

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

For the Period Ended December 31, 2018

|   | <i>Current Month</i> | <i>Year To Date</i> |
|---|----------------------|---------------------|
| <b>Library General Fund</b>                       |                      |                     |
| Revenues  |                      |                     |
| Property Taxes                                    | \$ 4,931             | \$ 11,090,907       |
| Taxes Allocated to Other Funds                    | (906)                | (2,009,132)         |
| Personal Property Replacement Taxes               | 1,732                | 47,525              |
| Interest Income                                   | 10,373               | 104,524             |
| Illinois Per Capita Grant                         | -                    | 109,766             |
| Misc. Grant Income                                | -                    | -                   |
| Ground Lease Income                               | -                    | 1                   |
| Miscellaneous Fees and Fines                      | 7,702                | 111,094             |
| Friends & Foundation Reimbursements               | 18,194               | 53,294              |
| Village Reimbursements                            | 655                  | 5,704               |
| <i>Total Revenues</i>                             | <u>\$ 42,681</u>     | <u>\$ 9,513,683</u> |
| Expenditures                                      |                      |                     |
| Salaries & Benefits                               | \$ 616,850           | \$ 7,106,956        |
| Management Expense                                | 12,082               | 219,638             |
| Operating Expenses                                | 77,268               | 261,226             |
| Building Expense                                  | 45,010               | 492,739             |
| Services and Resources                            | 50,101               | 836,098             |
| Friends & Foundation Reimbursable Expenses        | 1,745                | 54,989              |
| Misc. Grant Expenses                              | -                    | -                   |
| Expenses Reimbursable by Village                  | 392                  | 5,704               |
| <i>Total Expenditures</i>                         | <u>\$ 803,448</u>    | <u>\$ 8,977,350</u> |
| Excess (Deficiency) of Revenues over Expenditures | \$ (760,767)         | \$ 536,333          |
| Fund Balance - Beginning of Period                | 5,697,926            | 4,400,826           |
| Fund Balance - End of Period                      | <u>\$ 4,937,159</u>  | <u>\$ 4,937,159</u> |
| <b>Working Cash Fund</b>                          |                      |                     |
| Fund Balance - Beginning of Period                | \$ 2,147,230         | \$ 2,114,611        |
| Interest Allocation                               | 4,192                | 36,811              |
| Fund Balance - End of Period                      | <u>\$ 2,151,422</u>  | <u>\$ 2,151,422</u> |
| <b>Capital Projects Reserve Fund</b>              |                      |                     |
| Revenues  |                      |                     |
| Property Taxes                                    | \$ 325               | \$ 447,669          |
| Interest Income                                   | 2,913                | 27,723              |
| <i>Total Revenues</i>                             | <u>\$ 3,238</u>      | <u>\$ 475,392</u>   |
| Expenditures                                      |                      |                     |
| Building & Grounds                                | \$ -                 | \$ 7,855            |
| Library Equipment                                 | -                    | 117,260             |
| Library Furnishings                               | -                    | 36,563              |
| Other Expenditures                                | 357,660              | 655,256             |
| Transfer to Library Fund                          | -                    | -                   |
| <i>Total Expenditures</i>                         | <u>\$ 357,660</u>    | <u>\$ 816,934</u>   |
| Excess (Deficiency) of Revenues over Expenditures | \$ (354,422)         | \$ (341,542)        |
| Fund Balance - Beginning of Period                | 1,679,243            | 1,666,363           |
| Fund Balance - End of Period                      | <u>\$ 1,324,821</u>  | <u>\$ 1,324,821</u> |
| <b>Debt Service Fund</b>                          |                      |                     |
| Revenues  |                      |                     |
| Property Taxes                                    | \$ 582               | \$ 1,561,463        |
| Interest Income                                   | 1,474                | 25,752              |
| <i>Total Revenues</i>                             | <u>\$ 2,056</u>      | <u>\$ 1,587,215</u> |
| Expenditures                                      |                      |                     |
| Interest Expense                                  | \$ 12,347            | \$ 173,817          |
| Debt Reduction Payments                           | -                    | 1,400,000           |
| Bond Administration                               | -                    | 450                 |
| <i>Total Expenditures</i>                         | <u>\$ 12,347</u>     | <u>\$ 1,574,267</u> |
| Excess (Deficiency) of Revenues over Expenditures | \$ (10,291)          | \$ 12,948           |
| Fund balance - Beginning of Period                | 745,741              | 722,502             |
| Fund balance - End of Period                      | <u>\$ 735,450</u>    | <u>\$ 735,450</u>   |
| <b>Gift Fund</b>                                  |                      |                     |
| Revenues  | \$ 2,458             | \$ 16,776           |
| Expenditures                                      | 58                   | 62,003              |
| Excess (Deficiency) of Revenues over Expenditures | \$ 2,400             | \$ (45,227)         |
| Fund Balance - Beginning of Period                | 548,039              | 595,666             |
| Fund Balance - End of Period                      | <u>\$ 550,439</u>    | <u>\$ 550,439</u>   |

