

To: IHLS Board of Directors
From: Rhonda Johnisee
Date: July 26, 2022

RE: IHLS Financial Reports as of June 30, 2022

The attached Financial Reports for the period ending June 30, 2022, are drafts based on a cash basis.

FY2022 Grants Status

- IHLS has received written approval on all FY2022 Special Revenue Grant Amendments at the requested levels – Cataloging Maintenance Center (CMC) - \$405,697 and Online Computer Library Center (OCLC) -\$149,513. IHLS has received 100% of the CMC and OCLC grant funding.
- IHLS has received written approval for the FY2022 System Area & Per Capita Grant (SAPG) Application at the requested level of \$3,400,700.32. IHLS has received 100% of the SAPG funding.
- IHLS has received written approval for the Road to Recovery Grant application at the requested level of \$25,000. IHLS has received \$9,385.49 or 37.5% of the Road to Recovery grant funding.

June 2022 Financial Reports

The financial reports included in your board packet represent IHLS' financial activities through June 30, 2022.

On the Statement of Revenues and Expenditures, the column titled, "IHLS Approved FY2022 Total Budget Remaining Percentage", represents the remainder left (based on percentage) of the "IHLS Approved FY2022 Budget". As of June 30, 2022, the target benchmark of the remaining budget should be 0% for all budget line items.

Statement of Revenues and Expenditures

General Fund

Total Revenues "YTD Actuals" are above "YTD Budget" by 0.4%.

Total Expenses "YTD Actuals" are below "YTD Budget" by 9.9%.

SHARE

Fees for Services and Materials "YTD Actuals" of \$1,441,920.74 represents 98.4% of the projection in the FY2022 budget. As of June 30, 2022, 99.1% of that amount has been collected.

Total Expenses "YTD Actuals" are below "YTD Budget" by 7.7%.

Balance Sheets

General Fund

Cash and Cash Equivalents As of June 30, 2022, the General Fund cash balance was \$4,975,225.51. This balance would fund IHLS General Fund operations an estimated 14.2 months based on the FY2022 approved expenditure levels.

SHARE

Cash and Cash Equivalents As of June 30, 2022, the SHARE cash balance of \$2,227,312.58 represents \$1,100,602.55 of SHARE Reserve Funds, \$50,139.36 of Committed Funds for eBooks Cloud Subscription purchases, and 1,076,570.67 Unrestricted (SHARE operations). The Unrestricted Funds will fund SHARE operations approximately 6.3 months based on the FY2022 operations budget. This balance includes the \$300,000 IHLS' FY2022 contribution to SHARE.

Illinois Heartland Library System Statement of Revenues and Expenditures Fund #10 - General Fund

