

Des Plaines Public Library

Monthly Financial Report

For the Month Ended  
December 31, 2017

Prepared by:

Lauterbach & Amen, LLP

# Des Plaines Public Library

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# Monthly Compilation Opinion



January 10, 2018

Members of the Board of Trustees:

Des Plaines Public Library  
1501 Ellinwood Street  
Des Plaines, IL 60016

Management is responsible for the accompanying modified cash basis balance sheet of the Des Plaines Public Library as of December 31, 2017 and the related modified cash basis statements of revenues and expenditures and changes in fund balance for the one month and the Twelve Months then ended, and the accompanying other supplementary information as referred to in the table of contents. We have performed the compilation engagement in accordance with Statements on Standards for Accounting and Review Services issued by the American Institute of Certified Public Accountants. We have not audited or reviewed the accompanying financial statements and other supplementary information nor were we required to perform any procedures to verify the accuracy or completeness of the information provided by management. Accordingly we do not express an opinion, a conclusion, nor provide any form of assurance on the financial statements.

Other Matter

The other supplementary information is presented for purposes of additional analysis and is not a required part of the basic financial statements. This information is the representation of management. The information was subject to our compilation engagement. We have not audited or reviewed the other supplementary information nor were we required to perform any procedures to verify the accuracy or completeness of the information provided by management. Accordingly, we do not express an opinion, a conclusion, nor provide any form of assurance on the other supplementary information.

Management has elected to omit substantially all of the disclosures, Management Discussion and Analysis (MD&A), and Required Supplementary Information (RSI) required by the modified cash basis of accounting. If the omitted disclosures were included in the financial statements and other supplementary information, they might influence the user's conclusions about the Library's assets, liabilities, fund balances, revenues and expenditures. Accordingly, these financial statements and other supplementary information are not designed for those who are not informed about such matters.

Respectfully Submitted,

*Lauterbach & Amen, LLP*

Lauterbach & Amen, LLP

# Financial Statements

**Des Plaines Public Library**  
**Governmental Funds Balance Sheet**  
**As of December 31, 2017**

	<b>Library Fund</b>	<b>Capital Projects Fund</b>	<b>Total</b>
<b>ASSETS</b>			
Cash and Investments	\$ 3,871,981.02	\$ 136,990.45	\$ 4,008,971.47
Prepays	41,702.55	-	41,702.55
Receivables			
Property Taxes Receivable	6,003,288.78	-	6,003,288.78
<b>Total Assets</b>	<b>\$ 9,916,972.35</b>	<b>\$ 136,990.45</b>	<b>\$ 10,053,962.80</b>
<b>LIABILITIES</b>			
Accounts Payable	\$ 147,869.06	\$ 7,249.92	\$ 155,118.98
Accrued Payroll	105,633.29	-	105,633.29
Due to other funds	316,358.78	-	316,358.78
<b>Total Liabilities</b>	<b>569,861.13</b>	<b>7,249.92</b>	<b>577,111.05</b>
<b>Deferred Inflows of Resources</b>			
Property Taxes	5,986,354.00	-	5,986,354.00
<b>Total Liabilities and Deferred Inflows of Resources</b>	<b>6,556,215.13</b>	<b>7,249.92</b>	<b>6,563,465.05</b>
<b>FUND BALANCE</b>			
Fund Balance - Unreserved	3,353,805.47	129,740.53	3,483,546.00
Fund Balance - Reserved for Prepays	6,951.75	-	6,951.75
<b>Total Fund Balance</b>	<b>3,360,757.22</b>	<b>129,740.53</b>	<b>3,490,497.75</b>
<b>Total Liabilities, Deferred Inflows of Resources and Fund Balance</b>	<b>\$ 9,916,972.35</b>	<b>\$ 136,990.45</b>	<b>\$ 10,053,962.80</b>

**Des Plaines Public Library**

**Governmental Funds Statement of Revenues,  
Expenditures, and Changes In Fund Balances**

**For the 12 Months Ended December 31, 2017**

	<u>General Fund</u>	<u>Capital Improvements Fund</u>	<u>Total</u>
<b>REVENUES</b>			
Taxes	\$ 6,012,617.34	\$ -	\$ 6,012,617.34
Intergovernmental	70,141.00	-	70,141.00
Fines & Fees	101,894.07	-	101,894.07
Interest	36,851.37	28.83	36,880.20
Special Events and Programs	6,565.50	-	6,565.50
Miscellaneous	55,006.58	300,000.00	355,006.58
<b>Total Revenues</b>	<u>6,283,075.86</u>	<u>300,028.83</u>	<u>6,583,104.69</u>
<b>EXPENDITURES</b>			
Personnel	\$ 2,926,181.82	\$ -	\$ 2,926,181.82
Operating	2,022,098.92	-	2,022,098.92
Library Materails	946,656.01	-	946,656.01
Capital Outlay	52,476.88	133,655.66	186,132.54
Other Expenditures	326,134.70	-	325,986.20
<b>Total Expenditures</b>	<u>6,273,548.33</u>	<u>133,655.66</u>	<u>6,407,203.99</u>
<b>Net Change in Fund Balances</b>	<u>9,527.53</u>	<u>166,373.17</u>	<u>175,900.70</u>
<b>FUND BALANCES</b>			
Beginning of the year	<u>3,351,229.69</u>	<u>(36,632.64)</u>	<u>3,314,597.05</u>
End of the period	<u>\$ 3,360,757.22</u>	<u>\$ 129,740.53</u>	<u>\$ 3,490,497.75</u>

## Supplementary Information



Des Plaines Public Library

Treasurer's Report as of December 31, 2017

<u>Institution</u>	<u>Invested</u>
201-1101000 - Petty Cash	<u>500.00</u>
201-1102015 - First Midwest Operating #8100292260	403,542.10
202-1102015 - First Midwest Operating #8100292260	<u>134,121.72</u>
	<u>537,663.82</u>
201-1102028 - Cash Library Donations	<u>155,323.05</u>
201-1102073 - Cash IL - Epay #151600222104	<u>237,700.45</u>
201-1102078 - Cash IL - Epay Library	<u>27,000.05</u>
201-1102079 - IL Funds - 151600222591	3,047,915.37
202-1102079 - IL Funds - 151600222591	<u>2,868.73</u>
	<u>3,050,784.10</u>
201-1104006 - Investments - Certificates of Deposit	<u>0.00</u>
<b>Total Invested</b>	<u><u>4,008,971.47</u></u>

**Des Plaines Public Library**  
**Balance Sheet as of December 31, 2017**

	<u>Beginning</u> <u>Balance</u>	<u>M.T.D.</u> <u>Changes</u>	<u>Ending</u> <u>Balance</u>
<hr/> <b>Library Fund</b> <hr/>			
<b><u>Assets</u></b>			
1101000 - Petty Cash	500.00	0.00	500.00
1102015 - First Midwest Operating #8100292260	528,933.89	(125,391.79)	403,542.10
1102028 - Cash Library Donations	154,763.86	559.19	155,323.05
1102073 - Cash IL - Epay 151600008073	237,460.76	239.69	237,700.45
1102078 - Cash IL - Epay Library	26,972.84	27.21	27,000.05
1102079 - IL Funds - 151600222591	3,544,643.96	(496,728.59)	3,047,915.37
1118000 - Receivable - Property Taxes	6,003,288.78	0.00	6,003,288.78
1119301 - Prepaid Expense	6,951.75	34,750.80	41,702.55
	<u>10,503,515.84</u>	<u>(586,543.49)</u>	<u>9,916,972.35</u>
 <b><u>Liabilities and Fund Balance</u></b>			
<b><u>Liabilities</u></b>			
2401000 - Accounts Payable	260,473.85	(112,604.79)	147,869.06
2430707 - Due to Library Comp Abs	316,358.78	0.00	316,358.78
2450040 - Accrued Payroll	105,633.29	0.00	105,633.29
2470000 - Deferred Revenue - Property Tax	5,986,354.00	0.00	5,986,354.00
	<u>6,668,819.92</u>	<u>(112,604.79)</u>	<u>6,556,215.13</u>
 <b><u>Fund Balance</u></b>			
3720010 - Fund Balance - Reserved for Prepaid Items	6,951.75	0.00	6,951.75
3730000 - Fund Balance - Unreserved	3,344,277.94	0.00	3,344,277.94
	<u>3,351,229.69</u>	<u>0.00</u>	<u>3,351,229.69</u>
 <b>Total Liabilities and Fund Balance</b>	<u>10,020,049.61</u>	<u>(112,604.79)</u>	<u>9,907,444.82</u>
 <b>Excess Revenues Over Expenses</b>	<u>483,466.23</u>	<u>(473,938.70)</u>	<u>9,527.53</u>

