



**MORTON GROVE
PUBLIC LIBRARY**

FINANCIAL REPORT

March 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 or the Business Manager at (847)929-5121 / lshell@mgpl.org.

Morton Grove Public Library
General Ledger Trial Balance
As of Feb 29, 2024

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

Account ID	Account Description	Current Bal
10-1011	Fifth Third Operating	18,795.11
10-1012	Wintrust Operating	1,999,206.61
10-1015	PMA	98.05
10-1030	Petty Cash	250.00
10-1040	Cash register change	150.00
10-1060	Illinois Funds E-Pay	589.51
10-1061	Illinois Funds	1,043.26
20-1170	Wintrust Special Reserve	46,021.62
Total:		2,066,154.16

Morton Grove Public Library
Check Register
For the Period From Feb 1, 2024 to Feb 29, 2024

Filter Criteria includes: Report order is by Date.

Check #	Date	Payee ID	Payee	Amount
8152	2/1/24	WINTRUSTCC	First National Bank of Omaha	5,213.39
8153	2/7/24	AMERICANLITHO	American Lithograph	4,444.00
8155	2/7/24	CHRISTMAS, C.	Chris Christmas	70.00
8156	2/7/24	COLLEY	Colley Elevator Co.	226.00
8157	2/7/24	COMCAST	Comcast Phones	416.71
8158	2/7/24	Conserv FS, Inc.	Conserv FS, Inc.	872.25
8159	2/7/24	DEMCO	Demco, Inc.	1,565.11
8160	2/7/24	FASTFORWARD	Fast Forward Libraries LLC	11,600.00
8161	2/7/24	HEINTZELMAN	Cailyn Heintzelman	387.20
8162	2/7/24	KANOPY	Kanopy, Inc	442.00
8163	2/7/24	LINKEDIN	LinkedIn Corporation	4,500.00
8164	2/7/24	Marlene	Marlene Mark	14.20
8165	2/7/24	MIDWEST MECHANICAL	Midwest Mechanical	11,948.39
8166	2/7/24	MIDWEST TAPE	Midwest Tape LLC	3,264.82
8167	2/7/24	STAPLES	Staples Advantage	148.69
8168	2/7/24	STATE INDUSTRIAL	State Chemical Solutions	132.28
8169	2/7/24	Tamras	Ed Tamras	48.34
8170	2/7/24	TIAA BANK	EverBank	7,683.18
8171	2/7/24	UNIBILL	Utica National Insurance Group	5,793.00
8172	2/7/24	WIN	Wellness Insurance Network	22,737.00
8173	2/7/24	WORLD BOOK	World Book, Inc.	1,703.00
8174	2/13/24	BAKER	Baker & Taylor Books	221.28
8175	2/13/24	Cengage	Cengage Learning Inc / Gale	281.51
8176	2/13/24	IMPACT	Impact Networking, LLC	182.29
8177	2/13/24	MG VILLAGE	Village of Morton Grove	239.21
8178	2/13/24	MIDWEST TAPE	Midwest Tape LLC	131.20
8179	2/13/24	OUTSOURCE SOLUTIONS	Outsource Solutions Group, Inc.	2,891.14
8180	2/13/24	OVERDRIVE	OverDrive	481.19
8181	2/13/24	STAPLES	Staples Advantage	130.92
8182	2/13/24	TMOBILE	TMobile	124.02
8183	2/21/24	AT&T	AT&T	120.41
8184	2/21/24	BOUGH,E.	Erica Bough	225.00
8185	2/21/24	Cengage	Cengage Learning Inc / Gale	185.58
8186	2/21/24	CHERIANS	Shawn Cherian	47.55
8187	2/21/24	COMCAST	Comcast Phones	768.40
8188	2/21/24	DANCINGCRANES	Dancing Cranes Yoga	130.00
8189	2/21/24	FLYNNE	Eugene Flynn	240.00
8190	2/21/24	HEINTZELMAN	Cailyn Heintzelman	1,199.68