				YTD Budget		Total Budget	IHLS Approved	Audited
	June 2022	YTD Actuals	YTD Budget	Variance		Variance - IHLS	FY2022 Total	FY2021 Actuals
	(06/01/2022 -	(07/01/2021 -	(07/01/2021 -	(07/01/2021 -	IHLS Approved	Board Approved E		(07/01/2020 -
	06/30/2022)	06/30/2022)	06/30/2022)	06/30/2022)	FY2022 Budget	FY2022 Budget	Percentage _b	06/30/2021)
Revenues								
State Grants	0.00	3,400,700.32	3,400,700.00	0.32	3,400,700.00	0.32	0.00%	3,400,700.32
Fees for Services and Materials	0.00	4,517.43	2,650.00	1,867.43	2,650.00	1,867.43	70.47%	2,506.41
Investment Income	4,138.72	11,706.18	1,763.00	9,943.18	1,763.00	9,943.18	563.99%	2,075.32
Other Revenue	17,722.18	323,771.63	319,325.00	4,446.63	319,325.00	4,446.63	1.39%	282,191.60
Total Revenues	21,860.90	3,740,695.56	3,724,438.00	16,257.56	3,724,438.00	16,257.56	0.44%	3,687,473.65
Expenses								
Personnel	199,495.00	2,502,523.91	2,608,536.00	106,012.09	2,608,536.00	106,012.09	4.06%	2,309,538.26
Library Materials	0.00	0.00	0.00	0.00	0.00	0.00	0.00%	208.26
Building and Grounds	22,881.70	246,369.62	259,826.00	13,456.38	259,826.00	13,456.38	5.18%	231,359.27
Vehicle Expenses	44,012.08	418,402.59	481,636.00	63,233.41	481,636.00	63,233.41	13.13%	331,225.01
Travel, Meetings & Continuing for Staff/Board	1,501.21	15,909.39	69,737.00	53,827.61	69,737.00	53,827.61	77.19%	6,783.30
Conferences & Continuing Education Meetings	1,950.00	16,319.90	32,350.00	16,030.10	32,350.00	16,030.10	49.55%	12,669.70
Public Relations	6,293.77	16,649.73	24,550.00	7,900.27	24,550.00	7,900.27	32.18%	9,081.95
Liability Insurance	0.00	18,396.92	17,949.00	(447.92)	17,949.00	(447.92)	(2.50)% c	16,019.00
Supplies, Postage & Printing	9,117.84	149,555.46	256,190.00	106,634.54	256,190.00	106,634.54	41.62%	113,884.23
Telephone & Telecommunications	2,008.02	25,164.18	34,768.00	9,603.82	34,768.00	9,603.82	27.62%	22,415.64
Equipment Rental, Repair and Maintenance	471.76	5,291.33	5,532.00	240.67	5,532.00	240.67	4.35%	4,502.13
Professional Services	4,050.00	44,524.02	45,875.00	1,350.98	45,875.00	1,350.98	2.94%	49,443.22
Contractual Services	(886.94)	66,334.85	80,397.00	14,062.15	80,397.00	14,062.15	17.49%	116,937.59
Professional Membership Dues	653.00	7,054.00	6,707.00	(347.00)	6,707.00	(347.00)	(5.17)% d	5,665.00
Miscellaneous	506.49	6,725.72	5,700.00	(1,025.72)	5,700.00	(1,025.72)	(18.00)% e	7,418.59
Total Expenses	292,053.93	3,539,221.62	3,929,753.00	390,531.38 a	3,929,753.00	390,531.38	9.94%	3,237,151.15
Inter-Company Transfers								
Transfer to Other Funds	(300,000.00)	(300,000.00)	(300,000.00)	0.00	(300,000.00)	0.00	0.00%	(300,000.00)
Total Inter-Company Transfers	(300,000.00)	(300,000.00)	(300,000.00)	0.00	(300,000.00)	0.00	0.00%	(300,000.00)
Net Pass-Through								
Reimbursements	(1,079.33)	2,101.67	942.00	1,159.67	942.00	1,159.67	123.11%	2,691.00
Dreamhost	313.80	489.69	526.00	(36.31)	526.00	(36.31)	(6.90)%	511.68
Reimbursement	(15.99)	(2,575.36)	(1,468.00)	(1,107.36)	(1,468.00)	(1,107.36)	75.43%	(3,202.68)
Total Net Pass-Through	(781.52)	<u>16.0</u> 0	0.00	<u>16.0</u> 0	0.00	<u>16.0</u> 0	0.00%	0.00
Total Revenue Over (Under) Expense	(570,974.55)	(98,510.06)	(505,315.00)	406,804.94	(505,315.00)	406,804.94	(80.51)%	150,322.50

^a Total Expenses YTD Actuals are below YTD Budget by 9.9%.

 $^{^{}m{b}}$ The target benchmark of the remaining budget should be 0% for all budget line items.

c Includes premiums that were paid on an annual basis for Employee Dishonesty, Treasurer's Bond, General Liability, Umbrella, Cyber, and Employment Practices & Management Liabilities Insurances.

 $^{^{}m{d}}$ Includes HR Source annual membership dues and Illinois Library Association institutional membership fees.

^e Includes bank fees for the month of July through June, accounts payable checks, and the annual safe deposit box fee.

