15,446.44	35.64
<u>Special Programs &amp; Events</u> 201-4850215 - Friends of the Library					
Reimbursements	0.00	0.00	10,000.00	10,000.00	0.00
	0.00	0.00	10,000.00	10,000.00	0.00
Interest					
201-4890010 - Interest Income	49.30	768.52	28,000.00	27,231.48	2.74
	49.30	768.52	28,000.00	27,231.48	2.74
Other Revenue					
201-4899900 - Miscellaneous Revenue	3,855.38	25,938.83	50,000.00	24,061.17	51.88
201-4899910 - Vending Machine Revenue	33.66	284.11	500.00	215.89	56.82
201-4899920 - Library Donations	300.00	655.00	5,000.00	4,345.00	13.10
201-4899940 - Friends Book Sale	668.85	4,735.24	0.00	(4,735.24)	0.00
	4,857.89	31,613.18	55,500.00	23,886.82	56.96
Tatal Library Found	00 224 04	2 406 404 20	6 206 400 00	2 200 202 70	F 1 7 7
Total Library Fund	99,331.61	3,496,404.22	6,386,488.00	2,890,083.78	<u>54.75</u>

## Des Plaines Public Library Revenue Report For the 8 Months Ended August 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	31.06	565.42	17,000.00	16,434.58	3.33
	31.06	565.42	17,000.00	16,434.58	3.33
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	31.06	565.42	517,000.00	516,434.58	0.11
Total of All Funds	99,362.67	3,496,969.64	6,903,488.00	3,406,518.36	50.66

## Des Plaines Public Library Expense Report For the 8 Months Ended August 31, 2021

	M.T.D.	Y.T.D.	Budgeted	Budgeted	Prct.
	<u>Expended</u>	Expended	<u>Amount</u>	Remain.	Expend.
Library Fund					
<u>Salaries</u>					
5910100 - Full-time Salaries	173,168.25	1,430,252.26	2,483,313.00	1,053,060.74	57.59
5910200 - Part-time Salaries	51,469.24	<u>398,295.36</u>	830,211.00	431,915.64	47.98
	224,637.49	1,828,547.62	3,313,524.00	1,484,976.38	<u>55.18</u>
<u>Benefits</u>					
5918010 - Unemployment Compensation	0.00	1,056.45	15,000.00	13,943.55	7.04
5918020 - Employer Contribution - FICA	16,547.55	134,598.82	240,329.00	105,730.18	56.01
5918021 - Employer Contribution - IMRF	28,331.96	144,564.81	290,885.00	146,320.19	49.70
5918040 - Life Insurance Premiums	0.00	620.80	1,886.00	1,265.20	32.92
5918050 - PPO Insurance Premiums	(2,945.82)	203,057.99	410,610.00	207,552.01	49.45
5918051 - HMO Insurance Premiums	(1,517.54)	83,260.62	208,034.00	124,773.38	40.02
5918055 - Dental Insurance Premiums	0.00	6,649.40	20,000.00	13,350.60	33.25
5918070 - Workers Compensation	225.00	12,165.00	14,000.00	1,835.00	86.89
	40,641.15	585,973.89	1,200,744.00	614,770.11	48.80
Contractual Services					
5920100 - Legal Fees	23,886.50	24,576.50	30,000.00	5,423.50	81.92
5920110 - Professional Services	35,020.30	323,109.99	464,296.00	141,186.01	69.59
5920120 - Communication Services	739.23	8,215.97	19,100.00	10,884.03	43.02
5920140 - Integrated Library System	120.39	66,251.82	88,010.00	21,758.18	75.28
5920202 - Conferences	775.00	1,933.88	5,000.00	3,066.12	38.68
5920204 - Training	0.00	300.00	750.00	450.00	40.00
5920210 - Marketing	1,590.00	30,772.44	51,000.00	20,227.56	60.34
5920220 - Membership Dues	150.00	6,401.09	6,400.00	(1.09)	100.02
5920230 - Publication of Notices	0.00	72.90	0.00	(72.90)	0.00
5920990 - Property/Liability Insurance	0.00	46,314.58	57,000.00	10,685.42	81.25
5930010 - R&M Equipment	(5,000.00)	55,032.15	58,635.00	3,602.85	93.86
5930020 - R&M Buildings & Structures	9,930.67	62,311.47	131,325.00	69,013.53	47.45
5930030 - R&M Vehicles	0.00	251.89	1,500.00	1,248.11	16.79
5930210 - Rental of Equipment	0.00	9,925.33	25,600.00	15,674.67	38.77
5930320 - Cleaning/Custodial Services	400.00	12,070.00	73,175.00	61,105.00	16.49
5930490 - Refuse Contract	360.00	2,880.00	7,000.00	4,120.00	41.14
5960040 - Pre-Employment Testing	812.05	1,309.05	3,000.00	1,690.95	43.64
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 5960990 - Misc. Contractual Services	3,218.19 <u>8,257.59</u>	39,573.37 54,652.49 _	51,500.00 101,025.00	11,926.63 <u>46,372.51</u>	76.84 54.10
5900990 - MISC. COMMACTUAL Services	80,259.92	745,954.92	1,175,116.00	429,161.08	63.48
	00,239.92		1,173,110.00	429,101.00	03.40
Commodities					
Commodities 5070100 - Supplies	2 823 32	Q 707 65	41 000 00	33 202 3E	21.24
5970100 - Supplies 5970110 - Meals	2,823.33 3,708.00	8,707.65 4,500.13	41,000.00 1,500.00	32,292.35 (3,000.13)	300.01
5970110 - Meals 5970115 - Supplies - Dept/Other	2,746.73	4,500.13 16,887.48	66,100.00	(3,000.13) 49,212.52	25.55
5970170 - Janitorial	2,746.73 9,785.00	31,883.47	18,600.00	(13,283.47)	25.55 171.42
5970260 - Postage & Parcel	1,000.00	6,420.49	6,000.00	(420.49)	107.01
_	ountants' Comp		0,000.00	(420.43)	107.01
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## Des Plaines Public Library Expense Report For the 8 Months Ended August 31, 2021

