

April 19, 2018

TO: RAILS BOARD OF DIRECTORS

FROM: JIM KREGOR

SUBJECT: RAILS FINANCIAL REPORT – MARCH 2018

Please find attached the RAILS Financial Reports for the month of March 2018. The attached statements include fund Balance Sheets for RAILS' Governmental (General, Capital Projects and Special Revenue Funds combined) Funds, plus separate reports for each fund, and the Statements of Revenue and Expenditure reports for RAILS Governmental funds, as well as for individual program reports - Delivery operations and LLSAP support. In addition, reports showing the details of RAILS' cash and investments and monthly expenditures are included.

The March 31, 2018 unassigned General Fund (\$14.1 million) cash and investment balances would fund an estimated 15.2 months of operations. On March 22, 2018, RAILS received payment number three (\$1,614,386) of its FY 2018 Area and Per Capita (APC) Grant. RAILS has now received \$3,550,531, or 35.94%, of its FY 2018 APC Grant. An additional cash balance of \$3.1 million is in the Capital Projects Fund.

FY 2018 Revenues and Expenditures

Total General Fund revenues of \$9,736,852 through March were \$284,458 above budget, as RAILS' Area and Per Capita Grant revenues of \$7,512,651, were \$103,311 above budget. These revenues consist of FY 2018 APC award payments of \$3,550,531 and the February 1 payment of \$3,962,230 pertaining to the FY 2017 APC grant. The timing of the remaining (\$6,328,579) portion of the FY 2018 APC Grant due is uncertain. Fees for Services and Materials exceeded budget due primarily to timing differences for the billing of e-read subscriptions.

Investment income through March of \$106,573 was \$57,472 above budget due to increases in short term interest rates. Most of RAILS' funds are deposited in money market accounts, which currently yield 1.0% or slightly higher. In February, RAILS invested \$4,064,860 in CDARs (Certificate of Deposit Account Registry) yielding 1.62%. Investment income for FY 2018 should approximate \$150,000, more than double the \$65,466 budgeted.

The following compares March year-to-date expenditures, by fund category, to the budget:

		<u>FY 2018</u>	<u>FY 2018 Bud</u>	<u>Inc/(Dec)</u>
General Fund	\$	8,280,322	9,028,259	(747,937)
Special Revenue Fund		16,400	16,400	0
Capital Projects Fund		596,219	1,053,750	(457,531)
Total Expenditures	\$	8,892,941	10,098,409	(1,205,468)

Total General Fund expenditures of \$8,280,322 through March were \$747,937 below budget. Personnel expenditures were \$413,581, or 8.6%, below budget, of which \$210,834 were salary expenditures. Salary expenditures are below budget primarily because we have not yet filled two new budgeted positions and three vacated positions, one of which we will not replace. We filled one of the new positions in February through an internal replacement and filled a second position in April.

For the month of March, RAILS had no new external hires and two terminations (Stephen Puls, Delivery Driver- Rockford and Christine Koontz, Temporary Administrative Assistant). (Terminations refer to all persons leaving RAILS employment for any reason, including resignations and retirements.)

Health, Dental and Life Insurance expenditures were \$35,971 below budget through March. Health insurance premiums for calendar year 2018 remain unchanged from 2017 and so this trend should continue.

Retirement benefits through March were \$64,974 below budget. The employer contribution rate increased from 2.38% in 2017 to 4.69% in 2018, the rate budgeted for FY 2018. Therefore, for the second six months of the fiscal year, the monthly variances to budget will closely correspond to the salary variances.

In March, RAILS received notice that its 2018 unemployment rate charge, effective January 1, 2018, would decline 50%, from 4.25% to 2.125% of the first \$12,960 of salaries per person. Through February, Unemployment Expenses were \$617 above budget. Through March, these expenses were \$19,020 below budget as the rate changes were retroactive to January 1.

Contractual Services expenditures were \$165,832 below budget primarily due to timing of expenditures, as approximately \$38,254 of Delivery Other Contractual Services expenditures budgeted for March were paid in April and certain budgeted Contract Agreement expenditures will not be incurred until the fourth quarter of the fiscal year.

Delivery and LLSAP Sub-Fund expenditures were 33.1% and 20.2%, respectively, of total General fund expenditures.

Capital Projects Fund expenditures were \$457,531 below budget through March. Buildings and Improvements expenditures, all of which were budgeted to spend by December 31, were \$251,781 below budget as \$172,427 of the budgeted expenditures were spent in FY 2017. Total spending for the Burr Ridge renovation project therefore was approximately \$80,000 below the budgeted amount.

Capital Outlays for vehicles, seven (\$186,000) of which have been ordered but not received, are \$157,500 below budget. Fiscal Year 2018 Capital Projects Fund expenditures for Computers and Furniture and Fixtures, budgeted for \$35,000 and \$22,000, respectively, will be minimal, if any, amount, as the Information Technology Department has found a much less expensive alternative to the server replacement budgeted and the General Fund paid for the furniture purchases.

**RAILS - Reaching Across Illinois Library System
Cash Position of the General Fund
Projected as of March 31, 2018**

		<u>3/31/2018</u>
Total Cash and Investments - All Funds	\$	17,200,000
Less: Cash & Cash Equivalents - Special Revenue Fund	\$	-
Cash & Cash Equivalents - Capital Project Fund	\$	<u>(3,100,000)</u>
Unassigned Cash and Investments - General Fund	(A) \$	<u><u>14,100,000</u></u>
Projected FY2018 Budget average monthly expenditures (not including reimbursable expenses) - General Fund	(B) \$	<u><u>930,000</u></u>
Projected number of months of General Fund Expenditures - (A) divided by (B)		<u><u>15.2</u></u>

Therefore, RAILS' General Fund can continue to operate on its current cash and investments position through approximately June 2019

SIGNIFICANT ASSUMPTIONS:

1. Assumes no further receipts of Area per Capita Grant funds.
2. Assumes no extraordinary expenditures not currently reflected or anticipated based on current budget and operations.

RAILS - Reaching Across Illinois Library System
Cash, Cash Equivalants & Investments
March 31, 2018

<u>FINACNAL INSTITUTION</u> <u>Account Name</u>	<u>ACCOUNT PURPOSE</u> <u>Type</u>	Balance	Current APY	Maturity Date	Fiscal Y-T-D Income
<u>The Illinois Funds</u> <u>Reaching Across Illinois Library System</u>	<u>RAILS Operations Checking Account</u> <u>Money Market Account</u>	\$ 3,702,840.78	1.611%	Demand	\$ 32,253.08
<u>Hinsdale Bank & Trust</u> <u>Reaching Across Illinois Library System</u> <u>A</u>	<u>Hinsdale Bank & Trust</u> <u>Checking Account</u>	\$ 1,456,657.61	0.000%	Demand	N/A
<u>CITIBank</u> <u>Reaching Across Illinois Library System</u>	<u>PMA Financial Network</u> <u>CITIBank Deposit Account</u>	\$ 2,123.87	1.350%	Demand	\$ 26,624.74
<u>U.S. Treasury E-Bonds</u> <u>Reaching Across Illinois Library System</u>	<u>Donation - P. Sworski</u> <u>U.S. Treasury E-Bonds</u>	\$ 21,662.40	4.000%	12/31/2013	\$ 840.00
<u>Hinsdale Bank & Trust</u> <u>Reaching Across Illinois Library System</u>	<u>Hinsdale Bank & Trust</u> <u>Money Market Account</u>	\$ 7,976,623.43	1.410%	Demand	\$ 44,406.23
<u>Hinsdale Bank & Trust</u> <u>Reaching Across Illinois Library System</u>	<u>WinTrust CD Investment Account</u> <u>CD Investment Account</u>	\$ -	Matured	7/27/2017	\$ 2,408.35
<u>PMA Financial Network</u> <u>Reaching Across Illinois Library System</u>	<u>PMA Financial Network</u> <u>CD Investment Account</u>	\$ 4,064,860.01	1.620%	7/3/2017	\$ 10.18
Total Cash and Investments / Weighted Average Annual Interest Rate		<u>\$ 17,224,768.10</u>	1.019%		<u>\$ 106,542.58</u>