**Des Plaines Public Library**  
**Balance Sheet as of December 31, 2017**

	<u>Beginning Balance</u>	<u>M.T.D. Changes</u>	<u>Ending Balance</u>
<hr/> <b>Capital Projects Fund</b> <hr/>			
<b><u>Assets</u></b>			
1102015 - First Midwest Operating #8100292260	41,966.12	92,155.60	134,121.72
1102079 - IL Funds - 151600222591	2,866.08	2.65	2,868.73
	44,832.20	92,158.25	136,990.45
 <b><u>Liabilities and Fund Balance</u></b>			
<b><u>Liabilities</u></b>			
2401000 - Accounts Payable	7,844.40	(594.48)	7,249.92
	7,844.40	(594.48)	7,249.92
 <b><u>Fund Balance</u></b>			
3730000 - Fund Balance - Unreserved	(36,632.64)	0.00	(36,632.64)
<b>Total Liabilities and Fund Balance</b>	(28,788.24)	(594.48)	(29,382.72)
<b>Excess Revenues Over Expenses</b>	73,620.44	92,752.73	166,373.17
<hr/> <b>Compensated Absences Fund</b> <hr/>			
<b><u>Assets</u></b>			
1120201 - Due From Library	316,358.78	0.00	316,358.78
	316,358.78	0.00	316,358.78
 <b><u>Liabilities and Fund Balance</u></b>			
<b><u>Liabilities</u></b>			
2450035 - Accrued ST-LT Comp Absence	106,797.99	0.00	106,797.99
2490010 - Compensated Absences Payable	209,560.79	0.00	209,560.79
	316,358.78	0.00	316,358.78
 <b><u>Fund Balance</u></b>			
3720010 - Fund Balance - Reserved for Prepaid Items	0.00	0.00	0.00
3730000 - Fund Balance - Unreserved	0.00	0.00	0.00
<b>Total Liabilities and Fund Balance</b>	316,358.78	0.00	316,358.78
<b>Excess Revenues Over Expenses</b>	0.00	0.00	0.00

See Accountants' Compilation Report

**Des Plaines Public Library**  
**Balance Sheet as of December 31, 2017**

	<b>Beginning <u>Balance</u></b>	<b>M.T.D. <u>Changes</u></b>	<b>Ending <u>Balance</u></b>
<b>Fixed Assets Fund</b>			
<b><u>Assets</u></b>			
1203000 - Fixed Assets - Improvements	2,386,200.00	0.00	2,386,200.00
1204201 - Fixed Assets - Library Equipment	1,137,265.00	0.00	1,137,265.00
1204300 - Fixed Assets - Vehicles	67,163.39	0.00	67,163.39
1209900 - Fixed Assets - Accumulated Depreciation	(688,331.00)	0.00	(688,331.00)
	2,902,297.39	0.00	2,902,297.39
<b><u>Liabilities and Fund Balance</u></b>			
<b><u>Liabilities</u></b>			
<b><u>Fund Balance</u></b>			
3730000 - Fund Balance - Unreserved	2,902,297.39	0.00	2,902,297.39
	2,902,297.39	0.00	2,902,297.39
<b>Total Liabilities and Net Capital Assets</b>	<b>2,902,297.39</b>	<b>0.00</b>	<b>2,902,297.39</b>
<b>Excess Revenues Over Expenses</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

**Des Plaines Public Library  
Revenue Report  
For the 12 Months Ended December 31, 2017**

<u>Library Fund</u>	<u>Received this Month</u>	<u>Received this Year</u>	<u>Budgeted Receipts</u>	<u>Uncollected Receipts</u>	<u>Prct. Collected</u>
<b><u>Taxes</u></b>					
201-4810025 - Property Taxes 2012	0.00	0.00	0.00	0.00	0.00
201-4810026 - Property Taxes 2013	0.00	0.00	0.00	0.00	0.00
201-4810027 - Property Taxes 2014	0.00	0.00	0.00	0.00	0.00
201-4810028 - Property Taxes 2015	0.00	0.00	0.00	0.00	0.00
201-4810029 - Property Taxes 2016	0.00	6,012,617.34	6,016,436.00	3,818.66	99.94
	<u>0.00</u>	<u>6,012,617.34</u>	<u>6,016,436.00</u>	<u>3,818.66</u>	<u>99.94</u>
<b><u>Intergovernmental</u></b>					
201-4810800 - Personal Property Replacement Tax	0.00	69,741.00	92,988.00	23,247.00	75.00
201-4822040 - State Grant - Per Capita	0.00	0.00	45,000.00	45,000.00	0.00
201-4822090 - Grant Revenue	0.00	0.00	0.00	0.00	0.00
201-4822095 - State Grant - Library	0.00	400.00	0.00	(400.00)	0.00
	<u>0.00</u>	<u>70,141.00</u>	<u>137,988.00</u>	<u>67,847.00</u>	<u>50.83</u>
<b><u>Fines &amp; Fees</u></b>					
201-4850101 - Library Fees	22.00	1,644.64	3,500.00	1,855.36	46.99
201-4850102 - Library Fines	1,566.43	23,779.66	28,000.00	4,220.34	84.93
201-4850103 - Library Fines / Credit Card	1,668.63	32,661.05	61,000.00	28,338.95	53.54
201-4850201 - Copying Fees	2,163.67	24,434.77	28,000.00	3,565.23	87.27
201-4850202 - Damaged Materials	5.99	1,274.55	1,500.00	225.45	84.97
201-4850203 - Lost Materials	552.62	7,827.22	6,000.00	(1,827.22)	130.45
201-4850205 - Bags	30.00	482.18	500.00	17.82	96.44
201-4850207 - Non-Res Cards	679.50	6,730.00	1,200.00	(5,530.00)	560.83
201-4850208 - Meeting Room Fees	660.00	3,060.00	3,000.00	(60.00)	102.00
	<u>7,348.84</u>	<u>101,894.07</u>	<u>132,700.00</u>	<u>30,805.93</u>	<u>76.79</u>
<b><u>Special Programs &amp; Events</u></b>					
201-4850215 - Special Programs & Events	0.00	6,565.50	6,000.00	(565.50)	109.43
	<u>0.00</u>	<u>6,565.50</u>	<u>6,000.00</u>	<u>(565.50)</u>	<u>109.43</u>
<b><u>Interest</u></b>					
201-4890010 - Interest Income	3,608.63	36,851.37	9,000.00	(27,851.37)	409.46
	<u>3,608.63</u>	<u>36,851.37</u>	<u>9,000.00</u>	<u>(27,851.37)</u>	<u>409.46</u>
<b><u>Other Revenue</u></b>					
201-4890050 - Sale of Fixed Assets	0.00	6,814.00	0.00	(6,814.00)	0.00
201-4899900 - Miscellaneous Revenue	692.13	32,634.09	30,000.00	(2,634.09)	108.78
201-4899910 - Vending Machine Revenue	84.74	1,043.49	300.00	(743.49)	347.83
201-4899920 - Library Donations	500.00	14,515.00	50,000.00	35,485.00	29.03
	<u>1,276.87</u>	<u>55,006.58</u>	<u>80,300.00</u>	<u>25,293.42</u>	<u>68.50</u>
<b>Total Library Fund</b>	<u>12,234.34</u>	<u>6,283,075.86</u>	<u>6,382,424.00</u>	<u>99,348.14</u>	<u>98.44</u>

