



**MORTON GROVE  
PUBLIC LIBRARY**

**FINANCIAL REPORT**

**January 2024**

**Pam Leffler, Executive Director**

The monthly Financial Report includes the following tables of information:

- General Ledger Trial Balance for previous month
- Account Reconciliation Wintrust Operating Bank Account for previous month
- Check Register for previous month
- Year to Date Income Statement Compared with Budget and Previous Year
- Illinois Public Reserves Investment Management Trust (IPRIME) Master Total Portfolio Report

If a more accessible digital version of this report is required, please contact either the Executive Director at (847) 929-5130 / [pleffler@mgpl.org](mailto:pleffler@mgpl.org) or the Business Manager at (847)929-5121 / [lshell@mgpl.org](mailto:lshell@mgpl.org).

**Morton Grove Public Library**  
**General Ledger Trial Balance**  
**As of Dec 31, 2023**

Filter Criteria includes: 1) Types: Cash. Report order is by ID. Report is printed in Detail Format.

<b>Account ID</b>	<b>Account Description</b>	<b>Current Bal</b>
10-1011	Fifth Third Operating	5,561.29
10-1012	Wintrust Operating	2,198,538.98
10-1015	PMA	97.45
10-1030	Petty Cash	250.00
10-1040	Cash register change	150.00
10-1060	Illinois Funds E-Pay	584.20
10-1061	Illinois Funds	1,034.17
20-1170	Wintrust Special Reserve	<u>45,602.67</u>
	<b>Total:</b>	<b><u><u>2,251,818.76</u></u></b>

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**Morton Grove Public Library**  
**Check Register**  
**For the Period From Dec 1, 2023 to Dec 31, 2023**

Filter Criteria includes: Report order is by Date.

Check #	Date	Payee ID	Payee	Amount
7985	12/4/23	WINTRUSTCC	First National Bank of Omaha	7,318.07
7986	12/5/23	ALEXANDER	Jess Alexander	1.25
7987	12/5/23	CNA.PN	CNA	38.56
7988	12/5/23	COMCAST INTERNET	Comcast Internet	411.48
7989	12/5/23	IMRF-EMPLOYEE	Village of Morton Grove	5,029.07
7990	12/5/23	IMRF-EMPLOYER	Village of Morton Grove	7,398.17
7991	12/5/23	Marlene	Marlene Mark	16.70
7992	12/5/23	MG C/C	Morton Grove Chamber of Commerce	30.00
7993	12/5/23	MG VILLAGE	Village of Morton Grove	50.00
7994	12/5/23	PRINT-XPRESS	Print-Xpress	190.91
7995	12/5/23	ST. MARTHA	St. Martha Church	1,311.00
7996	12/5/23	STEINER	Buckeye Power Sales	890.00
7997	12/5/23	Tamras	Ed Tamras	59.08
7998	12/5/23	TBS	Today's Business Solutions Inc	2,802.12
7999	12/5/23	WIN	Wellness Insurance Network	19,466.50
8000	12/12/23	ANDERSON	Anderson Pest Solutions	70.25
8001	12/12/23	AT&T	AT&T	83.48
8002	12/12/23	BAKER	Baker & Taylor Books	2,258.79
8003	12/12/23	Cengage	Cengage Learning Inc / Gale	95.63
8004	12/12/23	COLLEY	Colley Elevator Co.	226.00
8005	12/12/23	DEMCO	Demco, Inc.	419.61
8006	12/12/23	JERUSALEMLUTH	Jerusalem Lutheran Church and School	84.28
8007	12/12/23	KANOPY	Kanopy, Inc	553.00
8008	12/12/23	LAHN	Rosemary J Lahn	4.75
8009	12/12/23	LIBRARY IDEAS LLC	Library Ideas LLC	49.50
8010	12/12/23	MG VILLAGE	Village of Morton Grove	256.83
8011	12/12/23	MIDWEST TAPE	Midwest Tape LLC	4,381.13
8012	12/12/23	OUTSOURCE SOLUTIO	Outsource Solutions Group, Inc.	1,272.16
8013	12/12/23	OVERDRIVE	OverDrive	637.18
8014	12/12/23	SCHROEDER, C.	Courtney Schroeder	450.00
8015	12/12/23	SCOGGINSW	Wynn Scoggins	55.02
8016	12/12/23	SHOWCASES	Showcases	64.26
8017	12/12/23	STATE INDUSTRIAL	State Chemical Solutions	132.28
8018	12/12/23	TBS	Today's Business Solutions Inc	75.54
8019	12/12/23	TRAVELINGWORLD	Traveling World of Reptiles	425.00
8020	12/12/23	UNIQUE MANAGEMEN	Unique Management Services, Inc.	113.30
8021	12/12/23	WAREHOUSE	Warehouse Direct	201.10
8022	12/12/23	WIEDEMAN, D.	Debbie Wiedeman	25.55
8023	12/19/23	BAKER	Baker & Taylor Books	7,633.19
8024	12/19/23	BELLIVEAU, S.	Steve Belliveau	320.00

