

November 12, 2020

**TO: RAILS BOARD OF DIRECTORS**

**FROM: JIM KREGOR**

**SUBJECT: RAILS FINANCIAL REPORT – OCTOBER 2020**

Please find attached the RAILS Financial Reports for the month of October 2020. The attached statements include the individual fund Balance Sheets and Statement of Revenue and Expenditure reports for RAILS' Governmental (General, Special Revenue and Capital Projects) Funds, plus separate reports for four major programs: Delivery operations, LLSAP support, Census 2020 Grant and L-2 Replacement Grant. In addition, reports showing the details of RAILS' cash and investments and monthly expenditures are included.

The October, 2020 unassigned General Fund (\$18.4 million) cash and investment balances would fund an estimated 19.9 months of operations.

Delivery operations resumed on June 15. Administrative employees are continuing to work from home but at their option may work from their respective office locations on a limited basis.

#### **FY2021 Year-To-Date Revenues and Expenditures**

Total General Fund revenues of \$8,235,705 through October were \$3,604,644 above budget as we received Area and Per Capita (APC) Grant payments of \$1,614,386 on September 30 and \$5,362,500 on October 1. The September APC payment received represented the FY2021 portion of the APC grant allocated from the State's General Fund, which was not received in the last fiscal year until January 9, 2020. The October payment represented the remainder of the amounts owed pertaining to the FY2020 APC grant. These were funds allocated from the Live and Learn fund portion of our APC grant. Last year we did not receive the final payment of these funds (\$3,217,500) until December 13, 2019.

Investment Income was \$47,112 below budget as interest rates have declined from the 1.0% rate budgeted, which was the market rate at the time we prepared the budget. October month end interest rates were 0.113% and 0.16% for the Illinois Funds and Hinsdale Bank Money Market accounts, respectively, and were unchanged from September.

Total General Fund expenditures of \$4,275,474 through October were \$337,997 below budget due to lower expenditures in nearly all major cost categories. Contractual Services expenditures were \$113,517 below budget as budgeted delivery costs incurred have not yet been paid, and other grant items budgeted have not yet been committed to. Supplies, postage and printing expenditures were \$69,533 below budget primarily because of deferring the budgeted replacement purchase of 95 laptop computers. Travel expenditures through October were \$44,295 below budget as only \$642 of such expenditures have so far

been recorded as very little travel is occurring because of the pandemic. These expenditures are likely to remain minimal as no in-person conferences are as yet scheduled due to pandemic restrictions. Library materials expenditures through October were \$29,858 above budget due to increased group purchases, which will be offset by a similar increase in revenues from these activities. RAILS is continuing to defer major expenditures until the State FY2021 funding situation becomes clearer, which is not expected to occur for at least several months.

Personnel expenditures through October were \$3,205 below budget. Wage and salary expenditures are above budget, due to the selective granting of increases as a result of the benchmarking study, but were offset by lower fringe benefit and temporary help expenditures.

For the month of October, RAILS had three terminations (Jamie Buckman - RSA Member Services User Experience Coordinator, and Ashley Spada and Sonia Giel – Sorters, Bolingbrook). (Terminations refer to all persons leaving RAILS employment for any reason, including resignations and retirements).

Special Revenue Fund expenditures through October were \$272,709, of which \$210,059 were incurred by the Census 2020 Program and \$62,650 by the L2 Replacement Program. A second L2 Replacement Program grant has been awarded, and the full funding received during October, that will cover most of the remaining amounts to be incurred during FY2021. We also have been awarded a FY2021 grant for the Census 2020 Program. Revenues and expenditures for this program are not budgeted as the grant amount, if any, was uncertain at the time the budget was prepared.

Delivery department expenditures through October of \$1,129,200 were \$72,177 below budget primarily from lower Contractual Services (\$37,191) expenditures, due to a normal lag in the receipt and payment of invoices, and lower vehicle expenditures (\$17,037) along with lower expenditures in nearly all other cost categories. Delivery department expenditures through October were 26.4% of total General Fund expenditures.

LLSAP support expenditures of \$977,113 through October were \$10,167 below budget. LLSAP support expenditures were 22.9% of total General Fund expenditures.

There were no capital expenditures through October. These are among the expenditures that RAILS will defer until the State FY2021 funding situation becomes clearer.

#### **FRAUDELENT CHECK EVENT**

On October 27, 2020, our banking representatives informed the Finance department of a fraudulent cashing of checks situation using RAILS' issued checks that had been stolen.

On October 28, I filed a police report regarding a check theft and fraudulent cashing of checks with Officer Kyle Jarolimek of the Village of Burr Ridge Police Department. Officer Jarolimek was very familiar with the stolen check situation, as a number of other area businesses had been victimized, and suggested that I also contact the post office investigator assigned to this case. I filed such a report with the post office inspector on the following day, and then filed a report of the incidents with the FBI.

The following is a summary of the events leading up to the discovery of the fraudulent cashing of RAILS' checks:

We process checks every Wednesday, which upon being signed are placed in a mail bin at our office, where they are picked up daily by a postal employee for delivery.