See Accountants' Compilation Report

**Des Plaines Public Library  
Revenue Report  
For the 12 Months Ended December 31, 2017**

	<u>Received this Month</u>	<u>Received this Year</u>	<u>Budgeted Receipts</u>	<u>Uncollected Receipts</u>	<u>Prct. Collected</u>
<u>Capital Projects Fund</u>					
<b><u>Interest</u></b>					
202-4890010 - Interest Income	<u>2.65</u>	<u>28.83</u>	<u>1,200.00</u>	<u>1,171.17</u>	<u>2.40</u>
	<u>2.65</u>	<u>28.83</u>	<u>1,200.00</u>	<u>1,171.17</u>	<u>2.40</u>
<b><u>Other Financing Sources</u></b>					
202-4898902 - Transfer from Library Fund	<u>100,000.00</u>	<u>300,000.00</u>	<u>300,000.00</u>	<u>0.00</u>	<u>100.00</u>
	<u>100,000.00</u>	<u>300,000.00</u>	<u>300,000.00</u>	<u>0.00</u>	<u>100.00</u>
	<u>100,002.65</u>	<u>300,028.83</u>	<u>301,200.00</u>	<u>1,171.17</u>	<u>99.61</u>
<b>Total Capital Projects Fund</b>					
<b>Total of All Funds</b>	<u>112,236.99</u>	<u>6,583,104.69</u>	<u>6,683,624.00</u>	<u>100,519.31</u>	<u>98.50</u>

See Accountants' Compilation Report

**Des Plaines Public Library  
Expense Report  
For the 12 Months Ended December 31, 2017**

<u>Library Fund</u>	<u>M.T.D. Expended</u>	<u>Y.T.D. Expended</u>	<u>Budgeted Amount</u>	<u>Budgeted Remain.</u>	<u>Prct. Expend.</u>
<b>Salaries</b>					
5910100 - Full-time Salaries	170,119.94	2,211,135.88	2,263,960.00	52,824.12	97.67
5910200 - Part-time Salaries	<u>51,768.19</u>	<u>715,045.94</u>	<u>815,136.00</u>	<u>100,090.06</u>	<u>87.72</u>
	<u>221,888.13</u>	<u>2,926,181.82</u>	<u>3,079,096.00</u>	<u>152,914.18</u>	<u>95.03</u>
<b>Benefits</b>					
5918010 - Unemployment Compensation	0.00	0.00	10,000.00	10,000.00	0.00
5918020 - Employer Contribution - FICA	16,317.36	215,482.20	228,718.00	13,235.80	94.21
5918021 - Employer Contribution - IMRF	23,825.98	311,870.54	317,717.00	5,846.46	98.16
5918040 - Life Insurance Premiums	131.24	1,727.70	1,794.00	66.30	96.30
5918050 - PPO Insurance Premiums	(23,714.57)	257,574.77	246,955.00	(10,619.77)	104.30
5918051 - HMO Insurance Premiums	12,967.46	158,253.62	154,162.00	(4,091.62)	102.65
5918055 - Dental Insurance Premiums	1,390.12	17,884.95	18,456.00	571.05	96.91
5918070 - Workers Compensation	<u>0.00</u>	<u>13,001.00</u>	<u>12,500.00</u>	<u>(501.00)</u>	<u>104.01</u>
	<u>30,917.59</u>	<u>975,794.78</u>	<u>990,302.00</u>	<u>14,507.22</u>	<u>98.54</u>
<b>Contractual Services</b>					
5920100 - Legal Fees	0.00	2,717.55	4,000.00	1,282.45	67.94
5920110 - Professional Services	33,860.04	409,728.53	470,525.00	60,796.47	87.08
5920120 - Communication Services	5,095.26	29,483.07	19,400.00	(10,083.07)	151.97
5920140 - Data Processing Services	8,157.14	97,194.84	95,500.00	(1,694.84)	101.77
5920202 - Conferences	(28.00)	848.00	0.00	(848.00)	0.00
5920204 - Training	0.00	36.93	0.00	(36.93)	0.00
5920220 - Membership Dues	(75.00)	7,648.00	7,000.00	(648.00)	109.26
5920230 - Publication of Notices	0.00	49.95	500.00	450.05	9.99
5920990 - Property/Liability Insurance	(2,501.00)	30,421.00	35,000.00	4,579.00	86.92
5930010 - R&M Equipment	(16,806.09)	96,663.26	97,500.00	836.74	99.14
5930020 - R&M Buildings & Structures	33,293.63	135,869.74	161,950.00	26,080.26	83.90
5930030 - R&M Vehicles	0.00	2,298.23	250.00	(2,048.23)	919.29
5930210 - Rental of Equipment	1,805.33	23,860.48	21,788.00	(2,072.48)	109.51
5930320 - Cleaning/Custodial Services	4,187.00	45,780.00	46,800.00	1,020.00	97.82
5930490 - Refuse Contract	0.00	4,290.14	6,000.00	1,709.86	71.50
5960040 - Pre-Employment Testing	569.10	2,177.55	3,000.00	822.45	72.59
5960065 - Bank Fees	0.00	10.00	1,500.00	1,490.00	0.67
5960070 - Mileage	0.00	484.05	700.00	215.95	69.15
5960210 - Special Event Programming	2,646.42	54,389.74	58,350.00	3,960.26	93.21
5960990 - Misc. Contractual Services	<u>1,009.68</u>	<u>102,353.08</u>	<u>106,395.00</u>	<u>4,041.92</u>	<u>96.20</u>
	<u>71,213.51</u>	<u>1,046,304.14</u>	<u>1,136,158.00</u>	<u>89,853.86</u>	<u>92.09</u>
<b>Commodities</b>					
5970100 - Office Supplies	7,284.59	54,016.52	72,500.00	18,483.48	74.51
5970110 - Meals	0.00	1,148.01	2,000.00	851.99	57.40
5970115 - Supplies - Dept/Other	523.00	5,096.21	7,000.00	1,903.79	72.80
5970170 - Janitorial	1,520.59	14,671.91	24,500.00	9,828.09	59.89
5970260 - Postage & Parcel	26.36	6,507.65	10,000.00	3,492.35	65.08
5970500 - Water Bill	2,463.73	10,978.28	4,500.00	(6,478.28)	243.96

See Accountants' Compilation Report

**Des Plaines Public Library  
Expense Report  
For the 12 Months Ended December 31, 2017**

	<u>M.T.D.</u> <u>Expended</u>	<u>Y.T.D.</u> <u>Expended</u>	<u>Budgeted</u> <u>Amount</u>	<u>Budgeted</u> <u>Remain.</u>	<u>Prct.</u> <u>Expend.</u>
5970600 - Books	19,159.16	362,424.60	372,000.00	9,575.40	97.43
5970610 - Audio Materials	6,952.60	77,649.07	80,800.00	3,150.93	96.10
5970620 - Subscriptions & Books	3,650.43	70,497.09	74,230.00	3,732.91	94.97
5970630 - Visual Materials	19,042.69	148,637.17	143,500.00	(5,137.17)	103.58
5970640 - Automated Reference Materials	(1,724.34)	176,310.43	195,000.00	18,689.57	90.42
5970810 - Natural Gas	2,075.28	14,554.59	20,000.00	5,445.41	72.77
5970850 - Gasoline	229.76	552.79	500.00	(52.79)	110.56
5970900 - Equipment < \$5,000	0.00	3,611.69	3,500.00	(111.69)	103.19
	<u>61,203.85</u>	<u>946,656.01</u>	<u>1,010,030.00</u>	<u>63,373.99</u>	<u>93.73</u>
<b><u>Capital Expenditures</u></b>					
5980400 - Equipment	0.00	3,362.95	2,500.00	(862.95)	134.52
5980410 - Computer Hardware	0.00	6,907.97	9,200.00	2,292.03	75.09
5980420 - Computer Software	859.88	40,060.92	42,600.00	2,539.08	94.04
5980600 - Furniture & Fixtures	0.00	2,145.04	8,000.00	5,854.96	26.81
	<u>859.88</u>	<u>52,476.88</u>	<u>62,300.00</u>	<u>9,823.12</u>	<u>84.23</u>
<b><u>Other Funding Activities</u></b>					
5990900 - Per Capita Grant Expenditures	90.08	25,986.20	45,000.00	19,013.80	57.75
5990940 - Trans to Library Capital Proj. Fund	100,000.00	300,000.00	300,000.00	0.00	100.00
5993000 - Contingency Reserve	0.00	0.00	60,000.00	60,000.00	0.00
	<u>100,090.08</u>	<u>325,986.20</u>	<u>405,000.00</u>	<u>79,013.80</u>	<u>80.49</u>
<b>Total Library Fund Expenditures</b>	<u>486,173.04</u>	<u>6,273,548.33</u>	<u>6,682,886.00</u>	<u>409,337.67</u>	<u>93.87</u>
 <b><u>Capital Projects Fund</u></b>					
<b><u>Contractual Services</u></b>					
<b><u>Capital Expenditures</u></b>					
5980300 - Improvements	2,159.20	27,291.24	7,000.00	(20,291.24)	389.87
5980400 - Equipment	890.72	33,643.14	46,000.00	12,356.86	73.14
5980410 - Computer Hardware	0.00	40,334.33	68,900.00	28,565.67	58.54
5980420 - Computer Software	0.00	0.00	0.00	0.00	0.00
5980600 - Furniture and Fixtures	4,200.00	32,386.95	19,000.00	(13,386.95)	170.46
	<u>7,249.92</u>	<u>133,655.66</u>	<u>140,900.00</u>	<u>7,244.34</u>	<u>94.86</u>
<b>Total Capital Projects Fund Expenditures</b>	<u>7,249.92</u>	<u>133,655.66</u>	<u>140,900.00</u>	<u>7,244.34</u>	<u>94.86</u>
<b>Total of All Funds</b>	<u>493,422.96</u>	<u>6,407,203.99</u>	<u>6,823,786.00</u>	<u>416,582.01</u>	<u>93.90</u>

