



**MORTON GROVE  
PUBLIC LIBRARY**

**FINANCIAL REPORT**

**April 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 Mar 31, 2024**

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	18,912.02
10-1012	Wintrust Operating	3,261,041.54
10-1015	PMA	98.36
10-1030	Petty Cash	250.00
10-1040	Cash register change	150.00
10-1060	Illinois Funds E-Pay	592.25
10-1061	Illinois Funds	1,047.99
20-1170	Wintrust Special Reserve	46,219.19
<b>Total:</b>		<b><u>3,328,311.35</u></b>

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# Morton Grove Public Library

## Check Register

For the Period From Mar 1, 2024 to Mar 31, 2024

Filter Criteria includes: Report order is by Date.

Check #	Date	Payee ID	Payee	Amount
8212	3/5/24	WINTRUSTCC	First National Bank of Omaha	6,404.22
8213	3/5/24	ALEXANDER	Jess Alexander	12.60
8214	3/5/24	AT&T MOBILITY	AT&T MOBILITY	83.48
8215	3/5/24	BAKER	Baker & Taylor Books	1,865.53
8216	3/5/24	BUSINESS CARDS ETC	Business Cards Etc	245.00
8217	3/5/24	Cengage	Cengage Learning Inc / Gale	107.98
8218	3/5/24	CNA.PN	CNA	42.18
8219	3/5/24	COLLEY	Colley Elevator Co.	226.00
8220	3/5/24	IMRF-EMPLOYEE	Village of Morton Grove	5,575.43
8221	3/5/24	IMRF-EMPLOYER	Village of Morton Grove	6,975.17
8222	3/5/24	LACONI	LACONI Inc.	150.00
8223	3/5/24	LAUTERBACH	Lauterbach & Amen, LLP	910.00
8224	3/5/24	MIDWEST TAPE	Midwest Tape LLC	362.20
8225	3/5/24	MISSION	MissionSquare	170.00
8226	3/5/24	QUINNMA	Mary Anne Quinn	14.99
8227	3/5/24	SIKICH-ACCOUNTING	Sikich LLP	3,380.00
8228	3/5/24	ST. MARTHA	St. Martha Church	1,311.00
8229	3/5/24	STATE INDUSTRIAL	State Chemical Solutions	326.34
8230	3/5/24	Tamras	Ed Tamras	68.25
8231	3/5/24	VERIFIED FIRST	Verified First	37.40
8232	3/5/24	WAREHOUSE	Warehouse Direct	1,095.15
8233	3/5/24	WEPALIBROS	Wepa Libros	99.93
8234	3/5/24	WIEDEMAN, D.	Debbie Wiedeman	31.22
8235	3/5/24	WIN	Wellness Insurance Network	22,737.00
8236	3/6/24	IMRF-EMPLOYEE	Village of Morton Grove	406.60
8237	3/6/24	DONAHUEC	Colleen Donahue	10.39
8238	3/12/24	ANDERSON	Anderson Pest Solutions	70.25
8239	3/12/24	BAKER	Baker & Taylor Books	1,007.94
8240	3/12/24	BELLIVEAU, S.	Steve Belliveau	350.00
8242	3/12/24	CHRISTMAS, C.	Chris Christmas	70.00
8243	3/12/24	COMCAST INTERNET	Comcast Internet	475.80
8244	3/12/24	DEMCO	Demco, Inc.	144.61
8245	3/12/24	GRAPHIC	Graphic Sciences, Inc.	355.69
8246	3/12/24	GREATAMERICA	Great America Financial Services	1,834.18
8247	3/12/24	LIBRARY IDEAS LLC	Library Ideas LLC	263.85
8248	3/12/24	MIDWEST TAPE	Midwest Tape LLC	595.23
8249	3/12/24	STAPLES	Staples Advantage	68.92
8250	3/12/24	STATE INDUSTRIAL	State Chemical Solutions	132.28
8251	3/12/24	TBS	Today's Business Solutions Inc	45.36
8252	3/12/24	UNIQUE MANAGEMEN	Unique Management Services, Inc.	113.30
8253	3/12/24	USPS	United States Postal Service	1,076.42
8254	3/19/24	ALLAMERICAN	All American Exterior Solutions	3,125.00
8255	3/19/24	ANDERSON LOCK	Anderson Lock	256.86
8256	3/19/24	AT&T MOBILITY	AT&T MOBILITY	166.96
8257	3/19/24	BAKER	Baker & Taylor Books	2,170.02
8258	3/19/24	Cengage	Cengage Learning Inc / Gale	360.48
8259	3/19/24	COMCAST	Comcast Phones	768.40
8260	3/19/24	EBSCO	EBSCO Information Services	7,286.00
8261	3/19/24	HARISSIS	Stavroula Harissis	295.00
8262	3/19/24	HARRISL	Lori Harris	125.00
8263	3/19/24	IMPACT	Impact Networking, LLC	727.77
8264	3/19/24	KANOPY	Kanopy, Inc	456.00
8265	3/19/24	KOREA TIMES	The Korea Times	330.00

# Morton Grove Public Library

## Check Register

For the Period From Mar 1, 2024 to Mar 31, 2024

Filter Criteria includes: Report order is by Date.

