## Wilmette Public Library Notes on Financial Reports for March 2023

### **Revenue Report**

During March, WPL received \$1,303,979 in Property Taxes and \$12,527 in GF Interest and \$13,104 in replacement taxes.

## **Expenditure Report**

Total General Fund expenses at 75.55% is slightly above the nine month rate of 75.00%. Among the accounts showing expenses greater than the nine month budget include Periodicals (50400) for EBSCO annual subscription renewal, Electronic Resources (50500) for several annual subscription renewals paid in July, Professional Memberships (62000) as many annual ALA/ILA memberships were renewed in September, Travel/Mileage/Meals (64000) and Staff Development (65000) for the staff recognition dinner, Library Supplies (70310) for purchase of additional RFID tags, Grounds Maintenance (76400) due to purchase of a piece of equipment and Library Vehicle Expense (77500) due to repairs made to library van.

#### **Check Detail, March 1 - 31, 2023**

The largest General Fund checks (greater than \$10,000) were written to Baker & Taylor Books (\$2,083.57, \$7,287.68, \$6,555.42, and \$10,565.08), Computer View, Inc. (\$19,600.00, \$268.00, and \$4,770.00) Hill Mechanical (\$11,911.00 and \$1,784.00) Overdrive (\$25,250.19), and Wellness Insurance Network (\$57,566.86 and \$57,629.86).

The total amount in this report represents the expenses paid by check or ACH and does not include expenses paid by electronic transfer of funds, such as the bi-weekly payroll (3/10/23 for \$141,783.28, 3/24/23 for \$133,989.56).

### **Investment Activity**

In March we received \$12,527 in General Fund interest (compared to \$1,523 received March 2022) and \$15,540 in Special Reserve Fund interest (compared to \$835 received March 2022).

#### **Statement of Assets, Liabilities Fund Balances**

On the March 31, 2023 Statements of Assets, Liabilities and Fund Balances, the year to date Net Loss is (\$638,516.15). As of 3/31/23, General Fund Balance is \$6,187,771.27 and Special Reserve Fund Balance is \$5,848,893.78.

Worth noting, tax year 2022 first half property tax bills will be due 4/3/23 this year—tax payers will receive an extra month to pay.

## Wilmette Public Library Balance Sheet As of March 31, 2023

ASSETS		ALL CLASSES					
Curr	ent Assets						
	Checking/Sav	rings					
	10000 - 1						
	100	152,468.29					
	100	3,048,182.11					
	100	10000 · NSCB Deposit Account - Other					
	Total 100	Total 10000 · NSCB Deposit Account					
	10004 · 1	10004 · NSCB MaxSafe SRF Acct					
	10010 · 0	10010 · CIBC/Pvt Bk MM Account					
	100	10012 · CIBC/Pvt. Bk MM - GF					
	100	14 · CIBC/Pvt. Bk MM - SRF	747.94				
	100	10 · CIBC/Pvt Bk MM Account - Other	5.76				
	Total 100	010 · CIBC/Pvt Bk MM Account	50,955.36				
	10030 · F	PMA ISC Cash Account	11,750.83				
	10100 · 0	Operating Checking					
	101	01 · General Fund Checking	243,628.11				
	101	02 · FICA/IMRF Checking					
		101020 · IMRF	284,797.85				
		101021 · FICA	(15,207.43)				
	Tota	al 10102 · FICA/IMRF Checking	269,590.42				
	101	03 · Audit Checking	2,779.73				
	101	04 · Liability Checking	(21,293.44)				
		06 · SRF Operating Checking	34,023.83				
		00 · Operating Checking - Other	3,670.19				
	Total 101	100 · Operating Checking	532,398.84				
		Payroll Checking	207,045.99				
		HRA & FSA Account	,				
	103	01 · HRA funds	(2,240.12)				
	103	05 · FSA funds	8,009.14				
	Total 103	300 · HRA & FSA Account	5,769.02				
		Ilinois Funds	140,176.90				
		Cash Drawer/Petty Cash	150.00				
		Fifth Third Securities	100.00				
		001 · 5/3 Securities MM - GF	24,113.78				
		002 · 5/3 Securities MM - SRF	17,813.78				
		900 · Fifth Third Securities	41,927.56				
		CDs General Fund Total	41,027.00				
		08 · GF CD 8 5/3 State Bk India	250,000.00				
		14 · GF CD 14 5/3 Texas Exchange Bk	250,000.00				
		26 · GF CD 26 5/3 BMW Bank NA Utah	250,000.00				
		27 · GF CD 27 5/3 Goldman Sachs Bank	250,000.00				
		28 · GF CD 28 PMA Ally Bank	245,000.00				
		29 · GF CD 29 5/3 Manuf & Trader Tru	245,000.00				
		30 · GF CD 30 5/3 City Natl Bank	245,000.00				
		31 · GF CD 31 5/3 Sandy Spring Bank	249,000.00				
		32 · GF CD 32 5/3 Raymond James Bank	245,000.00				
		<u> </u>					
	Total 11000 · CDs General Fund Total 2,229,000.00						
		01 · Treasury Note Dated 2/29/24	497,923.75				
	130	OT THOUSAITY NOTE DATED 2/23/24	491,923.15				