Illinois Heartland Library System Statement of Revenues and Expenditures Fund #27 - Cataloging Maintenance Center (CMC) ~ Special Revenue Grant

	June 2022 (06/01/2022 - 06/30/2022)	YTD Actuals (07/01/2021 - 06/30/2022)	YTD Budget (07/01/2021 - 06/30/2022)	YTD Budget Variance (07/01/2021 - 06/30/2022)	IHLS Approved FY2022 Budget	Total Budget Variance - IHLS Board Approved FY2022 Budget	IHLS Approved FY2022 Total Budget Remaining Percentage a	Audited FY2021 Actuals (07/01/2020 - 06/30/2021)
Revenues								
State Grants	0.00	405,697.00	405,697.00	0.00	405,697.00	0.00	0.00%	387,798.00
Other Revenue	0.00	235.22	0.00	235.22	0.00	235.22	0.00%	387,798.00
Total Revenues	0.00	405,932.22	405,697.00	235.22	405,697.00	235.22	0.06%	387,798.00
Expenses								
Personnel	25,940.74	352,214.35	355,988.00	3,773.65	355,988.00	3,773.65	1.06%	320,208.56
Vehicle Expenses	56.84	203.44	0.00	(203.44)	0.00	(203.44)	0.00%	
Travel, Meetings & Continuing for Staff/Board	730.00	2,386.91	1,000.00	(1,386.91)	1,000.00	(1,386.91)	(138.69)% _b	4,790.72
Public Relations	1,066.31	1,219.29	0.00	(1,219.29)	0.00	(1,219.29)	0.00%	438.32
Supplies, Postage & Printing	0.00	3,226.20	2,600.00	(626.20)	2,600.00	(626.20)	(24.08)% _c	18,707.40
Telephone & Telecommunications	325.92	2,875.40	3,011.00	135.60	3,011.00	135.60	4.50%	2,767.17
Equipment Rental, Repair and Maintenance	131.81	1,517.08	1,572.00	54.92	1,572.00	54.92	3.49%	1,417.05
Contractual Services	5,079.41	40,971.80	40,581.00	(390.80)	40,581.00	(390.80)	(0.96)% _d	39,016.21
Professional Membership Dues	0.00	595.00	945.00	350.00	945.00	350.00	37.04%	763.00
Total Expenses	33,331.03	405,209.47	405,697.00	487.53	405,697.00	<u>487.53</u>	0.12%	388,108.43
Inter-Company Transfers								
Transfers From Other Funds	22,303.57	22,303.57	0.00	22,303.57	0.00	22,303.57	0.00%	0
Total Inter-Company Transfers	22,303.57	22,303.57	0.00	22,303.57	0.00	22,303.57	0.00%	0
Total Revenue Over (Under) Expense	(11,027.46)	23,026.32	0.00	23,026.32	0.00	23,026.32	0.00%	(310.43)

^a The target benchmark of the remaining budget should be 0% for all budget line items.

b Includes Illinois Library Association virtual conference registrations and mileage reimbursements for staff.

c Includes the purchase of a laptop and accessories.

 $^{^{\}it d}$ Includes subscription services and grant administration fee.

Illinois Heartland Library System Statement of Revenues and Expenditures Fund #32 - Online Computer Library Center (OCLC) ∼ Special Revenue Grant

	June 2022 (06/01/2022 - 06/30/2022)	YTD Actuals (07/01/2021 - 06/30/2022)	YTD Budget (07/01/2021 - 06/30/2022)	YTD Budget Variance (07/01/2021 - 06/30/2022)	IHLS Approved FY2022 Budget	Total Budget Variance - IHLS Board Approved FY2022 Budget	IHLS Approved FY2022 Total Budget Remaining Percentage a	Audited FY2021 Actuals (07/01/2020 - 06/30/2021)
Revenues								
State Grants	0.00	149,513.00	149,513.00	0.00	149,513.00	0.00	0.00%	158,645.00
Total State Grants	0.00	149,513.00	149,513.00	0.00	149,513.00	0.00	0.00%	158,645.00
Total Revenues	0.00	149,513.00	149,513.00	0.00	149,513.00	0.00	0.00%	158,645.00
Expenses								
Personnel	9,613.24	125,791.80	123,770.00	(2,021.80)	123,770.00	(2,021.80)	(1.63)% _b	121,302.68
Supplies, Postage & Printing	3,550.36	3,972.71	1,525.00	(2,447.71)	1,525.00	(2,447.71)	(160.51)% c	7,154.48
Telephone & Telecommunications	323.88	2,708.19	2,841.00	132.81	2,841.00	132.81	4.67%	2,839.82
Equipment Rental, Repair/ Maintenance	262.83	2,717.46	3,200.00	482.54	3,200.00	482.54	15.08%	2,936.84
Professional Services	0.00	1,375.00	1,475.00	100.00	1,475.00	100.00	6.78%	1,700.00
Contractual Services	1,260.67	15,935.99	16,702.00	766.01	16,702.00	766.01	4.59%	19,100.70
Total Expenses	15,010.98	152,501.15	149,513.00	(2,988.15)	149,513.00	(2,988.15)	(2.00)%	155,034.52
Total Revenue Over (Under) Expense	(15,010.98)	(2,988.15)	0.00	(2,988.15)	0.00	(2,988.15)	0.00%	3,610.48

^a The target benchmark of the remaining budget should be 0% for all budget line items.