RAILS
Statement of Net Assets
Governmental Funds
As of 3/31/2018

	Balance End of Month
Assets	
Cash & Cash Equivalents	13,138,245.69
Investments	4,086,522.41
Accounts Receivables	135,906.42
Prepaid Expenses	210,012.00
Other Assets	18,351.50
Total Assets	<u>17,589,038.02</u>
Liabilities	
Accrued Liabilities	(4,110.54)
Deferred Revenue	350.00
Total Liabilities	<u>(3,760.54)</u>
Fund Balances	
Beginning Fund Balance	16,712,808.31
Current YTD Net Income	
Capital Outlays- Building and Improvements	(596,219.10)
Other	1,476,209.35
Total Current YTD Net Income	<u>879,990.25</u>
Total Fund Balances	<u>17,592,798.56</u>
Total Liabilities and Fund Balances	<u><u>17,589,038.02</u></u>

RAILS

Statement of Net Assets

General Fund

As of 3/31/2018

Balance End of
Month

Assets	
Cash & Cash Equivalents	10,062,528.03
Investments	4,086,522.41
Accounts Receivables	135,906.42
Prepaid Expenses	210,012.00
Other Assets	18,351.50
Total Assets	<u>14,513,320.36</u>
Liabilities	
Accrued Liabilities	(4,110.54)
Deferred Revenue	350.00
Total Liabilities	<u>(3,760.54)</u>
Fund Balances	
Beginning Fund Balance	13,060,551.55
Current YTD Net Income	1,456,529.35
Total Fund Balances	<u>14,517,080.90</u>
Total Liabilities and Fund Balances	<u><u>14,513,320.36</u></u>

RAILS
Statement of Net Assets
Special Revenue Fund
As of 3/31/2018

	Balance End of Month
Assets	
Cash & Cash Equivalents	19,680.00
Total Assets	<u>19,680.00</u>
Fund Balances	
Current YTD Net Income	19,680.00
Total Fund Balances	<u>19,680.00</u>
Total Liabilities and Fund Balances	<u><u>19,680.00</u></u>

RAILS

Statement of Net Assets

Capital Projects Fund

As of 3/31/2018

Balance End of
Month

Assets	
Cash & Cash Equivalents	3,056,037.66
Total Cash & Cash Equivalents	<u>3,056,037.66</u>
Total Assets	<u>3,056,037.66</u>
Fund Balances	
Beginning Fund Balance	3,652,256.76
Current YTD Net Income	
Capital Outlays- Building and Improvements	(596,219.10)
Total Current YTD Net Income	<u>(596,219.10)</u>
Total Fund Balances	<u>3,056,037.66</u>
Total Liabilities and Fund Balances	<u><u>3,056,037.66</u></u>

RAILS

Statement of Revenues and Expenditures - FY18 - 75.0% Completed

Governmental Funds

From 3/1/2018 Through 3/31/2018

Document 6.2-6.3

	Current Period Actual	YTD Actual	YTD Budget - Original	YTD Budget Variance - Original	Total Budget - Original	Percent Total Budget Remaining - Original
REVENUES						
State Grants						
Area and Per Capita	1,614,386.37	7,512,650.56	7,409,340.00	103,310.56	9,879,110.00	(23.95)%
System Automation and Technology	0.00	36,080.00	36,080.00	0.00	36,080.00	0.00%
Total State Grants	1,614,386.37	7,548,730.56	7,445,420.00	103,310.56	9,915,190.00	(23.87)%
Fees for Services and Materials						
Fees for Services and Materials	46,652.53	1,216,971.94	1,137,525.00	79,446.94	1,516,700.00	(19.76)%
Total Fees for Services and Materials	46,652.53	1,216,971.94	1,137,525.00	79,446.94	1,516,700.00	(19.76)%
Reimbursements						
Reimbursements	31,919.45	887,075.83	848,925.00	38,150.83	980,000.00	(9.48)%
E-Rate Reimbursements	0.00	12,755.72	0.00	12,755.72	0.00	0.00%
Total Reimbursements	31,919.45	899,831.55	848,925.00	50,906.55	980,000.00	(8.18)%
Investment Income						
Investment Income	13,257.93	106,573.25	49,101.00	57,472.25	65,466.00	62.79%
Total Investment Income	13,257.93	106,573.25	49,101.00	57,472.25	65,466.00	62.79%
Other Revenue						
Rental Income	0.00	500.00	378.00	122.00	500.00	0.00%
Other Revenue	0.00	299.45	7,125.00	(6,825.55)	9,500.00	(96.85)%
Gifts - Unrestricted	0.00	25.00	0.00	25.00	0.00	0.00%
Total Other Revenue	0.00	824.45	7,503.00	(6,678.55)	10,000.00	(91.76)%
Total REVENUES	1,706,216.28	9,772,931.75	9,488,474.00	284,457.75	12,487,356.00	(21.74)%
EXPENDITURES						
Personnel						
Library Professionals	93,409.14	909,664.00	1,060,699.00	151,035.00	1,484,213.00	38.71%
Other Professionals	129,263.46	1,277,670.52	1,350,750.00	73,079.48	1,875,475.00	31.87%
Support Services	130,673.91	1,218,147.55	1,204,867.00	(13,280.55)	1,690,177.00	27.93%
Social Security Taxes	25,696.57	246,277.00	274,039.00	27,762.00	384,439.00	35.94%
Unemployment Insurance	(8,856.18)	26,928.71	45,949.00	19,020.29	62,252.00	56.74%
Workers' Compensation	1,168.83	87,913.26	102,555.00	14,641.74	144,053.00	38.97%
Retirement Benefits	16,122.98	103,219.67	168,193.00	64,973.33	234,802.00	56.04%
Health, Dental and Life Insurance	48,415.12	467,673.90	503,645.00	35,971.10	667,084.00	29.89%
Other Fringe Benefits	382.90	7,930.70	33,375.00	25,444.30	44,500.00	82.18%
Temporary Help	2,578.16	22,167.81	24,000.00	1,832.19	32,000.00	30.73%
Recruiting	0.00	1,897.81	15,000.00	13,102.19	20,000.00	90.51%
Total Personnel	438,854.89	4,369,490.93	4,783,072.00	413,581.07	6,638,995.00	34.18%
Library Materials						
Print Materials	76.00	482.02	5,947.00	5,464.98	7,930.00	93.92%
E-Resources	75,112.65	1,161,376.48	1,097,175.00	(64,201.48)	1,311,000.00	11.41%
Total Library Materials	75,188.65	1,161,858.50	1,103,122.00	(58,736.50)	1,318,930.00	11.91%
Buildings and Grounds						

RAILS

Statement of Revenues and Expenditures - FY18 - 75.0% Completed

Governmental Funds

From 3/1/2018 Through 3/31/2018

Document 6.2-6.3

	Current Period Actual	YTD Actual	YTD Budget - Original	YTD Budget Variance - Original	Total Budget - Original	Percent Total Budget Remaining - Original
Rent/Lease	20,411.19	203,189.09	205,505.00	2,315.91	246,613.00	17.61%
Utilities	2,038.66	60,088.94	99,150.00	39,061.06	132,200.00	54.55%
Property Insurance	923.00	7,799.01	8,844.00	1,044.99	11,792.00	33.86%
Repairs and Maintenance - Bldg	4,850.46	45,974.76	83,150.00	37,175.24	94,200.00	51.19%
Custodial/Janitorial Service and Supplies	3,182.80	34,539.47	44,250.00	9,710.53	59,000.00	41.46%
Other Buildings and Grounds	9,332.90	62,932.45	49,887.00	(13,045.45)	56,512.00	(11.36)%
Total Buildings and Grounds	40,739.01	414,523.72	490,786.00	76,262.28	600,317.00	30.95%
Vehicles Expenses						
Fuel	18,021.55	144,444.46	155,315.00	10,870.54	232,975.00	38.00%
Repairs and Maintenance - Vehicle	7,913.26	78,486.88	59,855.00	(18,631.88)	79,800.00	1.65%
Vehicle Insurance	7,000.00	50,856.55	67,020.00	16,163.45	89,350.00	43.08%
Other Vehicle Expenses	1,000.00	6,395.19	4,320.00	(2,075.19)	5,750.00	(11.22)%
Total Vehicles Expenses	33,934.81	280,183.08	286,510.00	6,326.92	407,875.00	31.31%
In-State Travel	1,834.61	26,635.18	45,598.00	18,962.82	56,431.00	52.80%
Out-of-State Travel	2,930.21	19,086.63	25,455.00	6,368.37	70,527.00	72.94%
Continuing Education						
Registrations and Meeting, Other Fees	1,975.08	47,326.26	49,330.00	2,003.74	68,145.00	30.55%
Conferences and Continuing Education Meetings	10,450.00	64,698.76	100,500.00	35,801.24	134,000.00	51.72%
Total Continuing Education	12,425.08	112,025.02	149,830.00	37,804.98	202,145.00	44.58%
Public Relations	0.00	10,718.68	32,625.00	21,906.32	43,500.00	75.36%
Commercial Insurance						
Liability Insurance	730.00	15,579.78	16,940.00	1,360.22	22,573.00	30.98%
Total Commercial Insurance	730.00	15,579.78	16,940.00	1,360.22	22,573.00	30.98%
Supplies, Postage and Printing						
Computers, Software and Supplies	0.00	26,159.79	47,478.00	21,318.21	63,300.00	58.67%
General Office Supplies and Equipment	1,805.51	75,400.73	32,664.00	(42,736.73)	43,550.00	(73.14)%
Postage	988.36	11,848.92	21,993.00	10,144.08	29,325.00	59.59%
Library Supplies	0.00	0.00	375.00	375.00	500.00	100.00%
Delivery Supplies	8,995.37	38,743.77	32,325.00	(6,418.77)	43,100.00	10.11%
Other Supplies	0.00	0.00	76.00	76.00	100.00	100.00%
Total Supplies, Postage and Printing	11,789.24	152,153.21	134,911.00	(17,242.21)	179,875.00	15.41%
Telephone and Telecommunications	9,322.42	88,268.65	106,769.00	18,500.35	142,069.00	37.87%
Equipment Rental, Repair and Maintenance						
Equipment Rental	3,130.09	22,163.95	24,230.00	2,066.05	32,300.00	31.38%
Equipment Repair and Maintenance Agreements	16,102.64	84,219.72	92,275.00	8,055.28	123,030.00	31.55%
Total Equipment Rental, Repair and Maintenance	19,232.73	106,383.67	116,505.00	10,121.33	155,330.00	31.51%
Professional Services						
Legal	2,975.00	10,098.95	37,500.00	27,401.05	50,000.00	79.80%
Accounting	0.00	20,491.00	25,000.00	4,509.00	25,000.00	18.04%
Consulting	961.75	71,414.92	88,875.00	17,460.08	118,500.00	39.73%