On October 7, we ran 37 checks, 33 of which were placed in the mail bin in the afternoon, for a pickup of around noon the next day. We also isolated four checks, all of which were above \$10,000 and which required a second signature, for subsequent delivery as we had to first obtain the second signature. We do not know of precisely which day we would have placed these four checks in our bin for delivery, but it is likely it was a day or two, up to a week, following the placement of the original checks.

On Tuesday, October 27, we received a call from our bankers, Wintrust, that it appeared that two checks had been fraudulently cashed. These checks were all in the grouping of four checks in the October 7 run that were placed in the mail bin separate from the rest of the checks. The checks cashed bore the same check numbers and amounts as originally issued, but the payee name and addresses had been altered. Upon investigation of the other two checks in the above \$10,000 batch, we discovered that a third check had been presented with an altered payee name. A fourth check, number 19195 for \$75,129.36, also appears to have been stolen but not cashed, as the vendor confirmed that they had not received the check. We put a stop payment on this check. The check details of the fraudulent checks cashed are as follows:

Check 19177, in the amount of \$29,075.00, was issued to Auto-Graphics, Inc. 10535 Foothill Blvd, Suite 200, Rancho Cucamonga, CA 91730.

Check 19182, in the amount of \$18,601.66 was issued to Continental Transportation Solutions, Accounts Payable, 2881 Busse Road, Elk Grove Village, IL 60007.

Check 19200, in the amount of \$33,251.71, was issued to OverDrive Inc., PO Box 72117, Cleveland, OH 44192-0002.

The above three checks that were cashed, all through non-Wintrust banks, were identical to the issued checks, except that the original payee on the checks were "washed" and a fraudulent payee was inserted.

On all three checks, the banks reportedly became suspicious and froze the accounts that the amounts may have been deposited to. One of these banks contacted RAILS to verify that the payee was fraudulent. We have since obtained affidavits from two of the three original payees that confirm that they did not receive nor cash the original checks. The third payee has mailed their affidavit, but we have not yet received it. The affidavits are a component of banking procedures used in the investigation of fraudulent checks and the recovery of stolen funds.

We use a positive pay system with our banker, which identifies the check number and the amounts of the checks only. Since the payee only was altered, no warnings were issued by the system. We immediately upgraded to a system which will also match the payee name.

On Thursday, November 5, the positive pay system notified RAILS of another possible fraudulent check. This check was identical to those that RAILS issues, but contained an unissued check number, amount and payee. We rejected the transaction, but it indicates that whoever stole the original checks may

have reproduced their own check stock. Any checks issued in this manner will not clear through the positive payee system.

We expect that the banks involved will make us whole on these transactions, but we also would be covered for any losses, less a small deductible, through LIRA.

**RAILS - Reaching Across Illinois Library System  
Cash Position of the General Fund  
Projected as of October 31, 2020**

	<b><u>10/31/2020</u></b>
Total Cash and Investments - All Funds	\$ 21,000,000
Less: Cash & Cash Equivalents - Special Revenue Fund	\$ (200,000)
Cash & Cash Equivalents - Capital Project Fund	<u>\$ (2,400,000)</u>
Unassigned Cash and Investments - General Fund	(A) <u><u>\$ 18,400,000</u></u>
Projected FY2021 Budget average monthly expenditures (not including reimbursable expenses) - General Fund	(B) <u><u>\$ 925,000</u></u>
Projected number of months of General Fund Expenditures - (A) divided by (B)	<u><u>19.9</u></u>

Therefore, RAILS' General Fund can continue to operate on its current cash and investments position through approximately June 2022.

**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**  
**October 31, 2020**

<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>	\$ 3,867,206.86	0.113%	Demand	\$ 2,065.89
<u>Hinsdale Bank &amp; Trust</u> <u>Reaching Across Illinois Library System</u>	<u>Hinsdale Bank &amp; Trust</u> <u>Checking Account</u>	\$ 452,472.76	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>	\$ 1,142.09	0.100%	Demand	\$ -
<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>	\$ 23,918.40	4.000%	12/31/2013	\$ -
<u>Hinsdale Bank &amp; Trust</u> <u>Reaching Across Illinois Library System</u>	<u>Hinsdale Bank &amp; Trust</u> <u>Money Market Account</u>	\$ 16,646,637.71	0.160%	Demand	\$ 8,322.52
<b>Total Cash and Investments / Weighted Average Annual Interest Rate</b>		<u><u>\$ 20,991,377.82</u></u>	<b>0.152%</b>		<u><u>\$ 10,388.41</u></u>

