



# Palatine LIBRARY District

## AUGUST 2024 FINANCIAL HIGHLIGHTS

### HIGHLIGHTS FOR THE MONTH

- Total cash in the bank for the period ending 08/31/24 was \$11.9 million with an additional \$7.8 million in long-term investments.
- \$2.8 million was received in income in August, with \$2.6 coming from property taxes and over \$80,000 in interest income. We received \$100,000 for the DCEO grant.
- Top 3 Expenses for the month were: 1. Payroll \$455,000, 2. Materials \$87,000, and 3. Electricity \$17,800.

**Palatine Public Library District**  
**Budget vs. Actuals: Budget\_FY25\_P&L - FY25 P&L Classes**  
 July - August, 2024

	Actual	Total Budget	% of Budget
<b>Income</b>			
4000 Tax Levies		10,578,625.93	0.00%
4023 Tax Levy 2022	4,707,161.70		
<b>Total 4000 Tax Levies</b>	<b>\$ 4,707,161.70</b>	<b>\$ 10,578,625.93</b>	<b>44.50%</b>
4001 Tax Levy - TIF		100,000.00	0.00%
4010 Replacement Tax	26,147.04	105,000.00	24.90%
4101 Interest & Investment Income	150,118.99	150,000.00	100.08%
<b>4200 Other Fees and Income</b>			
4201 Fines		0.00	
4202 Sales of Supplies	1,758.58	8,000.00	21.98%
4203 Lost/Repl/Process/Damage Fees	4,445.11	12,000.00	37.04%
4204 Collection Agency	212.00	1,000.00	21.20%
4211 Printing/Copier/Fax Income	3,826.18	0.00	
4212 Vending Machines	525.67	1,500.00	35.04%
4222 Meeting Room Fees	1,220.00	5,500.00	22.18%
4223 Interlibrary Loan Fees	30.00	0.00	
4224 Non-Resident Fees	2,702.69	8,500.00	31.80%
4231 Per Capita Grant	132,751.58	131,857.63	100.68%
4232 Gifts/Donations	22,659.00	80,000.00	28.32%
4232.10 100th Anniversary	1,654.18		
<b>Total 4232 Gifts/Donations</b>	<b>\$ 24,313.18</b>	<b>\$ 80,000.00</b>	<b>30.39%</b>
4233 Other Grants	100,000.00	0.00	
4241 Misc-General	544.10	0.00	
4255 Program Fees		0.00	
4261 Sale of Equipment	117.50		
<b>Total 4200 Other Fees and Income</b>	<b>\$ 272,446.59</b>	<b>\$ 248,357.63</b>	<b>109.70%</b>
<b>Total Income</b>	<b>\$ 5,155,874.32</b>	<b>\$ 11,181,983.56</b>	<b>46.11%</b>
<b>Gross Profit</b>	<b>\$ 5,155,874.32</b>	<b>\$ 11,181,983.56</b>	<b>46.11%</b>
<b>Expenses</b>			
5100 Materials		0.00	
5101 Print Materials	79,656.16	352,175.00	22.62%
5104 Databases	103,950.97	218,684.46	47.53%
5105 Nonprint Materials	27,783.14	138,350.00	20.08%
5107 Electronic Materials	52,420.59	263,788.39	19.87%
<b>Total 5100 Materials</b>	<b>\$ 263,810.86</b>	<b>\$ 972,997.85</b>	<b>27.11%</b>
<b>5200 Capital Expenditures</b>			
5205 Furniture		142,515.00	0.00%
5207 Computers/Technology	14,450.61	315,000.00	4.59%
<b>5210 Building</b>			
5210.30 Doors, Windows & Elevators		295,800.00	0.00%
5210.40 Electrical	18,805.58	38,000.00	49.49%
5210.60 Fire Protection & Security		30,000.00	0.00%
5210.70 HVAC		70,000.00	0.00%
5210.90 Miscellaneous		4,935.00	0.00%
<b>Total 5210 Building</b>	<b>\$ 18,805.58</b>	<b>\$ 438,735.00</b>	<b>4.29%</b>
<b>Total 5200 Capital Expenditures</b>	<b>\$ 33,256.19</b>	<b>\$ 896,250.00</b>	<b>3.71%</b>
<b>5260 Renovation Indirect Costs</b>			
5260.15 Architectural/Engineering	7,425.00	35,000.00	21.21%
5260.16 Owner's Rep	3,185.00	9,450.00	33.70%
<b>Total 5260 Renovation Indirect Costs</b>	<b>\$ 10,610.00</b>	<b>\$ 44,450.00</b>	<b>23.87%</b>
<b>5300 Payroll Expenses</b>			
5310 Gross Salaries	733,323.46	5,135,291.62	14.28%
5311 IMRF Fund Expense	68,971.14	453,266.61	15.22%
5311.10 IMRF - ERI Expense		412,721.82	0.00%
<b>Total 5311 IMRF Fund Expense</b>	<b>\$ 68,971.14</b>	<b>\$ 865,988.43</b>	<b>7.96%</b>
5312 Social Security Fund Exp	54,843.84	377,549.81	14.53%

