

**MOUNT PROSPECT PUBLIC LIBRARY**  
**Statement of Revenues, Expenditures & Fund Balances**

For the Period Ended November 30, 2018

	<i>Current Month</i>	<i>Year To Date</i>
<b>Library General Fund</b>		
Revenues		
Property Taxes	\$ 21,460	\$ 11,085,976
Taxes Allocated to Other Funds	(3,809)	(2,008,226)
Personal Property Replacement Taxes	7,082	45,793
Interest Income	10,877	94,151
Illinois Per Capita Grant	-	109,766
Misc. Grant Income	-	-
Ground Lease Income	-	1
Miscellaneous Fees and Fines	9,479	103,392
Friends & Foundation Reimbursements	3,079	35,100
Village Reimbursements	-	5,049
<i>Total Revenues</i>	<u>\$ 48,168</u>	<u>\$ 9,471,002</u>
Expenditures		
Salaries & Benefits	\$ 569,965	\$ 6,490,106
Management Expense	20,712	207,556
Operating Expenses	8,006	183,958
Building Expense	34,599	447,729
Services and Resources	57,606	785,997
Friends & Foundation Reimbursable Expenses	2,887	53,244
Misc. Grant Expenses	-	-
Expenses Reimbursable by Village	392	5,312
<i>Total Expenditures</i>	<u>\$ 694,167</u>	<u>\$ 8,173,902</u>
Excess (Deficiency) of Revenues over Expenditures	\$ (645,999)	\$ 1,297,100
Fund Balance - Beginning of Period	6,343,925	4,400,826
Fund Balance - End of Period	<u>\$ 5,697,926</u>	<u>\$ 5,697,926</u>
<b>Working Cash Fund</b>		
Fund Balance - Beginning of Period	\$ 2,143,354	\$ 2,114,611
Interest Allocation	3,876	32,619
Fund Balance - End of Period	<u>\$ 2,147,230</u>	<u>\$ 2,147,230</u>
<b>Capital Projects Reserve Fund</b>		
Revenues		
Property Taxes	\$ 932	\$ 447,344
Interest Income	2,773	24,810
<i>Total Revenues</i>	<u>\$ 3,705</u>	<u>\$ 472,154</u>
Expenditures		
Building & Grounds	\$ -	\$ 7,855
Library Equipment	-	117,260
Library Furnishings	-	36,563
Other Expenditures	4,525	297,596
Transfer to Library Fund	-	-
<i>Total Expenditures</i>	<u>\$ 4,525</u>	<u>\$ 459,274</u>
Excess (Deficiency) of Revenues over Expenditures	\$ (820)	\$ 12,880
Fund Balance - Beginning of Period	1,680,063	1,666,363
Fund Balance - End of Period	<u>\$ 1,679,243</u>	<u>\$ 1,679,243</u>
<b>Debt Service Fund</b>		
Revenues		
Property Taxes	\$ 2,877	\$ 1,560,881
Interest Income	1,358	24,278
<i>Total Revenues</i>	<u>\$ 4,235</u>	<u>\$ 1,585,159</u>
Expenditures		
Interest Expense	\$ 14,679	\$ 161,470
Debt Reduction Payments	-	1,400,000
Bond Administration	-	450
<i>Total Expenditures</i>	<u>\$ 14,679</u>	<u>\$ 1,561,920</u>
Excess (Deficiency) of Revenues over Expenditures	\$ (10,444)	\$ 23,239
Fund balance - Beginning of Period	756,185	722,502
Fund balance - End of Period	<u>\$ 745,741</u>	<u>\$ 745,741</u>
<b>Gift Fund</b>		
Revenues	\$ 897	\$ 14,318
Expenditures	17,570	61,945
Excess (Deficiency) of Revenues over Expenditures	\$ (16,673)	\$ (47,627)
Fund Balance - Beginning of Period	564,712	595,666
Fund Balance - End of Period	<u>\$ 548,039</u>	<u>\$ 548,039</u>

**MOUNT PROSPECT PUBLIC LIBRARY**  
**Cash Analysis**  
**November 30, 2018**

Library General Fund Checking Balance per Bank Statement - 11/30/2018	\$ 288,730
Less: Outstanding Checks	(220,640)
Plus: Deposits in Transit	256
Adjusted Library Fund Checking Balance	<u>\$ 68,346</u>
Other Working Funds:	
Miscellaneous Cash on Hand	1,837
Chase Saving Account	285,708
The Illinois Funds - General Account	7,623,761
<b>Library General Fund and Working Fund TOTAL CASH</b>	<u>\$ 7,979,652</u>
Add Receivables	325
Add Prepaid Expenses	18,512
Deduct Outstanding Liabilities	
Accounts Payable	\$ 52,518
Accrued Payroll and Benefits	<u>100,815</u>
	(153,333)
<b>Library General Fund and Working Cash Fund NET CASH</b>	<u>\$ 7,845,156</u>
Capital Projects Reserve Fund (net of \$4,525 payable balance)	1,679,243
<b>Library General, Working Cash and Capital Projects Reserve NET CASH</b>	<u><u>\$ 9,524,399</u></u>
<b>Consisting of:</b>	
Library General Fund	5,697,926
Working Cash Fund	2,147,230
Capital Projects Reserve Fund	1,679,243
	<u><u>\$ 9,524,399</u></u>