**RAILS**  
Statement of Net Assets  
General Fund  
As of 10/31/2020

	Balance End of Month
<b>Assets</b>	
Cash & Cash Equivalents	18,353,010.34
Investments	23,918.40
Due from Other Funds	228,393.46
Accounts Receivables	214,264.71
Prepaid Expenses	123,073.64
Other Assets	18,351.50
Total Assets	18,961,012.05
<b>Liabilities</b>	
Accrued Liabilities	5,619.13
Deferred Revenue	28,429.00
Other Liabilities	
Funds Held for Consortium	302,314.98
Other	494.16
Total Other Liabilities	302,809.14
Total Liabilities	336,857.27
<b>Fund Balances</b>	
Beginning Fund Balance	14,663,923.45
Current YTD Net Income	3,960,231.33
Total Fund Balances	18,624,154.78
Total Liabilities and Fund Balances	18,961,012.05

**RAILS**  
Statement of Net Assets  
Special Revenue Fund  
As of 10/31/2020

	Balance End of Month
Assets	
Cash & Cash Equivalents	197,415.06
Grants Receivables	111,894.84
Prepaid Expenses	1,829.90
Total Assets	<u>311,139.80</u>
Liabilities	
Due Other Funds	228,393.46
Total Liabilities	<u>228,393.46</u>
Fund Balances	
Current YTD Net Income	82,746.34
Total Fund Balances	<u>82,746.34</u>
Total Liabilities and Fund Balances	<u><u>311,139.80</u></u>



**RAILS**  
Statement of Net Assets  
Capital Projects Fund  
As of 10/31/2020

	Balance End of Month
Assets	
Cash & Cash Equivalents	2,417,034.02
Total Cash & Cash Equivalents	<u>2,417,034.02</u>
Total Assets	<u>2,417,034.02</u>
Fund Balances	
Beginning Fund Balance	2,417,034.02
Total Fund Balances	<u>2,417,034.02</u>
Total Liabilities and Fund Balances	<u><u>2,417,034.02</u></u>

**RAILS**  
Statement of Revenues and Expenditures  
General Fund  
From 10/1/2020 Through 10/31/2020

Document 7.0

	Current Period Actual	YTD Actual	YTD Budget - Original	YTD Budget Variance - Original	Total Budget - Original	Percent Total Budget Remaining - Original
<b>REVENUES</b>						
State Grants						
Area and Per Capita	5,362,500.00	6,976,886.37	3,328,520.00	3,648,366.37	9,985,530.00	(30.13)%
Total State Grants	5,362,500.00	6,976,886.37	3,328,520.00	3,648,366.37	9,985,530.00	(30.13)%
Fees for Services and Materials						
Fees for Services and Materials	52,464.54	456,404.58	492,841.00	(36,436.42)	918,716.00	(50.32)%
Total Fees for Services and Materials	52,464.54	456,404.58	492,841.00	(36,436.42)	918,716.00	(50.32)%
Reimbursements						
Reimbursements	100,522.48	767,037.96	731,000.00	36,037.96	1,124,700.00	(31.80)%
E-Rate Reimbursements	18,312.61	18,312.61	17,500.00	812.61	17,500.00	4.64%
Total Reimbursements	118,835.09	785,350.57	748,500.00	36,850.57	1,142,200.00	(31.24)%
Investment Income						
Investment Income	2,421.23	10,388.41	57,500.00	(47,111.59)	172,000.00	(93.96)%
Total Investment Income	2,421.23	10,388.41	57,500.00	(47,111.59)	172,000.00	(93.96)%
Other Revenue						
Rental Income	0.00	500.00	500.00	0.00	500.00	0.00%
Other Revenue	2,000.00	6,175.00	3,200.00	2,975.00	9,500.00	(35.00)%
Total Other Revenue	2,000.00	6,675.00	3,700.00	2,975.00	10,000.00	(33.25)%
Total REVENUES	5,538,220.86	8,235,704.93	4,631,061.00	3,604,643.93	12,228,446.00	(32.65)%
<b>EXPENDITURES</b>						
Personnel						
Library Professionals	149,174.73	414,506.30	413,913.00	(593.30)	1,301,584.00	68.15%
Other Professionals	169,404.69	468,687.17	458,086.00	(10,601.17)	1,440,500.00	67.46%
Support Services	192,830.62	529,547.78	518,672.00	(10,875.78)	1,631,032.00	67.53%
Social Security Taxes	36,428.20	100,883.95	106,384.00	5,500.05	333,037.00	69.71%
Unemployment Insurance	81.50	422.53	294.00	(128.53)	10,974.00	96.15%
Workers' Compensation	10,289.46	28,193.52	32,452.00	4,258.48	102,005.00	72.36%
Retirement Benefits	5,111.94	14,125.57	13,950.00	(175.57)	43,852.00	67.79%
Health, Dental and Life Insurance	51,670.14	211,352.08	216,296.00	4,943.92	648,760.00	67.42%
Other Fringe Benefits	639.00	1,733.30	7,175.00	5,441.70	21,500.00	91.94%
Temporary Help	0.00	0.00	5,345.00	5,345.00	16,000.00	100.00%
Recruiting	608.15	1,579.80	1,670.00	90.20	5,000.00	68.40%
Total Personnel	616,238.43	1,771,032.00	1,774,237.00	3,205.00	5,554,244.00	68.11%
Library Materials						
Print Materials	1,334.00	2,752.00	2,230.00	(522.00)	6,650.00	58.62%
E-Resources	143,209.87	869,906.12	840,570.00	(29,336.12)	1,460,900.00	40.45%
Total Library Materials	144,543.87	872,658.12	842,800.00	(29,858.12)	1,467,550.00	40.54%
Buildings and Grounds						
Rent/Lease	21,923.95	109,619.75	112,000.00	2,380.25	268,800.00	59.22%
Utilities	5,315.42	16,321.01	30,060.00	13,738.99	85,500.00	80.91%
Property Insurance	1,342.00	5,368.00	5,512.00	144.00	16,506.00	67.48%