RAILS

Statement of Revenues and Expenditures - FY18 - 75.0% Completed

Governmental Funds

From 3/1/2018 Through 3/31/2018

Document 6.2-6.3

	Current Period Actual	YTD Actual	YTD Budget - Original	YTD Budget Variance - Original	Total Budget - Original	Percent Total Budget Remaining - Original
Payroll Service Fees	2,674.52	28,274.49	26,250.00	(2,024.49)	35,000.00	19.22%
Total Professional Services	6,611.27	130,279.36	177,625.00	47,345.64	228,500.00	42.98%
Contractual Services						
Information Service Costs	623.97	33,773.91	50,406.00	16,632.09	65,574.00	48.49%
Contract Agreements w/ Systems, Member Libraries	0.00	417,726.10	506,486.00	88,759.90	686,247.00	39.13%
Outside Printing Services	0.00	0.00	375.00	375.00	500.00	100.00%
Other Contractual Services	122,430.52	946,809.75	1,006,875.00	60,065.25	1,342,500.00	29.47%
Total Contractual Services	123,054.49	1,398,309.76	1,564,142.00	165,832.24	2,094,821.00	33.25%
Professional Association Membership Dues	0.00	7,030.00	6,866.00	(164.00)	9,150.00	23.17%
Miscellaneous	731.36	4,196.23	3,903.00	(293.23)	5,185.00	19.07%
Capital Outlays						
Capital Outlays- Computers	0.00	0.00	26,250.00	26,250.00	35,000.00	100.00%
Capital Outlays- Furnitures & Fixtures	0.00	0.00	22,000.00	22,000.00	22,000.00	100.00%
Capital Outlays- Building and Improvements	0.00	596,219.10	848,000.00	251,780.90	848,000.00	29.69%
Capital Outlays - Vehicles	0.00	0.00	157,500.00	157,500.00	210,000.00	100.00%
Total Capital Outlays	0.00	596,219.10	1,053,750.00	457,530.90	1,115,000.00	46.53%
Total EXPENDITURES	777,378.77	8,892,941.50	10,098,409.00	1,205,467.50	13,291,223.00	33.09%
EXCESS(DEFICIENCY) OF REVENUE OVER EXPENDITURES	928,837.51	879,990.25	(609,935.00)	1,489,925.25	(803,867.00)	(209.47)%

RAILS

Statement of Revenues and Expenditures - FY18 - 75.0% Completed

General Fund

From 3/1/2018 Through 3/31/2018

Document 6.2-6.3

	Current Period Actual	YTD Actual	YTD Budget - Original	YTD Budget Variance - Original	Total Budget - Original	Percent Total Budget Remaining - Original
REVENUES						
State Grants						
Area and Per Capita	1,614,386.37	7,512,650.56	7,409,340.00	103,310.56	9,879,110.00	(23.95)%
Total State Grants	1,614,386.37	7,512,650.56	7,409,340.00	103,310.56	9,879,110.00	(23.95)%
Fees for Services and Materials						
Fees for Services and Materials	46,652.53	1,216,971.94	1,137,525.00	79,446.94	1,516,700.00	(19.76)%
Total Fees for Services and Materials	46,652.53	1,216,971.94	1,137,525.00	79,446.94	1,516,700.00	(19.76)%
Reimbursements						
Reimbursements	31,919.45	887,075.83	848,925.00	38,150.83	980,000.00	(9.48)%
E-Rate Reimbursements	0.00	12,755.72	0.00	12,755.72	0.00	0.00%
Total Reimbursements	31,919.45	899,831.55	848,925.00	50,906.55	980,000.00	(8.18)%
Investment Income						
Investment Income	13,257.93	106,573.25	49,101.00	57,472.25	65,466.00	62.79%
Total Investment Income	13,257.93	106,573.25	49,101.00	57,472.25	65,466.00	62.79%
Other Revenue						
Rental Income	0.00	500.00	378.00	122.00	500.00	0.00%
Other Revenue	0.00	299.45	7,125.00	(6,825.55)	9,500.00	(96.85)%
Gifts - Unrestricted	0.00	25.00	0.00	25.00	0.00	0.00%
Total Other Revenue	0.00	824.45	7,503.00	(6,678.55)	10,000.00	(91.76)%
Total REVENUES	1,706,216.28	9,736,851.75	9,452,394.00	284,457.75	12,451,276.00	(21.80)%
EXPENDITURES						
Personnel						
Library Professionals	93,409.14	909,664.00	1,060,699.00	151,035.00	1,484,213.00	38.71%
Other Professionals	129,263.46	1,277,670.52	1,350,750.00	73,079.48	1,875,475.00	31.87%
Support Services	130,673.91	1,218,147.55	1,204,867.00	(13,280.55)	1,690,177.00	27.93%
Social Security Taxes	25,696.57	246,277.00	274,039.00	27,762.00	384,439.00	35.94%
Unemployment Insurance	(8,856.18)	26,928.71	45,949.00	19,020.29	62,252.00	56.74%
Workers' Compensation	1,168.83	87,913.26	102,555.00	14,641.74	144,053.00	38.97%
Retirement Benefits	16,122.98	103,219.67	168,193.00	64,973.33	234,802.00	56.04%
Health, Dental and Life Insurance	48,415.12	467,673.90	503,645.00	35,971.10	667,084.00	29.89%
Other Fringe Benefits	382.90	7,930.70	33,375.00	25,444.30	44,500.00	82.18%
Temporary Help	2,578.16	22,167.81	24,000.00	1,832.19	32,000.00	30.73%
Recruiting	0.00	1,897.81	15,000.00	13,102.19	20,000.00	90.51%
Total Personnel	438,854.89	4,369,490.93	4,783,072.00	413,581.07	6,638,995.00	34.18%
Library Materials						
Print Materials	76.00	482.02	5,947.00	5,464.98	7,930.00	93.92%
E-Resources	75,112.65	1,161,376.48	1,097,175.00	(64,201.48)	1,311,000.00	11.41%
Total Library Materials	75,188.65	1,161,858.50	1,103,122.00	(58,736.50)	1,318,930.00	11.91%
Buildings and Grounds						
Rent/Lease	20,411.19	203,189.09	205,505.00	2,315.91	246,613.00	17.61%

