

# Management Report

North Riverside Public Library District  
For the period ended May 31, 2019



Prepared on

June 12, 2019

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# Profit and Loss

July 2018 - May 2019

	Total
<b>INCOME</b>	
6903-01 Fines & Fees	10,357.72
6904-01 Donations	6,347.03
6905-01 Grants	46,230.00
6920-01 Unrealized Income-Annuities	13,504.00
Billable Expense Income	0.00
Interest	
6906-01 Interest Earned	3,116.68
6907-02 Interest Income Bond Fund	4,521.01
<b>Total Interest</b>	<b>7,637.69</b>
Property Taxes	1,185.30
6901-01 Property Tax	868,139.77
6901-04 Tax Revenue-Audit Fund	6,827.66
6901-05 Tax Revenue-Liability Ins	4,201.34
6901-06 Tax Revenue-Unemploy Ins	1,575.00
6901-07 Tax Revenue-Bldg Fund	44,385.34
6901-08 Tax Revenue-SS	33,354.33
6901-12 Property Tax - IMRF Fund	12,080.37
<b>Total Property Taxes</b>	<b>971,749.11</b>
<b>Total Income</b>	<b>1,055,825.55</b>
<b>GROSS PROFIT</b>	<b>1,055,825.55</b>
<b>EXPENSES</b>	
8360-01 Grants	15,811.52
8360-01 Petty Cash	18,435.21
8365-07 Building Promo	1,871.29
Advertising & Marketing	
8365-01 Library Promotion	2,742.75
8370-01 Postage	2,413.37
8375-01 Public Relations	2,522.27
8404-01 Public Information	1,709.64
8410-01 Printing	9,265.00
<b>Total Advertising &amp; Marketing</b>	<b>18,653.03</b>
Bank Charges & Fees	
8396-01 Bank Charges & Fees	335.38
<b>Total Bank Charges &amp; Fees</b>	<b>335.38</b>
Benefits	
7600-05 Health Insurance	26,332.90
7650-09 IMRF Pension	18,335.33
7670-01 Taxes-Fica Expense	30,300.74
7670-08 Social Security/Mcare	2,660.34
<b>Total Benefits</b>	<b>77,629.31</b>
Building Expense	

	Total
8306-07 Building Supplies	21,678.61
8308-07 Service Contracts	51,935.35
8315-07 Fees & Permits	2,007.00
8320-07 Building & Grounds	1,248.86
8335-07 Bulding Repairs	40,225.71
<b>Total Building Expense</b>	<b>117,095.53</b>
Computers/Technology	
8171-01 Tech Service	9,709.80
8172-01 Computer Equipment	1,467.10
8175-01 MLS Computer Fund	18,532.00
8180-01 Software	1,061.21
8190-01 Website	462.53
8195-01 Email	35.25
<b>Total Computers/Technology</b>	<b>31,267.89</b>
Insurance	
7660-06 Unemployment Insurance	2,182.39
8460-05 Liability Insurance	15,753.00
<b>Total Insurance</b>	<b>17,935.39</b>
Interest Paid	
8600-01 Bond Interest	3,810.01
<b>Total Interest Paid</b>	<b>3,810.01</b>
Legal & Professional Services	
8400-01 Accounting	13,100.00
8401-04 Audit	9,500.00
8402-01 Legal Fees	3,099.38
8405-01 Appraisal	80.00
8406-01 Collection Agency	125.30
8430-01 Payroll Expenses	8,018.10
8435-01 Background Checks	-69.00
<b>Total Legal &amp; Professional Services</b>	<b>33,853.78</b>
Library Materials	
8090-01 Books on CD - Adult	1,310.92
8091-01 Books on CD - Children	480.69
8096-01 Music CD - Adult	411.37
8097-01 Music CD - Children	925.31
8103-01 Foreign Lang. Books	4,765.53
8104-01 Adult Fiction	13,374.61
8105-01 Adult Non-Fiction	9,067.58
8106-01 Children Fiction / Non-Fiction	17,538.55
8107-01 Young Adult Fiction/Non-Fiction	16.53
8108-01 eBooks	4,720.81
8115-01 Adult Large Print	1,528.43
8120-01 Newspapers	3,618.96
8130-01 Databases	7,532.50