See Accountants' Compilation Report



# Des Plaines Public Library

## Check List

All Bank Accounts

December 22, 2017 - January 26, 2018

Check Number	Check Date	Payee	Amount
<b>Vendor Checks</b>			
16466	01/25/18	ACCURATE OFFICE SUPPLY	262.50
16467	01/25/18	ALEXIAN BROTHERS CORP HEALTH SERV	75.00
16468	01/25/18	AQUARIUM ADVENTURE HOFFMAN ESTATES	640.00
16469	01/25/18	BADE SUPPLY	704.76
16470	01/25/18	BIBLIOTHECA, LLC	6,059.00
16471	01/25/18	BLACKSTONE PUBLISHING	63.48
16472	01/25/18	CCH	141.41
16473	01/25/18	CHILDREN'S PLUS, INC.	777.99
16474	01/25/18	CITY OF DES PLAINES	2,463.73
16475	01/25/18	CITY OF DES PLAINES	229.76
16476	01/25/18	COOPERATIVE COMPUTER SERVICES	8,157.14
16477	01/25/18	D&Z HOUSE OF BOOKS	540.16
16478	01/25/18	D.K. AGENCIES (P) LTD.	408.00
16479	01/25/18	EBSCO SUBSCRIPTION SVC	3,084.58
16480	01/25/18	ECO CLEAN MAINTENANCE, INC.	4,187.00
16481	01/25/18	EVERBANK COMMERCIAL FINANCE	1,601.24
16482	01/25/18	FEDERAL EXPRESS	19.77
16483	01/25/18	FOX VALLEY FIRE & SAFETY	123.25
16484	01/25/18	GARVEY'S OFFICE PRODUCTS	815.83
16485	01/25/18	GOVCONNECTION INC	890.72
16486	01/25/18	GRAINGER	751.70
16487	01/25/18	HEARTLAND CABINET SUPPLY, INC.	4,200.00
16488	01/25/18	IMAGE SYSTEMS & BUSINESS SOLUTIONS, LLC.	1,315.79
16489	01/25/18	IMPACT NETWORKING, LLC.	803.80
16490	01/25/18	INGRAM LIBRARY SERVICES	3,185.68
16491	01/25/18	KANOPIY	174.00
16492	01/25/18	KOS HOME IMPROVEMENT	1,978.00
16493	01/25/18	LAUTERBACH & AMEN, LLP.	1,500.00
16494	01/25/18	MAIL FINANCE	204.09
16495	01/25/18	MANUFACTURERS' NEWS, INC.	218.90
16496	01/25/18	MENARDS	281.13
16497	01/25/18	OAKBROOK MECHANICAL SERVICES	29,577.24
16498	01/25/18	OFFICE DEPOT	415.30
16499	01/25/18	OUTSOURCE SOLUTIONS GROUP, INC.	33,351.84
16500	01/25/18	OVERDRIVE, INC.	1,435.74
16501	01/25/18	RAINBOW BOOK COMPANY	417.86
16502	01/25/18	RECORDED BOOKS, INC	121.01
16503	01/25/18	RIVERSHORE READING STORE	158.00
16504	01/25/18	ROTARY CLUB OF DES PLAINES	240.00
16505	01/25/18	S&P GLOBAL MARKET INTELLIGENCE LLC	627.00
16506	01/25/18	SCHARM FLOOR COVERING	2,159.20
16507	01/25/18	SCHINDLER ELEVATOR CORPORATION	773.45
16508	01/25/18	SCHOLASTIC INC	111.96
16509	01/25/18	STEVE KURAS	125.00
16510	01/25/18	THOMSON REUTERS-WEST	16.67
16511	01/25/18	WORLD BOOK INC	1,998.00
16512	01/25/18	BAKER & TAYLOR	2,897.63
16513	01/25/18	BAKER & TAYLOR	9,740.34
16514	01/25/18	BAKER & TAYLOR	1,328.84
16515	01/25/18	MIDWEST TAPE	23,765.49
16516	01/26/18	ADAM SELZER	300.00
16517	01/26/18	ALGONQUIN MIDDLE SCHOOL	60.00
16518	01/26/18	AMERICAN LIBRARY ASSOCIATION	315.00
16519	01/26/18	BRAINFUSE INCORPORATED	8,500.00
16520	01/26/18	CDW GOVERNMENT	308.00
16521	01/26/18	CFRA	5,365.00
16522	01/26/18	CHIPPEWA MIDDLE SCHOOL	60.00

# Des Plaines Public Library

## Check List

All Bank Accounts

December 22, 2017 - January 26, 2018

Check Number	Check Date	Payee	Amount
16523	01/26/18	EBSCO SUBSCRIPTION SVC	9,450.00
16524	01/26/18	FRIENDSHIP JUNIOR HIGH SCHOOL	75.00
16525	01/26/18	GREY HOUSE PUBLISHING	3,795.00
16526	01/26/18	IROQUOIS COMMUNITY SCHOOL	60.00
16527	01/26/18	LESLIE GODDARD	300.00
16528	01/26/18	LIBRARIES OF ILLINOIS RISK AGENCY	24,558.00
16529	01/26/18	LIBRARIESFIRST	500.00
16530	01/26/18	LIBRARY IDEAS LLC	2,000.00
16531	01/26/18	LYNGSOE SYSTEMS, INC	30,742.00
16532	01/26/18	MERGENT INCORPORATED	5,000.00
16533	01/26/18	MORNINGSTAR INCORPORATED	6,406.00
16534	01/26/18	NATIONAL ASSOCIATION OF PARLIAMENTARIANS	104.00
16535	01/26/18	OUTSOURCE SOLUTIONS GROUP, INC.	35,296.89
16536	01/26/18	PETRA VAN NUIS	750.00
16537	01/26/18	PROQUEST LLC	5,330.00
16538	01/26/18	RAILS	15,000.00
16539	01/26/18	REPUBLIC SERVICES	439.99
16540	01/26/18	SCHOLASTIC INC	2,700.00
16541	01/26/18	THE GSH GROUP CORP	150.00
16542	01/26/18	THE GSH GROUP CORP	150.00
50901	12/31/17	BANKCARD SERVICES	12,245.81
50902	12/31/17	IMRF	33,848.94
50903	12/31/17	PRO DATA	858.20
50904	12/31/17	COMCAST CABLE	3,967.75
50905	12/31/17	NICOR GAS	2,075.28
50906	12/31/17	VERIZON WIRELESS	1,127.51
<b>Vendor Check Total</b>			<u>366,957.35</u>
<b>Check List Total</b>			<u><u>366,957.35</u></u>

