

Monthly Financial Summary through October 31, 2020

Overall Financial Position as of October 31, 2020

| | |
|---|--------------|
| Total Cash & Investments | \$948,828.42 |
| Excess Revenues Over Expenditures | \$1,242.54 |
| Bank Balances as of November 23, 2020 | |
| Illinois Funds Investment Account | \$100.01 |
| BMO Harris Main Checking Account | \$60,958.43 |
| BMO Harris Tax Collection Account | \$751,533.08 |
| Goldman Sachs Total Account Value (CD matures March 23, 2021) | \$124,953.88 |

| October Revenues | |
|------------------|--------------------|
| Taxes | \$54,614.59 |
| Fines & Fees | \$63.25 |
| Interest | -\$143.39 |
| Grants | \$0.00 |
| Other | \$0.00 |
| Total | \$54,534.45 |

| December Transfer summary | |
|--|--------------------|
| Estimated November Bills | \$18,000.00 |
| ABDO Book Order | \$918.85 |
| Three Upcoming Payrolls | \$27,500.00 |
| Total Transfer for Consent Agenda | \$46,500.00 |

| Expense | Expended this month | Expended the year | Budgeted Amount | Budget Remaining | Percentage Used |
|-------------------------------|---------------------|---------------------|---------------------|---------------------|-----------------|
| Personnel | \$27,860.81 | \$80,922.77 | \$263,920.00 | \$182,997.23 | 30.66% |
| Building Operation Costs | \$5,648.06 | \$11,410.09 | \$40,100.00 | \$28,689.91 | 28.45% |
| Trustee Expenses | \$291.00 | \$391.00 | \$3,500.00 | \$3,109.00 | 11.17% |
| Outside Professional Services | \$874.98 | \$8,076.29 | \$18,110.00 | \$10,033.71 | 44.60% |
| Library Materials | \$5,000.08 | \$12,103.11 | \$42,300.00 | \$30,196.89 | 28.61% |
| Promotion & Publicity | \$483.59 | \$1,216.88 | \$6,150.00 | \$4,933.12 | 19.79% |
| Library Operation | \$1,909.71 | \$28,754.10 | \$114,400.00 | \$85,645.90 | 25.13% |
| Capital Equipment | \$0.00 | \$0.00 | \$2,000.00 | \$2,000.00 | 0.00% |
| Per Capita | \$0.00 | \$0.00 | \$5,386.00 | \$5,386.00 | 0.00% |
| Contingency | \$0.00 | \$0.00 | \$15,000.00 | \$15,000.00 | 0.00% |
| Special Reserve | \$0.00 | \$12,602.89 | \$75,000.00 | \$62,397.11 | 16.80% |
| FICA | \$2,088.26 | \$6,180.11 | \$17,600.00 | \$11,419.89 | 35.11% |
| IMRF | \$4,120.50 | \$12,440.54 | \$35,000.00 | \$22,559.46 | 35.54% |
| Liability Insurance | \$0.00 | \$0.00 | \$9,500.00 | \$9,500.00 | 0.00% |
| Audit Fees | \$7,500.00 | \$7,500.00 | \$8,000.00 | \$500.00 | 93.75% |
| Total Expenditures | \$55,776.99 | \$181,597.78 | \$663,966.00 | \$482,368.22 | 27.35% |

Note: as of October 31, 2020, we are 33% through the fiscal year.