**Morton Grove Public Library**  
**Check Register**  
**For the Period From Dec 1, 2023 to Dec 31, 2023**

Filter Criteria includes: Report order is by Date.

Check #	Date	Payee ID	Payee	Amount
8025	12/19/23	BOUGH,E.	Erica Bough	225.00
8026	12/19/23	Cengage	Cengage Learning Inc / Gale	362.08
8027	12/19/23	CNA.PN	CNA	200,304.00
8028	12/19/23	COMCAST	Comcast Phones	769.31
8029	12/19/23	DANCINGCRANES	Dancing Cranes Yoga	130.00
8030	12/19/23	LIBRARIES FIRST	Libraries First	195.00
8031	12/19/23	MCGEEJ	Joan McGee	240.00
8032	12/19/23	MIDWEST TAPE	Midwest Tape LLC	347.08
8033	12/19/23	MILLERD	Debra Miller	375.00
8034	12/19/23	NICOR	Nicor Gas	711.07
8035	12/19/23	NORTHJ	Joy North	200.00
8036	12/19/23	OUTSOURCE SOLUTIO	Outsource Solutions Group, Inc.	7,377.82
8037	12/19/23	PETERSONL	Laurie Petersen	200.00
8038	12/19/23	ROCHEN	Natalie Roche	73.18
8039	12/19/23	SHARPERDOT	Sharper Dot	191.60
8040	12/19/23	SHOWCASES	Showcases	23.81
8041	12/19/23	TENNANT	Francis Tennant LTD	300.00
8042	12/19/23	TMOBILE	TMobile	124.02
8043	12/19/23	V and J	V and J Landscaping and Services, Inc	480.50
8044	12/19/23	WESTLING, D.	David Westling	140.00
<b>Total</b>				<b>277,670.21</b>

Morton Grove Public Library  
Year to Date Income Statement  
Compared with Budget and Last Year  
For the Twelve Months Ending December 31, 2023