Check count = 83

# Des Plaines Public Library

## Vendor Checks Report

First Midwest Operating

December 2017

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
<b>Vendor Checks</b>						
ACCURATE OFFICE SUPPLY						
201-5970100	Office Supplies	Order # 134748	262.50	16466	01/25/18	<u>262.50</u>
ALEXIAN BROTHERS CORP HEALTH SERV						
201-5960040	Pre-Employment Testing	Inv # 640098	75.00	16467	01/25/18	<u>75.00</u>
AQUARIUM ADVENTURE HOFFMAN ESTATES						
201-5960990	Misc. Contractual Services	Inv # 5726	320.00	16468	01/25/18	<u>640.00</u>
201-5960990	Misc. Contractual Services	Inv # 5622	320.00			
BADE SUPPLY						
201-5970170	Janitorial	Inv # 300806	704.76	16469	01/25/18	<u>704.76</u>
BIBLIOTHECA, LLC						
201-5970100	Office Supplies	Inv # S10034411-US	3,762.00	16470	01/25/18	<u>6,059.00</u>
201-5970100	Office Supplies	Inv # S10034459-US	2,297.00			
BLACKSTONE PUBLISHING						
201-5970610	Audio Materials	Inv # 950007	63.48	16471	01/25/18	<u>63.48</u>
CCH						
201-5970640	Automated Reference Materials	Inv # 4803443721	141.41	16472	01/25/18	<u>141.41</u>
CHILDREN'S PLUS, INC.						
201-5970600	Books	Inv # 146598	89.50	16473	01/25/18	<u>777.99</u>
201-5970600	Books	Inv # 145341	152.43			
201-5970600	Books	Inv # 146096	327.91			
201-5970600	Books	Inv # 145437	56.60			
201-5970600	Books	Inv # 146280	25.98			
201-5970600	Books	Inv # 145202	125.57			
CITY OF DES PLAINES						
201-5970500	Water Bill	Acct # 71080763-001	2,463.73	16474	01/25/18	<u>2,463.73</u>
CITY OF DES PLAINES						
201-5970850	Gasoline	Inv # 2017-00000007	91.40	16475	01/25/18	<u>229.76</u>
201-5970850	Gasoline	Inv # 2017-00000006	138.36			
COOPERATIVE COMPUTER SERVICES						
201-5920140	Data Processing Services	December 2017 Charges; Inv # 920	1,405.95	16476	01/25/18	<u>8,157.14</u>
201-5920140	Data Processing Services	December 2017 Charges; Inv # 919	6,751.19			
D&Z HOUSE OF BOOKS						
201-5970610	Audio Materials	Inv # 2017/I081452	113.32	16477	01/25/18	<u>540.16</u>
201-5970610	Audio Materials	Inv # 2017/I082494	426.84			
D.K. AGENCIES (P) LTD.						
201-5970600	Books	Inv # DKBF-1175-17	408.00	16478	01/25/18	<u>408.00</u>
EBSCO SUBSCRIPTION SVC						
201-5970620	Subscriptions & Books	Inv # 0098719	3,114.53	16479	01/25/18	<u>3,084.58</u>
201-5970620	Subscriptions & Books	CM # 0019635	-29.95			

# Des Plaines Public Library

## Vendor Checks Report

First Midwest Operating

December 2017

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
ECO CLEAN MAINTENANCE, INC.				16480	01/25/18	<u>4,187.00</u>
201-5930320	Cleaning/Custodial Services	Inv # 6656	4,187.00			
EVERBANK COMMERCIAL FINANCE				16481	01/25/18	<u>1,601.24</u>
201-5930210	Rental of Equipment	Inv # 20199690	1,601.24			
FEDERAL EXPRESS				16482	01/25/18	<u>19.77</u>
201-5970260	Postage & Parcel	Inv # 6-039-24132	19.77			
FOX VALLEY FIRE & SAFETY				16483	01/25/18	<u>123.25</u>
201-5930020	R&M Buildings & Structures	Inv # IN00139458	123.25			
GARVEY'S OFFICE PRODUCTS				16484	01/25/18	<u>815.83</u>
201-5970170	Janitorial	Invoice # PINV1457878	815.83			
GOVCONNECTION INC				16485	01/25/18	<u>890.72</u>
202-5980400	Equipment	Inv # 55115983	890.72			
GRAINGER				16486	01/25/18	<u>751.70</u>
201-5930020	R&M Buildings & Structures	Inv # 9644298938	751.70			
HEARTLAND CABINET SUPPLY, INC.				16487	01/25/18	<u>4,200.00</u>
202-5980600	Furniture and Fixtures	Children's Reading Room Proposal	4,200.00			
IMAGE SYSTEMS & BUSINESS SOLUTIONS, LLC.				16488	01/25/18	<u>1,315.79</u>
201-5930010	R&M Equipment	Inv # 258906	1,315.79			
IMPACT NETWORKING, LLC.				16489	01/25/18	<u>803.80</u>
201-5930010	R&M Equipment	Inv # 982077	803.80			
INGRAM LIBRARY SERVICES				16490	01/25/18	<u>3,185.68</u>
201-5960990	Misc. Contractual Services	Inv # 31902731	1.10			
201-5970630	Visual Materials	Inv # 31902731	113.98			
201-5960990	Misc. Contractual Services	Inv # 32043510	2.20			
201-5970630	Visual Materials	Inv # 32043510	189.96			
201-5960990	Misc. Contractual Services	Inv # 31703821	1.65			
201-5970630	Visual Materials	Inv # 31703821	170.97			
201-5960990	Misc. Contractual Services	Inv # 31814071	4.40			
201-5970630	Visual Materials	Inv # 31814071	408.42			
201-5960990	Misc. Contractual Services	Inv # 31814072	15.95			
201-5970630	Visual Materials	Inv # 31814072	1,320.21			
201-5960990	Misc. Contractual Services	Inv # 31534957	1.64			
201-5970600	Books	Inv # 31534957	32.40			
201-5960990	Misc. Contractual Services	Inv # 31669405	7.15			
201-5970630	Visual Materials	Inv # 31669405	569.87			
201-5960990	Misc. Contractual Services	Inv # 31669406	3.30			
201-5970630	Visual Materials	Inv # 31669406	284.94			
201-5960990	Misc. Contractual Services	Inv # 31669407	0.55			
201-5970630	Visual Materials	Inv # 31669407	56.99			
KANOPY				16491	01/25/18	<u>174.00</u>
201-5970640	Automated Reference Materials	Inv # 121238-PPU	174.00			
KOS HOME IMPROVEMENT				16492	01/25/18	<u>1,978.00</u>
201-5930020	R&M Buildings & Structures	Inv # 287	1,978.00			