^b Includes overtime for non-exempt staff.

^c Includes the purchase of a replacement laptop, office supplies, and postage.

Illinois Heartland Library System Statement of Revenues and Expenditures Fund #66 - Capital Projects Fund

	June 2022 (06/01/2022 -	YTD Actuals (07/01/2021 -	YTD Budget (07/01/2021 -	YTD Budget Variance (07/01/2021 -	IHLS Approved	Total Budget Variance - IHLS Board Approved	IHLS Approved FY2022 Total Budget Remaining	Audited FY2021 Actuals (07/01/2020 -
	06/30/2022)	06/30/2022)	06/30/2022)	06/30/2022)	FY2022 Budget	FY2022 Budget	Percentage a	• • •
Revenues								
State Grants	0.00	0.00	0.00	0.00	0.00	0.00	0.00%	25,500.00
Investment Income	1,391.37	4,432.24	2,164.00	2,268.24	2,164.00	2,268.24	104.82%	5,342.26
Total Revenues	1,391.37	4,432.24	2,164.00	2,268.24	2,164.00	2,268.24	104.82%	30,842.26
Expenses								
Capital Outlays	69,871.78	250,168.69	297,000.00	46,831.31	297,000.00	46,831.31	15.77%	170,779.28
Total Expenses	69,871.78	250,168.69	297,000.00	46,831.31	297,000.00	46,831.31	15.77%	170,779.28
Total Revenue Over (Under) Expense	(<u>68,480.41</u>)	(245,736.45)	(294,836.00)	49,099.55	(<u>294,836.00</u>)	49,099.55	(16.65)%	(139,937.02)

^a The target benchmark of the remaining budget should be 0% for all budget line items.

Illinois Heartland Library System

Balance Sheet

Governmental Funds

as of June 30, 2022

Major Funds Non-Major Capital Projects Governmental General Fund CMC Fund OCLC Fund Fund Funds Total Assets 4,975,225.51 a 42,683.36 3,774.76 1,416,930.80 6,440,703.66 Cash and Cash Equivalents 2,089.23 Due From Other Funds 117.13 0.00 0.00 0.00 0.00 117.13 Grants Receivable 15,614.51 0.00 0.00 0.00 0.00 15,614.51 Accounts Receivable 21,312.15 b 0.00 0.00 0.00 0.00 21,312.15 Prepaid Expenses 127,204.66 289.00 63.00 0.00 0.00 127,556.66 **Total Assets** 5,139,473.96 42,972.36 3,837.76 1,416,930.80 2,089.23 6,605,304.11 Liabilities Accounts Payable 25,441.01 3,102.30 1,704.67 0.00 0.00 30,247.98 Grants Payable 0.00 0.00 0.00 0.00 0.00 0.00 Due to Other Funds 0.00 11.64 5.07 0.00 0.00 16.71 Accrued Expenses 0.00 0.00 53,390.38 6,046.08 61,586.06 2,149.60 **Total Liabilities** 78,831.39 9,160.02 0.00 0.00 91,850.75 3,859.34 Deferred Inflows of Resources Loss Book Funds 0.00 0.00 0.00 0.00 0.00 0.00 Total Deferred Inflows of Resources 0.00 0.00 0.00 0.00 0.00 0.00 **Fund Balances** 5,060,642.57 33,812.34 (21.58)1,416,930.80 2,089.23 6,513,453.36 Total Liabilities, Deferred Inflows, and Fund 5,139,473.96 42,972.36 3,837.76 1,416,930.80 2,089.23 6,605,304.11

Explanations:

Balances

^a This balance would fund IHLS General Fund operations alone an estimated 14.2 months based on current FY2022 approved expenditure levels.

^b Includes U of I balance due to IHLS for June 2022 ILDS services.

