Monthly Financial Report

For the Month Ended February 28, 2019

Prepared by: Lauterbach & Amen, LLP

Monthly Compilation Opinion

PHONE 630,393,1483 • FAX 630,393,2516 www.lauterbachamen.com

March 11, 2019

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 February 28, 2019 and the related modified cash basis statements of revenues and expenditures and changes in fund balance for the one month and the Two 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

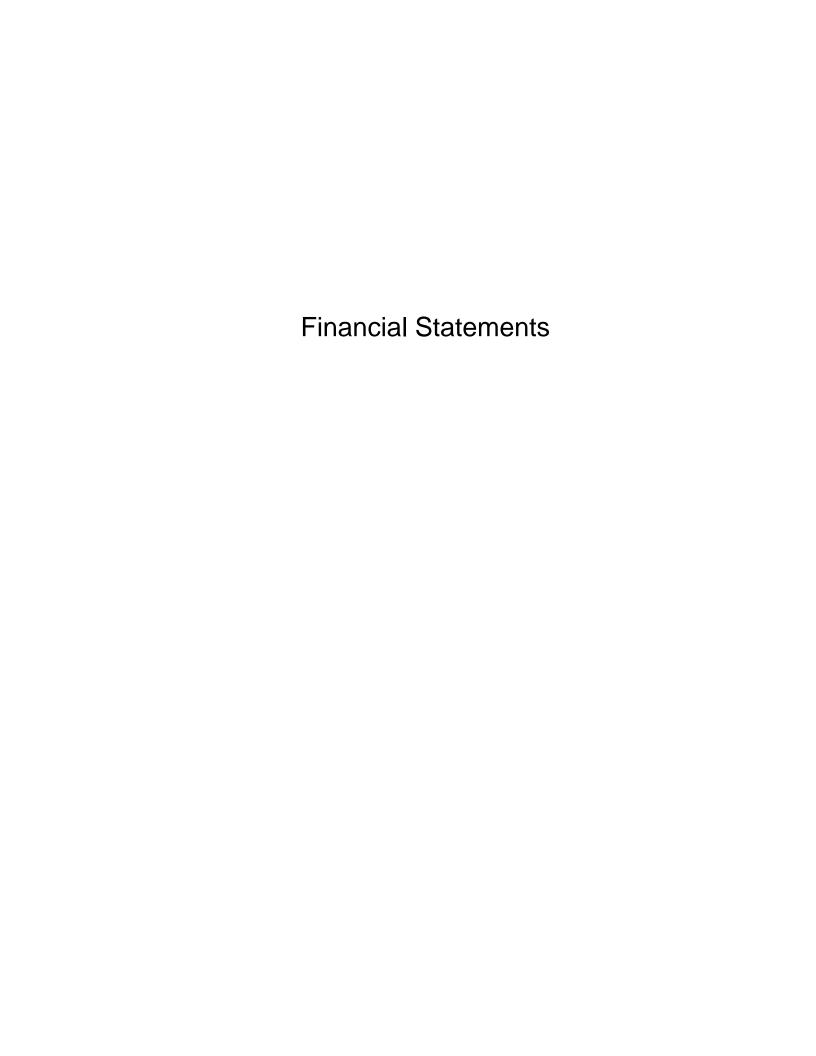
The other supplementary information is presented for purposes of additional analysis and is not a required part of the basic financial statements. This information is the representation of management. The information was subject to our compilation engagement. We have not audited or reviewed the other 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