**MOUNT PROSPECT PUBLIC LIBRARY**  
**Cash Analysis**  
**December 31, 2018**

|  |           |                                |
|--|-----------|--------------------------------|
| Library General Fund Checking Balance per Bank Statement - 12/31/2018      | \$        | 222,816                        |
| Less: Outstanding Checks   |           | (202,529)                      |
| Plus: Deposits in Transit  |           | 387                            |
| Adjusted Library Fund Checking Balance                                     | <u>\$</u> | <u>20,674</u>                  |
| <b>Other Working Funds:</b>  |           |                                |
| Miscellaneous Cash on Hand   |           | 2,363                          |
| Chase Saving Account   |           | 215,682                        |
| The Illinois Funds - General Account                                       |           | <u>7,037,377</u>               |
| <b>Library General Fund and Working Fund TOTAL CASH</b>                    | <b>\$</b> | <b><u>7,276,096</u></b>        |
| Add Receivables  |           | 2,386                          |
| Add Prepaid Expenses   |           | 18,512                         |
| Deduct Outstanding Liabilities   |           |                                |
| Accounts Payable   | \$        | 57,093                         |
| Accrued Payroll and Benefits   |           | <u>151,320</u>                 |
|  |           | (208,413)                      |
| <b>Library General Fund and Working Cash Fund NET CASH</b>                 | <b>\$</b> | <b><u>7,088,581</u></b>        |
| Capital Projects Reserve Fund (net of \$114 payable balance)               |           | 1,324,821                      |
| <b>Library General, Working Cash and Capital Projects Reserve NET CASH</b> | <b>\$</b> | <b><u><u>8,413,402</u></u></b> |
| <b>Consisting of:</b>  |           |                                |
| Library General Fund   |           | 4,937,159                      |
| Working Cash Fund  |           | 2,151,422                      |
| Capital Projects Reserve Fund  |           | <u>1,324,821</u>               |
|  | <b>\$</b> | <b><u><u>8,413,402</u></u></b> |

**Mount Prospect Public Library**  
**Monthly Expenditures**  
**For the Month Ending December 31, 2018**

|                                | <i>Current Month</i> | <i>Year To Date</i> | <i>Annual Budget</i> | <i>Unexpended</i> |
|--------------------------------|----------------------|---------------------|----------------------|-------------------|
| <b>Salaries &amp; Benefits</b> |                      |                     |                      |                   |
| Salaries                       | \$ 480,740.67        | \$ 5,506,778.98     | \$ 5,736,500.00      | 229,721.02        |
| IMRF                           | 42,131.53            | 504,195.54          | 527,300.00           | 23,104.46         |
| MC / FICA                      | 33,562.80            | 395,286.51          | 438,800.00           | 43,513.49         |
| Medical Insurance              | 60,414.41            | 694,828.66          | 700,000.00           | 5,171.34          |
| Unemployment Compensation Tax  | 0.00                 | 5,865.83            | 7,000.00             | 1,134.17          |
|                                | <hr/>                | <hr/>               | <hr/>                | <hr/>             |
| Subtotal (4110L-4150L)         | 616,849.41           | 7,106,955.52        | 7,409,600.00         | 302,644.48        |
|                                | <hr/>                | <hr/>               | <hr/>                | <hr/>             |
| <b>Management Expenses</b>     |                      |                     |                      |                   |
| Audit                          | 0.00                 | 6,475.00            | 6,500.00             | 25.00             |
| Legal Fees                     | 0.00                 | 6,625.20            | 40,000.00            | 33,374.80         |
| Printing                       | 400.53               | 30,522.71           | 34,900.00            | 4,377.29          |
| Marketing                      | 5,884.65             | 67,057.78           | 66,000.00            | (1,057.78)        |
| Resources                      | 0.00                 | 5,271.08            | 4,900.00             | (371.08)          |
| Professional Dues              | 0.00                 | 5,049.00            | 6,000.00             | 951.00            |
| Board Development/Training     | 0.00                 | 0.00                | 4,000.00             | 4,000.00          |
| Human Resources                | 5,245.07             | 91,881.65           | 87,200.00            | (4,681.65)        |
| Other Operating                | 551.19               | 6,755.17            | 10,200.00            | 3,444.83          |
|                                | <hr/>                | <hr/>               | <hr/>                | <hr/>             |
| Subtotal (4210L - 4290L)       | 12,081.44            | 219,637.59          | 259,700.00           | 40,062.41         |
|                                | <hr/>                | <hr/>               | <hr/>                | <hr/>             |
| <b>Operating Expenses</b>      |                      |                     |                      |                   |
| Telecommunications             | 3,914.19             | 36,671.95           | 45,200.00            | 8,528.05          |
| Insurance                      | 63,148.00            | 66,408.49           | 74,000.00            | 7,591.51          |
| Office Supplies                | 3,439.64             | 19,745.78           | 16,000.00            | (3,745.78)        |
| Library Supplies               | 1,020.77             | 21,178.08           | 20,000.00            | (1,178.08)        |
| Postage                        | 1,887.90             | 17,355.77           | 21,300.00            | 3,944.23          |
| Contract Services              | 0.00                 | 28,075.98           | 31,000.00            | 2,924.02          |
| IT Services                    | 3,858.37             | 71,789.95           | 60,000.00            | (11,789.95)       |
|                                | <hr/>                | <hr/>               | <hr/>                | <hr/>             |
| Subtotal (4310L - 4390L)       | 77,268.87            | 261,226.00          | 267,500.00           | 6,274.00          |
|                                | <hr/>                | <hr/>               | <hr/>                | <hr/>             |
| <b>Building Expenses</b>       |                      |                     |                      |                   |
| Building Maintenance           | 6,394.48             | 167,216.90          | 154,000.00           | (13,216.90)       |
| Equipment Maintenance          | 2,003.07             | 108,851.25          | 116,500.00           | 7,648.75          |
| Janitorial                     | 4,033.56             | 51,101.46           | 58,400.00            | 7,298.54          |
| Equipment                      | 28,830.47            | 130,960.30          | 160,000.00           | 29,039.70         |
| Utilities                      | 3,748.07             | 34,608.91           | 57,000.00            | 22,391.09         |
|                                | <hr/>                | <hr/>               | <hr/>                | <hr/>             |
| Subtotal (4410L - 4460L)       | 45,009.65            | 492,738.82          | 545,900.00           | 53,161.18         |
|                                | <hr/>                | <hr/>               | <hr/>                | <hr/>             |
| <b>Services and Resources</b>  |                      |                     |                      |                   |