RAILS

Statement of Revenues and Expenditures - FY18 - 75.0% Completed

General Fund

From 3/1/2018 Through 3/31/2018

Document 6.2-6.3

	Current Period Actual	YTD Actual	YTD Budget - Original	YTD Budget Variance - Original	Total Budget - Original	Percent Total Budget Remaining - Original
Utilities	2,038.66	60,088.94	99,150.00	39,061.06	132,200.00	54.55%
Property Insurance	923.00	7,799.01	8,844.00	1,044.99	11,792.00	33.86%
Repairs and Maintenance - Bldg	4,850.46	45,974.76	83,150.00	37,175.24	94,200.00	51.19%
Custodial/Janitorial Service and Supplies	3,182.80	34,539.47	44,250.00	9,710.53	59,000.00	41.46%
Other Buildings and Grounds	9,332.90	62,932.45	49,887.00	(13,045.45)	56,512.00	(11.36)%
Total Buildings and Grounds	40,739.01	414,523.72	490,786.00	76,262.28	600,317.00	30.95%
Vehicles Expenses						
Fuel	18,021.55	144,444.46	155,315.00	10,870.54	232,975.00	38.00%
Repairs and Maintenance - Vehicle	7,913.26	78,486.88	59,855.00	(18,631.88)	79,800.00	1.65%
Vehicle Insurance	7,000.00	50,856.55	67,020.00	16,163.45	89,350.00	43.08%
Other Vehicle Expenses	1,000.00	6,395.19	4,320.00	(2,075.19)	5,750.00	(11.22)%
Total Vehicles Expenses	33,934.81	280,183.08	286,510.00	6,326.92	407,875.00	31.31%
In-State Travel	1,834.61	26,635.18	45,598.00	18,962.82	56,431.00	52.80%
Out-of-State Travel	2,930.21	19,086.63	25,455.00	6,368.37	70,527.00	72.94%
Continuing Education						
Registrations and Meeting, Other Fees	1,975.08	47,326.26	49,330.00	2,003.74	68,145.00	30.55%
Conferences and Continuing Education Meetings	10,450.00	64,698.76	100,500.00	35,801.24	134,000.00	51.72%
Total Continuing Education	12,425.08	112,025.02	149,830.00	37,804.98	202,145.00	44.58%
Public Relations	0.00	10,718.68	32,625.00	21,906.32	43,500.00	75.36%
Commercial Insurance						
Liability Insurance	730.00	15,579.78	16,940.00	1,360.22	22,573.00	30.98%
Total Commercial Insurance	730.00	15,579.78	16,940.00	1,360.22	22,573.00	30.98%
Supplies, Postage and Printing						
Computers, Software and Supplies	0.00	26,159.79	47,478.00	21,318.21	63,300.00	58.67%
General Office Supplies and Equipment	1,805.51	75,400.73	32,664.00	(42,736.73)	43,550.00	(73.14)%
Postage	988.36	11,848.92	21,993.00	10,144.08	29,325.00	59.59%
Library Supplies	0.00	0.00	375.00	375.00	500.00	100.00%
Delivery Supplies	8,995.37	38,743.77	32,325.00	(6,418.77)	43,100.00	10.11%
Other Supplies	0.00	0.00	76.00	76.00	100.00	100.00%
Total Supplies, Postage and Printing	11,789.24	152,153.21	134,911.00	(17,242.21)	179,875.00	15.41%
Telephone and Telecommunications	9,322.42	88,268.65	106,769.00	18,500.35	142,069.00	37.87%
Equipment Rental, Repair and Maintenance						
Equipment Rental	3,130.09	22,163.95	24,230.00	2,066.05	32,300.00	31.38%
Equipment Repair and Maintenance Agreements	16,102.64	84,219.72	92,275.00	8,055.28	123,030.00	31.55%
Total Equipment Rental, Repair and Maintenance	19,232.73	106,383.67	116,505.00	10,121.33	155,330.00	31.51%
Professional Services						
Legal	2,975.00	10,098.95	37,500.00	27,401.05	50,000.00	79.80%
Accounting	0.00	20,491.00	25,000.00	4,509.00	25,000.00	18.04%
Consulting	961.75	71,414.92	88,875.00	17,460.08	118,500.00	39.73%
Payroll Service Fees	2,674.52	28,274.49	26,250.00	(2,024.49)	35,000.00	19.22%

RAILS

Statement of Revenues and Expenditures - FY18 - 75.0% Completed

General Fund

From 3/1/2018 Through 3/31/2018

Document 6.2-6.3

	Current Period Actual	YTD Actual	YTD Budget - Original	YTD Budget Variance - Original	Total Budget - Original	Percent Total Budget Remaining - Original
Total Professional Services	<u>6,611.27</u>	<u>130,279.36</u>	<u>177,625.00</u>	<u>47,345.64</u>	<u>228,500.00</u>	<u>42.98%</u>
Contractual Services						
Information Service Costs	623.97	33,773.91	50,406.00	16,632.09	65,574.00	48.49%
Contract Agreements w/ Systems, Member Libraries	0.00	401,326.10	490,086.00	88,759.90	650,167.00	38.27%
Outside Printing Services	0.00	0.00	375.00	375.00	500.00	100.00%
Other Contractual Services	<u>122,430.52</u>	<u>946,809.75</u>	<u>1,006,875.00</u>	<u>60,065.25</u>	<u>1,342,500.00</u>	<u>29.47%</u>
Total Contractual Services	123,054.49	1,381,909.76	1,547,742.00	165,832.24	2,058,741.00	32.88%
Professional Association Membership Dues	0.00	7,030.00	6,866.00	(164.00)	9,150.00	23.17%
Miscellaneous	<u>731.36</u>	<u>4,196.23</u>	<u>3,903.00</u>	<u>(293.23)</u>	<u>5,185.00</u>	<u>19.07%</u>
Total EXPENDITURES	<u>777,378.77</u>	<u>8,280,322.40</u>	<u>9,028,259.00</u>	<u>747,936.60</u>	<u>12,140,143.00</u>	<u>31.79%</u>
EXCESS(DEFICIENCY) OF REVENUE OVER EXPENDITURES	<u>928,837.51</u>	<u>1,456,529.35</u>	<u>424,135.00</u>	<u>1,032,394.35</u>	<u>311,133.00</u>	<u>368.14%</u>

RAILS

Statement of Revenues and Expenditures - FY18 - 75.0% Completed

Special Revenue Fund

From 3/1/2018 Through 3/31/2018

Document 6.2-6.3

	Current Period Actual	YTD Actual	YTD Budget - Original	YTD Budget Variance - Original	Total Budget - Original	Percent Total Budget Remaining - Original
REVENUES						
State Grants						
System Automation and Technology	0.00	36,080.00	36,080.00	0.00	36,080.00	0.00%
Total State Grants	0.00	36,080.00	36,080.00	0.00	36,080.00	0.00%
Total REVENUES	0.00	36,080.00	36,080.00	0.00	36,080.00	0.00%
EXPENDITURES						
Contractual Services						
Contract Agreements w/ Systems, Member Libraries	0.00	16,400.00	16,400.00	0.00	36,080.00	54.55%
Total Contractual Services	0.00	16,400.00	16,400.00	0.00	36,080.00	54.55%
Total EXPENDITURES	0.00	16,400.00	16,400.00	0.00	36,080.00	54.55%
EXCESS(DEFICIENCY) OF REVENUE OVER EXPENDITURES	0.00	19,680.00	19,680.00	0.00	0.00	0.00%

RAILS

Statement of Revenues and Expenditures - FY18 - 75.0% Completed

Capital Projects Fund

From 3/1/2018 Through 3/31/2018

Document 6.2-6.3

	Current Period Actual	YTD Actual	YTD Budget - Original	YTD Budget Variance - Original	Total Budget - Original	Percent Total Budget Remaining - Original
EXPENDITURES						
Capital Outlays						
Capital Outlays- Computers	0.00	0.00	26,250.00	26,250.00	35,000.00	100.00%
Capital Outlays- Furnitures & Fixtures	0.00	0.00	22,000.00	22,000.00	22,000.00	100.00%
Capital Outlays- Building and Improvements	0.00	596,219.10	848,000.00	251,780.90	848,000.00	29.69%
Capital Outlays - Vehicles	0.00	0.00	157,500.00	157,500.00	210,000.00	100.00%
Total Capital Outlays	<u>0.00</u>	<u>596,219.10</u>	<u>1,053,750.00</u>	<u>457,530.90</u>	<u>1,115,000.00</u>	<u>46.53%</u>
Total EXPENDITURES	0.00	596,219.10	1,053,750.00	457,530.90	1,115,000.00	46.53%
EXCESS(DEFICIENCY) OF REVENUE OVER EXPENDITURES	<u>0.00</u>	<u>(596,219.10)</u>	<u>(1,053,750.00)</u>	<u>457,530.90</u>	<u>(1,115,000.00)</u>	<u>(46.53)%</u>