^c Non-Major Governmental Funds represents the SWAYS Fund.

Illinois Heartland Library System Statement of Revenues and Expenditures Fund #85 -SHARE Fund ~ Proprietary Fund

				YTD Budget		Total Budget	IHLS Approved	Audited
	June 2022	YTD Actuals	YTD Budget	Variance	7111.0.4	Variance - IHLS	FY2022 Total	FY2021 Actuals
	(06/01/2022 - 06/30/2022)	(07/01/2021 -	(07/01/2021 -	(07/01/2021 - 06/30/2022)	IHLS Approved	FY2022 Budget	Budget Remaining	(07/01/2020 -
	00/30/2022)	06/30/2022)	06/30/2022)	06/30/2022)	FY2022 Budget	F12022 Budget	Percentage c	06/30/2021)
Operating Revenues								
Fees for Services and Materials	12,243.04	1,441,920.74	1,465,770.00	(23,849.26)	1,465,770.00	(23,849.26)	(1.63)%	1,410,543.01
Investment Income	1,016.94	2,847.00	1,020.00	1,827.00	1,020.00	1,827.00	179.12%	1,021.51
Other Revenue	3,073.42	215,658.90	214,256.00	1,402.90	214,256.00	1,402.90	0.65%	174,436.52
Total Operating Revenues	16,333.40	1,660,426.64	1,681,046.00	(20,619.36)	1,681,046.00	(20,619.36)	(1.23)%	1,586,001.04
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Operating Expenses								
Personnel	118,627.20	1,246,002.23	1,310,993.00	64,990.77	1,310,993.00	64,990.77	4.96%	1,008,771.98
Library Materials	11,716.57	137,756.29	156,389.00	18,632.71	156,389.00	18,632.71	11.91%	237,265.17
Vehicle Expenses	148.17	1,375.64	162.00	(1,213.64)	162.00	(1,213.64)	(749.16)% _d	440.09
Travel, Meetings & Continuing for Staff and	476.37	12,639.84	33,009.00	20,369.16	33,009.00	20,369.16	61.71%	4,178.14
Board Members								
Public Relations	0.00	2,047.77	550.00	(1,497.77)	550.00	(1,497.77)	(272.32)% _e	804.03
Supplies, Postage & Printing	10,534.27	70,504.30	72,350.00	1,845.70	72,350.00	1,845.70	2.55%	55,495.92
Telephone & Telecommunications	1,907.37	17,571.86	24,790.00	7,218.14	24,790.00	7,218.14	29.12%	13,626.98
Equipment Rental, Repair and Maintenance	227.17	2,689.29	2,972.00	282.71	2,972.00	282.71	9.51%	2,525.17
Professional Services	0.00	12,122.50	20,975.00	8,852.50	20,975.00	8,852.50	42.21%	13,977.33
Contractual Services	1,933.97	246,032.26	273,104.00	27,071.74	273,104.00	27,071.74	9.91%	209,204.44
Depreciation	0.00	0.00	0.00	0.00	0.00	0.00	0.00%	69,369.41
Professional Membership Dues	204.00	1,270.00	1,560.00	290.00	1,560.00	290.00	18.59%	1,073.00
Miscellaneous	60.00	359.91	360.00	0.09	360.00	0.09	0.03%	(346,969.14)
Total Operating Expenses	145,835.09	1,750,371.89	1,897,214.00	146,842.11 b	1,897,214.00	146,842.11	7.74%	1,269,762.52
Total Operating Revenue Over (Under)	(129,501.69)	(89,945.25)	(216,168.00)	126,222.75	(216,168.00)	126,222.75	(58.39)%	316,238.52
Other Funding Sources								
Transfers From Other Funds	300,000.00	442,500.00	442,500.00	0.00	442,500.00	0.00	0.00%	442,500.00
Transfer to Other Funds	(22,303.57)	(164,803.57)	(142,500.00)	(22,303.57)	(142,500.00)	(22,303.57)	15.65%	(142,500.00)
Total Other Funding Sources	277,696.43	277,696.43	300,000.00	(22,303.57)	300,000.00	(22,303.57)	(7.43)%	300,000.00
Net Pass-Through								
Reimbursements-Subscriptions	0.00	0.00	0.00	0.00	0.00	0.00	0.00%	84,344.66
Reimbursements-3M e-books	26,602.88	82,415.16	0.00	82,415.16	0.00	82,415.16	0.00%	86,220.31
Reimbursement:Subscriptions	0.00	0.00	0.00	0.00	0.00	0.00	0.00%	(79,029.07)
Reimbursement:3M e-books	(26,602.88)	(82,415.16)	0.00	(82,415.16)	0.00	(82,415.16)	0.00%	(86,220.31)
Total Net Pass-Through	0.00	0.00	0.00	0.00	0.00	0.00	0.00%	5,315.59
Total Revenue Over (Under) Expense	148,194.74	187,751.18	83,832.00	103,919.18	83,832.00	103,919.18	123.96%	621,554.11