## Wilmette Public Library Balance Sheet As of March 31, 2023

		·			
	Total 13000 · Treasury Notes - GF	497,923.75			
	16000 · CDs Special Reserve Fund Total				
	16023 · SRF CD 23 5/3 Beal Bank	250,000.00			
	16024 · SRF CD 24 5/3 Oceanfirst Bank	250,000.00			
	16025 · SRF CD 25 5/3 Medallion Bank	250,000.00			
	16026 · SRF CD 26 5/3 Synchrony Bank	250,000.00			
	16027 · SRF CD 27 5/3 Barclays Bank	250,000.00			
	16028 · SRF CD 28 5/3 Discover Bank	250,000.00			
	16029 · SRF CD 29 5/3 Morgan Stanley Bk	250,000.00			
	16030 · SRF CD 30 5/3 UBS Bank	250,000.00			
	16031 · SRF CD 31 PMA AMEX Nat'l Bank	245,236.29			
	16032 · SRF CD 32 PMA Bank Hapoalim	233,400.00			
	16033 · SRF CD 33 5/3 Security Bank	250,000.00			
	16034 · SRF CD 34 PMA Wells Fargo Bank	227,700.00			
	16035 · SRF CD 35 PMA Merrick Bank	228,150.00			
	16036 · SRF CD 36 PMA First Natl Bank	248,237.18			
	16037 · SRF CD 37 5/3 Veritex Cmnty Bk	245,000.00			
	16038 · SRF CD 38 5/3 CIBC 4.6%	245,000.00			
	Total 16000 · CDs Special Reserve Fund Total	3,922,723.47			
	17000 · Treasury Notes - SRF				
	17001 · Treasury Note dated 6/30/24	492,858.26			
	Total 17000 · Treasury Notes - SRF	492,858.26			
To	tal Checking/Savings	12,714,373.37			
Total C	urrent Assets	12,714,373.37			
TOTAL ASS	SETS	12,714,373.37			
LIABILITIES	& FOUITY				
Liabilitie					
	urrent Liabilities				
	Other Current Liabilities				
	26000 · Employee Paid Liabilities				
	26001 · Flex Spending	(641.74)			
	26002 · Dependent Care	773.01			
	26004 · Ventra	(150.00)			
	Total 26000 · Employee Paid Liabilities	(18.73)			
	Total Other Current Liabilities	(18.73)			
To	tal Current Liabilities	(18.73)			
	abilities	ì			
	abilities	(18.73)			
Equity 30	000 - Reginning Fund Rolances				
30	30000 · Beginning Fund Balances  30010 · General Fund Balance				
	30020 · IMRF Fund Balance	6,954,262.25 412,402.00			
	30030 · Audit Fund Balance				
		6,880.00			
	30040 · Liability Fund Balance	19,645.00			
	30060 · Special Reserve Fund Balance	5,803,375.00			
_	30080 · Restricted Funds	156,344.00			
	tal 30000 · Beginning Fund Balances	13,352,908.25			
	t Income	(638,516.15)			
Total E	quity     BILITIES & EQUITY	12,714,392.10			
TOTAL LIAD	JETTEO & EQUIT	12,714,373.37			