# Des Plaines Public Library

## Vendor Checks Report

First Midwest Operating

December 2017

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
LAUTERBACH & AMEN, LLP.						
201-5920110	Professional Services	Inv # 25913; November	1,500.00	16493	01/25/18	<u>1,500.00</u>
MAIL FINANCE						
201-5930210	Rental of Equipment	Inv # N6898274	204.09	16494	01/25/18	<u>204.09</u>
MANUFACTURERS' NEWS, INC.						
201-5970640	Automated Reference Materials	Inv # 851737-00	218.90	16495	01/25/18	<u>218.90</u>
MENARDS						
201-5970115	Supplies - Dept/Other	Inv # 8034	97.40	16496	01/25/18	<u>281.13</u>
201-5970115	Supplies - Dept/Other	Inv # 7376	183.73			
OAKBROOK MECHANICAL SERVICES						
201-5930020	R&M Buildings & Structures	Inv # 9024	29,577.24	16497	01/25/18	<u>29,577.24</u>
OFFICE DEPOT						
201-5970100	Office Supplies	Inv # 989172716001	142.81	16498	01/25/18	<u>415.30</u>
201-5970100	Office Supplies	Inv # 989771179001	236.66			
201-5970100	Office Supplies	Inv # 986007599001	35.83			
OUTSOURCE SOLUTIONS GROUP, INC.						
201-5960990	Misc. Contractual Services	Inv # 39007	1,500.00	16499	01/25/18	<u>33,351.84</u>
201-5920110	Professional Services	Inv # 38885	31,501.84			
201-5960990	Misc. Contractual Services	Inv # 38886	350.00			
OVERDRIVE, INC.						
201-5970600	Books	Inv # 01018CO17100885	791.93	16500	01/25/18	<u>1,435.74</u>
201-5970600	Books	Inv # 01018CO17099667	90.00			
201-5970600	Books	Inv # 01018CO17085203	253.93			
201-5970600	Books	Inv # 01018CO17085204	241.90			
201-5970600	Books	Inv # 01018MA17085518	9.99			
201-5970610	Audio Materials	Inv # 01018MA17085518	47.99			
RAINBOW BOOK COMPANY						
201-5970600	Books	Inv # 146617	417.86	16501	01/25/18	<u>417.86</u>
RECORDED BOOKS, INC						
201-5970610	Audio Materials	Inv # 75695068	78.97	16502	01/25/18	<u>121.01</u>
201-5970610	Audio Materials	Inv # 75637468	90.78			
201-5970610	Audio Materials	Price Correction - Order # 754164	-48.74			
RIVERSHORE READING STORE						
201-5970100	Office Supplies	Inv # 17-6671	158.00	16503	01/25/18	<u>158.00</u>
ROTARY CLUB OF DES PLAINES						
201-5920220	Membership Dues	Inv # JOHNSON4Q2017	240.00	16504	01/25/18	<u>240.00</u>
S&P GLOBAL MARKET INTELLIGENCE LLC						
201-5970640	Automated Reference Materials	Acct # 91718246	627.00	16505	01/25/18	<u>627.00</u>
SCHARM FLOOR COVERING						
202-5980300	Improvements	Inv # 13739	2,159.20	16506	01/25/18	<u>2,159.20</u>

# Des Plaines Public Library

## Vendor Checks Report

First Midwest Operating

December 2017

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
SCHINDLER ELEVATOR CORPORATION				16507	01/25/18	<u>773.45</u>
201-5930020	R&M Buildings & Structures	Inv # 7152626749	773.45			
SCHOLASTIC INC				16508	01/25/18	<u>111.96</u>
201-5960210	Special Event Programming	Inv # 16093710	111.96			
STEVE KURAS				16509	01/25/18	<u>125.00</u>
201-5960990	Misc. Contractual Services	Inv # 12222017	125.00			
THOMSON REUTERS-WEST				16510	01/25/18	<u>16.67</u>
201-5970640	Automated Reference Materials	Inv # 837362197	16.67			
WORLD BOOK INC				16511	01/25/18	<u>1,998.00</u>
201-5970600	Books	Inv # 0001565683	999.00			
201-5970640	Automated Reference Materials	Inv # 0001565683	999.00			
BAKER & TAYLOR				16512	01/25/18	<u>2,897.63</u>
201-5960990	Misc. Contractual Services	Inv # 2033370729	22.15			
201-5970600	Books	Inv # 2033370728	492.49			
201-5960990	Misc. Contractual Services	Inv # 2033341253	28.15			
201-5970600	Books	Inv # 2033355143	511.08			
201-5960990	Misc. Contractual Services	Inv # 2033355144	24.05			
201-5970600	Books	Inv # 2033344631	658.14			
201-5960990	Misc. Contractual Services	Inv # 2033344632	27.00			
201-5970600	Books	Inv # 2033341252	647.04			
201-5960990	Misc. Contractual Services	Inv # 2033328689	36.60			
201-5970600	Books	Inv # 2033390978	435.63			
201-5960990	Misc. Contractual Services	Inv # 2033390979	15.30			
BAKER & TAYLOR				16513	01/25/18	<u>9,740.34</u>
201-5960990	Misc. Contractual Services	Inv # 2033387929	204.44			
201-5970600	Books	Inv # 2033387929	478.84			
201-5960990	Misc. Contractual Services	Inv # 2033387928	24.40			
201-5970600	Books	Inv # 2033387928	386.77			
201-5960990	Misc. Contractual Services	Inv # 2033387457	0.85			
201-5970600	Books	Inv # 2033387457	9.79			
201-5960990	Misc. Contractual Services	Inv # 2033384030	3.00			
201-5970600	Books	Inv # 2033384030	17.59			
201-5970600	Books	Inv # 2033381928	14.57			
201-5970610	Audio Materials	Inv # 2033381928	434.50			
201-5960990	Misc. Contractual Services	Inv # 2033375921	3.54			
201-5970600	Books	Inv # 2033375921	35.20			
201-5960990	Misc. Contractual Services	Inv # 2033375828	7.30			
201-5970600	Books	Inv # 2033375828	87.68			
201-5960990	Misc. Contractual Services	Inv # 2033370736	59.18			
201-5970600	Books	Inv # 2033370736	93.06			
201-5960990	Misc. Contractual Services	Inv # 2033370735	16.75			
201-5970600	Books	Inv # 2033370735	185.44			
201-5960990	Misc. Contractual Services	Inv # 2033370469	5.35			
201-5970600	Books	Inv # 2033370469	48.31			
201-5960990	Misc. Contractual Services	Inv # 2033367465	8.35			
201-5970600	Books	Inv # 2033367465	121.38			
201-5960990	Misc. Contractual Services	Inv # 2033367366	14.80			
201-5970600	Books	Inv # 2033367366	23.87			

# Des Plaines Public Library

## Vendor Checks Report

First Midwest Operating

December 2017

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
201-5960990	Misc. Contractual Services	Inv # 2033367351	25.41			
201-5970600	Books	Inv # 2033367351	97.04			
201-5960990	Misc. Contractual Services	Inv # 2033367272	20.57			
201-5970600	Books	Inv # 2033367272	75.13			
201-5960990	Misc. Contractual Services	Inv # 2033359715	51.75			
201-5970600	Books	Inv # 2033359715	405.43			
201-5960990	Misc. Contractual Services	Inv # 2033359548	83.05			
201-5970600	Books	Inv # 2033359548	755.68			
201-5960990	Misc. Contractual Services	Inv # 2033355669	84.45			
201-5970600	Books	Inv # 2033355669	754.33			
201-5960990	Misc. Contractual Services	Inv # 2033355090	40.50			
201-5970600	Books	Inv # 2033355090	479.53			
201-5960990	Misc. Contractual Services	Inv # 2033355087	271.69			
201-5970600	Books	Inv # 2033355087	421.37			
201-5960990	Misc. Contractual Services	Inv # 2033351651	193.68			
201-5970600	Books	Inv # 2033351651	359.42			
201-5960990	Misc. Contractual Services	Inv # 2033351225	1.77			
201-5970600	Books	Inv # 2033351225	14.20			
201-5960990	Misc. Contractual Services	Inv # 2033351112	5.77			
201-5970600	Books	Inv # 2033351112	25.78			
201-5960990	Misc. Contractual Services	Inv # 2033351094	26.74			
201-5970600	Books	Inv # 2033351094	344.32			
201-5960990	Misc. Contractual Services	Inv # 2033346698	3.25			
201-5970600	Books	Inv # 2033346698	38.55			
201-5960990	Misc. Contractual Services	Inv # 2033346666	6.48			
201-5970600	Books	Inv # 2033346666	59.59			
201-5960990	Misc. Contractual Services	Inv # 2033340388	2.96			
201-5970600	Books	Inv # 2033340388	9.57			
201-5970600	Books	Inv # 2033328688	831.07			
201-5970610	Audio Materials	Inv # 2033328688	189.75			
201-5960990	Misc. Contractual Services	Inv # 2033323634	32.44			
201-5970600	Books	Inv # 2033323634	367.98			
201-5960990	Misc. Contractual Services	Inv # 2033402541	25.70			
201-5970600	Books	Inv # 2033402541	343.34			
201-5960990	Misc. Contractual Services	Inv # 2033402513	6.90			
201-5970600	Books	Inv # 2033402513	64.56			
201-5960990	Misc. Contractual Services	Inv # 2033401414	14.00			
201-5970600	Books	Inv # 2033401414	265.24			
201-5960990	Misc. Contractual Services	Inv # 2033398999	4.86			
201-5970600	Books	Inv # 2033398999	64.20			
201-5960990	Misc. Contractual Services	Inv # 2033398931	9.00			
201-5970600	Books	Inv # 2033398931	70.51			
201-5960990	Misc. Contractual Services	Inv # 2033398830	1.77			
201-5970600	Books	Inv # 2033398830	14.75			
201-5960990	Misc. Contractual Services	Inv # 2033393135	2.81			
201-5970600	Books	Inv # 2033393135	10.98			
201-5960990	Misc. Contractual Services	Inv # 2033393006	5.77			
201-5970600	Books	Inv # 2033393006	13.74			
201-5960990	Misc. Contractual Services	Inv # 2033392931	20.10			
201-5970600	Books	Inv # 2033392931	366.14			
201-5960990	Misc. Contractual Services	Inv # 2033392923	11.06			
201-5970600	Books	Inv # 2033392923	60.70			
BAKER & TAYLOR				16514	01/25/18	<u>1,328.84</u>
201-5960990	Misc. Contractual Services	Inv # 5014808893	7.70			
201-5970600	Books	Inv # 5014808893	213.66			