5313 Health & Life Insurance	63,142.04	399,631.18	15.80%
5314 HSA Employer Contribution		2,700.00	0.00%
5328 Misc. Fringe Benefits	1,014.59	13,000.00	7.80%
<b>Total 5300 Payroll Expenses</b>	<b>\$ 921,295.07</b>	<b>\$ 6,794,161.04</b>	<b>13.56%</b>
5330 Unemployment Fund Expense		500.00	0.00%
<b>5400 Utilities</b>			
5421 Gas	488.15	35,000.00	1.39%
5422 Electricity	36,739.39	190,000.00	19.34%
5423 Water	1,481.70	8,500.00	17.43%
<b>Total 5400 Utilities</b>	<b>\$ 38,709.24</b>	<b>\$ 233,500.00</b>	<b>16.58%</b>
<b>5500 Maintenance</b>			
5531 Cleaning Service	21,028.00	90,000.00	23.36%
5532 Equipment Repair	211.39	500.00	42.28%
5533 Trash	616.04	3,600.00	17.11%
5534 Landscaping and Lawn Service	2,593.19	12,000.00	21.61%
5535 Fire and Security	5,364.72	12,500.00	42.92%
5536 Elevator	1,340.00	8,000.00	16.75%
5537 Building Maintenance	1,081.27	28,000.00	3.86%
5538 Snow Removal		13,000.00	0.00%
5539 HVAC	6,092.43	65,000.00	9.37%
5540 Parking Areas		1,000.00	0.00%
5541 Van Maintenance		1,500.00	0.00%
5544 Roof Maintenance		15,000.00	0.00%
5545 Van Fuel	311.63	2,000.00	15.58%
<b>Total 5500 Maintenance</b>	<b>\$ 38,638.67</b>	<b>\$ 252,100.00</b>	<b>15.33%</b>
<b>5600 Contracts</b>			
5651 Copier & Printer Maintenance	3,708.12	22,248.72	16.67%
5653 Technology Support	3,998.83	158,581.00	2.52%
5654 Postage	28.90	1,840.80	1.57%
5655 LAN Management	11,320.00	87,470.00	12.94%
5656 Integrated Library Systems	22,882.55	95,287.91	24.01%
5657 Internet Service	4,632.33	23,832.00	19.44%
5659 Collection Agency	866.80	4,000.00	21.67%
5660 Accounting/Payroll/Bank Fees	8,612.74	39,085.00	22.04%
5660.15 Tipalti Transaction Fees	30.00		
<b>Total 5660 Accounting/Payroll/Bank Fees</b>	<b>\$ 8,642.74</b>	<b>\$ 39,085.00</b>	<b>22.11%</b>
5661 Leases(Office Park)		2,800.00	0.00%
5662 Audit Fund Expenses	4,200.00	6,200.00	67.74%
5663 Consultants	1,400.00	45,275.00	3.09%
5666 Leases(Branches)	8,184.00	39,774.88	20.58%
5667 Telephone Lease	4,241.62	26,428.00	16.05%
<b>Total 5600 Contracts</b>	<b>\$ 74,105.89</b>	<b>\$ 552,823.31</b>	<b>13.40%</b>
<b>5700 Supplies</b>			
5771 Human Resources Supplies	1,002.79	2,000.00	50.14%
5772 Communications Dept Supplies	434.98	13,000.00	3.35%
5773 Copier & Printer Supplies	4,768.38	20,000.00	23.84%
<b>5774 Library Services Supplies</b>			
5774.30 Workshop Supplies	746.00	17,500.00	4.26%
5774.50 Collection Supplies - CS	2,674.46	18,500.00	14.46%
5774.90 General Service Supplies	4,599.19	16,000.00	28.74%
<b>Total 5774 Library Services Supplies</b>	<b>\$ 8,019.65</b>	<b>\$ 52,000.00</b>	<b>15.42%</b>
5775 Maintenance Supplies	5,245.14	25,000.00	20.98%
<b>5776 Program Supplies</b>			
5776.10 Program Supplies - YTS	2,819.04	14,000.00	20.14%
5776.15 Program Supplies funded by FOL - YTS	23.20	31,000.00	0.07%
<b>Total 5776.10 Program Supplies - YTS</b>	<b>\$ 2,842.24</b>	<b>\$ 45,000.00</b>	<b>6.32%</b>
5776.20 Program Supplies - AS	2,238.27	12,000.00	18.65%
<b>Total 5776 Program Supplies</b>	<b>\$ 5,080.51</b>	<b>\$ 57,000.00</b>	<b>8.91%</b>
<b>Total 5700 Supplies</b>	<b>\$ 24,551.45</b>	<b>\$ 169,000.00</b>	<b>14.53%</b>
<b>5800 Operating - Other</b>			
5802 Public Liability Insurance		122,360.14	0.00%
5810 Interlibrary Loan/Recip Borrow		850.00	0.00%
5811 Telephone	706.76	3,300.00	21.42%