**Mount Prospect Public Library**  
**Monthly Expenditures**  
**For the Month Ending December 31, 2018**

|                                      | <i>Current Month</i> | <i>Year To Date</i>    | <i>Annual Budget</i>   | <i>Unexpended</i> |
|--------------------------------------|----------------------|------------------------|------------------------|-------------------|
| Adult Print                          | 15,212.09            | 196,223.50             | 202,000.00             | 5,776.50          |
| Adult AV                             | 10,931.66            | 64,256.20              | 65,500.00              | 1,243.80          |
| Youth Print                          | 9,083.28             | 128,091.09             | 130,000.00             | 1,908.91          |
| Youth AV                             | 3,592.96             | 39,168.18              | 39,500.00              | 331.82            |
| Subscriptions                        | 148.09               | 18,636.10              | 18,500.00              | (136.10)          |
| Electronic Resources                 | 0.00                 | 164,996.29             | 166,000.00             | 1,003.71          |
| Digital Media                        | 3,037.69             | 104,775.67             | 95,600.00              | (9,175.67)        |
| E-Learning                           | 2,300.38             | 44,862.84              | 47,000.00              | 2,137.16          |
| Microform                            | 0.00                 | 18,140.35              | 12,000.00              | (6,140.35)        |
| Processing Supplies                  | 716.88               | 19,926.39              | 26,000.00              | 6,073.61          |
| Programs                             | 5,078.07             | 37,021.88              | 46,000.00              | 8,978.12          |
|                                      | <hr/>                | <hr/>                  | <hr/>                  | <hr/>             |
| Subtotal (4610L - 4690L)             | 50,101.10            | 836,098.49             | 848,100.00             | 12,001.51         |
|                                      | <hr/>                | <hr/>                  | <hr/>                  | <hr/>             |
| Total (4110L - 4690L)                | 801,310.47           | 8,916,656.42           | 9,330,800.00           | 414,143.58        |
|                                      | <hr/>                | <hr/>                  | <hr/>                  | <hr/>             |
| <b>Reimbursable Activity</b>         |                      |                        |                        |                   |
| Foundation Expenses (9530L)          | 275.00               | 24,519.85              | 26,042.00              | 1,522.15          |
| Friends Expenses (9540L)             | 1,470.06             | 30,468.85              | 56,238.00              | 25,769.15         |
| Village Shared Expense (9560L)       | 391.89               | 5,703.67               | 0.00                   | (5,703.67)        |
| Grant Expenses (9570L)               | 0.00                 | 0.00                   | 0.00                   | 0.00              |
|                                      | <hr/>                | <hr/>                  | <hr/>                  | <hr/>             |
| Total Reimbursable Activity          | 2,136.95             | 60,692.37              | 82,280.00              | 21,587.63         |
|                                      | <hr/>                | <hr/>                  | <hr/>                  | <hr/>             |
| <b>Total Expenses all Activities</b> | <b>\$ 803,447.42</b> | <b>\$ 8,977,348.79</b> | <b>\$ 9,413,080.00</b> | <b>435,731.21</b> |
|                                      | <hr/> <hr/>          | <hr/> <hr/>            | <hr/> <hr/>            | <hr/> <hr/>       |

January 11, 2019