



**MORTON GROVE  
PUBLIC LIBRARY**

**FINANCIAL REPORT**

**November 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 Nov 30, 2024**

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

<u>Account ID</u>	<u>Account Description</u>	<u>Current Bal</u>
10-1011	Fifth Third Operating	3,847.30
10-1012	Wintrust Operating	2,738,898.62
10-1015	PMA	100.80
10-1030	Petty Cash	250.00
10-1040	Cash register change	150.00
10-1060	Illinois Funds E-Pay	613.64
10-1061	Illinois Funds	1,131.00
20-1170	Wintrust Special Reserve	<u>47,874.98</u>
	<b>Total:</b>	<b><u>2,792,866.34</u></b>

**Morton Grove Public Library**  
**Account Reconciliation**  
**As of Nov 30, 2024**  
**10-1012 - Wintrust Operating**  
**Bank Statement Date: November 30, 2024**

Filter Criteria includes: Report is printed in Detail Format.

Beginning GL Balance		2,973,507.89
Add: Cash Receipts		
Less: Cash Disbursements		(104,986.03)
Add (Less) Other		(129,623.24)
Ending GL Balance		<u>2,738,898.62</u>
Ending Bank Balance		2,754,156.20
Add back deposits in transit		
Total deposits in transit		
(Less) outstanding checks		
	Jul 23, 2024 8551	(175.00)
	Sep 5, 2024 8652	(12.74)
	Sep 24, 2024 8712	(423.88)
	Oct 29, 2024 8782	(65.00)
	Nov 5, 2024 8805	(700.00)
	Nov 12, 2024 8819	(310.04)
	Nov 19, 2024 8832	(3.75)
	Nov 19, 2024 8834	(3,310.00)
	Nov 19, 2024 8837	(95.00)
	Nov 19, 2024 8838	(590.94)
	Nov 19, 2024 8839	(609.49)
	Nov 19, 2024 8842	(67.98)
	Nov 20, 2024 8845	(36.06)
	Nov 26, 2024 8846	(146.58)
	Nov 26, 2024 8847	(819.25)
	Nov 26, 2024 8848	(223.34)
	Nov 26, 2024 8849	(62.97)
	Nov 26, 2024 8850	(65.00)
	Nov 26, 2024 8851	(500.00)
	Nov 26, 2024 8852	(150.00)
	Nov 26, 2024 8853	(78.24)
	Nov 26, 2024 8854	(120.00)
	Nov 26, 2024 8855	(288.58)
	Nov 26, 2024 8856	(452.10)
	Nov 26, 2024 8857	(1,730.47)
	Nov 26, 2024 8858	(130.69)
	Nov 26, 2024 8859	(175.00)
	Nov 26, 2024 8860	(2,802.12)
	Nov 26, 2024 8861	(1,046.90)
	Nov 26, 2024 8862	(66.46)
Total outstanding checks		(15,257.58)
Add (Less) Other		
Total other		
Unreconciled difference		<u>0.00</u>
Ending GL Balance		<u><u>2,738,898.62</u></u>

**Morton Grove Public Library**  
**Check Register**  
**For the Period From Nov 1, 2024 to Nov 30, 2024**

Filter Criteria includes: Report order is by Date.

<b>Check #</b>	<b>Date</b>	<b>Payee ID</b>	<b>Payee</b>	<b>Amount</b>
8793	11/5/24	AHMEDSH	Shabana Ahmed	13.49
8794	11/5/24	BAKER	Baker & Taylor Books	1,541.72
8795	11/5/24	Cengage	Cengage Learning Inc / Gale	207.37
8796	11/5/24	CNA.PN	CNA	34.93
8797	11/5/24	COMCAST INTERNET	Comcast Internet	508.64
8798	11/5/24	DEMCO	Demco, Inc.	556.52
8799	11/5/24	GREATAMERICA	Great America Financial Services	1,634.18
8800	11/5/24	IMRF-EMPLOYEE	Village of Morton Grove	6,244.25
8801	11/5/24	IMRF-EMPLOYER	Village of Morton Grove	6,947.25
8802	11/5/24	Jessica Alexander	Jessica Alexander	2.79
8803	11/5/24	KANOPY	Kanopy, Inc	504.00
8804	11/5/24	Marlene	Marlene Mark	12.19
8805	11/5/24	MATHISENM	Martina Mathisen	700.00
8806	11/5/24	MIDWEST TAPE	Midwest Tape LLC	4,185.92
8807	11/5/24	MISSION	MissionSquare	480.00
8808	11/5/24	SIKICH-ACCOUNTING	Sikich LLP	2,260.20
8809	11/5/24	ST. MARTHA	St. Martha Church	1,330.67
8810	11/5/24	Tamras	Ed Tamras	41.54
8811	11/5/24	UNIBILL	Utica National Insurance Group	5,754.00

**Morton Grove Public Library**  
**Check Register**  
**For the Period From Nov 1, 2024 to Nov 30, 2024**

Filter Criteria includes: Report order is by Date.