**Mount Prospect Public Library**  
**Monthly Expenditures**  
**For the Month Ending November 30, 2018**

	<i>Current Month</i>	<i>Year To Date</i>	<i>Annual Budget</i>	<i>Unexpended</i>
<b>Salaries &amp; Benefits</b>				
Salaries	\$ 437,594.66	\$ 5,026,038.31	\$ 5,736,500.00	710,461.69
IMRF	40,196.05	462,064.01	527,300.00	65,235.99
MC / FICA	31,770.55	361,723.71	438,800.00	77,076.29
Medical Insurance	59,741.36	634,414.25	700,000.00	65,585.75
Unemployment Compensation Tax	662.78	5,865.83	7,000.00	1,134.17
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Subtotal (4110L-4150L)	569,965.40	6,490,106.11	7,409,600.00	919,493.89
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<b>Management Expenses</b>				
Audit	0.00	6,475.00	6,500.00	25.00
Legal Fees	588.00	6,625.20	40,000.00	33,374.80
Printing	3,893.14	30,122.18	34,900.00	4,777.82
Marketing	5,637.27	61,173.13	66,000.00	4,826.87
Resources	0.00	5,271.08	4,900.00	(371.08)
Professional Dues	2,780.00	5,049.00	6,000.00	951.00
Board Development/Training	0.00	0.00	4,000.00	4,000.00
Human Resources	7,315.67	86,636.58	87,200.00	563.42
Other Operating	498.37	6,203.98	10,200.00	3,996.02
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Subtotal (4210L - 4290L)	20,712.45	207,556.15	259,700.00	52,143.85
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<b>Operating Expenses</b>				
Telecommunications	3,930.92	32,757.76	45,200.00	12,442.24
Insurance	(2,508.51)	3,260.49	74,000.00	70,739.51
Office Supplies	1,775.07	16,306.14	16,000.00	(306.14)
Library Supplies	1,045.03	20,157.31	20,000.00	(157.31)
Postage	1,063.13	15,467.87	21,300.00	5,832.13
Contract Services	0.00	28,075.98	31,000.00	2,924.02
IT Services	2,699.79	67,931.58	60,000.00	(7,931.58)
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Subtotal (4310L - 4390L)	8,005.43	183,957.13	267,500.00	83,542.87
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<b>Building Expenses</b>				
Building Maintenance	13,869.11	160,822.42	154,000.00	(6,822.42)
Equipment Maintenance	14,178.41	106,848.18	116,500.00	9,651.82
Janitorial	1,780.51	47,067.90	58,400.00	11,332.10
Equipment	2,639.89	102,129.83	160,000.00	57,870.17
Utilities	2,130.89	30,860.84	57,000.00	26,139.16
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Subtotal (4410L - 4460L)	34,598.81	447,729.17	545,900.00	98,170.83
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**Services and Resources**

**Mount Prospect Public Library**  
**Monthly Expenditures**  
**For the Month Ending November 30, 2018**

	<i>Current Month</i>	<i>Year To Date</i>	<i>Annual Budget</i>	<i>Unexpended</i>
Adult Print	20,963.52	181,011.41	202,000.00	20,988.59
Adult AV	7,183.14	53,324.54	65,500.00	12,175.46
Youth Print	5,563.51	119,007.81	130,000.00	10,992.19
Youth AV	3,738.93	35,575.22	39,500.00	3,924.78
Subscriptions	962.22	18,488.01	18,500.00	11.99
Electronic Resources	4,731.70	164,996.29	166,000.00	1,003.71
Digital Media	8,078.47	101,737.98	95,600.00	(6,137.98)
E-Learning	0.00	42,562.46	47,000.00	4,437.54
Microform	2,036.39	18,140.35	12,000.00	(6,140.35)
Processing Supplies	764.73	19,209.51	26,000.00	6,790.49
Programs	3,583.31	31,943.81	46,000.00	14,056.19
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Subtotal (4610L - 4690L)	57,605.92	785,997.39	848,100.00	62,102.61
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Total (4110L - 4690L)	690,888.01	8,115,345.95	9,330,800.00	1,215,454.05
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<b>Reimbursable Activity</b>				
Foundation Expenses (9530L)	392.72	24,244.85	13,921.00	(10,323.85)
Friends Expenses (9540L)	2,493.88	28,998.79	54,738.00	25,739.21
Village Shared Expense (9560L)	391.91	5,311.78	0.00	(5,311.78)
Grant Expenses (9570L)	0.00	0.00	0.00	0.00
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Total Reimbursable Activity	3,278.51	58,555.42	68,659.00	10,103.58
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<b>Total Expenses all Activities</b>	<b>\$ 694,166.52</b>	<b>\$ 8,173,901.37</b>	<b>\$ 9,399,459.00</b>	<b>1,225,557.63</b>
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December 12, 2018