Check #	Date	Payee ID	Payee	Amount
8266	3/19/24	LEFFLER, P.	Pamela Leffler	43.55
8267	3/19/24	MANGO	Mango Languages	4,191.89
8268	3/19/24	MCGEEJ	Joan McGee	240.00
8269	3/19/24	MIDWEST TAPE	Midwest Tape LLC	3,565.63
8270	3/19/24	NICOR	Nicor Gas	608.48
8271	3/19/24	OUTSOURCE SOLUTIC	Outsource Solutions Group, Inc.	7,653.67
8272	3/19/24	UPS	United Parcel Services	18.85
8273	3/26/24	AMERICANLITHO	American Lithograph	4,444.00
8274	3/26/24	AT&T	AT&T	120.41
8275	3/26/24	BAKER	Baker & Taylor Books	2,560.43
8276	3/26/24	BOUGH,E.	Erica Bough	225.00
8277	3/26/24	Cengage	Cengage Learning Inc / Gale	121.90
8278	3/26/24	DANCINGCRANES	Dancing Cranes Yoga	65.00
8279	3/26/24	INDUSTRIAL APPRAIS	Industrial Appraisal Co.	520.00
8280	3/26/24	LIBRARY IDEAS LLC	Library Ideas LLC	43.96
8281	3/26/24	MIDWEST TAPE	Midwest Tape LLC	609.28
8282	3/26/24	PUZZO	Laima Puzzo	15.00
8283	3/26/24	SAIRB	Beth C. Sair	200.00
8284	3/26/24	SHOWCASES	Showcases	2,054.30
8285	3/26/24	STAPLES	Staples Advantage	70.73
8286	3/26/24	Tamras	Ed Tamras	364.01
8287	3/26/24	TMOBILE	TMobile	123.08
8288	3/26/24	TRAVELERS	TRAVELERS	2,009.00
8289	3/26/24	V and J	V and J Landscaping and Services, Inc	365.00
<b>Total</b>				<b>105,552.55</b>

Morton Grove Public Library  
Year to Date Income Statement  
Compared with Budget and Last Year  
For the Three Months Ending March 31, 2024

		Current Month Actual	Current Year to Date	Annual Budget	Unused	Used %
<b>Revenues</b>						
10-3100	Property Tax Receipts	(1,430,044.70)	(1,862,520.98)	(3,728,019.00)	1,865,498.02	49.96
10-3110	Replacement Tax Receipts	(88,011.29)	(88,011.29)	(80,000.00)	(8,011.29)	110.01
10-3200	Fines	0.00	(52.98)	(100.00)	47.02	52.98
10-3210	Lost Materials Payments	14.99	(57.17)	(300.00)	242.83	19.06
10-3800	Photocopy/Printing	(126.55)	(1,293.53)	(6,000.00)	4,706.47	21.56
10-3900	Miscellaneous Income	0.00	(19.26)	(1,000.00)	980.74	1.93
10-3920	Grants	0.00	(1,841.55)	(44,813.00)	42,971.45	4.11
10-3930	Interest Income	(7.78)	(22.78)	(2,500.00)	2,477.22	0.91
10-3940	Book Sales Receipts	(382.26)	(1,522.68)	(2,500.00)	977.32	60.91
10-3941	Vending Income	0.00	(1,463.45)	(6,000.00)	4,536.55	24.39
10-3950	Donations	0.00	(4.41)	(3,000.00)	2,995.59	0.15
20-3930	Interest Income	(197.57)	(616.52)	0.00	(616.52)	0.00
	Total Revenues	(1,518,755.16)	(1,957,426.60)	(3,874,232.00)	1,916,805.40	50.52
<b>Expenses</b>						
10-4011	Exempt	38,807.74	139,554.50	492,000.00	(352,445.50)	28.36
10-4021	Non-Exempt	95,251.46	325,546.49	1,246,079.00	(920,532.51)	26.13
10-4050	Retirement	6,975.17	21,095.38	285,500.00	(264,404.62)	7.39
10-4060	Health Insurance	19,883.50	58,455.00	273,600.00	(215,145.00)	21.37
10-4065	FSA - EBC fee	38.00	114.00	1,000.00	(886.00)	11.40
10-4070	Long Term Disability	0.00	0.00	2,750.00	(2,750.00)	0.00
10-4080	Life Insurance	228.00	674.50	0.00	674.50	0.00
10-5010	Books - Adult	4,704.10	20,358.95	95,000.00	(74,641.05)	21.43
10-5011	Books - Youth	3,441.75	6,410.38	40,000.00	(33,589.62)	16.03
10-5020	Periodicals	344.99	416.98	11,800.00	(11,383.02)	3.53
10-5030	Audiovisual - Adult	5,563.94	22,180.59	85,000.00	(62,819.41)	26.09
10-5031	Audiovisual - Youth	457.31	3,826.91	8,500.00	(4,673.09)	45.02
10-5040	Library of Things	141.37	141.37	1,000.00	(858.63)	14.14