<b>Check #</b>	<b>Date</b>	<b>Payee ID</b>	<b>Payee</b>	<b>Amount</b>
8812	11/5/24	VERIFIED FIRST	Verified First	32.40
8813	11/5/24	WIN	Wellness Insurance Network	21,703.00
8814	11/5/24	WINTRUSTCC	First National Bank of Omaha	8,597.47
8815	11/5/24	NICHE	Niche Academy	8,130.00
8816	11/12/24	ANDERSON	Terminix-Anderson	77.28
8817	11/12/24	BAKER	Baker & Taylor Books	1,519.59
8818	11/12/24	Cengage	Cengage Learning Inc / Gale	386.67
8819	11/12/24	DIRECTLINE	Directline II USA, Inc.	310.04
8820	11/12/24	IOTHEATER	iO Theater	1,600.00
8821	11/12/24	MIDWEST TAPE	Midwest Tape LLC	626.68
8822	11/12/24	PRINT-XPRESS	Print-Xpress	315.00
8823	11/12/24	STAPLES	Staples Advantage	54.46
8824	11/12/24	STATE INDUSTRIAL	State Chemical Solutions	483.67
8825	11/12/24	TBS	Today's Business Solutions Inc	104.46
8826	11/12/24	TOWN SQUARE	Town Square Publication, LLC	490.00
8827	11/12/24	UNIQUE MANAGEMENT	Unique Management Services, Inc.	257.50
8828	11/12/24	USPS	United States Postal Service	1,112.05
8829	11/12/24	V and J	V and J Landscaping and Services, Inc	270.00
8830	11/12/24	WIEDEMAN, D.	Debbie Wiedeman	26.67

**Morton Grove Public Library**  
**Check Register**  
**For the Period From Nov 1, 2024 to Nov 30, 2024**

Filter Criteria includes: Report order is by Date.

<b>Check #</b>	<b>Date</b>	<b>Payee ID</b>	<b>Payee</b>	<b>Amount</b>
8831	11/12/24	STAPLES	Staples Advantage	51.46
8832	11/19/24	ALEXANDER	Jess Alexander	3.75
8833	11/19/24	AT&T MOBILITY	AT&T MOBILITY	83.48
8834	11/19/24	AWE	AWE Acquisition, Inc.	3,310.00
8835	11/19/24	BAKER	Baker & Taylor Books	1,215.21
8836	11/19/24	COMCAST	Comcast Phones	1,156.42
8837	11/19/24	DOWNERSGROVEPL	Downers Grove Public Library	95.00
8838	11/19/24	JOHNSON	Johnson Controls Security Solutions	590.94
8839	11/19/24	MIDWEST TAPE	Midwest Tape LLC	609.49
8840	11/19/24	NICOR	Nicor Gas	277.29
8841	11/19/24	PENWORTHY	The Penworthy Company	1,268.82
8842	11/19/24	STAPLES	Staples Advantage	67.98
8843	11/19/24	OUTSOURCE SOLUTIONS	Outsource Solutions Group, Inc.	7,511.95
8844	11/20/24	CHRISTMAS, C.	Chris Christmas	70.00
8845	11/20/24	GOODCHILD	Amy Goodchild	36.06
8846	11/26/24	AT&T	AT&T	146.58
8847	11/26/24	BAKER	Baker & Taylor Books	819.25
8848	11/26/24	BRODART	Brodart Co.	223.34
8849	11/26/24	Cengage	Cengage Learning Inc / Gale	62.97

**Morton Grove Public Library  
Check Register  
For the Period From Nov 1, 2024 to Nov 30, 2024**

Filter Criteria includes: Report order is by Date.