# Des Plaines Public Library

## Vendor Checks Report

First Midwest Operating

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Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
201-5970640	Automated Reference Materials	Inv # 5014808893	486.23			
201-5960990	Misc. Contractual Services	Inv # 5014791348	21.00			
201-5970600	Books	Inv # 5014791348	465.90			
201-5970640	Automated Reference Materials	Inv # 5014791348	134.35			
MIDWEST TAPE				16515	01/25/18	<u>23,765.49</u>
201-5970630	Visual Materials	Inv # 95702252	22.48			
201-5970610	Audio Materials	Inv # 95702250	9.99			
201-5970610	Audio Materials	Inv # 95702179	171.97			
201-5960990	Misc. Contractual Services	Inv # 95700222	19.25			
201-5970610	Audio Materials	Inv # 95700222	68.80			
201-5960990	Misc. Contractual Services	Inv # 95698365	32.50			
201-5970630	Visual Materials	Inv # 95698365	196.70			
201-5960990	Misc. Contractual Services	Inv # 95698364	106.45			
201-5970630	Visual Materials	Inv # 95698364	411.45			
201-5970630	Visual Materials	Inv # 95693167	75.98			
201-5970630	Visual Materials	Inv # 95693166	53.98			
201-5970610	Audio Materials	Inv # 95693164	219.96			
201-5960990	Misc. Contractual Services	Inv # 95686091	61.75			
201-5970630	Visual Materials	Inv # 95686091	387.61			
201-5960990	Misc. Contractual Services	Inv # 95686090	303.00			
201-5970630	Visual Materials	Inv # 95686090	1,340.14			
201-5960990	Misc. Contractual Services	Inv # 95685982	3.25			
201-5970630	Visual Materials	Inv # 95685982	23.99			
201-5960990	Misc. Contractual Services	Inv # 95685981	32.70			
201-5970630	Visual Materials	Inv # 95685981	249.65			
201-5960990	Misc. Contractual Services	Inv # 95684810	38.50			
201-5970610	Audio Materials	Inv # 95684810	104.30			
201-5960990	Misc. Contractual Services	Inv # 95683077	15.40			
201-5970610	Audio Materials	Inv # 95683077	48.26			
201-5960990	Misc. Contractual Services	Inv # 95683076	1.85			
201-5970610	Audio Materials	Inv # 95683076	39.99			
201-5960990	Misc. Contractual Services	Inv # 95678300	43.50			
201-5970630	Visual Materials	Inv # 95678300	233.52			
201-5960990	Misc. Contractual Services	Inv # 95677959	26.00			
201-5970630	Visual Materials	Inv # 95677959	134.92			
201-5960990	Misc. Contractual Services	Inv # 95677515	15.40			
201-5970610	Audio Materials	Inv # 95677515	51.86			
201-5960990	Misc. Contractual Services	Inv # 95677514	20.35			
201-5970610	Audio Materials	Inv # 95677514	348.89			
201-5970630	Visual Materials	Inv # 95669134	250.33			
201-5970630	Visual Materials	Inv # 95669133	74.77			
201-5970630	Visual Materials	Inv # 95669132	74.97			
201-5970630	Visual Materials	Inv # 95669131	47.98			
201-5970610	Audio Materials	Inv # 95669129	591.90			
201-5960990	Misc. Contractual Services	Inv # 95665103	497.75			
201-5970630	Visual Materials	Inv # 95665103	2,262.19			
201-5960990	Misc. Contractual Services	Inv # 95662784	55.85			
201-5970630	Visual Materials	Inv # 95662784	411.63			
201-5960990	Misc. Contractual Services	Inv # 95662782	69.80			
201-5970610	Audio Materials	Inv # 95662782	200.22			
201-5960990	Misc. Contractual Services	Inv # 95659171	23.10			
201-5970610	Audio Materials	Inv # 95659171	75.09			
201-5960990	Misc. Contractual Services	Inv # 95659170	40.70			
201-5970610	Audio Materials	Inv # 95659170	773.78			



# Des Plaines Public Library

## Vendor Checks Report

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Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
201-5960990	Misc. Contractual Services	Inv # 95659126	16.65			
201-5970610	Audio Materials	Inv # 95659126	382.91			
201-5960990	Misc. Contractual Services	Inv # 95659125	22.65			
201-5970630	Visual Materials	Inv # 95659125	146.19			
201-5960990	Misc. Contractual Services	Inv # 95659124	6.50			
201-5970630	Visual Materials	Inv # 95659124	35.18			
201-5960990	Misc. Contractual Services	Inv # 95659122	31.55			
201-5970610	Audio Materials	Inv # 95659122	105.67			
201-5970630	Visual Materials	Inv # 95653877	248.90			
201-5970630	Visual Materials	Inv # 95653876	413.86			
201-5970630	Visual Materials	Inv # 95653875	95.95			
201-5970630	Visual Materials	Inv # 95653874	31.98			
201-5970630	Visual Materials	Inv # 95653873	34.46			
201-5970600	Books	Inv # 95653872	17.24			
201-5970610	Audio Materials	Inv # 95653870	195.97			
201-5960990	Misc. Contractual Services	Inv # 95653466	32.50			
201-5970630	Visual Materials	Inv # 95653466	188.90			
201-5960990	Misc. Contractual Services	Inv # 95653465	152.25			
201-5970630	Visual Materials	Inv # 95653465	870.29			
201-5960990	Misc. Contractual Services	Inv # 95642768	122.45			
201-5970630	Visual Materials	Inv # 95642768	718.22			
201-5960990	Misc. Contractual Services	Inv # 95642619	19.25			
201-5970610	Audio Materials	Inv # 95642619	60.40			
201-5960990	Misc. Contractual Services	Inv # 95642618	14.80			
201-5970610	Audio Materials	Inv # 95642618	296.92			
201-5960990	Misc. Contractual Services	Inv # 95641684	108.30			
201-5970610	Audio Materials	Inv # 95641684	339.77			
201-5960990	Misc. Contractual Services	Inv # 95640900	12.50			
201-5970630	Visual Materials	Inv # 95640900	87.97			
201-5960990	Misc. Contractual Services	Inv # 95640559	335.50			
201-5970630	Visual Materials	Inv # 95640559	1,660.30			
201-5960990	Misc. Contractual Services	Inv # 95639048	34.90			
201-5970610	Audio Materials	Inv # 95639048	106.56			
201-5960990	Misc. Contractual Services	Inv # 95639047	27.75			
201-5970610	Audio Materials	Inv # 95639047	546.85			
201-5960990	Misc. Contractual Services	Inv # 95636796	36.50			
201-5970630	Visual Materials	Inv # 95636796	334.93			
201-5960990	Misc. Contractual Services	Inv # 95636795	230.45			
201-5970630	Visual Materials	Inv # 95636795	1,497.91			
201-5970630	Visual Materials	Inv # 95633701	141.95			
201-5970630	Visual Materials	Inv # 95633700	40.38			
201-5970630	Visual Materials	Inv # 95633689	19.48			
201-5970610	Audio Materials	Inv # 95633688	29.97			
201-5970610	Audio Materials	Inv # 95633687	22.49			
201-5970610	Audio Materials	Inv # 95633685	683.89			
201-5960990	Misc. Contractual Services	Inv # 95599481	203.45			
201-5970630	Visual Materials	Inv # 95599481	1,164.18			
201-5960990	Misc. Contractual Services	Inv # 95599481	203.45			
201-5970630	Visual Materials	Inv # 95599481	1,164.18			
201-5960990	Misc. Contractual Services	Inv # 95529523	23.10			
201-5970610	Audio Materials	Inv # 95529523	82.74			
ADAM SELZER				16516	01/26/18	<u>300.00</u>
201-5960210	Special Event Programming	Gangsters of Chicago - 2/10/18	300.00			
ALGONQUIN MIDDLE SCHOOL				16517	01/26/18	<u>60.00</u>