5812 Postage	1,026.84	3,500.00	29.34%
5813 Cultural/Educational Programs			
5813.10 Cultural/Ed Programs - YTS	2,125.00	12,000.00	17.71%
5813.20 Cultural/Ed Programs - AS	2,985.00	32,000.00	9.33%
5813.30 Cultural/Ed Programs - Tech	1,500.00	6,000.00	25.00%
5813.90 District Wide Programs	3,051.66	14,000.00	21.80%
<b>Total 5813 Cultural/Educational Programs</b>	<b>\$ 9,661.66</b>	<b>\$ 64,000.00</b>	<b>15.10%</b>
5814 Inservice & Training/Mileage	6,829.04	49,865.38	13.69%
5815 Memberships	1,612.80	9,183.00	17.56%
5816 Community Information	1,511.35	19,500.00	7.75%
5817 Legal	1,613.50	15,000.00	10.76%
5819 Want Ads/Legal Notices	1,298.70	3,000.00	43.29%
5820 Gifts/Donations		500.00	0.00%
5823 POC Shared Administrative Costs		11,000.00	0.00%
<b>Total 5800 Operating - Other</b>	<b>\$ 24,260.65</b>	<b>\$ 302,058.52</b>	<b>8.03%</b>
5900 Auxiliary			
5913 Newsletter/Communication		80,000.00	0.00%
5914 Volunteer Programs	91.97	3,500.00	2.63%
5915 Staff Committees			
5915.10 EDI Committee		500.00	0.00%
5915.20 Wellness Committee		500.00	0.00%
<b>Total 5915 Staff Committees</b>	<b>\$ 0.00</b>	<b>\$ 1,000.00</b>	<b>0.00%</b>
<b>Total 5900 Auxiliary</b>	<b>\$ 91.97</b>	<b>\$ 84,500.00</b>	<b>0.11%</b>
6500 Bond Expenses		0.00	
6501 Principal Due 2020 Bond		250,000.00	0.00%
6502 Interest Due 2020 Bond		133,900.00	0.00%
6503 Legal/Misc Fees Due 2020 Bond	300.00	300.00	100.00%
<b>Total 6500 Bond Expenses</b>	<b>\$ 300.00</b>	<b>\$ 384,200.00</b>	<b>0.08%</b>
<b>Total Expenses</b>	<b>\$ 1,429,629.99</b>	<b>\$ 10,686,540.72</b>	<b>13.38%</b>
<b>Net Operating Income</b>	<b>\$ 3,726,244.33</b>	<b>\$ 495,442.84</b>	<b>752.10%</b>
Other Income			
7000 Transfers		0.00	
<b>Total Other Income</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	
<b>Net Other Income</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	
<b>Net Income</b>	<b>\$ 3,726,244.33</b>	<b>\$ 495,442.84</b>	<b>752.10%</b>

Tuesday, Sep 10, 2024 08:59:05 AM GMT-7 - Accrual Basis

**Palatine Public Library District  
Early Release Check Register  
August 27, 2024**

Num	Date	Name	Account	Paid Amount
7718	08/27/2024	Russ Bolton	1005 - Chkg-Palatine Bk & Trt-General	
	08/27/2024	Mini-Golf Course	5813.90 - District Wide Programs	3,295.00
			\	3,295.00
<b>TOTAL</b>				<b>3,295.00</b>

This document is being emailed to Executive Director Melissa Gardner, Trustee Tracy Boland, and Trustee Debby Brauer requesting electronic or in-person approvals by the two trustees to process these early release payments dated 08-27-2024.