<b>Check #</b>	<b>Date</b>	<b>Payee ID</b>	<b>Payee</b>	<b>Amount</b>
8850	11/26/24	DANCINGCRANES	Dancing Cranes Yoga	65.00
8851	11/26/24	FODORD	David Fodor	500.00
8852	11/26/24	HALLM	Michael Hall	150.00
8853	11/26/24	IMPACT	Impact Networking, LLC	78.24
8854	11/26/24	MCGEEJ	Joan McGee	120.00
8855	11/26/24	MIDWEST TAPE	Midwest Tape LLC	288.58
8856	11/26/24	OUTSOURCE SOLUTIONS	Outsource Solutions Group, Inc.	452.10
8857	11/26/24	OVERDRIVE	OverDrive	1,730.47
8858	11/26/24	STAPLES	Staples Advantage	130.69
8859	11/26/24	SZABADOSS	Stephen Szabados	175.00
8860	11/26/24	TODAYS	Today's Business Solutions Inc	2,802.12
8861	11/26/24	WAREHOUSE	Warehouse Direct	1,046.90
8862	11/26/24	WIEDEMAN, D.	Debbie Wiedeman	<u>66.46</u>
<b>Total</b>				<b><u><u>104,262.15</u></u></b>

Morton Grove Public Library  
Year to Date Income Statement  
Compared with Budget and Last Year  
For the Eleven Months Ending November 30, 2024

	Current Month Actual	Current Year to Date	Annual Budget	Unused	Used %	
<b>Revenues</b>						
10-3100	Property Tax Receipts	(13,519.54)	(3,741,059.17)	(3,728,019.00)	(13,040.17)	100.35
10-3110	Replacement Tax Receipts	0.00	(88,011.29)	(80,000.00)	(8,011.29)	110.01
10-3115	License Plate Sticker Revenue	(192.00)	(1,432.00)	0.00	(1,432.00)	0.00
10-3200	Fines	(7.73)	(159.43)	(100.00)	(59.43)	159.43
10-3210	Lost Materials Payments	(6.05)	(412.68)	(300.00)	(112.68)	137.56
10-3800	Photocopy/Printing	(748.09)	(6,575.01)	(6,000.00)	(575.01)	109.58
10-3900	Miscellaneous Income	(382.77)	(553.35)	(1,000.00)	446.65	55.34
10-3920	Grants	(3,500.00)	(45,938.99)	(44,813.00)	(1,125.99)	102.51
10-3930	Interest Income	(7.63)	(129.62)	(2,500.00)	2,370.38	5.18
10-3940	Book Sales Receipts	(863.91)	(7,045.77)	(2,500.00)	(4,545.77)	281.83
10-3941	Vending Income	(513.49)	(6,094.29)	(6,000.00)	(94.29)	101.57
10-3950	Donations	(29.00)	(4,049.46)	(3,000.00)	(1,049.46)	134.98
20-3930	Interest Income	(181.89)	(2,272.31)	0.00	(2,272.31)	0.00
	<b>Total Revenues</b>	<b>(19,952.10)</b>	<b>(3,903,733.37)</b>	<b>(3,874,232.00)</b>	<b>(29,501.37)</b>	<b>100.76</b>
<b>Expenses</b>						
10-4011	Exempt	38,927.74	467,544.86	492,000.00	(24,455.14)	95.03
10-4021	Non-Exempt	95,575.77	1,129,335.65	1,246,079.00	(116,743.35)	90.63
10-4050	Retirement	6,947.25	83,489.99	285,500.00	(202,010.01)	29.24
10-4060	Health Insurance	18,453.00	211,803.00	273,600.00	(61,797.00)	77.41
10-4065	FSA - EBC fee	288.00	668.00	1,000.00	(332.00)	66.80
10-4070	Long Term Disability	228.00	2,498.50	2,750.00	(251.50)	90.85
10-5010	Books - Adult	6,419.17	79,815.63	95,000.00	(15,184.37)	84.02
10-5011	Books - Youth	2,499.59	31,132.75	40,000.00	(8,867.25)	77.83
10-5020	Periodicals	0.00	8,280.71	11,800.00	(3,519.29)	70.18
10-5030	Audiovisual - Adult	6,403.66	70,807.94	85,000.00	(14,192.06)	83.30
10-5031	Audiovisual - Youth	872.38	7,318.10	8,500.00	(1,181.90)	86.10
10-5040	Library of Things	15.99	639.96	1,000.00	(360.04)	64.00



Morton Grove Public Library  
Year to Date Income Statement  
Compared with Budget and Last Year  
For the Eleven Months Ending November 30, 2024