Fox River Grove Library District

Check List

All Bank Accounts

October 2020

| Check Number | Check Date | Payee | Amount |
|---------------------------|------------|---|-------------------------|
| Vendor Checks | | | |
| 1824 | 10/31/20 | Boy Scout Troop 357 | 97.00 |
| 1825 | 10/31/20 | McHenry County Clerk | 10.00 |
| 1826 | 10/31/20 | Comcast | 230.55 |
| 1827 | 10/31/20 | Verizon Wireless | 129.06 |
| 1828 | 10/31/20 | Laura Bright | 50.00 |
| 1829 | 10/31/20 | TIAA Commercial Finance Inc | 159.23 |
| 1830 | 10/31/20 | USPS | 220.00 |
| 1831 | 10/31/20 | Larry Bailey | 75.00 |
| 22467 | 11/17/20 | Baker & Taylor, Inc. | 2,727.75 |
| 22468 | 11/17/20 | Chase Cardmember Service | 1,082.28 |
| 22469 | 11/17/20 | Constellation NewEnergy, Inc. | 470.70 |
| 22470 | 11/17/20 | Demco, Inc. | 19.29 |
| 22471 | 11/17/20 | Ehlers Investment Partners, LLC | 15.90 |
| 22472 | 11/17/20 | Fox River Grove Public Library | 970.84 |
| 22473 | 11/17/20 | Hinckley Springs | 6.03 |
| 22474 | 11/17/20 | Lauterbach & Amen, LLP | 605.00 |
| 22475 | 11/17/20 | Midwest Tape LLC | 190.30 |
| 22476 | 11/17/20 | Nicor | 169.91 |
| 22477 | 11/17/20 | OverDrive, Inc | 179.98 |
| 22478 | 11/17/20 | Quill Corporation | 333.38 |
| 22479 | 11/17/20 | Ringers Landscape Services, Inc | 60.00 |
| 22480 | 11/17/20 | Spic and Span Cleaning | 800.00 |
| 22481 | 11/17/20 | The Law Offices of Peregrine, Stime, Newman, Ritz | 675.00 |
| 60325 | 10/31/20 | IMRF | 5,040.72 |
| 60326 | 10/31/20 | Paychex, Inc. | 254.67 |
| Vendor Check Total | | | <u>14,572.59</u> |
| Check List Total | | | <u><u>14,572.59</u></u> |