#### All CD's Sorted By Maturity March 31, 2023

Purchase Date	Maturity Date	Bank	CD	CD or CUSIP#	Interest	Amount
General Fund					Rate	
October 28, 2021	October 30, 2023	5th/3rd - State Bank India NY	GF 8	856285YC9	0.50%	250,000.00
February 4, 2022	February 4, 2024	5th/3rd - Texas Exchange Bank	GF14	88241TNF3	1.00%	250,000.00
February 11, 2022	February 11, 2024	5th/3rd - BMW Bk North Amer	GF26	05580AH80	1.00%	250,000.00
February 16, 2022	February 16, 2024	5th/3rd - Goldman Sachs Bk	GF27	38149MY80	1.05%	250,000.00
March 16, 2022	February 29, 2024	5th/3rd - Treasury Note	TB1	91282CEA5	1.75%	497,923.75
June 27, 2022	June 28, 2024	PMA - Ally Bank	GF 28	02007GUC5	3.15%	245,000.00
January 20, 2023	January 21, 2025	5th/3rd - Manufacturers & Traders	GF29	564759RQ3	4.45%	245,000.00
January 25, 2023	January 27, 2025	5th/3rd - City National Bank LA	GF30	178180GV1	4.50%	245,000.00
February 1, 2023	February 3, 2025	5th/3rd - Sandy Spring Bank	GF31	800364ES6	4.50%	249,000.00
February 8, 2023	February 10, 2025	5th/3rd - Raymond James BK	GF32	75472RBD2	4.55%	245,000.00
Total General Fu	ınd Individual CDs			Weighted Avg Yield	2.55%	2,726,923.75
Special Reserve Fu	<u>ınd</u>					
March 9, 2022	March 6, 2024	5th/3rd - Beal Bank Plano Texas	SRF23	07371AZK2	1.55%	250,000.00
March 8, 2022	March 9, 2024	5th/3rd - Oceanfirst Bank	SRF24	67523TAF0	1.45%	250,000.00
April 20, 2022	April 19, 2024	5th/3rd - Medallion Bank	SRF25	58404DNU1	2.35%	250,000.00
April 22, 2022	April 22, 2024	5th/3rd - Synchrony Bank	SRF26	87164YM50	2.40%	250,000.00
May 11, 2022	May 13, 2024	5th/3rd - Barclays Bank	SRF27	06740KQC4	2.70%	250,000.00
May 20, 2022	May 20, 2024	5th/3rd - Discover Bank	SRF28	254673D78	2.80%	250,000.00
May 26, 2022	May 28, 2024	5th/3rd - Morgan Stanley Bank	SRF29	61690UJ92	2.85%	250,000.00
June 15, 2022	June 30, 2024	5th/3rd - Treasury Note	TB2	912828XX3	3.20%	492,858.26
July 27, 2022	July 27, 2024	5th/3rd - UBS Bank	SRF30	90348J4R8	3.20%	250,000.00
July 27, 2022	July 29, 2024	PMA - AMEX National Bank	SRF31	02589ADG4	3.25%	245,236.29
September 1, 2024	September 3, 2024	PMA - Bank Hapoalim	SRF32	33686	3.29%	233,400.00
September 28, 2022	September 30, 2024	5th/3rd - Security Bank	SRF33	814010CV4	3.55%	250,000.00
December 14, 2022	December 16, 2024	PMA - Wells Fargo Bank	SRF34	57873	4.70%	248,237.18
December 22, 2022	December 23, 2024	PMA - Merrick Bank	SRF35	1345419	4.76%	227,700.00
December 22, 2022	December 23, 2024	PMA - First National Bank	SRF36	1345420	4.66%	228,150.00
February 21, 2023	February 21, 2025	5th/3rd - Veritex Cmnty Bank	SRF37	923450EA4	4.55%	245,000.00
February 24, 2023	February 24, 2025	5th/3rd - CIBC Bank	SRF38	12547CAK4	4.60%	245,000.00
Total Special Reserv	re Fund Individual CDs			Weighted Avg Yield	3.26%	4,415,581.73
TOTAL CD's	3			Weighted Avg Yield	2.99%	7,142,505.48