	<b>Total</b>
8140-01 Adult Periodicals	926.35
8141-01 Children/YA Periodicals	483.74
8160-01 Adult DVDs - Fiction	4,160.28
8161-01 Adult DVDs - Non-fiction	776.07
8162-01 Children DVDs	1,760.43
8163-01 YA DVDs	1,318.39
8166-01 Games	1,774.11
8399-01 ILL Loss/Damage	124.50
<b>Total Library Materials</b>	<b>76,615.66</b>
Office Supplies & Software	
8202-01 Office Supplies	15,154.03
<b>Total Office Supplies &amp; Software</b>	<b>15,154.03</b>
Programs & Strategic Initiatives	
8150-01 Children's Programs	2,001.21
8152-01 Children's Summer Reading Program	5,061.49
8153-01 Young Adult Programs	629.85
8155-01 Adult Programs	4,079.84
8157-01 Senior Programs	2,500.09
8158-01 Strategic Initiatives	1,543.70
<b>Total Programs &amp; Strategic Initiatives</b>	<b>15,816.18</b>
Salaries	
7504-01 Library Clerks	141,217.97
7507-01 Library Pages	24,408.59
7508-01 Administrators	268,600.11
8330-01 Casual Labor	600.00
<b>Total Salaries</b>	<b>434,826.67</b>
Travel & Training	
7800-01 Staff Training	2,684.33
8342-01 Lodging, Meals, Mileage	1,672.43
8355-01 Memberships	1,899.17
<b>Total Travel &amp; Training</b>	<b>6,255.93</b>
Utilities	
8301-01 Utilities	1,073.52
8301-07 Telephone	12,748.68
8302-07 Electricity	25,861.51
8303-07 Natural Gas	5,864.07
8304-07 Water/Garbage	1,797.90
<b>Total Utilities</b>	<b>47,345.68</b>
<b>Total Expenses</b>	<b>932,712.49</b>
<b>NET OPERATING INCOME</b>	<b>123,113.06</b>
<b>OTHER EXPENSES</b>	
Other Miscellaneous Expense	
8395-01 Miscellaneous Expense	653.63
<b>Total Other Miscellaneous Expense</b>	<b>653.63</b>

	Total
Total Other Expenses	653.63
NET OTHER INCOME	-653.63
NET INCOME	\$122,459.43

# Balance Sheet

As of May 31, 2019

	Total
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Bank Accounts</b>	
1501-01 First American Checking (5001)	12,326.15
1502-01 1st American Bank Donation A/C	15,000.00
<b>Total 1501-01 First American Checking (5001)</b>	<b>27,326.15</b>
1505-07 Chase Bank	7,747.55
1509-07 Cash - IPTIP IL Funds	92,634.26
1512-02 Kadlec Annuity #71797	53,018.00
1515-01 BMO Harris	290.37
eSPIRIT Checking (7115)	0.00
First American MM (5015)	55,877.92
1500-04 Cash-Audit Fund	14,556.56
1500-05 Cash-Liability Insurance Fund	96,749.01
1500-06 Cash-Unemployment Ins Fund	3,950.12
1500-07 Cash-Building Fund	-27,790.39
1500-08 Cash-Social Security Fund	17,393.16
1500-09 Cash-Pension Fund	25,205.00
1500-10 Cash-Debt Service Fund	0.00
1500-11 Equipment Fund	0.00
1500-12 Cash - IMRF Fund	3,184.00
1500-13 Capital Projects	15,000.00
1511-01 Invest/Savings 1st American Bank	477,522.72
<b>Total First American MM (5015)</b>	<b>681,648.10</b>
<b>Total Bank Accounts</b>	<b>862,664.43</b>
<b>Accounts Receivable</b>	
2000-01 RE Taxes Receivable-Corp	428,377.88
2000-04 Taxes Receivable-Audit	3,364.48
2000-05 Taxes Receivable-Insurance	2,070.30
2000-06 Taxes Receivable-Liab Insur	776.12
2000-07 Taxes Recievable-Bldg Fund	21,871.74
2000-08 Taxes Receivable-SS Fund	16,436.01
2000-09 Taxes Receivable-Pension Fund	5,952.83
<b>Total Accounts Receivable</b>	<b>478,849.36</b>
<b>Other Current Assets</b>	
1500-01 Kadlec Annuity	233,152.00
1500-02 Kadlect Annuity #19563	109,636.00
1500-03 Kadlec Annuity #37743	431,108.00
2200-01 Due to/from Special Accounts	0.00
2200-07 Due to/from Building Fund	0.00
<b>Total Other Current Assets</b>	<b>773,896.00</b>
<b>Total Current Assets</b>	<b>2,115,409.79</b>