Governmental Funds Balance Sheet

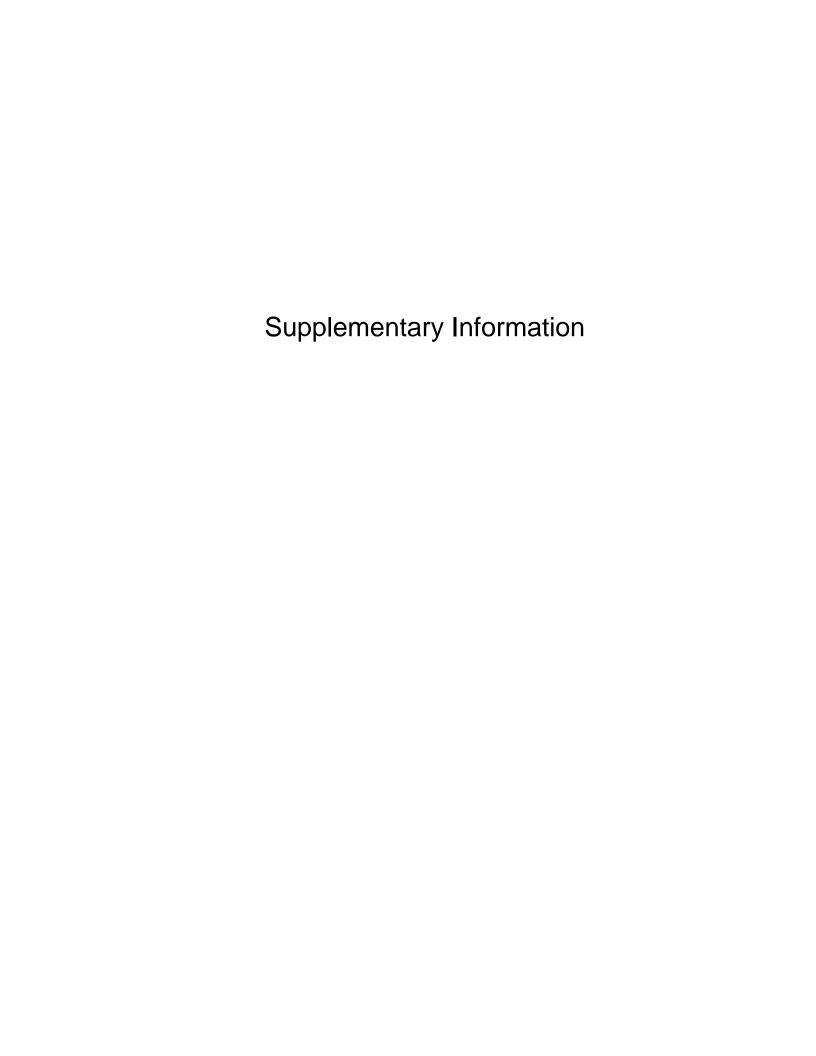
As of February 28, 2019

	Library Fund		Pi	Capital Projects Fund		Total
ASSETS	-					
Cash and Investments	\$	2,575,344.03	\$	1,294,140.26	\$	3,869,484.29
Prepaids Receivables Receivable - Property Taxes		114,929.34 6,077,809.18		0.00		114,929.34 6,077,809.18
Receivable - Grants		-		-		-
Receivable - Miscellaneous		-		-		-
Total Assets	\$	8,768,082.55	\$	1,294,140.26	\$	10,062,222.81
LIABILITIES						
Accounts Payable	\$	167,247.93	\$	6,286.36	\$	173,534.29
Accrued Payroll		-		-		-
Due to other funds		310,297.07		-		310,297.07
Total Liabilities		477,545.00		6,286.36	_	483,831.36
Deferred Inflows of Resources						
Property Taxes		6,069,500.00				6,069,500.00
Total Liabilities and Deferred Inflows of Resources		6,547,045.00		6,286.36		6,553,331.36
FUND BALANCE						
Fund Balance - Unreserved		2,186,286.75		1,287,853.90		3,474,140.65
Fund Balance - Reserved for Prepaids		34,750.80		-		34,750.80
Total Fund Balance		2,221,037.55		1,287,853.90		3,508,891.45
Total Liabilities, Deferred Inflows of Resources and Fund Balance	\$	8,768,082.55	\$	1,294,140.26	<u>\$</u>	10,062,222.81