Morton Grove Public Library
Check Register
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Check #	Date	Payee ID	Payee	Amount
8191	2/21/24	JOHNSON	Johnson Controls Security Solutions	549.71
8192	2/21/24	JOSEPHJ	Julea Joseph	350.00
8193	2/21/24	LIZBERG	Liz Berg Music LLC	375.00
8194	2/21/24	MADDOXS	Susan Maddox	375.00
8195	2/21/24	MATHISENM	Martina Mathisen	300.00
8196	2/21/24	MCGEEJ	Joan McGee	240.00
8197	2/21/24	MIDWEST MECHANICAL	Midwest Mechanical	288.89
8198	2/21/24	MIDWEST TAPE	Midwest Tape LLC	332.10
8199	2/21/24	NICOR	Nicor Gas	945.42
8200	2/21/24	RHYTHMREV	Rhythm Revolution	600.00
8201	2/21/24	STAPLES	Staples Advantage	36.94
8202	2/21/24	UPS	United Parcel Services	17.06
8203	2/27/24	BAKER	Baker & Taylor Books	1,154.44
8204	2/27/24	Cengage	Cengage Learning Inc / Gale	230.36
8205	2/27/24	GARAVENTA	Garaventa USA Inc.	633.75
8206	2/27/24	MACEJAK	Emily Macejak	40.00
8207	2/27/24	Marlene	Marlene Mark	15.88
8208	2/27/24	MG C/C	Morton Grove Chamber of Commerce	150.00
8209	2/27/24	MIDWEST TAPE	Midwest Tape LLC	295.33
8210	2/27/24	OUTSOURCE SOLUTIONS	Outsource Solutions Group, Inc.	7,653.67
8211	2/27/24	PIONEER PRESS	Pioneer Press	71.99
Total				105,464.48

Morton Grove Public Library
Year to Date Income Statement
Compared with Budget and Last Year
For the Two Months Ending February 29, 2024

		Current Month Actual	Current Year to Date	Annual Budget	Unused	Used %
Revenues						
10-3100	Property Tax Receipts	(432,476.28)	(432,476.28)	(3,728,019.00)	3,295,542.72	11.60
10-3110	Replacement Tax Receipts	0.00	0.00	(80,000.00)	80,000.00	0.00
10-3200	Fines	(52.98)	(52.98)	(100.00)	47.02	52.98
10-3210	Lost Materials Payments	(132.15)	(72.16)	(300.00)	227.84	24.05
10-3800	Photocopy/Printing	(1,026.61)	(1,166.98)	(6,000.00)	4,833.02	19.45
10-3900	Miscellaneous Income	(19.26)	(19.26)	(1,000.00)	980.74	1.93
10-3920	Grants	(1,841.55)	(1,841.55)	(44,813.00)	42,971.45	4.11
10-3930	Interest Income	(7.26)	(15.00)	(2,500.00)	2,485.00	0.60
10-3940	Book Sales Receipts	(483.58)	(1,140.42)	(2,500.00)	1,359.58	45.62
10-3941	Vending Income	(1,463.45)	(1,463.45)	(6,000.00)	4,536.55	24.39
10-3950	Donations	(4.41)	(4.41)	(3,000.00)	2,995.59	0.15
20-3930	Interest Income	(196.62)	(418.95)	0.00	(418.95)	0.00
	Total Revenues	(437,704.15)	(438,671.44)	(3,874,232.00)	3,435,560.56	11.32
Expenses						
10-4011	Exempt	57,284.49	100,746.76	492,000.00	(391,253.24)	20.48
10-4021	Non-Exempt	144,097.60	230,295.03	1,246,079.00	(1,015,783.97)	18.48
10-4050	Retirement	0.00	14,120.21	285,500.00	(271,379.79)	4.95
10-4060	Health Insurance	18,930.50	38,571.50	273,600.00	(235,028.50)	14.10
10-4065	FSA - EBC fee	38.00	76.00	1,000.00	(924.00)	7.60
10-4070	Long Term Disability	0.00	0.00	2,750.00	(2,750.00)	0.00
10-4080	Life Insurance	228.00	446.50	0.00	446.50	0.00
10-5010	Books - Adult	4,617.65	15,654.85	95,000.00	(79,345.15)	16.48
10-5011	Books - Youth	1,234.90	2,968.63	40,000.00	(37,031.37)	7.42
10-5020	Periodicals	71.99	71.99	11,800.00	(11,728.01)	0.61
10-5030	Audiovisual - Adult	4,389.74	16,616.65	85,000.00	(68,383.35)	19.55
10-5031	Audiovisual - Youth	1,699.87	3,369.60	8,500.00	(5,130.40)	39.64
10-5040	Library of Things	0.00	0.00	1,000.00	(1,000.00)	0.00

Morton Grove Public Library
Year to Date Income Statement
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For the Two Months Ending February 29, 2024

