

**Fox River Grove Library District
Expenditure Report
For the 8 Months Ended February 28, 2021**

	<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	19,723.83	154,832.17	245,000.00	90,167.83	63.20%
5050 - Group Medical Insurance	568.00	568.00	13,620.00	13,052.00	4.17%
5060 - Employee Reimb. - Conferences	0.00	500.00	600.00	100.00	83.33%
5065 - Employee Development	300.00	598.00	1,200.00	602.00	49.83%
5075 - Employee Reimb. - Travel	0.00	86.54	500.00	413.46	17.31%
5080 - Employee Reimb. Professional Fees	0.00	250.00	500.00	250.00	50.00%
5085 - Employee Reimb. - Staff Purchases	0.00	58.14	500.00	441.86	11.63%
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>20,591.83</u>	<u>156,892.85</u>	<u>263,920.00</u>	<u>107,027.15</u>	<u>59.45%</u>
Building Operation Costs					
5110 - Utilities - Electric	483.19	4,473.24	9,000.00	4,526.76	49.70%
5111 - Utilities - Gas	516.46	1,747.44	4,000.00	2,252.56	43.69%
5112 - Utilities - Water	113.42	510.72	1,100.00	589.28	46.43%
5115 - Custodial Services	800.00	6,765.00	11,500.00	4,735.00	58.83%
5140 - Snow & Refuse Removal	3,230.00	3,490.00	7,000.00	3,510.00	49.86%
5141 - Landscape Maintenance	0.00	970.00	2,500.00	1,530.00	38.80%
5142 - Building Maintenance	<u>45.00</u>	<u>2,813.57</u>	<u>5,000.00</u>	<u>2,186.43</u>	<u>56.27%</u>
Total Building Operation Costs	<u>5,188.07</u>	<u>20,769.97</u>	<u>40,100.00</u>	<u>19,330.03</u>	<u>51.80%</u>
Trustee Expenses					
5210 - Trustee Development	105.00	664.00	2,000.00	1,336.00	33.20%
5225 - Recording Secretary	50.00	250.00	500.00	250.00	50.00%
5230 - Legal Notice Publication	<u>0.00</u>	<u>116.00</u>	<u>1,000.00</u>	<u>884.00</u>	<u>11.60%</u>
Total Trustee Expenses	<u>155.00</u>	<u>1,030.00</u>	<u>3,500.00</u>	<u>2,470.00</u>	<u>29.43%</u>
Outside Professional Expenses					
5310 - Legal Services	225.00	900.00	2,000.00	1,100.00	45.00%
5320 - Accounting Services	620.87	5,145.54	8,000.00	2,854.46	64.32%
5325 - Payroll Services	168.80	1,710.62	2,700.00	989.38	63.36%
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>1,014.67</u>	<u>12,591.16</u>	<u>18,110.00</u>	<u>5,518.84</u>	<u>69.53%</u>
Library Materials					
5401 - Books	840.56	5,107.19	10,700.00	5,592.81	47.73%
5402 - Children's Books	445.42	7,890.56	13,000.00	5,109.44	60.70%
5421 - Periodicals	317.20	2,835.66	2,800.00	(35.66)	101.27%
5431 - Online Services	146.75	2,444.54	10,300.00	7,855.46	23.73%
5441 - Audio Visual Materials	644.20	3,051.39	3,700.00	648.61	82.47%
5442 - Children's Audio Visual Materials	<u>57.28</u>	<u>774.69</u>	<u>1,800.00</u>	<u>1,025.31</u>	<u>43.04%</u>
Total Library Materials	<u>2,451.41</u>	<u>22,104.03</u>	<u>42,300.00</u>	<u>20,195.97</u>	<u>52.26%</u>