	<b>Total</b>
<b>TOTAL ASSETS</b>	<b>\$2,115,409.79</b>
<b>LIABILITIES AND EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
<b>Accounts Payable</b>	
4100-01 Accounts Payable	19,910.04
4100-05 Accounts Payable Liability Fund	0.00
4100-06 Accounts Payable Unemployment Fund	179.83
4100-07 Accounts Payable Building Fund	3,007.09
4100-09 Accounts Payable Pension Fund	8,467.24
<b>Total Accounts Payable</b>	<b>31,564.20</b>
<b>Other Current Liabilities</b>	
4200-01 Accrued Wages	8,451.88
4220-01 Federal Withholding	0.00
4240-01 State Withholding	0.00
4250-01 FICA Withholding	0.00
4265-01 Cafeteria Plan	2,904.18
4300-01 Deferred Tax Rev - Corp FD	428,377.06
4300-04 Deferred Tax Rev - Audit Fund	3,364.48
4300-05 Deferred Tax Rev Liability Fund	2,070.30
4300-06 Deferred Tax Rev Unemployment	776.12
4300-07 Deferred Tax Rev Building Fund	21,871.74
4300-08 Deferred Tax Rev SS	16,436.01
4300-09 Deferred Tax Rev Pension	5,952.83
<b>Total Other Current Liabilities</b>	<b>490,204.60</b>
<b>Total Current Liabilities</b>	<b>521,768.80</b>
<b>Long-Term Liabilities</b>	
8701-02 Debt Certificate Principle	-30,605.20
<b>Total Long-Term Liabilities</b>	<b>-30,605.20</b>
<b>Total Liabilities</b>	<b>491,163.60</b>
<b>Equity</b>	
3200-00 Retained Earnings	164,504.17
5600-01 General Fund Balance	1,291,700.59
5600-02 Debt Service Fund Balance	0.00
5600-03 Capital Projects Fund Balance	15,000.00
5600-04 Audit Fund	13,791.00
5600-05 Public Liability Fund Balance	104,053.00
5600-06 Unemployment Insurance Fund Balance	3,191.00
5600-07 Building Fund Balance	-115,771.00
5600-08 Social Security Fund Balance	7,793.00
5600-09 Pension Fund Balance	17,525.00
Opening Balance Equity	0.00
Net Income	122,459.43
<b>Total Equity</b>	<b>1,624,246.19</b>



	Total
TOTAL LIABILITIES AND EQUITY	\$2,115,409.79



# North Riverside Public Library District

## BALANCE SHEET

As of May 31, 2019

	TOTAL
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<b>Total Current Assets</b>	<b>\$2,115,409.79</b>
<b>TOTAL ASSETS</b>	<b>\$2,115,409.79</b>
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Liabilities	
Current Liabilities	
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<b>Total Current Liabilities</b>	<b>\$521,768.80</b>
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<b>Total Liabilities</b>	<b>\$491,163.60</b>
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<b>TOTAL LIABILITIES AND EQUITY</b>	<b>\$2,115,409.79</b>

**North Riverside Public Library District**  
**Budget vs Actual**  
May 2019

	<b>REVENUE</b>	<b>Actual</b>	<b>Budget</b>	<b>% of Budget</b>
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6904-01	Donations	\$ 6,347.03	\$ 9,500	67%
6901-15	Estimated Loss Due to Property Assessment Appeals - Current Year	\$ -	\$ -	0%
6901-14	Estimated Loss Due to Property Assessment Appeals-Future Years	\$ -	\$ (15,000)	0%
6903-01	Fees and fines	\$ 10,357.72	\$ 12,000	86%
6905-01	Grants	\$ 46,230.00	\$ 40,000	116%
6906-01	Interest	\$ 7,637.69	\$ 220	3472%
6901-01	Property tax	\$ 971,749.11	\$ 1,020,000	95%
6920-01	Unrealized Income Annuities	\$ 13,504.00	\$ 45,000	30%
	<b>Total</b>	<b>\$ 1,055,826</b>	<b>\$ 1,111,720</b>	<b>95%</b>

	<b>OPERATING EXPENSES</b>	<b>Actual</b>	<b>Budget</b>	<b>% of Budget</b>
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**SALARIES**

7504-01	library clerks	\$ 141,218	\$ 166,574	85%
7507-01	library pages	\$ 24,409	\$ 19,839	123%
7508-01	administrators	\$ 268,600	\$ 297,636	90%
	<b>Total</b>	<b>\$ 434,227</b>	<b>\$ 484,049</b>	<b>90%</b>