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

For the 2 Months Ended February 28, 2019

		General	Capital		
		Fund	Impre	ovements Fund	 Total
REVENUES					
Taxes	\$	815,294.74	\$	-	\$ 815,294.74
Intergovernmental		3,000.00		-	3,000.00
Fines & Fees		11,397.43		-	11,397.43
Interest		8,566.91		3,746.85	12,313.76
Miscellaneous		2,366.58		-	2,366.58
Total Revenues		840,625.66		3,746.85	 844,372.51
EXPENDITURES					
Personnel	\$	322,984.76	\$	-	\$ 322,984.76
Operating		429,544.07		-	429,544.07
Library Materails		197,068.06		-	197,068.06
Capital Outlay		13,599.49		18,356.36	31,955.85
Other Expenditures		1,843.26			 1,843.26
Total Expenditures		965,039.64		18,356.36	 983,396.00
Net Change in Fund Balances		(124,413.98)		(14,609.51)	 (139,023.49)
FUND BALANCES					
Beginning of the year		2,345,451.53		1,302,463.41	 3,647,914.94
End of the period	<u>\$</u>	2,221,037.55	\$	1,287,853.90	\$ 3,508,891.45



Treasurer's Report as of February 28, 2019

Institution	<u>Invested</u>
201-1101000 - Petty Cash	500.00
201-1102015 - First Midwest Operating #8100292260 202-1102015 - First Midwest Operating #8100292260	134,311.82 202,950.21 337,262.03
201-1102028 - Cash Library Donations	157,165.13
201-1102079 - IL Funds - 151600222591 202-1102079 - IL Funds - 151600222591	2,283,367.08 1,091,190.05 3,374,557.13
201-1104006 - Investments - Certificates of Deposit	0.00
Total Invested	3,869,484.29

Des Plaines Public Library Balance Sheet as of February 28, 2019

	Beginning <u>Balance</u>	M.T.D. <u>Changes</u>	Ending <u>Balance</u>
Library Fund			
<u>Assets</u>			
1101000 - Petty Cash	500.00	0.00	500.00
1102015 - First Midwest Operating #8100292260	4,720.15	129,591.67	134,311.82
1102028 - Cash Library Donations	156,607.45	557.68	157,165.13
1102079 - IL Funds - 151600222591	2,054,846.13	228,520.95	2,283,367.08
1118000 - Receivable - Property Taxes	6,077,809.18	0.00	6,077,809.18
1119301 - Prepaid Expense	112,450.87	2,478.47	114,929.34
	8,406,933.78	361,148.77	8,768,082.55
Liabilities and Fund Balance Liabilities			
2401000 - Accounts Payable	207,247.21	(39,999.28)	167,247.93
2430707 - Due to Library Comp Abs	310,297.07	0.00	310,297.07
2470000 - Deferred Revenue - Property Tax	6,069,500.00	0.00	6,069,500.00
	6,587,044.28	(39,999.28)	6,547,045.00
Fund Balance			
3720010 - Fund Balance - Reserved for Prepaid Items	34,750.80	0.00	34,750.80
3730000 - Fund Balance - Unreserved	2,310,700.73	0.00	2,310,700.73
	2,345,451.53	0.00	2,345,451.53
Total Liabilities and Fund Balance	<u>8,932,495.81</u>	(39,999.28)	8,892,496.53
Excess Revenues Over Expenses	(525,562.03)	401,148.05	(124,413.98)

Des Plaines Public Library Balance Sheet as of February 28, 2019

	Beginning <u>Balance</u>	M.T.D. <u>Changes</u>	Ending <u>Balance</u>
Capital Projects Fund			
<u>Assets</u>			
1102015 - First Midwest Operating #8100292260	202,950.21	0.00	202,950.21
1102079 - IL Funds - 151600222591	1,089,323.51	1,866.54	1,091,190.05
	1,292,273.72	1,866.54	1,294,140.26
Liabilities and Fund Balance			
<u>Liabilities</u>			
2401000 - Accounts Payable	0.00	6,286.36	6,286.36
	0.00	6,286.36	6,286.36
Fund Balance			
3730000 - Fund Balance - Unreserved	1,302,463.41	0.00	1,302,463.41
Total Liabilities and Fund Balance	1,302,463.41	6,286.36	1,308,749.77
Excess Revenues Over Expenses	(10,189.69)	(4,419.82)	(14,609.51)
Compensated Absences Fund			
<u>Assets</u>			
1120201 - Due From Library	310,297.07	0.00	310,297.07
	310,297.07	0.00	310,297.07
Liabilities and Fund Balance			
<u>Liabilities</u>			
2450035 - Accrued ST-LT Comp Absence	107,930.87	0.00	107,930.87
2490010 - Compensated Absences Payable	202,366.20	0.00	202,366.20
· · · · · · · · · · · · · · · · · · ·	310,297.07	0.00	310,297.07
Fund Balance			
3720010 - Fund Balance - Reserved for Prepaid Items	0.00	0.00	0.00
3730000 - Fund Balance - Unreserved	0.00	0.00	0.00
Total Liabilities and Fund Balance	310,297.07	0.00	310,297.07
Excess Revenues Over Expenses	0.00	0.00	0.00
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Des Plaines Public Library Balance Sheet as of February 28, 2019