# Wilmette Public Library Profit & Loss Budget Performance March 2023

GF Only	Mar 23	Jul '22 - Mar 23	Annual Budget	Over(Under) Budget	% of Budget
Ordinary Income/Expense					
Income					
41000 · Taxes Collected	1,303,978.50	3,608,277.63	5,591,099.00	(1,982,821.37)	64.54%
43000 · Interest Income	12,526.84	101,429.86	40,000.00	61,429.86	253.58%
44100 · Replacement Taxes	13,104.25	118,460.79	90,000.00	28,460.79	131.62%
44200 · Kenilworth	0.00	90,491.00	180,000.00	(89,509.00)	50.27%
45000 · Grants	248.36	46,299.22	39,953.00	6,346.22	115.88%
46200 · Lost Materials	1,111.03	8,196.25	8,000.00	196.25	102.45%
46400 · Service Fees	0.00	0.00	500.00	(500.00)	0.0%
47000 · Miscellaneous Income	544.52	4,179.97	5,000.00	(820.03)	83.6%
47100 · Copier/ public printer Receipts	923.24	7,197.24	8,000.00	(802.76)	89.97%
47200 · Room Rental	210.00	765.00	3,500.00	(2,735.00)	21.86%
48000 · Gifts/Donations	111.00	25,340.51	31,500.00	(6,159.49)	80.45%
Total Income	1,332,757.74	4,010,637.47	5,997,552.00	(1,986,914.53)	66.87%
Gross Profit	1,332,757.74	4,010,637.47	5,997,552.00	(1,986,914.53)	66.87%
Expense					
50100 · Books	27,909.76	201,974.65	269,000.00	(67,025.35)	75.08%
50200 · Continuations	3,726.52	24,737.64	31,000.00	(6,262.36)	79.8%
50250 · Library of Things	0.00	4,893.94	5,000.00	(106.06)	97.88%
50300 · Audio Visual Materials	8,942.86	63,469.95	90,000.00	(26,530.05)	70.52%
50400 · Periodicals	928.79	41,616.62	40,000.00	1,616.62	104.04%
50500 · Electronic Resources	38,218.07	522,134.30	630,000.00	(107,865.70)	82.88%
50700 · Programming	5,248.36	41,484.80	60,000.00	(18,515.20)	69.14%
50810 · ILL Expense	93.00	169.00	1,000.00	(831.00)	16.9%
52000 · Newsletter	4,720.00	24,360.00	40,000.00	(15,640.00)	60.9%
53000 · Promotion	360.00	3,160.14	10,000.00	(6,839.86)	31.6%
54000 · Grant Expense	0.00	0.00	1,000.00	(1,000.00)	0.0%
56000 · Rutherford Trust Expenditures	1,100.00	6,580.00	6,000.00	580.00	109.67%
58500 · Friends Purchases	164.84	8,731.87	26,500.00	(17,768.13)	32.95%
61000 · Personnel	255,305.51	2,593,147.80	3,502,988.00	(909,840.20)	74.03%
62000 · Professional Memberships	842.00	6,716.00	7,000.00	(284.00)	95.94%
63000 · Registrations	58.75	5,620.89	10,000.00	(4,379.11)	56.21%
64000 · Travel/Mileage/Meals	98.84	11,198.63	12,000.00	(801.37)	93.32%
65000 · Staff Development	5,651.17	15,005.18	18,000.00	(2,994.82)	83.36%
66000 · Insurance - Employee	119,510.40	553,880.82	700,000.00	(146,119.18)	79.13%
70100 · Accounting - PR & CrCd fees	1,304.92	10,660.93	12,000.00	(1,339.07)	88.84%
70200 · Professional Fees	5,589.42	16,640.54	25,000.00	(8,359.46)	66.56%
70310 · Library Supplies	643.90	20,825.18	25,000.00	(4,174.82)	83.3%
70320 · Office Supplies	3,462.55	15,243.07	25,000.00	(9,756.93)	60.97%
70400 · Copiers	4,540.64	23,839.70	28,000.00	(4,160.30)	85.14%
70500 · Printing	0.00	445.00	1,000.00	(555.00)	44.5%
70600 · Postage/Shipping	0.00	4,924.49	8,000.00	(3,075.51)	61.56%
70700 · Telephone	1,832.46	8,176.27	15,000.00	(6,823.73)	54.51%
74100 · Equipment/Furnishings/Computers	11,280.82	123,595.82	165,000.00	(41,404.18)	74.91%
74150 · Equipment/Computer Maintenance	19,720.00	68,351.60	85,000.00	(16,648.40)	80.41%
76100 · Building Improvement	3,550.00	17,850.00	35,000.00	(17,150.00)	51.0%
76200 · Building Supplies	5,904.08	21,048.68	40,000.00	(18,951.32)	52.62%
76300 · Building Maintenance	5,900.00	56,333.99	75,000.00	(18,666.01)	75.11%
76350 · Building Maint Contracts	13,838.29	86,714.06	100,000.00	(13,285.94)	86.71%
76400 · Grounds Maintenance	2,113.30	27,279.98	30,000.00	(2,720.02)	90.93%
76450 · Parking Lot Rent	0.00	8,550.00	13,000.00	(4,450.00)	65.77%
76800 · Utilities	3,153.75	18,887.78	25,000.00	(6,112.22)	75.55%
77000 · Sales & Use Tax Expense	0.00 128.33	94.00 3,310.85	100.00 4,000.00	(6.00)	94.0% 82.77%
77500 · Library Vehicle Expense				(689.15)	
Total Expense	555,841.33	4,661,654.17	6,170,588.00		75.55%
Net Ordinary Income	776,916.41	(651,016.70)	(173,036.00)	(477,980.70)	

