

Monthly Financial Summary through October 31, 2021

Overall Financial Position as of October 31, 2021

Total Cash & Investments	\$1,000,534.41
Excess Revenues Over Expenditures	\$341,128.42

Bank Balances as of November 11, 2021

Illinois Funds Investment Account	\$100.00
BMO Harris Main Checking Account	\$66,936.69
BMO Harris Tax Collection Account	\$924,805.58

November Transfer summary

October Bills	\$16,734.00
Anticipated November Bills	\$18,000.00
Four Upcoming Payrolls	\$38,000.00
Total Transfer for Consent Agenda	\$64,000.00

October Revenues	
Taxes	\$8,486.04
Fines & Fees	\$428.32
Interest	\$7.99
Grants	\$3,004.00
Other	\$0.00
Total for Month	\$11,926.35
Total for Fiscal Year	\$506,098.15
Total 12 Months Ago	\$475,646.83

Expense	Expended this month	Expended the year	Budgeted Amount	Budget Remaining	Percentage Used
Personnel	\$29,487.86	\$87,458.78	\$285,801.00	\$198,342.22	30.60%
Building Operation Costs	\$7,898.31	\$14,382.20	\$4,990.00	\$50,607.80	22.13%
Trustee Expenses	\$50.00	\$802.88	\$8,200.00	\$7,397.12	9.79%
Outside Professional Services	\$928.15	\$3,591.95	\$15,130.00	\$11,538.05	23.74%
Library Materials	\$2,080.91	\$10,932.56	\$34,765.00	\$23,832.44	31.45%
Promotion & Publicity	\$881.63	\$2,072.50	\$4,760.00	\$2,687.50	43.54%
Library Operation	\$5,065.49	\$12,964.78	\$41,450.00	\$28,485.22	31.28%
Per Capita/Grants	\$0.00	\$334.94	\$6,355.00	\$6,020.06	5.27%
Contingency	\$0.00	\$2,062.17	\$11,000.00	\$8,937.83	18.75%
Special Reserve/Impact	\$759.97	\$3,855.60	\$50,000.00	\$46,144.40	7.71%
FICA	\$2,284.36	\$6,571.63	\$18,000.00	\$11,428.37	36.51%
IMRF	\$4,098.16	\$12,339.74	\$37,500.00	\$25,160.26	32.91%
Liability Insurance	\$0.00	\$0.00	\$10,000.00	\$10,000.00	0.00%
Audit Fees	\$5,100.00	\$7,600.00	\$8,000.00	\$400.00	95.00%
Total Expenditures	\$58,634.84	\$164,969.73	\$595,182.00	\$430,212.27	27.72%

Note: as of October 31, 2021, we are 33.3% through the fiscal year.

**Fox River Grove Library District
Check List
All Bank Accounts
October 2021**

Check Number	Check Date	Payee	Amount
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1998	10/31/21	Larry Bailey	150.00
1999	10/31/21	Comcast	230.93
2000	10/31/21	Verizon Wireless	129.12
2001	10/31/21	Laura Bright	50.00
2002	10/31/21	USPS	265.00
2003	10/31/21	TIAA Commercial Finance Inc	159.23
2004	10/31/21	Larry Bailey	277.50
2005	10/31/21	Raluca Barbu	6.34
2006	10/31/21	USPS	220.00
22703	11/16/21	Baker & Taylor, Inc.	1,572.69
22704	11/16/21	Chase Cardmember Service	834.00
22705	11/16/21	Colley Elevator Co.	254.00
22706	11/16/21	Com Ed	949.65
22707	11/16/21	Elite Door Service	822.47
22708	11/16/21	Fox River Grove Public Library	1,488.12
22709	11/16/21	Gordan's Ace-Leader 16235	52.97
22710	11/16/21	Hinckley Springs	11.95
22711	11/16/21	Lauterbach & Amen, LLP	620.00
22712	11/16/21	Midwest Tape LLC	169.66
22713	11/16/21	Nicole Steeves	92.00
22714	11/16/21	Nicor	132.87
22715	11/16/21	Palos Heights Public Library	11.90
22716	11/16/21	Peregriine, Stime, Newman, Ritzman & Bruckner, Ltd.	1,462.50
22717	11/16/21	Quill Corporation	108.03
22718	11/16/21	Spic and Span Cleaning	800.00
22719	11/16/21	Wellness Insurance Network	568.00
60349	10/31/21	IMRF	4,986.92
60350	10/31/21	Paychex, Inc.	191.92
60351	10/31/21	ADP, Inc	116.23
Vendor Check Total			16,734.00
Check List Total			16,734.00