**Fox River Grove Library District
Expenditure Report
For the 8 Months Ended February 28, 2021**

	<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	175.24	1,148.95	3,150.00	2,001.05	36.47%
5505 - Adult Library Programs	76.62	383.92	1,000.00	616.08	38.39%
5510 - Programs & Publicity	<u>(1,465.00)</u>	<u>1,530.65</u>	<u>2,000.00</u>	<u>469.35</u>	<u>76.53%</u>
Total Promotion & Publicity	<u>(1,213.14)</u>	<u>3,063.52</u>	<u>6,150.00</u>	<u>3,086.48</u>	<u>49.81%</u>
Library Operation					
5601 - Supplies - Office & Library	439.50	4,755.91	7,000.00	2,244.09	67.94%
5605 - Software & Computer Supplies	984.42	19,917.31	82,500.00	62,582.69	24.14%
5608 - Printing-Newsletter	0.00	2,273.36	3,500.00	1,226.64	64.95%
5609 - Printing	159.23	1,827.50	3,000.00	1,172.50	60.92%
5610 - Postage	110.00	1,076.70	2,500.00	1,423.30	43.07%
5645 - Cable and Internet Service	230.98	1,846.96	3,000.00	1,153.04	61.57%
5650 - Telephone	130.24	1,044.56	1,800.00	755.44	58.03%
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%
5660 - Equipment Maintenance	<u>0.00</u>	<u>5,308.00</u>	<u>8,400.00</u>	<u>3,092.00</u>	<u>63.19%</u>
Total Library Operation	<u>2,054.37</u>	<u>38,050.30</u>	<u>114,400.00</u>	<u>76,349.70</u>	<u>33.26%</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					
5666 - Miscellaneous	15.06	65.86	0.00	(65.86)	0.00%
5914 - Per Capita	194.25	194.25	5,386.00	5,191.75	3.61%
9750 - Misc Grants	<u>0.00</u>	<u>918.85</u>	<u>0.00</u>	<u>(918.85)</u>	<u>0.00%</u>
Total Per Capita	<u>209.31</u>	<u>1,178.96</u>	<u>5,386.00</u>	<u>4,207.04</u>	<u>21.89%</u>
Contingency					
6600 - Contingency	0.00	0.00	8,000.00	8,000.00	0.00%
6700 - Friends Expense	<u>0.00</u>	<u>100.00</u>	<u>15,000.00</u>	<u>14,900.00</u>	<u>0.67%</u>
Total Contingency	<u>0.00</u>	<u>100.00</u>	<u>23,000.00</u>	<u>22,900.00</u>	<u>0.43%</u>
Other					
5999 - Special Reserve Expense	4,370.00	16,972.89	75,000.00	58,027.11	22.63%
9150 - FICA Expense	1,505.48	11,822.84	17,600.00	5,777.16	67.18%
9250 - IMRF Expense	3,125.94	23,607.58	35,000.00	11,392.42	67.45%
9550 - Liability Insurance	0.00	0.00	9,500.00	9,500.00	0.00%
9650 - Audit Fees	<u>0.00</u>	<u>7,500.00</u>	<u>8,000.00</u>	<u>500.00</u>	<u>93.75%</u>
Total Other	<u>9,001.42</u>	<u>59,903.31</u>	<u>145,100.00</u>	<u>85,196.69</u>	<u>41.28%</u>
Total Expenditures	<u><u>39,452.94</u></u>	<u><u>315,684.10</u></u>	<u><u>663,966.00</u></u>	<u><u>348,281.90</u></u>	<u><u>47.55%</u></u>

Monthly Financial Summary through February 28, 2021

Overall Financial Position as of February 28, 2021

Total Cash & Investments	\$827,380.89
Excess Revenues Over Expenditures	-\$38,647.26
Bank Balances as of March 12, 2021	
Illinois Funds Investment Account	\$100.00
BMO Harris Main Checking Account	\$49,425.43
BMO Harris Tax Collection Account	\$641,343.36
Goldman Sachs Total Account Value (CD matures March 23, 2021)	\$124,274.82
March Transfer summary	
February Bills	\$23,819.81
Two Upcoming Payrolls	\$20,260.00
Total Transfer for Consent Agenda	\$43,000.00

February Revenues	
Taxes	\$815.17
Fines & Fees	\$145.72
Interest	-\$155.21
Grants	\$0.00
Other	\$0.00
Total for Month	\$805.68
Total for Fiscal Year	\$487,414.51
Total 12 Months Ago	\$248,916.03