	Beginning	M.T.D.	Ending
	<u>Balance</u>	<u>Changes</u>	<u>Balance</u>
Fixed Assets Fund			
<u>Assets</u>			
1203000 - Fixed Assets - Improvements	2,461,912.00	0.00	2,461,912.00
1204201 - Fixed Assets - Library Equipment	1,149,646.00	0.00	1,149,646.00
1204300 - Fixed Assets - Vehicles	24,954.39	0.00	24,954.39
1209900 - Fixed Assets - Accumulated Depreciation	(850,466.00)	0.00	(850,466.00)
	2,786,046.39	0.00	2,786,046.39
<u>Liabilities and Fund Balance</u> <u>Liabilities</u>			
Fund Balance			
3730000 - Fund Balance - Unreserved	2,786,046.39 2,786,046.39	0.00	2,786,046.39 2,786,046.39
Total Liabilities and Net Capital Assets	2,786,046.39	0.00	2,786,046.39
Excess Revenues Over Expenses	0.00	0.00	0.00

Des Plaines Public Library Revenue Report For the 2 Months Ended February 28, 2019

	Received	Received	Budgeted	Uncollected	Prct.
	this Month	this Year	Receipts	Receipts	Collected
Library Fund					
<u>Taxes</u>					
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	0.00	0.00	0.00	0.00
201-4810030 - Property Taxes 2017	0.00	0.00	0.00	0.00	0.00
201-4810031 - Property Taxes 2018	815,294.74	815,294.74	6,100,000.00	5,284,705.26	13.37
	815,294.74	815,294.74	6,100,000.00	5,284,705.26	13.37
Intergovernmental					
201-4810800 - Personal Property Replacement Tax	23,247.00	0.00	92,988.00	92,988.00	0.00
201-4822040 - State Grant - Per Capita	0.00	0.00	73,000.00	73,000.00	0.00
201-4822090 - Grant Revenue	0.00	0.00	0.00	0.00	0.00
201-4822095 - State Grant - Library	0.00	3,000.00	3,000.00	0.00	100.00
	23,247.00	3,000.00	168,988.00	165,988.00	1.78
Fines & Fees					
201-4850101 - Library Fees	502.14	1,215.69	9,000.00	7,784.31	13.51
201-4850102 - Library Fines	2,614.40	5,582.49	50,000.00	44,417.51	11.16
201-4850201 - Copying Fees	2,275.09	4,335.25	25,000.00	20,664.75	17.34
201-4850207 - Non-Res Cards	69.00	69.00	2,000.00	1,931.00	3.45
201-4850208 - Meeting Room Fees	60.00	195.00	2,000.00	1,805.00	9.75
	5,520.63	11,397.43	88,000.00	76,602.57	12.95
Special Programs & Events					
201-4850215 - Special Programs & Events	0.00	0.00	5,000.00	5,000.00	0.00
	0.00	0.00	5,000.00	5,000.00	0.00
<u>Interest</u>					
201-4890010 - Interest Income	3,586.78	8,566.91	70,000.00	61,433.09	12.24
	3,586.78	8,566.91	70,000.00	61,433.09	12.24
Other Revenue					
201-4899900 - Miscellaneous Revenue	236.89	254.73	40,000.00	39,745.27	0.64
201-4899910 - Vending Machine Revenue	115.43	198.59	1,500.00	1,301.41	13.24
201-4899920 - Library Donations	500.00	500.00	5,000.00	4,500.00	10.00
201-4899940 - Friends Book Sale	687.75	1,413.26	0.00	(1,413.26)	0.00
	1,540.07	2,366.58	46,500.00	44,133.42	5.09
Total Library Fund	849,189.22	840,625.66	6,478,488.00	5,637,862.34	12.98