I \_\_\_\_\_ on \_\_\_\_\_  
 Tracy Boland  
 approve the processing of an Early Release check totalling \$3,295.00 from the General Account

I \_\_\_\_\_ on \_\_\_\_\_  
 Debby Brauer  
 approve the processing of an Early Release check totalling \$3,295.00 from the General Account

**PALATINE PUBLIC LIBRARY DISTRICT TREASURER'S REPORT - YTD 08-31-2024**

FUND	Corporate	Audit	Building	IMRF	Social Security	Tort Immunity	Unemploy	Special Reserve	Bond	Total
<b>INCOME</b>										
4000 - Tax Levies	\$4,173,679.85	\$2,637.86	\$104,480.63	195,448.83	\$153,915.29	\$76,753.99	\$245.25			\$4,707,161.70
4001 - TIF Rebates	\$0.00									\$0.00
4010 - Repl Tax	\$26,147.04									\$26,147.04
4100 - Interest Income	\$150,118.99									\$150,118.99
4200 - Other Income	\$272,446.59									\$272,446.59
4300 - Bond Income										\$0.00
<b>TOTAL INCOME</b>	<b>\$4,622,392.47</b>	<b>\$2,637.86</b>	<b>\$104,480.63</b>	<b>\$195,448.83</b>	<b>\$153,915.29</b>	<b>\$76,753.99</b>	<b>\$245.25</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$5,155,874.32</b>
<b>EXPENSE</b>										
5100 - Materials	\$263,810.86									\$263,810.86
5200 - Capital Exp	\$14,450.61							\$18,805.58		\$33,256.19
5250 - Renov Constr										\$0.00
5260 - Renov Indirect								\$10,610.00		\$10,610.00
5300 - Payroll Exp	\$797,480.09			\$68,971.14	\$54,843.84					\$921,295.07
5330 - Unemployment										\$0.00
5400 - Utilities	\$38,709.24									\$38,709.24
5500 - Maintenance			\$38,638.67							\$38,638.67
5600 - Contracts	\$69,905.89	\$4,200.00								\$74,105.89
5700 - Supplies	\$19,694.52		\$4,856.93							\$24,551.45
5800 - Operating	\$24,260.65									\$24,260.65
5802 - Insurance										\$0.00
5900 - Auxiliary	\$91.97									\$91.97
6500 - Bond Exp									\$300.00	\$300.00
<b>TOTAL EXPENSE</b>	<b>\$1,228,403.83</b>	<b>\$4,200.00</b>	<b>\$43,495.60</b>	<b>\$68,971.14</b>	<b>\$54,843.84</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$29,415.58</b>	<b>\$300.00</b>	<b>\$1,429,629.99</b>
<b>Unaudited Beg Fund Balance 7/1/2024</b>	<b>\$10,593,542.98</b>	<b>\$6,881.00</b>	<b>\$282,062.00</b>	<b>\$192,223.00</b>	<b>\$308,620.00</b>	<b>\$131,659.00</b>	<b>\$48,668.00</b>	<b>\$4,338,591.00</b>	<b>\$0.00</b>	<b>\$15,902,246.98</b>
<b>Net Income</b>	<b>\$3,393,988.64</b>	<b>-\$1,562.14</b>	<b>\$60,985.03</b>	<b>\$126,477.69</b>	<b>\$99,071.45</b>	<b>\$76,753.99</b>	<b>\$245.25</b>	<b>-\$29,415.58</b>	<b>-\$300.00</b>	<b>\$3,726,244.33</b>
<b>Ending Fund Balance 06/30/2025</b>	<b>\$13,987,531.62</b>	<b>\$5,318.86</b>	<b>\$343,047.03</b>	<b>\$318,700.69</b>	<b>\$407,691.45</b>	<b>\$208,412.99</b>	<b>\$48,913.25</b>	<b>\$4,309,175.42</b>	<b>-\$300.00</b>	<b>\$19,628,491.31</b>

CASH	
Bank Account	Balance
1004 - Money Market	\$11,707,433.65
1014 - Paypal	\$717.68
1005 - General Checking	\$173,601.65
1007 - Payroll	\$3,674.36
1003 - Credit Card	\$9,958.75
1011 - Cash Boxes	\$2,053.00
1006 - Imprest	\$478.59
<b>TOTAL CASH</b>	<b>\$11,897,917.68</b>

IPRIME ISC ACCT INVESTMENT PORTFOLIO			
Description	Rate	Maturity Date	Amount
Acct 101	5.15%	Money Mkt	\$58,037.23
CD's/T-Notes	varies	varies	\$7,789,900.91
<b>Acct 101</b>	<b>ACCOUNT TOTAL</b>		<b>\$7,847,938.14</b>