Expense	Expended this month	Expended the year	Budgeted Amount	Budget Remaining	Percentage Used
Personnel	\$20,591.83	\$156,892.85	\$263,920.00	\$107,027.15	59.45%
Building Operation Costs	\$5,188.07	\$20,769.97	\$40,100.00	\$19,330.03	51.80%
Trustee Expenses	\$155.00	\$1,030.00	\$3,500.00	\$2,470.00	29.43%
Outside Professional Services	\$1,014.67	\$12,591.16	\$18,110.00	\$5,518.84	69.53%
Library Materials	\$2,451.41	\$22,104.03	\$42,300.00	\$20,195.97	52.26%
Promotion & Publicity	-\$1,213.14	\$3,063.52	\$6,150.00	\$3,086.48	49.81%
Library Operation	\$2,054.37	\$38,050.30	\$114,400.00	\$76,349.70	33.26%
Capital Equipment	\$0.00	\$0.00	\$2,000.00	\$2,000.00	0.00%
Per Capita	\$209.31	\$1,178.96	\$5,386.00	\$4,207.04	21.89%
Contingency	\$0.00	\$100.00	\$15,000.00	\$14,900.00	0.67%
Special Reserve	\$4,370.00	\$16,972.89	\$75,000.00	\$58,027.11	22.63%
FICA	\$1,505.48	\$11,822.84	\$17,600.00	\$5,777.16	67.18%
IMRF	\$3,125.94	\$23,607.58	\$35,000.00	\$11,392.42	67.45%
Liability Insurance	\$0.00	\$0.00	\$9,500.00	\$9,500.00	0.00%
Audit Fees	\$0.00	\$7,500.00	\$8,000.00	\$500.00	93.75%
Total Expenditures	\$39,452.94	\$315,684.10	\$663,966.00	\$348,281.90	47.55%

Note: as of February 28, 2021, we are 66.67% through the fiscal year.

Fox River Grove Library District

Check List

All Bank Accounts

February 2021

Check Number	Check Date	Payee	Amount
Vendor Checks			
1004	02/28/21	Faronics	2,149.00
1906	02/28/21	Ringers Landscape Services, Inc	385.00
1907	02/28/21	Comcast	230.98
1908	02/28/21	Laura Bright	50.00
1909	02/28/21	USPS	110.00
1910	02/28/21	Verizon Wireless	130.24
1911	02/28/21	TIAA Commercial Finance Inc	159.23
1912	02/28/21	Larry Bailey	45.00
22543	03/16/21	Abdo-Spotlight-Magic Wagon	24.15
22544	03/16/21	Baker & Taylor, Inc.	2,247.53
22545	03/16/21	Blue Rock Direct LLC	770.00
22546	03/16/21	ByWater Solutions	2,310.00
22547	03/16/21	Chase Cardmember Service	1,521.30
22548	03/16/21	Constellation NewEnergy, Inc.	437.27
22549	03/16/21	Ehlers Investment Partners, LLC	14.32
22550	03/16/21	Fox River Grove Public Library	1,110.45
22551	03/16/21	Fox Valley Fire & Safety	180.00
22552	03/16/21	Garvey's Office Products	95.88
22553	03/16/21	Hinckley Springs	43.30
22554	03/16/21	Lauterbach & Amen, LLP	605.00
22555	03/16/21	McHenry County Conservation Dist	100.00
22556	03/16/21	Midwest Tape LLC	173.91
22557	03/16/21	Nicor	668.08
22558	03/16/21	OverDrive, Inc	206.98
22559	03/16/21	Quill Corporation	228.53
22560	03/16/21	Ringers Landscape Services, Inc	3,784.00
22561	03/16/21	Spic and Span Cleaning	800.00
22562	03/16/21	The Hartford	699.00
22563	03/16/21	Wellness Insurance Network	568.00
60333	02/28/21	IMRF	3,803.86
60334	02/28/21	Paychex, Inc.	168.80
Vendor Check Total			23,819.81
Check List Total			23,819.81

Check count = 31