# Wilmette Public Library Profit & Loss Budget Performance March 2023

ALL CLASSES	Mar 23	Jul '22 - Mar 23	Annual Budget	Over(Under) Budget	% of Budget
Ordinary Income/Expense					
Income					
41000 · Taxes Collected	1,449,213.52	4,010,161.74	5,591,099.00	(1,580,937.26)	71.72%
43000 · Interest Income	28,816.43	213,364.05	40,000.00	173,364.05	533.41%
44100 · Replacement Taxes	13,104.25	118,460.79	90,000.00	28,460.79	131.62%
44200 · Kenilworth	0.00	90,491.00	180,000.00	(89,509.00)	50.27%
45000 · Grants	248.36	46,299.22	39,953.00	6,346.22	115.88%
46200 · Lost Materials	1,111.03	8,196.25	8,000.00	196.25	102.45%
46400 · Service Fees	0.00	0.00	500.00	(500.00)	0.0%
47000 · Miscellaneous Income	544.52	4,181.54	5,000.00	(818.46)	83.63%
47100 · Copier/ public printer Receipts	923.64	7,204.84	8,000.00	(795.16)	90.06%
47200 · Room Rental	210.00	765.00	3,500.00	(2,735.00)	21.86%
48000 · Gifts/Donations	111.00	25,340.51	31,500.00	(6,159.49)	80.45%
Total Income	1,494,282.75	4,524,464.94	5,997,552.00	(1,473,087.06)	75.44%
Expense					
50100 · Books	27,909.76	201,974.65	269,000.00	(67,025.35)	75.08%
50200 · Continuations	3,726.52	24,737.64	31,000.00	(6,262.36)	79.8%
50250 · Library of Things	0.00	4,893.94	5,000.00	(106.06)	97.88%
50300 · Audio Visual Materials	8,942.86	63,469.95	90,000.00	(26,530.05)	70.52%
50400 · Periodicals	928.79	41,616.62	40,000.00	1,616.62	104.04%
50500 · Electronic Resources	38,218.07	522,134.30	630,000.00	(107,865.70)	82.88%
50700 · Programming	5,248.36	41,659.80	60,000.00	(18,340.20)	69.43%
50810 · ILL Expense	93.00	169.00	1,000.00	(831.00)	16.9%
52000 · Newsletter	4,720.00	24,360.00	40,000.00	(15,640.00)	60.9%
53000 · Promotion	360.00	3,160.14	10,000.00	(6,839.86)	31.6%
54000 · Grant Expense	0.00	0.00	1,000.00	(1,000.00)	0.0%
56000 · Rutherford Trust Expenditures	1,100.00	6,580.00	6,000.00	580.00	109.67%
58500 · Friends Purchases	164.84	8,731.87	26,500.00	(17,768.13)	32.95%
61000 · Personnel	255,305.51	2,593,147.80	3,502,988.00	(909,840.20)	74.03%
62000 · Professional Memberships	842.00	6,716.00	7,000.00	(284.00)	95.94%