Des Plaines Public Library Revenue Report For the 2 Months Ended February 28, 2019

	Received this Month	Received this Year	Budgeted <u>Receipts</u>	Uncollected Receipts	Prct. Collected
Capital Projects Fund					
<u>Interest</u>					
202-4890010 - Interest Income	1,866.54	3,746.85	100.00	(3,646.85)	3,746.85
	1,866.54	<u>3,746.85</u>	100.00	(3,646.85)	<u>3,746.85</u>
Other Financing Sources					
202-4898902 - Transfer from Library Fund	0.00	0.00	600,000.00	600,000.00	0.00
	0.00	0.00	600,000.00	600,000.00	0.00
Total Capital Projects Fund	1,866.54	3,746.85	600,100.00	596,353.15	0.62
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Total of All Funds	851,055.76	844,372.51	7,078,588.00	6,234,215.49	11.93

Des Plaines Public Library Expense Report For the 2 Months Ended February 28, 2019

	M.T.D.	Y.T.D.	Budgeted	Budgeted	Prct.
	Expended	Expended	<u>Amount</u>	Remain.	Expend.
Library Fund					
Salaries	474 400 04	040 040 04	0.004.700.00	0.004 500 00	40.40
5910100 - Full-time Salaries	171,422.94	243,249.91	2,334,782.00	2,091,532.09	10.42
5910200 - Part-time Salaries	59,683.10	79,734.85	819,513.00	739,778.15	9.73
	231,106.04	322,984.76	3,154,295.00	2,831,310.24	10.24
Benefits .					
5918010 - Unemployment Compensation	0.00	0.00	10,000.00	10,000.00	0.00
5918020 - Employer Contribution - FICA	17,086.53	33,052.62	235,573.00	202,520.38	14.03
5918021 - Employer Contribution - IMRF	17,290.98	33,957.91	243,694.00	209,736.09	13.93
5918040 - Life Insurance Premiums	126.16	252.32	1,840.00	1,587.68	13.71
5918050 - PPO Insurance Premiums	19,902.62	15,739.41	267,710.00	251,970.59	5.88
5918051 - HMO Insurance Premiums	12,360.25	7,534.34	197,656.00	190,121.66	3.81
5918055 - Dental Insurance Premiums	1,272.32	2,544.64	20,250.00	17,705.36	12.57
5918070 - Workers Compensation	0.00	0.00	13,000.00	13,000.00	0.00
octoors Womore Compensation	68,038.86	93,081.24	989,723.00	896,641.76	9.40
Contractual Services					
5920100 - Legal Fees	517.50	517.50	6,000.00	5,482.50	8.63
5920110 - Professional Services	43,190.40	111,594.90	429,394.00	317,799.10	25.99
5920120 - Communication Services	863.06	1,823.03	28,850.00	27,026.97	6.32
5920140 - Integrated Library System	8,246.64	16,493.28	97,100.00	80,606.72	16.99
5920202 - Conferences	40.00	356.84	5,000.00	4,643.16	7.14
5920220 - Membership Dues	455.00	3,774.00	7,000.00	3,226.00	53.91
5920990 - Property/Liability Insurance	0.00	39,571.00	35,000.00	(4,571.00)	113.06
5930010 - R&M Equipment	2,965.95	64,802.27	93,890.00	29,087.73	69.02
5930020 - R&M Buildings & Structures	10,901.41	18,608.61	126,600.00	107,991.39	14.70
5930030 - R&M Vehicles	0.00	0.00	1,000.00	1,000.00	0.00
5930210 - Rental of Equipment	1,396.32	3,531.05	16,120.00	12,588.95	21.90
5930320 - Cleaning/Custodial Services	8,109.00	23,489.00	67,460.00	43,971.00	34.82
5930490 - Refuse Contract	360.00	720.00	4,320.00	3,600.00	16.67
5960040 - Pre-Employment Testing	60.00	60.00	3,000.00	2,940.00	2.00
5960065 - Bank Fees	0.00	0.00	300.00	300.00	0.00
5960070 - Mileage	0.00	0.00	500.00	500.00	0.00
5960210 - Special Event Programming	5,895.96	14,638.26	68,950.00	54,311.74	21.23
5960990 - Misc. Contractual Services	14,635.99	36,483.09	113,780.00	77,296.91	32.06
	97,637.23	336,462.83	1,104,264.00	<u>767,801.17</u>	30.47
Commodities					
5970100 - Supplies	6,471.81	9,273.38	59,000.00	49,726.62	15.72
5970110 - Meals	424.56	451.82	2,000.00	1,548.18	22.59
5970115 - Supplies - Dept/Other	315.37	645.72	6,550.00	5,904.28	9.86
5970170 - Janitorial	0.00	0.00	20,000.00	20,000.00	0.00
5970260 - Postage & Parcel	0.00	0.00	6,800.00	6,800.00	0.00
5970500 - Water Bill	2,129.92	2,129.92	12,000.00	9,870.08	17.75
5970600 - Ebooks/Books	22,746.82 3,441.69	46,784.98 14,525.12	377,200.00	330,415.02	12.40 17.50
5970610 - E-audio/Audio	•	ilation Report	83,000.00	68,474.88	17.50
See Accou	mants Comp	nation Nepoll			