**RAILS**  
Statement of Revenues and Expenditures  
General Fund  
From 10/1/2020 Through 10/31/2020

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	Current Period Actual	YTD Actual	YTD Budget - Original	YTD Budget Variance - Original	Total Budget - Original	Percent Total Budget Remaining - Original
Repairs and Maintenance - Bldg	3,163.86	8,662.37	23,748.00	15,085.63	71,100.00	87.82%
Custodial/Janitorial Service and Supplies	3,534.92	16,624.24	19,610.00	2,985.76	58,500.00	71.58%
Other Buildings and Grounds	<u>1,108.84</u>	<u>14,588.53</u>	<u>14,110.00</u>	<u>(478.53)</u>	<u>42,300.00</u>	<u>65.51%</u>
Total Buildings and Grounds	36,388.99	171,183.90	205,040.00	33,856.10	542,706.00	68.46%
Vehicles Expenses						
Fuel	16,217.04	48,521.01	61,880.00	13,358.99	246,320.00	80.30%
Repairs and Maintenance - Vehicle	12,732.77	34,199.83	38,225.00	4,025.17	114,600.00	70.16%
Vehicle Insurance	7,387.00	29,548.00	30,301.00	753.00	90,872.00	67.48%
Other Vehicle Expenses	<u>500.00</u>	<u>1,000.00</u>	<u>2,610.00</u>	<u>1,610.00</u>	<u>7,750.00</u>	<u>87.10%</u>
Total Vehicles Expenses	36,836.81	113,268.84	133,016.00	19,747.16	459,542.00	75.35%
In-State Travel	110.66	642.18	28,617.00	27,974.82	55,196.00	98.84%
Out-of-State Travel	0.00	0.00	16,320.00	16,320.00	54,880.00	100.00%
Continuing Education						
Registrations and Meeting, Other Fees	3,774.89	5,463.30	23,604.00	18,140.70	59,352.00	90.80%
Conferences and Continuing Education Meetings	<u>1,050.00</u>	<u>8,730.00</u>	<u>34,805.00</u>	<u>26,075.00</u>	<u>103,900.00</u>	<u>91.60%</u>
Total Continuing Education	4,824.89	14,193.30	58,409.00	44,215.70	163,252.00	91.31%
Public Relations	1,914.50	1,914.50	10,390.00	8,475.50	31,100.00	93.84%
Commercial Insurance						
Liability Insurance	<u>1,430.00</u>	<u>11,204.00</u>	<u>8,205.00</u>	<u>(2,999.00)</u>	<u>24,570.00</u>	<u>54.40%</u>
Total Commercial Insurance	1,430.00	11,204.00	8,205.00	(2,999.00)	24,570.00	54.40%
Supplies, Postage and Printing						
Computers, Software and Supplies	96.00	2,016.49	55,995.00	53,978.51	167,876.00	98.80%
General Office Supplies and Equipment	1,141.56	5,999.29	12,988.00	6,988.71	38,780.00	84.53%
Postage	36.49	2,984.18	4,375.00	1,390.82	12,875.00	76.82%
Library Supplies	0.00	0.00	70.00	70.00	200.00	100.00%
Delivery Supplies	6,991.88	14,180.20	21,245.00	7,064.80	63,700.00	77.74%
Other Supplies	<u>0.00</u>	<u>0.00</u>	<u>40.00</u>	<u>40.00</u>	<u>120.00</u>	<u>100.00%</u>
Total Supplies, Postage and Printing	8,265.93	25,180.16	94,713.00	69,532.84	283,551.00	91.12%
Telephone and Telecommunications	12,189.82	37,540.13	49,493.00	11,952.87	148,374.00	74.70%
Equipment Rental, Repair and Maintenance						
Equipment Rental	236.86	3,378.52	6,084.00	2,705.48	18,214.00	81.45%
Equipment Repair and Maintenance Agreements	<u>6,493.00</u>	<u>36,721.54</u>	<u>59,460.00</u>	<u>22,738.46</u>	<u>178,350.00</u>	<u>79.41%</u>
Total Equipment Rental, Repair and Maintenance	6,729.86	40,100.06	65,544.00	25,443.94	196,564.00	79.60%
Professional Services						
Legal	5,158.75	13,526.25	13,525.00	(1.25)	40,500.00	66.60%
Accounting	4,200.00	19,200.00	22,000.00	2,800.00	22,000.00	12.73%
Consulting	15,460.00	38,115.00	33,360.00	(4,755.00)	100,000.00	61.88%
Payroll Service Fees	<u>3,807.48</u>	<u>11,576.67</u>	<u>11,160.00</u>	<u>(416.67)</u>	<u>33,500.00</u>	<u>65.44%</u>
Total Professional Services	28,626.23	82,417.92	80,045.00	(2,372.92)	196,000.00	57.95%
Contractual Services						
Information Service Costs	395.31	2,393.74	9,510.00	7,116.26	28,425.00	91.58%