Check count = 29

**Fox River Grove Library District
Expenditure Report
For the 4 Months Ended October 31, 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	28,664.54	84,866.43	260,000.00	175,133.57	32.64%
5050 - Group Medical Insurance	568.00	2,097.00	21,061.00	18,964.00	9.96%
5060 - Employee Reimb. - Conferences	0.00	0.00	540.00	540.00	0.00%
5065 - Employee Development	0.00	60.00	1,000.00	940.00	6.00%
5075 - Employee Reimb. - Travel	2.69	33.43	250.00	216.57	13.37%
5080 - Employee Reimb. Professional Fees	150.00	150.00	500.00	350.00	30.00%
5085 - Employee Reimb. - Staff Purchases	102.63	251.92	450.00	198.08	55.98%
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>29,487.86</u>	<u>87,458.78</u>	<u>285,801.00</u>	<u>198,342.22</u>	<u>30.60%</u>
Building Operation Costs					
5110 - Utilities - Electric	1,125.48	3,449.12	8,100.00	4,650.88	42.58%
5111 - Utilities - Gas	75.33	393.21	3,600.00	3,206.79	10.92%
5112 - Utilities - Water	0.00	281.73	990.00	708.27	28.46%
5115 - Custodial Services	800.00	3,845.00	12,500.00	8,655.00	30.76%
5140 - Snow & Refuse Removal	0.00	0.00	7,000.00	7,000.00	0.00%
5141 - Landscape Maintenance	0.00	154.31	2,800.00	2,645.69	5.51%
5142 - Building Maintenance	<u>5,897.50</u>	<u>6,258.83</u>	<u>30,000.00</u>	<u>23,741.17</u>	<u>20.86%</u>
Total Building Operation Costs	<u>7,898.31</u>	<u>14,382.20</u>	<u>64,990.00</u>	<u>50,607.80</u>	<u>22.13%</u>
Trustee Expenses					
5210 - Trustee Development	0.00	530.18	6,800.00	6,269.82	7.80%
5225 - Recording Secretary	50.00	150.00	500.00	350.00	30.00%
5230 - Legal Notice Publication	<u>0.00</u>	<u>122.70</u>	<u>900.00</u>	<u>777.30</u>	<u>13.63%</u>
Total Trustee Expenses	<u>50.00</u>	<u>802.88</u>	<u>8,200.00</u>	<u>7,397.12</u>	<u>9.79%</u>
Outside Professional Expenses					
5310 - Legal Services	0.00	0.00	1,800.00	1,800.00	0.00%
5320 - Accounting Services	620.00	2,465.00	8,000.00	5,535.00	30.81%
5325 - Payroll Services	308.15	851.95	2,700.00	1,848.05	31.55%
5326 - IT Services	0.00	0.00	2,280.00	2,280.00	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>928.15</u>	<u>3,591.95</u>	<u>15,130.00</u>	<u>11,538.05</u>	<u>23.74%</u>
Library Materials					
5401 - Books	543.00	2,193.99	8,025.00	5,831.01	27.34%
5402 - Children's Books	271.83	4,038.22	9,750.00	5,711.78	41.42%
5421 - Periodicals	499.88	1,022.73	2,300.00	1,277.27	44.47%
5431 - Online Services	463.53	2,796.68	10,000.00	7,203.32	27.97%
5441 - Audio Visual Materials	195.42	594.50	3,340.00	2,745.50	17.80%
5442 - Children's Audio Visual Materials	<u>107.25</u>	<u>286.44</u>	<u>1,350.00</u>	<u>1,063.56</u>	<u>21.22%</u>
Total Library Materials	<u>2,080.91</u>	<u>10,932.56</u>	<u>34,765.00</u>	<u>23,832.44</u>	<u>31.45%</u>