		Current Month Actual	Current Year to Date	Annual Budget	Unused	Used %
<b>Revenues</b>						
10-3100	Property Tax Receipts	(1,199,543.28)	(4,340,385.39)	(3,601,951.00)	(738,434.39)	120.50
10-3110	Replacement Tax Receipts	0.00	(140,264.72)	(140,265.00)	0.28	100.00
10-3200	Fines	0.00	(263.24)	(150.00)	(113.24)	175.49
10-3210	Lost Materials Payments	89.03	(201.77)	(500.00)	298.23	40.35
10-3800	Photocopy/Printing	(339.24)	(8,477.22)	(6,000.00)	(2,477.22)	141.29
10-3900	Miscellaneous Income	0.00	(348.12)	(2,000.00)	1,651.88	17.41
10-3920	Grants	0.00	(52,172.36)	(44,686.60)	(7,485.76)	116.75
10-3930	Interest Income	(7.77)	1,052.46	(2,500.00)	3,552.46	(42.10)
10-3940	Book Sales Receipts	(176.68)	(4,761.08)	(2,000.00)	(2,761.08)	238.05
10-3941	Vending Income	0.00	(1,940.56)	(4,000.00)	2,059.44	48.51
10-3950	Donations	(60.00)	(2,995.89)	(1,500.00)	(1,495.89)	199.73
20-3930	Interest Income	(197.20)	(2,259.43)	0.00	(2,259.43)	0.00
	Total Revenues	(1,200,235.14)	(4,553,017.32)	(3,805,552.60)	(747,464.72)	119.64
<b>Expenses</b>						
10-4011	Exempt	40,307.70	564,693.46	658,720.90	(94,027.44)	85.73
10-4021	Non-Exempt	83,677.08	1,058,917.50	1,052,044.17	6,873.33	100.65
10-4040	Unemployment Payment	0.00	5.24	0.00	5.24	0.00
10-4050	Retirement	207,702.17	290,530.91	265,000.00	25,530.91	109.63
10-4060	Health Insurance	16,740.36	197,447.32	248,600.00	(51,152.68)	79.42
10-4065	FSA - EBC fee	37.25	311.01	1,500.00	(1,188.99)	20.73
10-4070	Long Term Disability	0.00	0.00	2,750.00	(2,750.00)	0.00
10-4080	Life Insurance	218.50	2,641.00	0.00	2,641.00	0.00
10-5010	Books - Adult	4,425.47	76,249.33	95,000.00	(18,750.67)	80.26
10-5011	Books - Youth	1,347.05	37,947.20	40,000.00	(2,052.80)	94.87
10-5020	Periodicals	0.00	11,660.12	11,800.00	(139.88)	98.81
10-5030	Audiovisual - Adult	5,036.98	62,948.68	80,000.00	(17,051.32)	78.69
10-5031	Audiovisual - Youth	2,135.22	6,509.66	9,000.00	(2,490.34)	72.33
10-5040	Library of Things	0.00	334.59	500.00	(165.41)	66.92

Morton Grove Public Library  
Year to Date Income Statement  
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For the Twelve Months Ending December 31, 2023

		Current Month Actual	Current Year to Date	Annual Budget	Unused	Used %
10-5050	Microforms/Digitization	0.00	0.00	800.00	(800.00)	0.00
10-5200	Programs - Adult	3,024.98	23,108.62	23,500.00	(391.38)	98.33
10-5201	Programs - Youth	2,641.58	25,374.06	23,500.00	1,874.06	107.97
10-5250	Grants-AgeOptions	814.02	8,617.01	7,500.00	1,117.01	114.89
10-5400	Photocopier Acquis & Maint.	0.00	27,191.56	26,800.00	391.56	101.46
10-6090	Automation	12,122.55	160,728.97	150,000.00	10,728.97	107.15
10-6310	Adult Services Databases	0.00	44,011.69	46,000.00	(1,988.31)	95.68
10-6320	Youth Services Databases	0.00	12,871.50	13,500.00	(628.50)	95.34
10-6330	Staff Support Databases	4,383.50	13,985.70	9,000.00	4,985.70	155.40
10-6350	Web Maint/Improvements	0.00	2,450.00	2,500.00	(50.00)	98.00
10-6360	Cooperative Computer Services	0.00	68,411.79	70,000.00	(1,588.21)	97.73
10-7000	Permits & Applications	50.00	100.00	0.00	100.00	0.00
10-7010	Building Maintenance	2,570.65	70,480.40	80,000.00	(9,519.60)	88.10
10-7020	Construction and Progress	0.00	405,028.90	296,964.00	108,064.90	136.39
10-7030	Equip/Machinery Maintenance	1,116.00	44,170.26	50,000.00	(5,829.74)	88.34
10-7040	Furniture Acquisition	0.00	12,512.43	10,000.00	2,512.43	125.12
10-7060	Utilities	967.90	9,089.18	14,000.00	(4,910.82)	64.92
10-7080	Insurance	0.00	36,251.00	40,000.00	(3,749.00)	90.63
10-7090	Square credit card fees	5.77	144.37	400.00	(255.63)	36.09
10-8000	Library Supplies	2,528.04	27,047.75	35,000.00	(7,952.25)	77.28
10-8005	COVID-19 Supplies	0.00	559.93	0.00	559.93	0.00
10-8010	Telephone	769.31	9,950.96	10,000.00	(49.04)	99.51
10-8020	Postage	0.00	13,662.41	6,500.00	7,162.41	210.19
10-8030	Printing	0.00	24,976.96	28,500.00	(3,523.04)	87.64
10-8035	Promotion & Publicity	0.00	14,063.64	13,000.00	1,063.64	108.18
10-8040	Meals/Recreation/Recognition	496.42	2,205.56	3,500.00	(1,294.44)	63.02
10-8050	Cont. Ed/Meetings	146.98	7,972.71	12,000.00	(4,027.29)	66.44
10-8080	Memberships	215.00	10,762.35	12,000.00	(1,237.65)	89.69
10-8130	Professional Services	2,343.90	57,572.02	50,000.00	7,572.02	115.14
10-8140	Consultant Services	0.00	6,236.25	0.00	6,236.25	0.00
10-8150	Miscellaneous	49.64	811.57	1,500.00	(688.43)	54.10
10-8151	Vending	274.21	2,323.28	5,000.00	(2,676.72)	46.47