		Current Month Actual	Current Year to Date	Annual Budget	Unused	Used %
10-5050	Microforms/Digitization	0.00	678.51	850.00	(171.49)	79.82
10-5200	Programs - Adult	1,752.01	19,302.58	24,000.00	(4,697.42)	80.43
10-5201	Programs - Youth	1,531.31	21,467.90	23,500.00	(2,032.10)	91.35
10-5250	Grants-AgeOptions	0.00	6,694.49	7,500.00	(805.51)	89.26
10-5400	Photocopier Acquis & Maint.	1,634.18	24,170.94	31,000.00	(6,829.06)	77.97
10-6090	Automation	15,378.31	171,461.02	165,000.00	6,461.02	103.92
10-6310	Adult Services Databases	0.00	49,416.89	47,000.00	2,416.89	105.14
10-6320	Youth Services Databases	0.00	12,006.99	13,500.00	(1,493.01)	88.94
10-6330	Staff Support Databases	0.00	2,334.00	9,000.00	(6,666.00)	25.93
10-6350	Web Maint/Improvements	299.99	2,749.99	2,500.00	249.99	110.00
10-6360	Cooperative Computer Services	0.00	64,433.70	70,000.00	(5,566.30)	92.05
10-7010	Building Maintenance	3,606.93	43,570.98	80,000.00	(36,429.02)	54.46
10-7020	Building/Service Improvements	8,130.00	296,136.75	270,843.00	25,293.75	109.34
10-7030	Equip/Machinery Maintenance	590.94	46,222.23	51,500.00	(5,277.77)	89.75
10-7040	Furniture Acquisition	0.00	9,222.30	10,000.00	(777.70)	92.22
10-7060	Utilities	277.29	5,773.20	13,000.00	(7,226.80)	44.41
10-7080	Insurance	5,754.00	37,592.00	41,500.00	(3,908.00)	90.58
10-7090	Square credit card fees	122.12	729.07	350.00	379.07	208.31
10-8000	Library Supplies	1,775.83	24,447.80	35,000.00	(10,552.20)	69.85
10-8010	Telephone	1,239.90	10,653.07	10,500.00	153.07	101.46
10-8020	Postage	1,612.05	9,805.17	8,000.00	1,805.17	122.56
10-8030	Printing	0.00	22,677.50	30,000.00	(7,322.50)	75.59
10-8035	Promotion & Publicity	1,397.00	14,302.75	13,500.00	802.75	105.95
10-8040	Meals/Recreation/Recognition	279.24	2,678.42	3,500.00	(821.58)	76.53
10-8050	Professional & Staff Devlpmnt	4,634.40	13,803.68	12,000.00	1,803.68	115.03
10-8080	Memberships	0.00	2,613.02	12,000.00	(9,386.98)	21.78
10-8130	Professional & Consulting Srvc	4,378.21	75,118.66	35,000.00	40,118.66	214.62
10-8150	Miscellaneous	49.64	658.72	1,500.00	(841.28)	43.91
10-8151	Vending	407.58	5,273.99	6,000.00	(726.01)	87.90
10-8155	Mileage	182.92	2,314.12	3,000.00	(685.88)	77.14
10-8165	Collection Fees	247.50	1,278.10	1,360.00	(81.90)	93.98

Morton Grove Public Library  
Year to Date Income Statement  
Compared with Budget and Last Year  
For the Eleven Months Ending November 30, 2024

		Current Month Actual	Current Year to Date	Annual Budget	Unused	Used %
10-8905	License Plate Sticker Fees	0.00	459.93	0.00	459.93	0.00
10-9010	FICA	10,020.70	119,258.77	130,000.00	(10,741.23)	91.74
10-9020	Annual Audit	0.00	10,270.00	15,000.00	(4,730.00)	68.47
10-9050	Loan Retirement	11,673.40	126,885.28	154,600.00	(27,714.72)	82.07
10-9060	Interest and Fiscal Charges	1,209.69	14,828.71	0.00	14,828.71	0.00
	<b>Total Expenses</b>	<b>254,815.69</b>	<b>3,364,626.32</b>	<b>3,874,232.00</b>	<b>(509,605.68)</b>	<b>86.85</b>
	<b>Net Income</b>	<b>(234,863.59)</b>	<b>539,107.05</b>	<b>0.00</b>	<b>539,107.05</b>	<b>0.00</b>



# Master Total Portfolio Report

Report as of 11/30/2024

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		11/30/2024			ISC Balance	\$100.80	\$100.80	
Sub Totals →						\$100.80	\$100.80	
Totals →						\$100.80	\$100.80	

**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	\$100.80	ISC Account

## Index

**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