**BENEFITS**

7600-05	health insurance	\$ 26,333	\$ 28,800	91%
7614-06	workers compensation	\$ -	\$ 2,300	0%
7650-09	pension fund	\$ 18,335	\$ 27,399	67%
7660-06	unemployment insurance	\$ 2,182	\$ 500	436%
7670-08	social security/mcare	\$ 32,961	\$ 36,033	91%
	<b>Total</b>	<b>\$ 79,812</b>	<b>\$ 95,032</b>	<b>84%</b>

**TRAINING**

7700-01	educational training trustees	\$ -	\$ 500	0%
7800-01	educational training staff	\$ 2,684	\$ 3,000	89%
	<b>Total</b>	<b>\$ 2,684</b>	<b>\$ 3,500</b>	<b>77%</b>

**OPERATING EXPENSES**

Actual

Budget

% of Budget

**MATERIALS**

8090-01	books on CD-adult	\$ 1,311	\$ 2,000	66%
8091-01	books on CD-children	\$ 481	\$ 700	69%
8096-01	compact disks-music-adult	\$ 411	\$ 400	103%
8097-01	compact disks-music-children	\$ 925	\$ 1,000	93%
8103-01	foreign language books	\$ 4,766	\$ -	0%
8104-01	adult fiction	\$ 13,375	\$ -	0%
8105-01	adult nonfiction	\$ 9,068	\$ 30,000	30%
8106-01	children's fiction/nonfiction	\$ 17,539	\$ 25,000	70%
8107-01	adult reference	\$ 17	\$ -	0%
8108-01	eBooks	\$ 4,721	\$ 5,000	94%
8109-01	children's reference	\$ -	\$ -	0%
8115-01	adult large print	\$ 1,528	\$ 2,500	61%
8120-01	newspapers	\$ 3,619	\$ 2,500	145%
8130-01	internet databases	\$ 7,533	\$ 10,000	75%
8140-01	adult periodicals	\$ 926	\$ 900	103%
8141-01	Children's Periodicals	\$ 484	\$ 600	81%
8160-01	adult DVDs-feature movies	\$ 4,160	\$ 6,800	61%
8161-01	adult DVDs-documentary/travel	\$ 776	\$ 1,500	52%
8162-01	children's DVDs-movies	\$ 1,760	\$ 3,800	46%
8163-01	ya DVDs	\$ 1,318	\$ -	0%
8164-01	foreign language DVDs	\$ -	\$ -	0%
8166-01	children's games	\$ 1,774	\$ 2,500	71%
	<b>Total</b>	<b>\$ 76,491</b>	<b>\$ 95,200</b>	<b>80%</b>

**PROGRAMS**

8150-01	children's programs	\$ 2,001	\$ 4,500	44%
8152-01	children's summer reading program	\$ 5,061	\$ 4,500	112%
8153-01	ya programs	\$ 630	\$ -	0%
8155-01	adult programs	\$ 4,080	\$ 7,000	58%
8157-01	senior programs	\$ 2,500	\$ -	0%
	<b>Total</b>	<b>\$ 14,272</b>	<b>\$ 16,000</b>	<b>89%</b>

**STRATEGIC INITIATIVES**

8158-01	Strategic Initiatives	\$ 1,544	\$ 4,000	39%
	<b>Total</b>	<b>\$ 1,544</b>	<b>\$ 4,000</b>	<b>39%</b>

**OPERATING EXPENSES**

Actual

Budget

% of Budget

**COMPUTERS**

8171-01	information technology	\$ 9,710	\$ 12,000	81%
8172-01	new computer equipment	\$ 1,467	\$ 12,500	12%
8175-01	mls computer fund	\$ 18,532	\$ 18,956	98%
8180-01	software	\$ 1,061	\$ 1,000	106%
8190-01	website	\$ 463	\$ 500	93%
8195-01	email	\$ 35	\$ 125	28%
	<b>Total</b>	<b>\$ 31,268</b>	<b>\$ 45,081</b>	69%

**OFFICE SUPPLIES**

8202-01	Office Supplies	\$ 15,154	\$ 14,500	105%
	<b>Total</b>	<b>\$ 15,154</b>	<b>\$ 14,500</b>	105%

**UTILITIES- OPERATING EXPENSE**

8301-07	telephone	\$ 13,822	\$ 15,000	92%
8302-07	electricity	\$ 25,862	\$ 31,500	82%
8303-07	gas	\$ 5,864	\$ 6,500	90%
8304-07	water/garbage	\$ 1,798	\$ 1,800	100%
	<b>Total</b>	<b>\$ 47,346</b>	<b>\$ 54,800</b>	86%