Morton Grove Public Library  
Year to Date Income Statement  
Compared with Budget and Last Year  
For the Twelve Months Ending December 31, 2023

		Current Month Actual	Current Year to Date	Annual Budget	Unused	Used %
10-8155	Mileage	156.35	1,995.44	2,500.00	(504.56)	79.82
10-8165	Collection Fees	113.30	1,309.00	1,200.00	109.00	109.08
10-9010	FICA	9,259.36	121,603.14	130,873.53	(9,270.39)	92.92
10-9020	Annual Audit	0.00	15,932.40	10,000.00	5,932.40	159.32
10-9050	Loan Retirement	11,738.90	134,507.22	154,600.00	(20,092.78)	87.00
10-9060	Interest and Fiscal Charges	1,144.19	20,089.86	0.00	20,089.86	0.00
		<hr/>				
	Total Expenses	418,560.33	3,748,305.91	3,805,552.60	(57,246.69)	98.50
		<hr/>				
	<b>Net Income</b>	<b>781,674.81</b>	<b>804,711.41</b>	<b>0.00</b>	<b>804,711.41</b>	<b>0.00</b>
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# Master Total Portfolio Report

Report as of 12/31/2023

PMA Financial Network  
2135 CityGate Lane  
7th Floor  
Naperville, IL 60563  
Phone: 630-657-6400  
Fax: 630-718-8701

## Morton Grove Public Library (80214-102 - Operating Reserves)

Type	Holding ID	Settle Date	Maturity	FDIC #	Instrument	Cost	Par-Val/Mat. Val	Rate
ISC		12/31/2023			ISC Balance	\$97.45	\$97.45	
Sub Totals →						\$97.45	\$97.45	

Totals →						\$97.45	\$97.45	
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Time and Dollar Weighted Average Portfolio Yield: 0.00%

Weighted Average Portfolio Maturity: 0.00 Days

Note: Weighted Yield & Weighted Average Portfolio Maturity are calculated using “Market Value” and are only based on the fixed rate investments.

Portfolio Summary

Type	Allocation (%)	Allocation (\$)	Description
ISC	100.00	\$97.45	ISC Account

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**Cost** is comprised of the total amount you paid for the investment including any fees and commissions.

**Rate** is the average monthly rate for liquid investments or the rate on the last business day of the month for SDA investments or the yield to maturity or yield to worst for fixed term investments.

**Face/Par** is the amount received at maturity for fixed rate investments.

**Market Value** reflects the market value as reported by an independent third-party pricing service. Certificates of Deposit and other assets for which market pricing is not readily available from a third-party pricing service are listed at “Cost”.

**CD** - Certificates of Deposit, **CP** - Commercial Paper, **ISC** - Investment Shares Class, **MMA** - Money Market Account, **SEC** - Government Securities, **TS** - Term Series