RAILS

Statement of Revenues and Expenditures - FY18 - 75.0% Completed

Delivery

Document 6.2-6.3

From 3/1/2018 Through 3/31/2018

	Current Period Actual	YTD Actual	YTD Budget - Original	YTD Budget Variance - Original	Total Budget - Original	Percent Total Budget Remaining - Original
REVENUES						
Fees for Services and Materials						
Fees for Services and Materials	44,460.20	402,988.05	396,180.00	6,808.05	528,240.00	(23.71)%
Total Fees for Services and Materials	44,460.20	402,988.05	396,180.00	6,808.05	528,240.00	(23.71)%
Total REVENUES	44,460.20	402,988.05	396,180.00	6,808.05	528,240.00	(23.71)%
EXPENDITURES						
Personnel						
Other Professionals	19,234.47	209,882.53	212,424.00	2,541.47	298,533.00	29.70%
Support Services	93,232.04	873,563.42	858,836.00	(14,727.42)	1,207,094.00	27.63%
Social Security Taxes	8,079.36	78,105.32	81,950.00	3,844.68	115,176.00	32.19%
Unemployment Insurance	(2,498.74)	13,211.42	18,155.00	4,943.58	31,607.00	58.20%
Workers' Compensation	1,090.23	83,550.80	97,169.00	13,618.20	136,571.00	38.82%
Retirement Benefits	5,019.27	32,129.96	48,828.00	16,698.04	68,576.00	53.15%
Health, Dental and Life Insurance	19,942.18	185,612.73	183,690.00	(1,922.73)	244,785.00	24.17%
Temporary Help	2,578.16	18,544.05	24,000.00	5,455.95	32,000.00	42.05%
Total Personnel	146,676.97	1,494,600.23	1,525,052.00	30,451.77	2,134,342.00	29.97%
Buildings and Grounds						
Rent/Lease	10,520.27	104,625.86	101,345.00	(3,280.86)	121,613.00	13.97%
Utilities	620.51	4,246.02	5,025.00	778.98	6,700.00	36.63%
Property Insurance	0.00	0.00	684.00	684.00	912.00	100.00%
Repairs and Maintenance - Bldg	0.00	1,454.34	9,525.00	8,070.66	12,700.00	88.55%
Custodial/Janitorial Service and Supplies	0.00	63.54	375.00	311.46	500.00	87.29%
Other Buildings and Grounds	86.85	805.95	810.00	4.05	1,080.00	25.38%
Total Buildings and Grounds	11,227.63	111,195.71	117,764.00	6,568.29	143,505.00	22.51%
Vehicles Expenses						
Fuel	17,666.68	140,403.50	147,325.00	6,921.50	221,000.00	36.47%
Repairs and Maintenance - Vehicle	7,794.70	76,213.57	57,005.00	(19,208.57)	76,000.00	(0.28)%
Vehicle Insurance	5,320.00	38,635.67	50,935.00	12,299.33	67,906.00	43.10%
Other Vehicle Expenses	1,000.00	6,395.19	3,945.00	(2,450.19)	5,250.00	(21.81)%
Total Vehicles Expenses	31,781.38	261,647.93	259,210.00	(2,437.93)	370,156.00	29.31%
In-State Travel	56.09	1,491.21	3,263.00	1,771.79	3,263.00	54.30%
Out-of-State Travel	0.00	586.40	0.00	(586.40)	0.00	0.00%
Continuing Education						
Registrations and Meeting, Other Fees	288.22	1,576.56	2,800.00	1,223.44	3,400.00	53.63%
Total Continuing Education	288.22	1,576.56	2,800.00	1,223.44	3,400.00	53.63%
Supplies, Postage and Printing						
General Office Supplies and Equipment	42.41	382.50	1,196.00	813.50	1,600.00	76.09%
Postage	667.20	6,520.14	8,285.00	1,764.86	11,050.00	40.99%
Delivery Supplies	8,995.37	38,743.77	32,325.00	(6,418.77)	43,100.00	10.11%
Total Supplies, Postage and Printing	9,704.98	45,646.41	41,806.00	(3,840.41)	55,750.00	18.12%

RAILS

Statement of Revenues and Expenditures - FY18 - 75.0% Completed

Delivery

From 3/1/2018 Through 3/31/2018

Document 6.2-6.3

	Current Period Actual	YTD Actual	YTD Budget - Original	YTD Budget Variance - Original	Total Budget - Original	Percent Total Budget Remaining - Original
Telephone and Telecommunications	241.34	5,830.90	7,010.00	1,179.10	9,340.00	37.57%
Equipment Rental, Repair and Maintenance						
Equipment Rental	586.23	1,726.97	1,500.00	(226.97)	2,000.00	13.65%
Equipment Repair and Maintenance Agreements	0.00	0.00	565.00	565.00	750.00	100.00%
Total Equipment Rental, Repair and Maintenance	586.23	1,726.97	2,065.00	338.03	2,750.00	37.20%
Professional Services						
Legal	0.00	245.00	0.00	(245.00)	0.00	0.00%
Consulting	184.25	12,184.25	18,750.00	6,565.75	25,000.00	51.26%
Total Professional Services	184.25	12,429.25	18,750.00	6,320.75	25,000.00	50.28%
Contractual Services						
Other Contractual Services	91,180.52	800,663.71	873,750.00	73,086.29	1,165,000.00	31.27%
Total Contractual Services	91,180.52	800,663.71	873,750.00	73,086.29	1,165,000.00	31.27%
Professional Association Membership Dues	0.00	275.00	0.00	(275.00)	0.00	0.00%
Miscellaneous	343.15	576.34	642.00	65.66	850.00	32.20%
Total EXPENDITURES	292,270.76	2,738,246.62	2,852,112.00	113,865.38	3,913,356.00	30.03%
EXCESS(DEFICIENCY) OF REVENUE OVER EXPENDITURES	<u>(247,810.56)</u>	<u>(2,335,258.57)</u>	<u>(2,455,932.00)</u>	<u>120,673.43</u>	<u>(3,385,116.00)</u>	<u>(31.01)%</u>

RAILS

Statement of Revenues and Expenditures - FY18 - 75.0% Completed

LLSAP Sub-Fund

From 3/1/2018 Through 3/31/2018

Document 6.2-6.3

	Current Period Actual	YTD Actual	YTD Budget - Original	YTD Budget Variance - Original	Total Budget - Original	Percent Total Budget Remaining - Original
REVENUES						
Fees for Services and Materials						
Fees for Services and Materials	0.00	484,844.93	484,845.00	(0.07)	646,460.00	(25.00)%
Total Fees for Services and Materials	0.00	484,844.93	484,845.00	(0.07)	646,460.00	(25.00)%
Total REVENUES	0.00	484,844.93	484,845.00	(0.07)	646,460.00	(25.00)%
EXPENDITURES						
Personnel						
Library Professionals	27,802.42	257,171.21	321,784.00	64,612.79	452,250.00	43.14%
Other Professionals	62,307.07	610,116.43	593,635.00	(16,481.43)	834,286.00	26.87%
Support Services	14,052.23	133,261.49	139,970.00	6,708.51	196,711.00	32.26%
Social Security Taxes	7,592.99	73,021.72	80,726.00	7,704.28	113,489.00	35.66%
Unemployment Insurance	(2,524.13)	7,327.34	12,553.00	5,225.66	13,775.00	46.81%
Workers' Compensation	18.37	1,792.00	2,224.00	432.00	3,130.00	42.75%
Retirement Benefits	4,816.54	30,720.39	49,507.00	18,786.61	69,565.00	55.84%
Health, Dental and Life Insurance	15,196.43	138,121.36	152,352.00	14,230.64	203,102.00	31.99%
Total Personnel	129,261.92	1,251,531.94	1,352,751.00	101,219.06	1,886,308.00	33.65%
Vehicles Expenses						
Fuel	234.02	2,066.38	2,670.00	603.62	4,000.00	48.34%
Repairs and Maintenance - Vehicle	0.00	0.00	600.00	600.00	800.00	100.00%
Vehicle Insurance	560.00	4,073.96	5,362.00	1,288.04	7,148.00	43.01%
Total Vehicles Expenses	794.02	6,140.34	8,632.00	2,491.66	11,948.00	48.61%
In-State Travel	355.06	8,563.98	14,014.00	5,450.02	16,633.00	48.51%
Out-of-State Travel	0.00	2,643.95	3,705.00	1,061.05	26,845.00	90.15%
Continuing Education						
Registrations and Meeting, Other Fees	0.00	2,386.20	11,275.00	8,888.80	15,785.00	84.88%
Total Continuing Education	0.00	2,386.20	11,275.00	8,888.80	15,785.00	84.88%
Supplies, Postage and Printing						
Computers, Software and Supplies	0.00	0.00	228.00	228.00	300.00	100.00%
General Office Supplies and Equipment	0.00	911.56	1,125.00	213.44	1,500.00	39.23%
Postage	0.00	186.31	0.00	(186.31)	0.00	0.00%
Total Supplies, Postage and Printing	0.00	1,097.87	1,353.00	255.13	1,800.00	39.01%
Telephone and Telecommunications	1,926.24	17,596.00	17,855.00	259.00	23,800.00	26.07%
Contractual Services						
Information Service Costs	0.00	2,598.40	0.00	(2,598.40)	0.00	0.00%
Contract Agreements w/ Systems, Member Libraries	0.00	377,586.00	377,586.00	0.00	503,447.00	25.00%
Total Contractual Services	0.00	380,184.40	377,586.00	(2,598.40)	503,447.00	24.48%
Professional Association Membership Dues	0.00	344.00	545.00	201.00	725.00	52.55%
Miscellaneous	92.94	1,354.30	130.00	(1,224.30)	175.00	(673.89)%
Total EXPENDITURES	132,430.18	1,671,842.98	1,787,846.00	116,003.02	2,487,466.00	32.79%
EXCESS(DEFICIENCY) OF REVENUE OVER EXPENDITURES	(132,430.18)	(1,186,998.05)	(1,303,001.00)	116,002.95	(1,841,006.00)	(35.52)%