**BUILDING EXPENSE**

8306-07	building supplies and maintenance	\$ 21,679	\$ 12,000	181%
8308-07	service contracts	\$ 51,935	\$ 38,000	137%
8315-07	fees and permits	\$ 2,007	\$ 1,500	134%
8320-07	Building and Grounds	\$ 1,249	\$ 18,000	7%
8330-01	casual labor	\$ 600	\$ 3,500	17%
8335-07	building repairs	\$ 40,226	\$ 58,000	69%
	<b>Total</b>	<b>\$ 117,696</b>	<b>\$ 131,000</b>	90%

**TRAVEL**

8341-01	meals & dinners	\$ -	\$ -	0%
8342-01	lodging/meals/mileage	\$ 1,672	\$ 1,600	105%
	<b>Total</b>	<b>\$ 1,672</b>	<b>\$ 1,600</b>	105%

**OPERATING EXPENSES**

Actual

Budget

% of Budget

**OTHER EXPENSES**

8355-01	memberships	\$ 1,899	\$ 1,500	127%
8365-01	library promotion	\$ 2,743	\$ 6,000	46%
8370-01	postage	\$ 2,413	\$ 2,000	121%
8375-01	public relations	\$ 2,522	\$ 500	504%
8385-01	memorials and tributes	\$ -	\$ 500	0%
8432-01	mileage reimbursement	\$ -	\$ -	0%
8396-01	bank charges and fees	\$ 335	\$ 150	224%
8399-01	ILL Loss/Damage	\$ 125	\$ 250	50%
<b>Total</b>		<b>\$ 10,037</b>	<b>\$ 10,900</b>	92%

**OUTSIDE SERVICES**

8400-01	accounting	\$ 13,100	\$ 13,000	101%
8401-01	audit	\$ 9,500	\$ 7,700	123%
8402-01	legal fees	\$ 3,099	\$ 6,000	52%
8404-01	public information	\$ 1,710	\$ 3,000	57%
8405-01	appraisal	\$ 80	\$ 450	18%
8305-01	architect/building consultant	\$ -	\$ -	0%
8406-01	collection agency	\$ 125	\$ 200	63%
8408-01	strategic plan	\$ -	\$ 500	0%
8410-01	printing	\$ 9,265	\$ 10,000	93%
8430-01	payroll expenses	\$ 8,018	\$ 4,500	178%
8435-01	background checks	\$ (69)	\$ 150	-46%
<b>Total</b>		<b>\$ 44,828</b>	<b>\$ 45,500</b>	99%

**INSURANCE**

8460-05	liability insurance package	\$ 15,753	\$ 13,000	121%
8470-05	directors/officers insurance	\$ -	\$ -	0%
<b>Total</b>		<b>\$ 15,753</b>	<b>\$ 13,000</b>	121%

**OTHER EXPENSES**

8360-01	Petty Cash	\$ 18,435	\$ -	0%
8360-01	Grants	\$ 15,812		0%
8365-07	Building Promo	\$ 1,871	\$ -	0%
8395-01	Miscellaneous Expense	\$ 654	\$ -	0%
<b>Total</b>		<b>\$ 36,118</b>	<b>\$ -</b>	0%

**OTHER EXPENSES**

8600-01	Bond Interest	\$ 3,810	\$ -	0%
8601-02	Debt Certificate Interest	\$ -	\$ 2,500	0%
<b>Total</b>		<b>\$ 3,810</b>	<b>\$ 2,500</b>	152%