**RAILS**  
Statement of Revenues and Expenditures  
General Fund  
From 10/1/2020 Through 10/31/2020

Document 7.0

	Current Period Actual	YTD Actual	YTD Budget - Original	YTD Budget Variance - Original	Total Budget - Original	Percent Total Budget Remaining - Original
Contract Agreements w/ Systems, Member Libraries	352,885.00	694,368.89	752,556.00	58,187.11	1,551,791.00	55.25%
Outside Printing Services	0.00	0.00	180.00	180.00	540.00	100.00%
Other Contractual Services	<u>106,445.64</u>	<u>430,292.68</u>	<u>478,326.00</u>	<u>48,033.32</u>	<u>1,434,694.00</u>	<u>70.01%</u>
Total Contractual Services	459,725.95	1,127,055.31	1,240,572.00	113,516.69	3,015,450.00	62.62%
Professional Association Membership Dues	295.00	4,858.00	3,370.00	(1,488.00)	10,080.00	51.81%
Miscellaneous	<u>584.27</u>	<u>2,225.18</u>	<u>2,700.00</u>	<u>474.82</u>	<u>7,950.00</u>	<u>72.01%</u>
Total EXPENDITURES	1,358,705.21	4,275,473.60	4,613,471.00	337,997.40	12,211,009.00	64.99%
EXCESS(DEFICIENCY) OF REVENUE OVER EXPENDITURES	<u><u>4,179,515.65</u></u>	<u><u>3,960,231.33</u></u>	<u><u>17,590.00</u></u>	<u><u>3,942,641.33</u></u>	<u><u>17,437.00</u></u>	<u><u>22,611.66%</u></u>

**RAILS**  
Statement of Revenues and Expenditures  
Special Revenue Fund  
From 10/1/2020 Through 10/31/2020

Document 7.0

	Current Period Actual	YTD Actual	YTD Budget - Original	YTD Budget Variance - Original	Total Budget - Original	Percent Total Budget Remaining - Original
<b>REVENUES</b>						
State Grants						
Other State Grants	190,323.89	355,455.34	120,000.00	235,455.34	176,000.00	101.96%
Total State Grants	190,323.89	355,455.34	120,000.00	235,455.34	176,000.00	101.96%
Total REVENUES	190,323.89	355,455.34	120,000.00	235,455.34	176,000.00	101.96%
<b>EXPENDITURES</b>						
Personnel						
Other Professionals	11,098.20	30,704.60	0.00	(30,704.60)	0.00	0.00%
Social Security Taxes	838.04	2,309.17	0.00	(2,309.17)	0.00	0.00%
Workers' Compensation	12.75	35.25	0.00	(35.25)	0.00	0.00%
Retirement Benefits	112.09	310.28	0.00	(310.28)	0.00	0.00%
Health, Dental and Life Insurance	582.99	2,331.96	0.00	(2,331.96)	0.00	0.00%
Total Personnel	12,644.07	35,691.26	0.00	(35,691.26)	0.00	0.00%
In-State Travel	0.00	335.57	0.00	(335.57)	0.00	0.00%
Supplies, Postage and Printing						
General Office Supplies and Equipment	15.00	55.00	0.00	(55.00)	0.00	0.00%
Other Supplies	74.97	26,805.24	0.00	(26,805.24)	0.00	0.00%
Total Supplies, Postage and Printing	89.97	26,860.24	0.00	(26,860.24)	0.00	0.00%
Professional Services						
Consulting	0.00	2,201.50	0.00	(2,201.50)	0.00	0.00%
Total Professional Services	0.00	2,201.50	0.00	(2,201.50)	0.00	0.00%
Contractual Services						
Contract Agreements w/ Systems, Member Libraries	0.00	13,170.98	0.00	(13,170.98)	16,000.00	17.68%
Other Contractual Services	26,707.12	194,449.45	120,000.00	(74,449.45)	160,000.00	(21.53)%
Total Contractual Services	26,707.12	207,620.43	120,000.00	(87,620.43)	176,000.00	(17.97)%
Total EXPENDITURES	39,441.16	272,709.00	120,000.00	(152,709.00)	176,000.00	(54.95)%
EXCESS(DEFICIENCY) OF REVENUE OVER EXPENDITURES	150,882.73	82,746.34	0.00	82,746.34	0.00	0.00%