	M.T.D.	Y.T.D.	Budgeted	Budgeted	Prct.
	<u>Expended</u>	Expended	<u>Amount</u>	Remain.	Expend.
5970500 - Water Bill	967.62	2,822.61	10,000.00	7,177.39	28.23
5970600 - Ebooks/Books	21,573.22	210,983.65	368,000.00	157,016.35	57.33
5970610 - E-audio/Audio	3,124.50	45,217.92	80,000.00	34,782.08	56.52
5970620 - E-Subscriptions/Subscriptions	1,436.23	43,678.97	68,430.00	24,751.03	63.83
5970630 - Visual Materials	6,621.05	85,045.15	167,000.00	81,954.85	50.93
5970640 - Databases	8,810.18	156,284.49	185,000.00	28,715.51	84.48
5970810 - Natural Gas	348.84	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	3,542.29	5,900.00	2,357.71	60.04
	62,944.70	625,751.82	1,039,830.00	414,078.18	60.18
Capital Expenditures					
5980300 - Improvements	1,716.22	1,716.22	0.00	(1,716.22)	0.00
5980400 - Equipment	0.00	6,556.87	6,310.00	(246.87)	103.91
5980410 - Computer Hardware	412.53	8,692.97	6,800.00	(1,892.97)	127.84
5980420 - Computer Software	1,453.17	53,255.94	44,495.00	(8,760.94)	119.69
5980600 - Furniture & Fixtures	0.00	1,282.40	2,700.00	1,417.60	47.50
	3,581.92	71,504.40	60,305.00	(11,199.40)	118.57
Other Funding Activities					
5990900 - Per Capita Grant Expenditures	1,626.21	62,060.14	73,000.00	10,939.86	85.01
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	668.85	4,735.24	0.00	(4,735.24)	0.00
	2,295.06	66,795.38	633,000.00	566,204.62	10.55
Total Library Fund Expenditures	414,360.24	3,925,728.03	7,422,519.00	3,496,790.97	52.89
Capital Projects Fund					
Contractual Services					
5920110 - Professional Services	0.00	0.00	40,000.00	40,000.00	0.00
5960990 - Misc. Contractual Services	322.50	322.50	0.00	(322.50)	0.00
	322.50	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	127.00	82,684.95	157,420.00	74,735.05	52.53
5980410 - Computer Hardware	3,240.78	27,083.12	30,900.00	3,816.88	87.65
5980420 - Computer Software	0.00	0.00	11,000.00	11,000.00	0.00
5980600 - Furniture and Fixtures	0.00	5,254.13	4,160.00	(1,094.13)	126.30
	<u>3,367.78</u>	115,022.20	239,980.00	124,957.80	47.93
Total Capital Projects Fund Expenditures	3,690.28	115,344.70	279,980.00	164,635.30	41.20
, ,	418,050.52	4,041,072.73	7,702,499.00	3,661,426.27	52.46
Total of All Funds	410,030.32	4,041,072.73	1,102,499.00	3,001,420.21	