RAILS
Check/Voucher Register
from March 1, 2018 to March 31, 2018

Document 6.2-6.3

Payee	Description	Date	Amount	Total for Multiple Checks
Abila	Abila RAILS AP Checks	3/30/2018	323.85	
ADT Security Services	Monitoring Burglar Alarm 3/20-4/19/18-RF	3/7/2018	44.13	
ALA/RDA Toolkit	RDA Toolkit-Indian Trails PLD	3/14/2018	48.27	
ALA/RDA Toolkit	RDA Toolkit-Roosevelt University	3/14/2018	72.39	120.66
Alonti Cafe & Catering	Hospitality for Facilitation Seminar	3/28/2018	332.50	
American First Aid Services Inc	Replenish First Aid Kit	3/21/2018	102.95	
Ancel, Glink	Professional Services for February 2018	3/14/2018	2,100.00	
Andrew Hettinger	Travel Reimbursement 3/13/18	3/21/2018	84.24	
Aramark Refreshment Services	Supplies	3/7/2018	86.18	
Aramark Refreshment Services	Supplies-BR	3/14/2018	481.61	567.79
Arlington Heights Memorial Library	Reimbursement for Water Damage by CTS	3/14/2018	21.99	
AT & T	Phone Service 3/4-4/3/18	3/14/2018	121.66	
AT & T	Phone Service 3/7-4/6/18-BR	3/21/2018	319.12	
AT & T	Phone Service 3/7-4/6/18-BB	3/21/2018	485.41	
AT& T	AT&T Facility Access Fee	3/28/2018	1,139.61	2,065.80
Automated Logic Corporation	Qtrly Svc Contract-1/1-3/31/18	3/14/2018	943.50	
B&H Photo-Video	Security Camera Update-BB	3/21/2018	1,392.00	
Baker & Taylor	eRead Content for February 2018	3/21/2018	28,793.97	
Baker & Taylor	eRead Content for February 2018	3/21/2018	3,246.46	
Baker & Taylor	eRead Content for February 2018	3/21/2018	3,691.19	
Baker & Taylor	eRead Content for February 2018	3/21/2018	420.98	36,152.60
Barbara Alvarez	Two Week Course-Livestreaming	3/7/2018	1,500.00	
BiblioLabs LLC	Geo-located Biblioboard - Apr to June 2018	3/21/2018	31,250.00	
Brian Pichman	Webinar-Innovative Technologies/Tech Trends	3/28/2018	350.00	
Buildingstars Operations, Inc.	Cleaning Service for March 2018-BR	3/7/2018	1,489.00	
C.J. Erickson Plumbing Co.	Plumbing-Clear Floor Drains in Garage-BB	3/7/2018	520.00	
Certified Towing and Recovery	Service-Towing-2010 Chevy Express-BB	3/14/2018	375.00	
Certified Towing and Recovery	Service-Towing-2008 GMC Savana	3/14/2018	375.00	750.00
Chicago Heights Public Library	Reimbursement-Repair Damaged Door by CTS	3/7/2018	582.50	
Chicago Tribune	Chicago Tribune Through June 3, 2018-BR	3/21/2018	76.00	
City of Rockford	Water & Sewer Service for Rockford	3/21/2018	2.79	
CJ Services	Air Quality Testing at BR	3/28/2018	300.00	
Comcast Cable	Internet Service 3/19-4/18-RF	3/21/2018	307.67	
Comcast Cable	Internet Service 3/23-4/22/18-BR	3/28/2018	236.39	544.06
Comet Messenger Service, Inc.	Mail Delivery to Chicago 2/26-3/1/18	3/14/2018	168.00	
Comet Messenger Service, Inc.	Mail Delivery to Chicago 3/5-3/9	3/14/2018	216.00	
Comet Messenger Service, Inc.	Mail Delivery to Chicago 3/13-3/15/18	3/21/2018	96.00	
Comet Messenger Service, Inc.	Mail Delivery to Chicago 3/19-3/21/18	3/28/2018	168.00	648.00
Commonwealth Edison	Electric 1/22-2/20/18-RF	3/7/2018	205.44	
Commonwealth Edison	Electric Unit A-2/1-3/2/18-BB	3/14/2018	435.91	641.35
Continental Transportation Solutions	Delivery Outsourcing 2/23/18	3/7/2018	17,562.35	
Continental Transportation Solutions	Credit for Water Damaged Items-Crete PL	3/7/2018	-95.95	
Continental Transportation Solutions	Credit For Water Damage-Downers Grove PL	3/7/2018	-30.00	
Continental Transportation Solutions	Credit For Water Damaged Items-Oak Park PL	3/7/2018	-16.99	
Continental Transportation Solutions	Credit Water Damage -No. Boone Middle School	3/7/2018	-10.59	
Continental Transportation Solutions	Credit For Water Damaged Items-Crete PL	3/7/2018	-68.00	
Continental Transportation Solutions	Credit Property Damage to Chicago Heights PL	3/7/2018	-582.50	
Continental Transportation Solutions	Delivery Outsourcing 3/2/18	3/14/2018	17,562.35	
Continental Transportation Solutions	Credit for Water Damaged Items-Oak Park PL	3/14/2018	-15.99	
Continental Transportation Solutions	Credit for Water Damage-Orland School District	3/14/2018	-9.99	