Morton Grove Public Library  
Year to Date Income Statement  
Compared with Budget and Last Year  
For the Three Months Ending March 31, 2024

		Current Month Actual	Current Year to Date	Annual Budget	Unused	Used %
10-5050	Microforms/Digitization	355.69	355.69	850.00	(494.31)	41.85
10-5200	Programs - Adult	1,335.52	6,619.61	24,000.00	(17,380.39)	27.58
10-5201	Programs - Youth	2,086.29	4,682.28	23,500.00	(18,817.72)	19.92
10-5250	Grants-AgeOptions	428.08	2,224.42	7,500.00	(5,275.58)	29.66
10-5400	Photocopier Acquis & Maint.	1,834.18	11,097.50	31,000.00	(19,902.50)	35.80
10-6090	Automation	9,332.24	30,904.19	165,000.00	(134,095.81)	18.73
10-6310	Adult Services Databases	11,477.89	25,709.07	47,000.00	(21,290.93)	54.70
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	4,410.52	9,528.87	80,000.00	(70,471.13)	11.91
10-7011	Building Maint-6200 Lincoln	0.00	0.00	270,843.00	(270,843.00)	0.00
10-7020	Construction and Progress	3,125.00	3,773.89	0.00	3,773.89	0.00
10-7030	Equip/Machinery Maintenance	482.86	19,522.35	51,500.00	(31,977.65)	37.91
10-7040	Furniture Acquisition	0.00	2,051.80	10,000.00	(7,948.20)	20.52
10-7060	Utilities	608.48	2,568.67	13,000.00	(10,431.33)	19.76
10-7061	Utilities - 6200 Lincoln	0.00	0.00	41,500.00	(41,500.00)	0.00
10-7080	Insurance	2,009.00	7,802.00	0.00	7,802.00	0.00
10-7090	Square credit card fees	15.73	47.74	350.00	(302.26)	13.64
10-8000	Library Supplies	4,223.83	9,150.88	35,000.00	(25,849.12)	26.15
10-8010	Telephone	851.88	2,805.39	10,500.00	(7,694.61)	26.72
10-8020	Postage	1,095.27	2,966.31	8,000.00	(5,033.69)	37.08
10-8030	Printing	4,444.00	8,888.00	30,000.00	(21,112.00)	29.63
10-8035	Promotion & Publicity	245.00	5,540.00	13,500.00	(7,960.00)	41.04
10-8040	Meals/Recreation/Recognition	250.73	337.15	3,500.00	(3,162.85)	9.63
10-8050	Cont. Ed/Meetings	109.99	2,565.05	12,000.00	(9,434.95)	21.38
10-8080	Memberships	150.00	687.02	12,000.00	(11,312.98)	5.73
10-8130	Professional Services	2,546.50	25,297.35	35,000.00	(9,702.65)	72.28
10-8140	Consultant Services	910.00	3,740.00	0.00	3,740.00	0.00
10-8150	Miscellaneous	49.96	149.24	1,500.00	(1,350.76)	9.95

Morton Grove Public Library  
Year to Date Income Statement  
Compared with Budget and Last Year  
For the Three Months Ending March 31, 2024

		Current Month Actual	Current Year to Date	Annual Budget	Unused	Used %
10-8151	Vending	361.44	1,170.92	6,000.00	(4,829.08)	19.52
10-8155	Mileage	143.02	395.82	3,000.00	(2,604.18)	13.19
10-8165	Collection Fees	113.30	226.60	1,360.00	(1,133.40)	16.66
10-9010	FICA	10,078.29	34,876.34	130,000.00	(95,123.66)	26.83
10-9020	Annual Audit	3,380.00	3,380.00	15,000.00	(11,620.00)	22.53
10-9050	Loan Retirement	11,509.42	34,275.04	154,600.00	(120,324.96)	22.17
10-9060	Interest and Fiscal Charges	1,373.67	4,374.23	0.00	4,374.23	0.00
	Total Expenses	255,175.11	884,400.22	3,874,232.00	(2,989,831.78)	22.83
	Net Income	1,263,580.05	1,073,026.38	0.00	1,073,026.38	0.00



# Master Total Portfolio Report

Report as of 3/31/2024

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		03/31/2024			ISC Balance	\$98.36	\$98.36	
Sub Totals →						\$98.36	\$98.36	

Totals →						\$98.36	\$98.36	
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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	\$98.36	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