**RAILS**  
Statement of Revenues and Expenditures  
42 - Census 2020 Grant  
From 10/1/2020 Through 10/31/2020

Document 7.0

	Current Period Actual	YTD Actual	YTD Budget - Original	Total Budget Variance - Original	Total Budget - Original	Percent Total Budget Remaining - Original
<b>REVENUES</b>						
State Grants						
Other State Grants	68,136.39	179,455.34	0.00	179,455.34	0.00	0.00%
Total State Grants	68,136.39	179,455.34	0.00	179,455.34	0.00	0.00%
Total REVENUES	68,136.39	179,455.34	0.00	179,455.34	0.00	0.00%
<b>EXPENDITURES</b>						
Personnel						
Other Professionals	11,098.20	30,704.60	0.00	(30,704.60)	0.00	0.00%
Social Security Taxes	838.04	2,309.17	0.00	(2,309.17)	0.00	0.00%
Workers' Compensation	12.75	35.25	0.00	(35.25)	0.00	0.00%
Retirement Benefits	112.09	310.28	0.00	(310.28)	0.00	0.00%
Health, Dental and Life Insurance	582.99	2,331.96	0.00	(2,331.96)	0.00	0.00%
Total Personnel	12,644.07	35,691.26	0.00	(35,691.26)	0.00	0.00%
In-State Travel	0.00	335.57	0.00	(335.57)	0.00	0.00%
Supplies, Postage and Printing						
General Office Supplies and Equipment	15.00	55.00	0.00	(55.00)	0.00	0.00%
Other Supplies	74.97	26,805.24	0.00	(26,805.24)	0.00	0.00%
Total Supplies, Postage and Printing	89.97	26,860.24	0.00	(26,860.24)	0.00	0.00%
Professional Services						
Consulting	0.00	2,201.50	0.00	(2,201.50)	0.00	0.00%
Total Professional Services	0.00	2,201.50	0.00	(2,201.50)	0.00	0.00%
Contractual Services						
Contract Agreements w/ Systems, Member Libraries	0.00	13,170.98	0.00	(13,170.98)	0.00	0.00%
Other Contractual Services	17,869.62	131,799.45	0.00	(131,799.45)	0.00	0.00%
Total Contractual Services	17,869.62	144,970.43	0.00	(144,970.43)	0.00	0.00%
Total EXPENDITURES	30,603.66	210,059.00	0.00	(210,059.00)	0.00	0.00%
EXCESS(DEFICIENCY) OF REVENUE OVER EXPENDITURES	37,532.73	(30,603.66)	0.00	(30,603.66)	0.00	0.00%

**RAILS**  
Statement of Revenues and Expenditures  
40 - L-2 Replacement Project  
From 10/1/2020 Through 10/31/2020

Document 7.0

	Current Period Actual	YTD Actual	YTD Budget - Original	YTD Budget Variance - Original	Total Budget - Original	Percent Total Budget Remaining - Original
<b>REVENUES</b>						
State Grants						
Other State Grants	122,187.50	176,000.00	120,000.00	56,000.00	176,000.00	0.00%
Total State Grants	122,187.50	176,000.00	120,000.00	56,000.00	176,000.00	0.00%
Total REVENUES	122,187.50	176,000.00	120,000.00	56,000.00	176,000.00	0.00%
<b>EXPENDITURES</b>						
Contractual Services						
Contract Agreements w/ Systems, Member Libraries	0.00	0.00	0.00	0.00	16,000.00	100.00%
Other Contractual Services	8,837.50	62,650.00	120,000.00	57,350.00	160,000.00	60.84%
Total Contractual Services	8,837.50	62,650.00	120,000.00	57,350.00	176,000.00	64.40%
Total EXPENDITURES	8,837.50	62,650.00	120,000.00	57,350.00	176,000.00	64.40%
EXCESS(DEFICIENCY) OF REVENUE OVER EXPENDITURES	113,350.00	113,350.00	0.00	113,350.00	0.00	0.00%

**RAILS**  
Statement of Revenues and Expenditures  
Capital Projects Fund  
From 10/1/2020 Through 10/31/2020

Document 7.0

	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	16,700.00	16,700.00	50,000.00	100.00%
Total Capital Outlays	0.00	0.00	16,700.00	16,700.00	50,000.00	100.00%
Total EXPENDITURES	0.00	0.00	16,700.00	16,700.00	50,000.00	100.00%
EXCESS(DEFICIENCY) OF REVENUE OVER EXPENDITURES	0.00	0.00	(16,700.00)	16,700.00	(50,000.00)	(100.00)%