# Des Plaines Public Library

## Vendor Checks Report

First Midwest Operating

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Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
201-5970600	Books	Yearbooks	60.00			
AMERICAN LIBRARY ASSOCIATION				16518	01/26/18	<u>315.00</u>
201-5920220	Membership Dues	ALA Renewal	63.00			
201-5920220	Membership Dues	ALA Renewal	63.00			
201-5920220	Membership Dues	ALA Renewal	63.00			
201-5920220	Membership Dues	ALA Renewal	63.00			
201-5920220	Membership Dues	ALA Renewal	63.00			
BRAINFUUSE INCORPORATED				16519	01/26/18	<u>8,500.00</u>
201-5970640	Automated Reference Materials	Inv # 2007206	8,500.00			
CDW GOVERNMENT				16520	01/26/18	<u>308.00</u>
201-5930010	R&M Equipment	Inv # LDN6845	308.00			
CFRA				16521	01/26/18	<u>5,365.00</u>
201-5970640	Automated Reference Materials	Inv # INV104662	5,365.00			
CHIPPEWA MIDDLE SCHOOL				16522	01/26/18	<u>60.00</u>
201-5970600	Books	Yearbooks	60.00			
EBSCO SUBSCRIPTION SVC				16523	01/26/18	<u>9,450.00</u>
201-5970640	Automated Reference Materials	Inv # 1557750	9,450.00			
FRIENDSHIP JUNIOR HIGH SCHOOL				16524	01/26/18	<u>75.00</u>
201-5970600	Books	Yearbooks	75.00			
GREY HOUSE PUBLISHING				16525	01/26/18	<u>3,795.00</u>
201-5970640	Automated Reference Materials	Inv # 940786	3,795.00			
IROQUOIS COMMUNITY SCHOOL				16526	01/26/18	<u>60.00</u>
201-5970600	Books	Yearbooks	60.00			
LESLIE GODDARD				16527	01/26/18	<u>300.00</u>
201-5960210	Special Event Programming	3/10/18 Program	300.00			
LIBRARIES OF ILLINOIS RISK AGENCY				16528	01/26/18	<u>24,558.00</u>
201-5920990	Property/Liability Insurance	2018 Property/Casualty Program	24,558.00			
LIBRARIESFIRST				16529	01/26/18	<u>500.00</u>
201-5920220	Membership Dues	Inv # 6877	500.00			
LIBRARY IDEAS LLC				16530	01/26/18	<u>2,000.00</u>
201-5970610	Audio Materials	Inv # 59793	2,000.00			
LYNGSOE SYSTEMS, INC				16531	01/26/18	<u>30,742.00</u>
201-5930010	R&M Equipment	Inv # 002484	30,742.00			
MERGENT INCORPORATED				16532	01/26/18	<u>5,000.00</u>
201-5970640	Automated Reference Materials	Inv # 209249	5,000.00			
MORNINGSTAR INCORPORATED				16533	01/26/18	<u>6,406.00</u>

# Des Plaines Public Library

## Vendor Checks Report

First Midwest Operating

December 2017

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
201-5970640	Automated Reference Materials	Subscriber ID 6533993	6,406.00			
NATIONAL ASSOCIATION OF PARLIAMENTARIANS				16534	01/26/18	<u>104.00</u>
201-5920220	Membership Dues	Customer # 188110	104.00			
OUTSOURCE SOLUTIONS GROUP, INC.				16535	01/26/18	<u>35,296.89</u>
201-5920110	Professional Services	Inv # 39392	32,446.89			
201-5960990	Misc. Contractual Services	Inv # 39391	350.00			
201-5980420	Computer Software	Proposal # 23122	2,500.00			
PETRA VAN NUIS				16536	01/26/18	<u>750.00</u>
201-5960210	Special Event Programming	1/21/18 Event	750.00			
PROQUEST LLC				16537	01/26/18	<u>5,330.00</u>
201-5970640	Automated Reference Materials	Inv # 70499645	5,330.00			
RAILS				16538	01/26/18	<u>15,000.00</u>
201-5960990	Misc. Contractual Services	Inv # 4700	15,000.00			
REPUBLIC SERVICES				16539	01/26/18	<u>439.99</u>
201-5930490	Refuse Contract	Inv # 0551-013860376	439.99			
SCHOLASTIC INC				16540	01/26/18	<u>2,700.00</u>
201-5970640	Automated Reference Materials	Inv # 16301452	2,700.00			
THE GSH GROUP CORP				16541	01/26/18	<u>150.00</u>
201-5960210	Special Event Programming	Deposit for 3/8/18 Program - Casino	150.00			
THE GSH GROUP CORP				16542	01/26/18	<u>150.00</u>
201-5960210	Special Event Programming	Remainder of Payment - 3/8/18 Event	150.00			
<b>Check List Total</b>						<u><u>312,833.86</u></u>

# Des Plaines Public Library

## ACH Register

All Bank Accounts

December 1, 2017 - December 31, 2017

Check Number	Check Date	Payee	Amount
<b>Vendor Checks</b>			
50901	12/31/17	BANKCARD SERVICES	12,245.81
50902	12/31/17	IMRF	33,848.94
50903	12/31/17	PRO DATA	858.20
50904	12/31/17	COMCAST CABLE	3,967.75
50905	12/31/17	NICOR GAS	2,075.28
50906	12/31/17	VERIZON WIRELESS	1,127.51
<b>Vendor Check Total</b>			<u>54,123.49</u>
<b>Check List Total</b>			<u><u>54,123.49</u></u>

Check count = 6

**DES PLAINES PUBLIC LIBRARY**  
**CASH FLOW SUMMARY**  
**For the Year Ended December 31, 2017**

	January	February	March	April	May	June	July	August	September	October	November	December
<b>Balance Sheet</b>												
Cash & Investments	\$ 3,384,827	\$ 3,570,605	\$ 5,405,864	\$ 5,117,124	\$ 4,661,027	\$ 4,234,218	\$ 4,953,002	\$ 5,868,702	\$ 5,410,353	\$ 5,060,587	\$ 4,538,108	\$ 4,008,971
<b>Revenue (M-T-D)</b>												
Property Taxes	16,935	710,966	2,381,565	79,429	32,726	31,656	1,169,950	1,572,349	7,424	32,863	-	-
Other Revenue	110,999	11,405	32,093	40,287	11,214	19,153	130,547	13,536	12,152	40,912	12,703	112,237
	127,934	722,371	2,413,658	119,716	43,940	50,810	1,300,497	1,585,885	19,576	73,775	12,703	112,237
<b>Expenses (M-T-D)</b>												
Payroll & Benefits	299,926	298,483	444,081	301,604	303,758	308,482	303,569	417,416	317,877	304,123	350,059	252,806
Other Expense	420,113	194,909	114,566	177,784	181,361	191,372	344,178	156,018	118,468	235,189	189,501	240,617
Change in A/P & AJE's	(77,241)	43,200	19,752	(70,932)	14,917	(22,235)	(66,034)	96,750	41,580	(115,771)	(4,378)	147,950
	642,798	536,593	578,399	408,456	500,037	477,619	581,714	670,184	477,925	423,540	535,182	641,373
Net Increase/(Decrease)	(514,864)	185,779	1,835,259	(288,740)	(456,097)	(426,809)	718,783	915,701	(458,349)	(349,766)	(522,480)	(529,136)