**Fox River Grove Library District
Expenditure Report
For the 4 Months Ended October 31, 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	292.01	1,242.33	3,150.00	1,907.67	39.44%
5505 - Adult Library Programs	553.65	569.20	1,110.00	540.80	51.28%
5510 - Programs & Publicity	<u>35.97</u>	<u>260.97</u>	<u>500.00</u>	<u>239.03</u>	<u>52.19%</u>
Total Promotion & Publicity	<u>881.63</u>	<u>2,072.50</u>	<u>4,760.00</u>	<u>2,687.50</u>	<u>43.54%</u>
Library Operation					
5601 - Supplies - Office & Library	683.67	1,757.72	7,000.00	5,242.28	25.11%
5605 - Software & Computer Supplies	2,665.82	4,100.63	10,000.00	5,899.37	41.01%
5608 - Printing-Newsletter	0.00	770.00	3,500.00	2,730.00	22.00%
5609 - Printing	870.95	1,828.89	3,000.00	1,171.11	60.96%
5610 - Postage	485.00	717.11	2,250.00	1,532.89	31.87%
5645 - Cable and Internet Service	230.93	924.63	3,000.00	2,075.37	30.82%
5650 - Telephone	129.12	519.80	1,800.00	1,280.20	28.88%
5651 - Catalog Software	0.00	0.00	2,500.00	2,500.00	0.00%
5660 - Equipment Maintenance	<u>0.00</u>	<u>2,346.00</u>	<u>8,400.00</u>	<u>6,054.00</u>	<u>27.93%</u>
Total Library Operation	<u>5,065.49</u>	<u>12,964.78</u>	<u>41,450.00</u>	<u>28,485.22</u>	<u>31.28%</u>
Capital Equipment					
Total Capital Equipment	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00%</u>
Per Capita					
5666 - Miscellaneous	0.00	0.00	200.00	200.00	0.00%
5914 - Per Capita	0.00	0.00	6,355.00	6,355.00	0.00%
9750 - Misc Grants	<u>0.00</u>	<u>334.94</u>	<u>8,000.00</u>	<u>7,665.06</u>	<u>4.19%</u>
Total Per Capita	<u>0.00</u>	<u>334.94</u>	<u>14,555.00</u>	<u>14,220.06</u>	<u>2.30%</u>
Contingency					
6500 - Transfer Out To Other Funds	0.00	2,000.00	0.00	(2,000.00)	0.00%
6600 - Contingency	0.00	0.00	8,000.00	8,000.00	0.00%
6700 - Friends Expense	<u>0.00</u>	<u>62.17</u>	<u>3,000.00</u>	<u>2,937.83</u>	<u>2.07%</u>
Total Contingency	<u>0.00</u>	<u>2,062.17</u>	<u>11,000.00</u>	<u>8,937.83</u>	<u>18.75%</u>
Other					
5500 - Special Reserve Expense - Impact	759.97	759.97	0.00	(759.97)	0.00%
5999 - Special Reserve Expense	0.00	3,095.63	50,000.00	46,904.37	6.19%
9150 - FICA Expense	2,284.36	6,571.63	18,000.00	11,428.37	36.51%
9250 - IMRF Expense	4,098.16	12,339.74	37,500.00	25,160.26	32.91%
9550 - Liability Insurance	0.00	0.00	10,000.00	10,000.00	0.00%
9650 - Audit Fees	<u>5,100.00</u>	<u>7,600.00</u>	<u>8,000.00</u>	<u>400.00</u>	<u>95.00%</u>
Total Other	<u>12,242.49</u>	<u>30,366.97</u>	<u>123,500.00</u>	<u>93,133.03</u>	<u>24.59%</u>
Total Expenditures	<u>58,634.84</u>	<u>164,969.73</u>	<u>604,151.00</u>	<u>439,181.27</u>	<u>27.31%</u>