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Continental Transportation Solutions	Credit Water Damaged -Downers Grove	3/14/2018	-29.00	
Continental Transportation Solutions	Credit Water Damaged Items-Arlington Hts PL	3/14/2018	-21.99	
Continental Transportation Solutions	Delivery Outsourcing 3/9/18 incl Riverdale PL	3/21/2018	17,802.20	
Continental Transportation Solutions	Delivery Outsourcing 3/16/18	3/28/2018	17,802.20	69,848.10
Corporate Services, Inc	Temporary Help 2/25/18-RF	3/7/2018	940.68	
Corporate Services, Inc	Temporary Help 3/4/18-RF	3/21/2018	1,127.95	
Corporate Services, Inc	Temporary Help 3/11/18-RF	3/21/2018	509.53	2,578.16
Crete Public Library	Reimburse for Water Damage by CTS-2/20/18	3/7/2018	95.95	
Crete Public Library	Reimburse for Water Damage by CTS-2/22/18	3/7/2018	68.00	163.95
Daniel Papish	Snow Removal Services for February 2018-CV	3/14/2018	775.00	
De Lage Landen Public Finance	Copier Lease-All Sites	3/28/2018	1,541.41	
Deirdre Brennan	Travel Reimbursement 2/17/18	3/14/2018	75.00	
DEMCO	Book Repair Supplies for March 1 Workshop	3/21/2018	147.90	
Demco Software	BrainHQ-Colona District Library	3/14/2018	800.00	
Discovery Benefits, Inc	FSA And HRA for February 2018	3/14/2018	302.40	
Discovery Benefits, Inc	Discovery Benefits Fund FSA	3/23/2018	3,000.00	
Discovery Benefits, Inc	Discovery Benefits Fund FSA	3/26/2018	3,000.00	6,302.40
Downers Grove Public Library	Reimburse for Water Damage by CTS 2/21/18	3/7/2018	30.00	
East Peoria Tire & Vulcanizing	Service-2016 Ford Transit/Tires-EP	3/21/2018	330.44	
Emerick Pest Control	Inspect/Treat for Pest Control	3/28/2018	125.00	
Employee Benefits Corporation	CobraSecure for March 2018	3/21/2018	80.50	
Federal Express Corporation	Mailing for CV Zoning/Annexation	3/28/2018	24.56	
First National Bank Omaha	Credit Card Activity for February 2018	3/21/2018	6,081.36	
Forest Park Public Library	Reimbursement Water Damaged Item by CTS	3/14/2018	29.00	
Fred Pryor Seminars	Fred Pryor Seminar-Event #207335 on 4/11/18	3/21/2018	99.00	
Freeport Public Library	Reimbursement to Freeport PL	3/14/2018	343.15	
Gale/CENGAGE Learning	Caree Online HS-Waukegan PL	3/21/2018	6,475.00	
Gale/CENGAGE Learning	Small Business Builder-Addison PL	3/21/2018	2,110.00	
Gale/CENGAGE Learning	Analytics on Demand-Various (5)	3/21/2018	29,454.39	38,039.39
Hinsdale Bank & Trust	Hinsdale B&T Analysis Fee 02/2018	3/19/2018	34.36	
HR Direct	Poster Guard Fed/State/Local Renewal-BR	3/21/2018	78.99	
HR Direct	Poster Guard Fed/State/Local Renewal-CV	3/21/2018	78.99	
HR Direct	Poster Guard Fed/State/Local Renewal-EP	3/21/2018	78.99	
HR Direct	Poster Guard Fed/State/Local Renewal-RF	3/21/2018	78.99	
HR Direct	Poster Guard Fed/State/Local Renewal-BB	3/21/2018	78.99	394.95
i3 Broadband	Internet Service 3/19-4/18/18-EP	3/28/2018	423.70	
ICMA-RC	ICMA-RC PR Deduction 3/9/18	3/9/2018	3,677.74	
ICMA-RC	ICMA-RC P/R/ Deduction 3/23/18	3/26/2018	3,677.74	7,355.48
Illinois Heartland Library System	Delivery Service to ILDS Libraries Feb 2018	3/7/2018	20,451.42	
Impact Networking, LLC	Copier Usage-All Sites	3/28/2018	1,346.46	
IMRF	IMRF 03/2018	3/29/2018	31,991.91	
IntelePeer Cloud Communications, LLC	VOIP Phone Service for February 2018	3/7/2018	3,063.87	
Iron Mountain	Offsite Data Storage	3/14/2018	332.29	
James Campbell	Travel Reimbursement -3/1/18	3/7/2018	58.86	
Jane Paula Plass	Travel Reimbursement	3/28/2018	125.99	
Jeremy Lynch	Delivery Training Videos-3/23/18	3/21/2018	500.00	
Jessica Barnes	Travel Reimburs. for January & February 2018	3/7/2018	339.90	
Jiffy Lube	Service-2006 Ford E350-BB	3/7/2018	76.48	
Jiffy Lube	Service-2014 Ford Focus-BB	3/7/2018	87.49	
Jiffy Lube	Service-2011 Chevy Express-BB	3/7/2018	98.48	

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Jiffy Lube	Service-2016 Ford Transit-BB	3/7/2018	76.48	
Jiffy Lube	Service-2004 Chevy Express-BB	3/7/2018	80.46	
Jiffy Lube	Service-2008 GMC Savana-BB	3/7/2018	55.47	
Jiffy Lube	Service-2006 Chevy Express-BB	3/7/2018	55.98	530.84
Jody Rubel	Staff Reimbursement for Supplies-BR	3/21/2018	125.07	
Kacy Kelly	Travel Reimbursement 1/10-2/28/18	3/7/2018	163.45	
Karen Goyer	Staff Reimbursement	3/28/2018	28.99	
Keith Hoogland Limited Partnership	East Peoria Rent for April 2018	3/14/2018	10,387.21	
Kendal Orrison	Travel Reimbursement 3/1/18	3/14/2018	48.51	
Lagrange Lock And Safe	Repair Lock	3/14/2018	57.00	
Laura Keyes	Travel Reimbursement 1/26-2/23/18	3/14/2018	430.55	
Level 3 Communications, LLC	Level3 Telecommunications Through 2/24/18	3/7/2018	135.52	
Liberty Termite & Pest Control Inc	Pest Control Service-2/19/18	3/21/2018	60.00	
LIMRiCC - PHIP	Health Insurance for March 2018	3/14/2018	70,019.56	
Louis Capra & Associates	Rockford Rent for April 2018	3/21/2018	1,929.38	
MailFinance	Lease Payment/Mail Protect 4/9-7/8/18	3/21/2018	242.22	
Management Association	Webinar-Coaching your Employees	3/28/2018	1,650.00	
Management Association	Webinar-Facilitated Harassment	3/28/2018	1,350.00	3,000.00
MCP Incorporated	Cleaning Service-March 2018-EP	3/7/2018	697.00	
Mediacom	Phone Svc 3/15-4/14/18-CV	3/14/2018	118.87	
Mediacom	Internet Service for March 2018	3/21/2018	650.00	
Mediacom	Internet Service-April 2018	3/28/2018	650.00	1,418.87
Mendoza Associates, LTD	Installation of Rollor Shades - BR	3/7/2018	2,600.00	
Metro Power, Inc.	Semi Annual P M Service Emergency Generator	3/21/2018	985.95	
Michelle Y. Roubal	Webinar-Vendor Cotract Negotiation 3/16/18	3/14/2018	100.00	
MidAmerican Energy Company	Gas/Electric/Lighting 1/30-2/28/18-CV	3/7/2018	617.01	
MIF 1000 Crossroads (Bolingbrook)	Bolingbrook Rent for April 2018	3/21/2018	8,094.60	
Monroe Truck Equipment, Inc.	Service-2008 GMC Savana-BB	3/7/2018	690.99	
Montoya Customs	Service-2006 Ford Econoline -Insurance claim	3/7/2018	1,107.99	
Montoya Customs	Service-2006 Chevy Express-BB	3/21/2018	681.99	1,789.98
Nicole Zimmermann	Staff Reimbursement	3/14/2018	11.45	
Nicor Gas	Gas Unit B-1/25-2/27/18-BB	3/7/2018	167.69	
Nicor Gas	Gas Unit A-1/25-2/07/18-BB	3/7/2018	267.22	
Nicor Gas	Gas 2/14-3/15/18-BR	3/21/2018	98.01	
Nicor Gas	Gas 2/16-3/19/18-RF	3/28/2018	244.59	777.51
North Boone Middle School	Reimburse for Book Damaged-On the Fence	3/7/2018	10.59	
Oak Park Public Library	Reimburse for Water Damaged Item by CTS	3/7/2018	16.99	
Oak Park Public Library	Reimbursement for Water Damaged Item by CTS	3/14/2018	15.99	32.98
Office Depot	Cleaning Supplies-EP	3/21/2018	68.01	
Office Depot	Office/Cleaning Supplies-BR	3/28/2018	84.86	
Office Depot	Cleaning Supplies-EP	3/28/2018	143.63	296.50
Orkin	Service for March 2018-Routine BR	3/7/2018	96.82	
Orkin	Service -Pest Treatment 2/1/18	3/7/2018	51.60	148.42
Orland School District #135	Reimbursement Water Damaged Item by CTS	3/14/2018	9.99	
Paycom Payroll LLC	Net Wages	3/8/2018	118,006.78	
Paycom Payroll LLC	PR Taxes	3/8/2018	55,085.68	
Paycom Payroll LLC	PR WH & Fees	3/8/2018	1,948.76	
Paycom Payroll LLC	Net Wages	3/22/2018	118,389.07	
Paycom Payroll LLC	PR Taxes	3/22/2018	36,235.00	
Paycom Payroll LLC	PR WH & Fees	3/22/2018	1,965.76	331,631.05