**TOTAL OPERATING EXPENSES**

\$ 932,712

\$ 1,016,662

92%

**NET INCOME**

\$ 123,113





# North Riverside Public Library District

## Check Detail

### May 2019

Date	Transaction Type	Name	Memo/Description	Amount
05/07/2019	Expense	IMRF	IMRF - April 2019	\$ 3,515.01
05/10/2019	Check	AT&T	Monthly Service Mar 17 - Apr 16 708z40043004	\$ 359.94
05/10/2019	Check	AT&T 1	INV IL834264, IL834387 Cust. 0701010033322	\$ 126.20
05/10/2019	Check	AT&T..	INV S668163163-19112	\$ 290.18
05/10/2019	Check	BMO Harris Bank	Adobe	\$ 31.86
05/10/2019	Check	Baker & Taylor	Adult Fiction, Children Fiction/Non Fiction	\$ 1,676.44
05/10/2019	Check	Coverall North America	Cleaning services for May	\$ 1,227.56
05/10/2019	Check	Comcast	Tech Services May 7 2019 - Jun 6 2019	\$ 229.85
05/10/2019	Check	CHASE	Grants, YA Fiction, YA Programs, Children summer reading, Postage, Building grounds, Staff training, Memberships, Supplies, Adult programs, F Book, Library Promotions	\$ 6,251.92
05/10/2019	Check	Andrea Derosier	Refund for lost Item returned	\$ 35.00
05/10/2019	Check	Dynegy Energy Services	April 2019	\$ 2,636.39
05/10/2019	Check	Demco	Silver Tag, blue Ray Security Case, Children summer reading, Adult program, Senior program	\$ 713.53
05/10/2019	Check	Peter Honigmann	Self-defense seminar June 22	\$ 75.00
05/10/2019	Check	Home Depot Credit Services	Stanley 30' lever, Husky Dual material	\$ 187.45
05/10/2019	Check	Hinckley Springs	2429867 042419	\$ 62.51
05/10/2019	Check	Impact Networking. LLC	Paper order	\$ 194.92
05/10/2019	Check	INGRAM LIBRARY SERVICES	Adult Fiction/Non Fiction	\$ 85.27
05/10/2019	Check	Cathy Kolessar	Meditation and Relaxation June 25 2019	\$ 50.00
05/10/2019	Check	LIMRICC	Monthly Billing May 19	\$ 2,464.65
05/10/2019	Check	Latin American Book Source, Inc	grant foreign language books	\$ 237.52
05/10/2019	Check	LEAF	Services for 2 toshibas Inv 9400179	\$ 683.50
05/10/2019	Expense	Nicor Gas	Nicor Gas Payment	\$ 549.58
05/10/2019	Expense	Paychex - Human Resource Services	Payroll Services	\$ 58.44
05/13/2019	Check	MIDAMERICA BOOKS	Children fiction -nonfiction	\$ 269.25
05/13/2019	Check	Britney Musial	DIY Moon Sand supplies	\$ 8.22
05/13/2019	Check	Mango Languages	Annual subscription	\$ 1,157.63
05/13/2019	Check	Bichthuy Nguyen	Program for June	\$ 50.00
05/13/2019	Check	Niche Academy	Annual Membership	\$ 1,000.00
05/13/2019	Check	OverDrive, Inc	Ebooks	\$ 118.95
05/13/2019	Check	Ollis Book Corporation	Children fiction and non fiction	\$ 68.68
05/13/2019	Check	Karen Quinn	Project Next Generation grant Mentor - 5 hrs	\$ 75.00
05/13/2019	Check	Barbara Silvestri	Stephen Convention Center May 3rd 2019	\$ 29.50
05/13/2019	Check	Shamrock Garden Florist	Floral Arranging program	\$ 225.00
05/13/2019	Check	ICMA	April contributions	\$ 2,558.20
05/13/2019	Check	Technology Management Rev Fund	billing T2222065 Inv T1925721 FY 2019	\$ 133.00
05/13/2019	Check	TBS	Annual license and support	\$ 695.00

05/13/2019	Check	Unique Management Services, Inc	April Placements	\$	26.85
05/13/2019	Check	Versatile Computer Services	Technology Contract May	\$	750.00
05/13/2019	Check	West Town Mechanical	Maintenance for 5/01/19 - 5/31/19	\$	272.00
05/13/2019	Check	Penguin Random House	Books on CD	\$	236.25
05/13/2019	Check	Cheryl Plaza	Acrylic Bird Painting supplies	\$	37.03
05/13/2019	Check	Mary Cooper	Popcorn, Napkins for movie, Table covers	\$	38.75
05/13/2019	Check	Midwest Tape	Music CD Children, Adult DVDs, Children DVDs, YA DVDs	\$	125.68
05/13/2019	Check	Amazon	Strategic initiatives, Children Programs, YA DVDs, Adult DVDs, Games, Supplies, Music CD adult, Children DVDs	\$	1,085.98
05/13/2019	Check	Rebecca Dudzik	Refund, Book Found on Shelf	\$	28.00
05/13/2019	Check	Luisa Buehler	Adult Program	\$	130.00
05/13/2019	Check	Call One	May	\$	453.95
05/30/2019	Expense	Paychex - Human Resource Services	May Payroll Services	\$	468.07
<b>Total</b>				<b>\$</b>	<b>31,783.71</b>