**RAILS**  
Statement of Revenues and Expenditures  
70 - Delivery  
From 10/1/2020 Through 10/31/2020

Document 7.0

	Current Period Actual	YTD Actual	YTD Budget - Original	YTD Budget Variance - Original	Total Budget - Original	Percent Total Budget Remaining - Original
<b>REVENUES</b>						
Fees for Services and Materials						
Fees for Services and Materials	43,681.79	174,727.16	178,523.00	(3,795.84)	535,566.00	(67.38)%
Total Fees for Services and Materials	43,681.79	174,727.16	178,523.00	(3,795.84)	535,566.00	(67.38)%
Total REVENUES	43,681.79	174,727.16	178,523.00	(3,795.84)	535,566.00	(67.38)%
<b>EXPENDITURES</b>						
Personnel						
Other Professionals	36,274.11	100,358.15	100,140.00	(218.15)	314,906.00	68.13%
Support Services	137,406.48	376,671.09	368,313.00	(8,358.09)	1,158,198.00	67.48%
Social Security Taxes	11,514.39	32,498.70	35,831.00	3,332.30	112,690.00	71.16%
Unemployment Insurance	81.50	390.59	271.00	(119.59)	5,664.00	93.10%
Workers' Compensation	9,809.78	26,866.19	31,089.00	4,222.81	97,730.00	72.51%
Retirement Benefits	1,726.99	4,741.29	4,703.00	(38.29)	14,757.00	67.87%
Health, Dental and Life Insurance	23,894.53	96,428.54	100,308.00	3,879.46	300,876.00	67.95%
Temporary Help	0.00	0.00	5,345.00	5,345.00	16,000.00	100.00%
Total Personnel	220,707.78	637,954.55	646,000.00	8,045.45	2,020,821.00	68.43%
Buildings and Grounds						
Rent/Lease	11,599.61	54,791.25	59,780.00	4,988.75	143,500.00	61.82%
Utilities	338.91	1,457.66	2,230.00	772.34	6,700.00	78.24%
Property Insurance	0.00	109.00	447.00	338.00	1,340.00	91.87%
Repairs and Maintenance - Bldg	60.63	920.51	673.00	(247.51)	2,000.00	53.97%
Custodial/Janitorial Service and Supplies	83.92	1,321.96	1,675.00	353.04	5,000.00	73.56%
Other Buildings and Grounds	112.65	1,428.09	505.00	(923.09)	1,500.00	4.79%
Total Buildings and Grounds	12,195.72	60,028.47	65,310.00	5,281.53	160,040.00	62.49%
Vehicles Expenses						
Fuel	16,201.67	48,454.20	60,690.00	12,235.80	242,760.00	80.04%
Repairs and Maintenance - Vehicle	12,710.09	34,123.40	36,850.00	2,726.60	110,500.00	69.12%
Vehicle Insurance	6,251.00	25,004.00	25,639.00	635.00	76,890.00	67.48%
Other Vehicle Expenses	500.00	1,000.00	2,440.00	1,440.00	7,250.00	86.21%
Total Vehicles Expenses	35,662.76	108,581.60	125,619.00	17,037.40	437,400.00	75.18%
In-State Travel	0.00	12.57	2,650.00	2,637.43	3,505.00	99.64%
Continuing Education						
Registrations and Meeting, Other Fees	0.00	0.00	400.00	400.00	800.00	100.00%
Total Continuing Education	0.00	0.00	400.00	400.00	800.00	100.00%
Commercial Insurance						
Liability Insurance	0.00	137.00	565.00	428.00	1,685.00	91.87%
Total Commercial Insurance	0.00	137.00	565.00	428.00	1,685.00	91.87%
Supplies, Postage and Printing						
General Office Supplies and Equipment	0.00	287.25	313.00	25.75	900.00	68.08%
Postage	36.49	312.55	1,900.00	1,587.45	5,650.00	94.47%
Delivery Supplies	6,991.88	14,180.20	21,245.00	7,064.80	63,700.00	77.74%

**RAILS**  
Statement of Revenues and Expenditures  
70 - Delivery  
From 10/1/2020 Through 10/31/2020

Document 7.0

	Current Period Actual	YTD Actual	YTD Budget - Original	YTD Budget Variance - Original	Total Budget - Original	Percent Total Budget Remaining - Original
Total Supplies, Postage and Printing	7,028.37	14,780.00	23,458.00	8,678.00	70,250.00	78.96%
Telephone and Telecommunications	802.44	5,842.59	6,245.00	402.41	18,695.00	68.75%
Equipment Rental, Repair and Maintenance						
Equipment Rental	29.61	663.93	515.00	(148.93)	1,530.00	56.61%
Equipment Repair and Maintenance Agreements	0.00	0.00	90.00	90.00	250.00	100.00%
Total Equipment Rental, Repair and Maintenance	29.61	663.93	605.00	(58.93)	1,780.00	62.70%
Professional Services						
Legal	0.00	0.00	175.00	175.00	500.00	100.00%
Consulting	15,000.00	15,000.00	6,670.00	(8,330.00)	20,000.00	25.00%
Total Professional Services	15,000.00	15,000.00	6,845.00	(8,155.00)	20,500.00	26.83%
Contractual Services						
Other Contractual Services	74,406.64	286,169.18	323,360.00	37,190.82	970,000.00	70.50%
Total Contractual Services	74,406.64	286,169.18	323,360.00	37,190.82	970,000.00	70.50%
Professional Association Membership Dues	0.00	0.00	90.00	90.00	275.00	100.00%
Miscellaneous	0.00	30.00	230.00	200.00	650.00	95.38%
Total EXPENDITURES	365,833.32	1,129,199.89	1,201,377.00	72,177.11	3,706,401.00	69.53%
EXCESS(DEFICIENCY) OF REVENUE OVER EXPENDITURES	(322,151.53)	(954,472.73)	(1,022,854.00)	68,381.27	(3,170,835.00)	(69.90)%