Check count = 25

**Fox River Grove Library District
Expenditure Report
For the 4 Months Ended October 31, 2020**

| | <u>Expended this Month</u> | <u>Expended the Year</u> | <u>Budgeted Amount</u> | <u>Budget Remaining</u> | <u>Percentage Used</u> |
|--|--------------------------------|------------------------------|----------------------------|-----------------------------|----------------------------|
| <u>All Fund Expenditures</u> | | | | | |
| Personnel | | | | | |
| 5001 - Salaries | 27,331.52 | 80,922.77 | 245,000.00 | 164,077.23 | 33.03% |
| 5050 - Group Medical Insurance | 0.00 | 0.00 | 13,620.00 | 13,620.00 | 0.00% |
| 5060 - Employee Reimb. - Conferences | 500.00 | 500.00 | 600.00 | 100.00 | 83.33% |
| 5065 - Employee Development | 29.29 | 239.12 | 1,200.00 | 960.88 | 19.93% |
| 5075 - Employee Reimb. - Travel | 0.00 | 86.54 | 500.00 | 413.46 | 17.31% |
| 5080 - Employee Reimb. Professional Fees | 0.00 | 0.00 | 500.00 | 500.00 | 0.00% |
| 5085 - Employee Reimb. - Staff Purchases | 0.00 | 34.45 | 500.00 | 465.55 | 6.89% |
| 5090 - Tuition Reimbursement | <u>0.00</u> | <u>0.00</u> | <u>2,000.00</u> | <u>2,000.00</u> | <u>0.00%</u> |
| Total Personnel | <u>27,860.81</u> | <u>81,782.88</u> | <u>263,920.00</u> | <u>182,137.12</u> | <u>30.99%</u> |
| Building Operation Costs | | | | | |
| 5110 - Utilities - Electric | 688.56 | 2,668.44 | 9,000.00 | 6,331.56 | 29.65% |
| 5111 - Utilities - Gas | 79.36 | 259.17 | 4,000.00 | 3,740.83 | 6.48% |
| 5112 - Utilities - Water | 85.21 | 292.59 | 1,100.00 | 807.41 | 26.60% |
| 5115 - Custodial Services | 800.00 | 3,200.00 | 11,500.00 | 8,300.00 | 27.83% |
| 5140 - Snow & Refuse Removal | 0.00 | 0.00 | 7,000.00 | 7,000.00 | 0.00% |
| 5141 - Landscape Maintenance | 200.00 | 605.00 | 2,500.00 | 1,895.00 | 24.20% |
| 5142 - Building Maintenance | <u>3,794.93</u> | <u>4,384.89</u> | <u>5,000.00</u> | <u>615.11</u> | <u>87.70%</u> |
| Total Building Operation Costs | <u>5,648.06</u> | <u>11,410.09</u> | <u>40,100.00</u> | <u>28,689.91</u> | <u>28.45%</u> |
| Trustee Expenses | | | | | |
| 5210 - Trustee Development | 125.00 | 125.00 | 2,000.00 | 1,875.00 | 6.25% |
| 5225 - Recording Secretary | 50.00 | 150.00 | 500.00 | 350.00 | 30.00% |
| 5230 - Legal Notice Publication | <u>116.00</u> | <u>116.00</u> | <u>1,000.00</u> | <u>884.00</u> | <u>11.60%</u> |
| Total Trustee Expenses | <u>291.00</u> | <u>391.00</u> | <u>3,500.00</u> | <u>3,109.00</u> | <u>11.17%</u> |
| Outside Professional Expenses | | | | | |
| 5310 - Legal Services | 0.00 | 0.00 | 2,000.00 | 2,000.00 | 0.00% |
| 5320 - Accounting Services | 620.31 | 2,482.29 | 8,000.00 | 5,517.71 | 31.03% |
| 5325 - Payroll Services | 254.67 | 759.00 | 2,700.00 | 1,941.00 | 28.11% |
| 5326 - IT Services | 0.00 | 4,560.00 | 4,560.00 | 0.00 | 100.00% |
| 5330 - Outside Services - Consulting | 0.00 | 0.00 | 500.00 | 500.00 | 0.00% |
| 5331 - HR Services | <u>0.00</u> | <u>275.00</u> | <u>350.00</u> | <u>75.00</u> | <u>78.57%</u> |
| Total Outside Professional Services | <u>874.98</u> | <u>8,076.29</u> | <u>18,110.00</u> | <u>10,033.71</u> | <u>44.60%</u> |
| Library Materials | | | | | |
| 5401 - Books | 507.54 | 2,639.67 | 10,700.00 | 8,060.33 | 24.67% |
| 5402 - Children's Books | 1,240.38 | 3,633.49 | 13,000.00 | 9,366.51 | 27.95% |
| 5421 - Periodicals | 2,518.46 | 2,518.46 | 2,800.00 | 281.54 | 89.95% |
| 5431 - Online Services | 163.87 | 1,715.37 | 10,300.00 | 8,584.63 | 16.65% |
| 5441 - Audio Visual Materials | 459.58 | 1,234.72 | 3,700.00 | 2,465.28 | 33.37% |
| 5442 - Children's Audio Visual Materials | <u>110.25</u> | <u>361.40</u> | <u>1,800.00</u> | <u>1,438.60</u> | <u>20.08%</u> |
| Total Library Materials | <u>5,000.08</u> | <u>12,103.11</u> | <u>42,300.00</u> | <u>30,196.89</u> | <u>28.61%</u> |