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Ping's Automotive Service	Service-2007 Ford E-250-RF	3/28/2018	48.44	
Ping's Automotive Service	Service-2012 Ford E-250-RF	3/28/2018	614.53	
Ping's Automotive Service	Service-2012 Ford E-250-RF	3/28/2018	218.97	
Ping's Automotive Service	Service-2016 Ford Transit-RF	3/28/2018	77.44	
Ping's Automotive Service	Service-2012 Ford E-250-RF	3/28/2018	502.87	
Ping's Automotive Service	Service-2012 Ford E250	3/28/2018	397.58	1,859.83
Pitney Bowes Inc	Pitney Bowes Annual Fee	3/2/2018	50.00	
Pitney Bowes Inc	Postage Meter Rental 4/1-6/30/18-BR	3/21/2018	246.60	296.60
Premier Snow & Ice, LLC	Snow Removal/Salting-2/8-2/10/18-BR	3/7/2018	1,299.08	
Premier Snow & Ice, LLC	Snow Removal/Salting 2/10-2/11/18-BR	3/7/2018	506.04	
Premier Snow & Ice, LLC	Snow Removal/Salting-2/5/18-BR	3/7/2018	361.00	
Premier Snow & Ice, LLC	Lot Salting-2/12/18-BR	3/7/2018	153.36	
Premier Snow & Ice, LLC	Lot Salting-2/14/18-BR	3/7/2018	153.36	
Premier Snow & Ice, LLC	Lot Salting-2/16/18-BR	3/7/2018	76.68	
Premier Snow & Ice, LLC	Snow/Sleet/Salting-2/20/18-BR	3/21/2018	153.36	
Premier Snow & Ice, LLC	Snow/Sleet/Salting-3/5-3/6/18-BR	3/21/2018	76.68	
Premier Snow & Ice, LLC	Snow/Sleet/Salting-3/6 & 3/7/18-BR	3/21/2018	76.68	2,856.24
Presidio Networked Solutions	Engineer Time-2.5hrs WS13117-3	3/14/2018	462.50	
Republic Services #400	Waste Removal for March 2018-CV	3/14/2018	138.62	
Rock River Disposal Services	Waste Removal for March 2018-RF	3/7/2018	42.72	
Service Forms And Graphics	Post-it Labels for Delivery	3/21/2018	7,000.59	
Sheehan Nagle Hartrey Architects	Architectual Services	3/7/2018	184.25	
Technology Mngment Revolving Fund	Data Services for RSA Servers-January 2018	3/7/2018	240.00	
Technology Mngment Revolving Fund	Communication Charges for February 2018	3/21/2018	1,080.00	1,320.00
Terry Plumbing Co.	Plumbing Service -Vacuum basins in Garage	3/7/2018	2,812.00	
Terry Plumbing Co.	Plumbing-Camera & Rodder clean sewer line	3/7/2018	1,277.40	4,089.40
The Hartford	Workers' Compensation -2017 Audit	3/21/2018	38,495.00	
ThirdWay, Inc	Speaker Fees-Guerilla Branding on 3/27/18	3/7/2018	4,000.00	
Thompson & Thompson	Coal Valley Annexation	3/21/2018	350.00	
Thompson & Thompson	Professional Services-Find More Illinois	3/28/2018	840.00	1,190.00
Tracey Devolder	Cleaning Service for February 2018-CV	3/7/2018	520.00	
Tyco Integrated Security LLC	Recurring Alarm Service 4/1-6/30/18-BR	3/21/2018	335.61	
Uftring Automall	Service-2012 Ford Cargo-EP	3/7/2018	79.14	
Uftring Automall	Service-2008 GMC Savana-EP	3/7/2018	1,211.66	
Uftring Automall	Service-2002 Toyota Sienna-EP	3/7/2018	41.05	
Uftring Automall	Service-2014 Ford Fusion-EP	3/14/2018	118.56	
Uftring Automall	Service-2014 Ford Truck-EP	3/14/2018	85.96	
Uftring Automall	Service-2014 Ford Truck-EP	3/14/2018	36.94	
Uftring Automall	Service-2014 Ford Truck-EP	3/14/2018	61.00	
Uftring Automall	Service-2008 GMC Savana-EP	3/14/2018	118.56	
Uftring Automall	Service-2014 Ford Truck	3/21/2018	37.15	
Uftring Automall	Service-2014 Ford Truck	3/28/2018	29.05	1,819.07
ULINE	Cleaning Supplies-BR	3/14/2018	35.02	
ULINE	Safety/Warning Kits for Delivery Hubs	3/28/2018	1,994.78	2,029.80
Veronda J. Pitchford	Travel Reimbursement ALA MW/ Site visits	3/14/2018	1,106.31	
Veronda J. Pitchford	ALA MW Registration 2/9-13	3/14/2018	270.00	
Veronda J. Pitchford	Travel Reimbursement	3/14/2018	84.58	
Veronda J. Pitchford	Travel Reimbursement-UIC Presentation	3/28/2018	55.20	1,516.09
VIP Electrical Services, Inc.	Service call to check breakers in garage	3/21/2018	75.00	
VIP Electrical Services, Inc.	Breakers for Electric Panels-BR	3/21/2018	97.00	

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Payee	Description	Date	Amount	Total for Multiple Checks
VIP Electrical Services, Inc.	Cap off Wiring to cubicles in 2 rooms not in use	3/21/2018	450.00	622.00
West Town Mechanical	HVAC Maintenance for March 2018-BR	3/7/2018	530.00	
WEX Bank	WEX Fuel Cost for February 2018-All Sites	3/7/2018	<u>18,049.79</u>	
Report Total			<u>801,168.52</u>	

First National Bank Credit Card
Credit Card Charges - Recap
Disbursements - March 2018

<u>Location</u>	<u>GL Account</u>	<u>Description</u>	<u>Amount</u>
Bolingbrook	Custodial Supplies	Cleaning Supplies	197.28
Bolingbrook	Meals - In State	Meals while traveling	32.96
Burr Ridge	Other Vehicle Expense	Replenish I-Pass	1,000.00
Burr Ridge	Meals - In State	Meals while traveling	102.54
Burr Ridge	Meals - In State	Meals while Traveling	18.90
Burr Ridge	Lodging - In State	Lodging-Kewanee	120.99
Burr Ridge	Lodging - In State	Lodging-Kewanee	120.99
Burr Ridge	Air Fair - Out of State	American Airlines to Newark, NJ	239.30
Burr Ridge	Air Fair - Out of State	Delta to Detroit	191.60
Burr Ridge	Meals - Out of State	Meals-Denver	145.82
Burr Ridge	Lodging - Out of State	Lodging-Denver	1,168.90
Burr Ridge	Out of State Travel	Transport	80.40
Burr Ridge	Registration & Meetings	Detroit-ICOLC 2018 meeting	450.00
Burr Ridge	Registration & Meetings	Hospitality-ebook Summit & Board meetings	292.01
Burr Ridge	Registration & Meetings	Hospitality-Enrichment Team	214.36
Burr Ridge	Registration & Meetings	LASA Group-Hospitality	57.25
Burr Ridge	Registration & Meetings	LASA Group-Lodging	230.97
Burr Ridge	General Office Supplies	Supplies	125.21
Burr Ridge	Telecommunications	Ustream TV-Video Streaming -All sites	99.00
Burr Ridge	Telecommunications	J2 Fax Services	16.95
Burr Ridge	Telecommunications	Spectech-Tracking CTS Book Deliveries	25.00
Burr Ridge	Information Service Cost	Mail Chimp-BR Newsletter	85.00
Burr Ridge	Information Service Cost	Liberated Syndication- website fee/Podcast	7.00
Burr Ridge	Information Service Cost	Github/Godaddy	99.68
Burr Ridge	Information Service Cost	Annual Maintenance for Internet Numbers	100.00
Burr Ridge	Miscellaneous	Annual Bank card Fee	15.00
Burr Ridge	Miscellaneous	Annual Bank card Fee	15.00
Coal Valley	Repairs & Maintenance - Vehicles	Vehicle Service	158.39
Coal Valley	Meals - In State	Meals	23.13
Coal Valley	General Office Supplies	Supplies	247.23
Coal Valley	Postage	Postage for Library Mailings	8.48
East Peoria	Repairs & Maintenance - Building	Facility Supplies	77.22
East Peoria	Repairs & Maintenance - Vehicles	Service /Supplies	52.02
East Peoria	Postage	Postage for Library Mailings	6.23
East Peoria	Telecommunications	Spireon-GPS monthly -EP	209.65
Rockford	General Office Supplies	Supplies for Rockford	42.41
Rockford	Postage	Postage for Library Mailings	4.49
Total for Main Account-#4297			<u><u>6,081.36</u></u>