		Current Month Actual	Current Year to Date	Annual Budget	Unused	Used %
10-5050	Microforms/Digitization	0.00	0.00	850.00	(850.00)	0.00
10-5200	Programs - Adult	1,914.36	5,284.09	24,000.00	(18,715.91)	22.02
10-5201	Programs - Youth	914.11	2,595.99	23,500.00	(20,904.01)	11.05
10-5250	Grants-AgeOptions	1,197.32	1,796.34	7,500.00	(5,703.66)	23.95
10-5400	Photocopier Acquis & Maint.	9,263.32	9,263.32	31,000.00	(21,736.68)	29.88
10-6090	Automation	10,741.45	21,571.95	165,000.00	(143,428.05)	13.07
10-6310	Adult Services Databases	6,203.00	14,231.18	47,000.00	(32,768.82)	30.28
10-6320	Youth Services Databases	0.00	0.00	13,500.00	(13,500.00)	0.00
10-6330	Staff Support Databases	0.00	1,115.00	9,000.00	(7,885.00)	12.39
10-6350	Web Maint/Improvements	0.00	0.00	2,500.00	(2,500.00)	0.00
10-6360	Cooperative Computer Services	0.00	16,796.75	70,000.00	(53,203.25)	24.00
10-7010	Building Maintenance	1,759.00	5,118.35	80,000.00	(74,881.65)	6.40
10-7011	Building Maint-6200 Lincoln	0.00	0.00	270,843.00	(270,843.00)	0.00
10-7020	Construction and Progress	288.89	648.89	0.00	648.89	0.00
10-7030	Equip/Machinery Maintenance	12,724.10	19,039.49	51,500.00	(32,460.51)	36.97
10-7040	Furniture Acquisition	0.00	2,051.80	10,000.00	(7,948.20)	20.52
10-7060	Utilities	1,184.63	1,960.19	13,000.00	(11,039.81)	15.08
10-7061	Utilities - 6200 Lincoln	0.00	0.00	41,500.00	(41,500.00)	0.00
10-7080	Insurance	5,793.00	5,793.00	0.00	5,793.00	0.00
10-7090	Square credit card fees	7.95	32.01	350.00	(317.99)	9.15
10-8000	Library Supplies	2,810.06	4,927.05	35,000.00	(30,072.95)	14.08
10-8010	Telephone	1,185.11	1,953.51	10,500.00	(8,546.49)	18.60
10-8020	Postage	217.06	1,871.04	8,000.00	(6,128.96)	23.39
10-8030	Printing	4,444.00	4,444.00	30,000.00	(25,556.00)	14.81
10-8035	Promotion & Publicity	0.00	5,295.00	13,500.00	(8,205.00)	39.22
10-8040	Meals/Recreation/Recognition	0.00	86.42	3,500.00	(3,413.58)	2.47
10-8050	Cont. Ed/Meetings	2,338.08	2,455.06	12,000.00	(9,544.94)	20.46
10-8080	Memberships	273.00	537.02	12,000.00	(11,462.98)	4.48
10-8130	Professional Services	15,088.15	22,750.85	35,000.00	(12,249.15)	65.00
10-8140	Consultant Services	0.00	2,830.00	0.00	2,830.00	0.00
10-8150	Miscellaneous	49.64	99.28	1,500.00	(1,400.72)	6.62

Morton Grove Public Library
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For the Two Months Ending February 29, 2024

		Current Month Actual	Current Year to Date	Annual Budget	Unused	Used %
10-8151	Vending	535.27	809.48	6,000.00	(5,190.52)	13.49
10-8155	Mileage	125.97	252.80	3,000.00	(2,747.20)	8.43
10-8165	Collection Fees	0.00	113.30	1,360.00	(1,246.70)	8.33
10-9010	FICA	15,153.88	24,798.05	130,000.00	(105,201.95)	19.08
10-9020	Annual Audit	0.00	0.00	15,000.00	(15,000.00)	0.00
10-9050	Loan Retirement	11,382.82	22,765.62	154,600.00	(131,834.38)	14.73
10-9060	Interest and Fiscal Charges	1,500.27	3,000.56	0.00	3,000.56	0.00
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	Total Expenses	339,687.18	629,225.11	3,874,232.00	(3,245,006.89)	16.24
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	Net Income	98,016.97	(190,553.67)	0.00	(190,553.67)	0.00
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Master Total Portfolio Report

Report as of 2/29/2024

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		02/29/2024			ISC Balance	\$98.05	\$98.05	
Sub Totals →						\$98.05	\$98.05	

Totals →						\$98.05	\$98.05	
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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	\$98.05	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