Des Plaines Public Library Expense Report For the 2 Months Ended February 28, 2019

	M.T.D.	Y.T.D.	Budgeted	Budgeted	Prct.
	Expended	Expended	<u>Amount</u>	Remain.	Expend.
5970620 - E-Subscriptions/Subscriptions	891.16	33,021.96	74,630.00	41,608.04	44.25
5970630 - Visual Materials	11,320.25	23,354.92	163,000.00	139,645.08	14.33
5970640 - Databases	253.98	62,094.24	190,000.00	127,905.76	32.68
5970810 - Natural Gas	0.00	4,786.00	25,000.00	20,214.00	19.14
5970850 - Gasoline	0.00	0.00	600.00	600.00	0.00
5970900 - Equipment < \$5,000	0.00	0.00	2,000.00	2,000.00	0.00
	<u>47,995.56</u>	197,068.06	1,021,780.00	824,711.94	19.29
Capital Expenditures					
5980400 - Equipment	0.00	0.00	6,710.00	6,710.00	0.00
5980410 - Computer Hardware	306.87	306.87	7,500.00	7,193.13	4.09
5980420 - Computer Software	1,659.86	9,063.56	34,995.00	25,931.44	25.90
5980600 - Furniture & Fixtures	179.00	4,229.06	2,500.00	(1,729.06)	169.16
	2,145.73	13,599.49	51,705.00	38,105.51_	26.30
Other Funding Activities					
5990900 - Per Capita Grant Expenditures	430.00	430.00	73,000.00	72,570.00	0.59
5990940 - Trans to Library Capital Proj. Fund	0.00	0.00	600,000.00	600,000.00	0.00
5993000 - Contingency Reserve	0.00	0.00	60,000.00	60,000.00	0.00
5999940 - Friends Books Sale	687.75	1,413.26	0.00	(1,413.26)	0.00
	1,117.75	1,843.26	733,000.00	731,156.74	0.25
Total Library Fund Expenditures	448,041.17	965,039.64	7,054,767.00	6,089,727.36	13.68
Capital Projects Fund					
Contractual Services					
Capital Expenditures					
5980300 - Improvements	0.00	0.00	81,000.00	81,000.00	0.00
5980400 - Equipment	814.36	12,884.36	17,000.00	4,115.64	75.79
5980410 - Computer Hardware	0.00	0.00	44,500.00	44,500.00	0.00
5980420 - Computer Software	0.00	0.00	11,000.00	11,000.00	0.00
5980600 - Furniture and Fixtures	5,472.00	5,472.00	18,500.00	13,028.00	29.58
	6,286.36	18,356.36	172,000.00	153,643.64	10.67
Total Capital Projects Fund Expenditures	6,286.36	18,356.36	172,000.00	153,643.64	10.67
Total of All Funds	454,327.53	983,396.00	7,226,767.00	6,243,371.00	13.61