**Fox River Grove Library District
Expenditure Report
For the 4 Months Ended October 31, 2020**

| | <u>Expended this Month</u> | <u>Expended the Year</u> | <u>Budgeted Amount</u> | <u>Budget Remaining</u> | <u>Percentage Used</u> |
|---|--------------------------------|------------------------------|----------------------------|-----------------------------|----------------------------|
| Promotion & Publicity | | | | | |
| 5501 - Library Program | 71.70 | 336.23 | 3,150.00 | 2,813.77 | 10.67% |
| 5505 - Adult Library Programs | 0.00 | 0.00 | 1,000.00 | 1,000.00 | 0.00% |
| 5510 - Programs & Publicity | <u>411.89</u> | <u>880.65</u> | <u>2,000.00</u> | <u>1,119.35</u> | <u>44.03%</u> |
| Total Promotion & Publicity | <u>483.59</u> | <u>1,216.88</u> | <u>6,150.00</u> | <u>4,933.12</u> | <u>19.79%</u> |
| Library Operation | | | | | |
| 5601 - Supplies - Office & Library | 319.96 | 2,830.11 | 7,000.00 | 4,169.89 | 40.43% |
| 5605 - Software & Computer Supplies | 309.32 | 18,893.93 | 82,500.00 | 63,606.07 | 22.90% |
| 5608 - Printing-Newsletter | 0.00 | 1,524.43 | 3,500.00 | 1,975.57 | 43.56% |
| 5609 - Printing | 446.82 | 924.51 | 3,000.00 | 2,075.49 | 30.82% |
| 5610 - Postage | 220.00 | 688.30 | 2,500.00 | 1,811.70 | 27.53% |
| 5645 - Cable and Internet Service | 230.55 | 923.90 | 3,000.00 | 2,076.10 | 30.80% |
| 5650 - Telephone | 129.06 | 525.92 | 1,800.00 | 1,274.08 | 29.22% |
| 5651 - Catalog Software | 0.00 | 0.00 | 2,500.00 | 2,500.00 | 0.00% |
| 5652 - Miscellaneous Library Operations | 0.00 | 0.00 | 200.00 | 200.00 | 0.00% |
| 5655 - Internet Service Provider | 0.00 | 180.00 | 0.00 | (180.00) | 0.00% |
| 5660 - Equipment Maintenance | <u>254.00</u> | <u>2,263.00</u> | <u>8,400.00</u> | <u>6,137.00</u> | <u>26.94%</u> |
| Total Library Operation | <u>1,909.71</u> | <u>28,754.10</u> | <u>114,400.00</u> | <u>85,645.90</u> | <u>25.13%</u> |
| Capital Equipment | | | | | |
| Total Capital Equipment | <u>0.00</u> | <u>0.00</u> | <u>2,000.00</u> | <u>2,000.00</u> | <u>0.00%</u> |
| Per Capita | | | | | |
| 5914 - Per Capita | <u>0.00</u> | <u>0.00</u> | <u>5,386.00</u> | <u>5,386.00</u> | <u>0.00%</u> |
| Total Per Capita | <u>0.00</u> | <u>0.00</u> | <u>5,386.00</u> | <u>5,386.00</u> | <u>0.00%</u> |
| Contingency | | | | | |
| 6600 - Contingency | 0.00 | 0.00 | 8,000.00 | 8,000.00 | 0.00% |
| 6700 - Friends Expense | <u>0.00</u> | <u>0.00</u> | <u>15,000.00</u> | <u>15,000.00</u> | <u>0.00%</u> |
| Total Contingency | <u>0.00</u> | <u>0.00</u> | <u>23,000.00</u> | <u>23,000.00</u> | <u>0.00%</u> |
| Other | | | | | |
| 5999 - Special Reserve Expense | 0.00 | 12,602.89 | 75,000.00 | 62,397.11 | 16.80% |
| 9150 - FICA Expense | 2,088.26 | 6,180.11 | 17,600.00 | 11,419.89 | 35.11% |
| 9250 - IMRF Expense | 4,120.50 | 12,440.54 | 35,000.00 | 22,559.46 | 35.54% |
| 9550 - Liability Insurance | 0.00 | 0.00 | 9,500.00 | 9,500.00 | 0.00% |
| 9650 - Audit Fees | <u>7,500.00</u> | <u>7,500.00</u> | <u>8,000.00</u> | <u>500.00</u> | <u>93.75%</u> |
| Total Other | <u>13,708.76</u> | <u>38,723.54</u> | <u>145,100.00</u> | <u>106,376.46</u> | <u>26.69%</u> |
| Total Expenditures | <u><u>55,776.99</u></u> | <u><u>182,457.89</u></u> | <u><u>663,966.00</u></u> | <u><u>481,508.11</u></u> | <u><u>27.48%</u></u> |