^{* \$1,441,920.74} represent 98.4% of the projection in the FY2022 Budget and 99.1% of that amount has been collected.

b YTD Actuals are below YTD Budget by 7.7%.

^c The target benchmark of the remaining budget should be 0% for all budget line items.

d Includes fuel for travel.

^e Includes promotional printing of postcards, bookmarks, and shopper bags.

Illinois Heartland Library System

Statement of Net Position SHARE Fund

as of June 30, 2022

	Unrestricted	Reserve Funds	Committed Funds	Total
Assets:				
Current Assets:				
Cash and Cash Equivalents	1,076,570.67 a	1,100,602.55	50,139.36	2,227,312.58
Due from Other Funds	0.00	0.00	0.00	0.00
Accounts Receivable	22,515.62	0.00	(275.83)	22,239.79
Prepaid Expenses	148,459.80	5,133.40	0.00	153,593.20
Net Pension Assets	1,493,764.93	0.00	0.00	1,493,764.93
Total Current Assets:	2,741,311.02	1,105,735.95	49,863.53	3,896,910.50
Capital Assets:				
Depreciable Capital Assets	2,986,662.33	35,080.50	0.00	3,021,742.83
Accumulated Depreciation	(2,784,625.71)	(69,369.41)	0.00	(2,853,995.12)
Total Capital Assets:	202,036.62	(34,288.91)	0.00	167,747.71
Total Assets:	2,943,347.64	1,071,447.04	49,863.53	4,064,658.21
Deferred Outflows of Resources:				
Deferred Outflows from Pension Contribution				
Deferred Outflows from Pension Contribution	578,910.84	0.00	0.00	578,910.84
Total Deferred Outflows of Resources:	<u>578,910.84</u>	<u>0.0</u> 0	0.00	<u>578,910.84</u>
Total Assets and Deferred Outflows of Resources	3,522,258.48	<u>1,071,447.0</u> 4	49,863.53	4,643,569.05
Liabilities:				
Current Liabilities:				
Accounts Payable	7,884.14	0.00	5,753.26	13,637.40
Due to Other Funds	100.42	0.00	0.00	100.42
Accrued Expenses	26,113.22	0.00	0.00	26,113.22
Total Current Liabilities:	34,097.78	0.00	<u></u> 5,753.26	39,851.04
Long-Term Liabilities:				
Compensated Absences Payable	81,658.00	0.00	0.00	81,658.00
Other Long-Term Liabilities	0.00	0.00	0.00	0.00
Total Long-Term Liabilities:	81,658.00	0.00	0.00	81,658.00
Total Liabilities:	115,755.78	0.00	5,753.26	121,509.04
Deferred Inflows of Resources:				
Deferred Inflows of Resources Related to Pension				
Deferred Inflows of Resources Related to Pension	<u>1,647,916.9</u> 0	<u>0.00</u>	0.00	<u>1,647,916.9</u> 0
Total Deferred Inflows of Resources:	<u>1,647,916.9</u> 0	<u>0.0</u> 0	0.00	<u>1,647,916.9</u> 0
Net Position:				
	1,758,585.80	1,071,447.04	44,110.27	2,874,143.11
Total Net Position:	1,758,585.80	1,071,447.04	44,110.27	<u>2,874,143.1</u> 1
Total Liabilities, Deferred Inflows & Net Position	<u>3,522,258.48</u>	1,071,447.04	49,863.53	4,643,569.05

^a The Unrestricted Funds will fund SHARE Operations approximately 6.3 months based on current FY2022 Operations Budget.