**RAILS**  
Statement of Revenues and Expenditures  
LLSAP Sub-Fund  
From 10/1/2020 Through 10/31/2020

Document 7.0

	Current Period Actual	YTD Actual	YTD Budget - Original	YTD Budget Variance - Original	Total Budget - Original	Percent Total Budget Remaining - Original
<b>EXPENDITURES</b>						
<b>Personnel</b>						
Library Professionals	30,507.18	86,788.48	88,324.00	1,535.52	277,739.00	68.75%
Other Professionals	31,211.57	86,352.22	86,346.00	(6.22)	271,522.00	68.20%
Support Services	14,947.82	41,355.92	41,265.00	(90.92)	129,764.00	68.13%
Social Security Taxes	5,640.49	15,620.71	16,521.00	900.29	51,943.00	69.93%
Unemployment Insurance	0.00	0.00	0.00	0.00	1,416.00	100.00%
Workers' Compensation	88.21	246.70	285.00	38.30	891.00	72.31%
Retirement Benefits	774.32	2,166.16	2,179.00	12.84	6,857.00	68.41%
Health, Dental and Life Insurance	8,137.72	32,550.88	32,784.00	233.12	98,328.00	66.90%
<b>Total Personnel</b>	<b>91,307.31</b>	<b>265,081.07</b>	<b>267,704.00</b>	<b>2,622.93</b>	<b>838,460.00</b>	<b>68.38%</b>
<b>Library Materials</b>						
E-Resources	0.00	184.56	0.00	(184.56)	0.00	0.00%
<b>Total Library Materials</b>	<b>0.00</b>	<b>184.56</b>	<b>0.00</b>	<b>(184.56)</b>	<b>0.00</b>	<b>0.00%</b>
<b>Vehicles Expenses</b>						
Fuel	15.37	27.62	320.00	292.38	960.00	97.12%
Repairs and Maintenance - Vehicle	0.00	53.75	135.00	81.25	400.00	86.56%
Vehicle Insurance	284.00	1,136.00	1,165.00	29.00	3,496.00	67.51%
<b>Total Vehicles Expenses</b>	<b>299.37</b>	<b>1,217.37</b>	<b>1,620.00</b>	<b>402.63</b>	<b>4,856.00</b>	<b>74.93%</b>
In-State Travel	0.00	0.00	1,670.00	1,670.00	4,970.00	100.00%
Out-of-State Travel	0.00	0.00	0.00	0.00	10,000.00	100.00%
<b>Continuing Education</b>						
Registrations and Meeting, Other Fees	800.00	800.00	1,350.00	550.00	2,250.00	64.44%
<b>Total Continuing Education</b>	<b>800.00</b>	<b>800.00</b>	<b>1,350.00</b>	<b>550.00</b>	<b>2,250.00</b>	<b>64.44%</b>
<b>Supplies, Postage and Printing</b>						
Computers, Software and Supplies	0.00	0.00	100.00	100.00	200.00	100.00%
General Office Supplies and Equipment	145.34	85.34	570.00	484.66	1,700.00	94.98%
Postage	0.00	0.00	50.00	50.00	100.00	100.00%
<b>Total Supplies, Postage and Printing</b>	<b>145.34</b>	<b>85.34</b>	<b>720.00</b>	<b>634.66</b>	<b>2,000.00</b>	<b>95.73%</b>
Telephone and Telecommunications	1,895.15	3,974.73	7,940.00	3,965.27	23,800.00	83.30%
<b>Contractual Services</b>						
Information Service Costs	0.00	0.00	405.00	405.00	1,200.00	100.00%
Contract Agreements w/ Systems, Member Libraries	352,885.00	705,770.00	705,771.00	1.00	1,411,541.00	50.00%
<b>Total Contractual Services</b>	<b>352,885.00</b>	<b>705,770.00</b>	<b>706,176.00</b>	<b>406.00</b>	<b>1,412,741.00</b>	<b>50.04%</b>
Miscellaneous	0.00	0.00	100.00	100.00	300.00	100.00%
<b>Total EXPENDITURES</b>	<b>447,332.17</b>	<b>977,113.07</b>	<b>987,280.00</b>	<b>10,166.93</b>	<b>2,299,377.00</b>	<b>57.51%</b>
<b>EXCESS(DEFICIENCY) OF REVENUE OVER EXPENDITURES</b>	<b>(447,332.17)</b>	<b>(977,113.07)</b>	<b>(987,280.00)</b>	<b>10,166.93</b>	<b>(2,299,377.00)</b>	<b>(57.51)%</b>