63000 · Registrations	58.75	5,620.89	10,000.00	(4,379.11)	56.21%
64000 · Travel/Mileage/Meals	98.84	11,198.63	12,000.00	(801.37)	93.32%
65000 · Staff Development	5,651.17	15,005.18	18,000.00	(2,994.82)	83.36%
66000 · Insurance - Employee	119,510.40	553,739.82	700,000.00	(146,260.18)	79.11%
70100 · Accounting - PR & CrCd fees	1,304.92	10,660.93	12,000.00	(1,339.07)	88.84%
70200 · Professional Fees	5,589.42	18,550.98	25,000.00	(6,449.02)	74.2%
70310 · Library Supplies	643.90	20,825.18	25,000.00	(4,174.82)	83.3%
70320 · Office Supplies	3,462.55	15,243.07	25,000.00	(9,756.93)	60.97%
70400 · Copiers	4,540.64	23,839.70	28,000.00	(4,160.30)	85.14%
70500 · Printing	0.00	445.00	1,000.00	(555.00)	44.5%
70600 · Postage/Shipping	0.00	4,924.49	8,000.00	(3,075.51)	61.56%
70700 · Telephone	1,832.46	8,176.27	15,000.00	(6,823.73)	54.51%
74100 · Equipment/Furnishings/Computers	11,280.82	123,595.82	165,000.00	(41,404.18)	74.91%
74150 · Equipment/Computer Maintenance	19,720.00	68,351.60	85,000.00	(16,648.40)	80.41%
76100 · Building Improvement	3,550.00	17,850.00	35,000.00	(17,150.00)	51.0%
76200 · Building Supplies	5,904.08	21,048.68	40,000.00	(18,951.32)	52.62%
76300 · Building Maintenance	5,900.00	56,333.99	75,000.00	(18,666.01)	75.11%
76350 · Building Maint Contracts	13,838.29	86,714.06	100,000.00	(13,285.94)	86.71%
76400 · Grounds Maintenance	2,113.30	27,279.98	30,000.00	(2,720.02)	90.93%
76450 · Parking Lot Rent	0.00	8,550.00	13,000.00	(4,450.00)	65.77%
76800 · Utilities	3,153.75	18,887.78	25,000.00	(6,112.22)	75.55%
77000 · Sales & Use Tax Expense	0.00	94.00	100.00	(6.00)	94.0%
77500 · Library Vehicle Expense	128.33	3,310.85	4,000.00	(689.15)	82.77%
92000 · SS/IMRF Fund	32,200.29	376,812.16		376,812.16	100.0%
93000 · Audit Expense	0.00	8,800.00		8,800.00	100.0%
94000 · Liability Fund	1,732.12	56,338.57		56,338.57	100.0%
96000 · SRF Special Reserve Fund	393.75	57,431.75		57,431.75	100.0%
Total Expense	590,167.49	5,162,981.09	6,170,588.00	(1,007,606.91)	83.67%
et Ordinary Income	904,115.26	(638,516.15)	(173,036.00)	(465,480.15)	