# NEW LENOX PUBLIC LIBRARY DISTRICT, ILLINOIS

ANNUAL FINANCIAL REPORT

FOR THE FISCAL YEAR ENDED JUNE 30, 2020

Prepared By:

# HEARNE & ASSOCIATES, P.C.

Certified Public Accountants & Business Consultants

# Annual Financial Report Year Ended June 30, 2020

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David J. Hearne, Jr., CPA (1928-2014) Founder Phillip M. Hearne, CPA Anthony M. Scott, CPA John C. Williams, CPA, MST Matthew R. Truschka, Acct.

Board of Trustees New Lenox Public Library District New Lenox, IL

# **Independent Auditors' Report**

We have audited the accompanying financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of New Lenox Public Library District, Illinois, as of and for the year ended June 30, 2020, and the related notes to the basic financial statements, which collectively comprise the District's basic financial statements as listed in the table of contents.

# Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

# Auditors' Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

#### **Opinions**

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, each major fund, and the aggregate remaining fund information of the New Lenox Public Library District, as of June 30, 2020, and the respective changes in financial position thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

# **Other Matters**

#### **Required Supplementary Information**

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis, pension related schedules and budgetary comparison information, as listed in the table of contents, be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

#### **Other Information**

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the District's basic financial statements. The combining and individual nonmajor fund financial statements and statistical section are presented for purposes of additional analysis and are not a required part of the basic financial statements.

The combining and individual nonmajor fund financial statements are the responsibility of management and were derived from and relate directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the combining and individual nonmajor fund financial statements are fairly stated, in all material respects, in relation to the basic financial statements as a whole.

The other schedules section has not been subjected to the auditing procedures applied in the audit of the basic financial statements and, accordingly, we do not express an opinion or provide any assurance on them.

Heave & Associates P.C.

Hearne & Associates, P.C. Certified Public Accountants

March 3, 2021 Mokena, IL

# Management's Discussion and Analysis June 30, 2020

Our discussion and analysis of New Lenox Public Library District's financial performance provides an overview of the District's financial activities for the fiscal year ended June 30, 2020. Please read it in conjunction with the District's financial statements.

#### **Financial Highlights**

Net position at June 30, 2020 was \$5,617,237, an increase of \$368,139 from the prior year.

Total general revenues are lower by \$423,252, (14.26%) from the prior year.

The District spent \$18,988 on capital outlay during the year and paid \$930,000 in debt principal.

The assessed Valuation of the District increased by \$67,539,097 (5.07%) which will bring it to \$1,397,599,934 for the 2019 Tax Levy Year.

# **Overview of the Financial Statements**

This annual report consists of a series of financial statements. The Statement of Net Position and the Statement of Activities (pages 8-9) provide information about the activities of the District as a whole and present a long-term view of the District's finances. Fund financial statements (pages 10-13) tell how these services were financed in the short-term as well as what remains for future spending. Fund financial statements also report operations in more detail than government-wide statements by providing information about the District's most financially significant funds.

**Government -wide Financial Statements:** One of the most important questions asked about the District's finances is "Is the District as a whole better off or worse as a result of the year's activities?" The Statement of Net Position and the Statement of Activities report information about its activities in a way that helps answer this question. These statements include all assets and liabilities using the accrual basis of accounting, which is similar to accounting used by most private-sector companies. Accrual of the current year's revenues and expenses are taken into account regardless of when the cash is received or paid.

These two statements report the District's net position and changes in them. You can think of the District's net position, as the difference between the assets the District owns and the liabilities the District owes as one way to measure the District's financial health, or financial position. Over time, increases or decreases in the District's net position are one indicator of whether the district is improving or deteriorating financially. You will need to consider other non-financial factors, however, such as changes in the District's jurisdiction, the availability of capital projects, and continuing local government support to assess the overall health of the District.

**Fund Financial Statements:** The major funds reported in this report are the General Fund, Liability Insurance Fund, Illinois Municipal Retirement Fund, and Library Building and Site Fund. All other funds are considered nonmajor and are grouped together in the Nonmajor Governmental Funds category.

Some funds are required to be established by state law, however, the Board of Trustees establishes many other funds to help control and manage money received for particular purposes. The district has several Governmental Funds.

# Management's Discussion and Analysis June 30, 2020

**Governmental Funds:** The District's services are reported in governmental funds, which focus on how money flows into and out of those funds and the balances left at year-end that are available for spending. These funds are reported using an accounting method called Modified Accrual accounting, which measures cash and all other financial assets that can readily be converted to cash. The governmental fund statements provide a detailed short-term view of the District's operations and the services it provides. The governmental fund information helps you determine whether there are more or fewer financial resources that can be spent in the near future to finance the District's programs. We describe the relationship (or differences) between governmental activities (reported in the Statement of Net Position and the Statement of Activities) and the governmental funds in reconciliation on the fund statements.

**Notes to the Basic Financial Statements:** The Notes to the Basic Financial Statements provide additional information that is essential to a full understanding of the data provided in the governmental-wide and fund financial statements. The notes begin on page 14 in this report.

**Other Information:** In addition to the basic financial statements and the accompanying notes, this report also presents combining and individual fund statements and tables in the Other Supplementary Information of the report.

#### **District-Wide Financial Analysis**

Year Ended Ju	une :	30,	
		2020	 2019
Current and Other Assets	\$	3,757,289	\$ 4,458,848
Capital Assets (net of accum depr)		3,957,985	 4,329,581
Total Assets		7,715,274	 8,788,429
Deferred Outflows of Resources			
Pension Related		490,674	 90,657
Current and Other Liabilities		22,844	2,283,008
Long-Term Liabilities		1,004,664	 -
Total Liabilities		1,027,508	 2,283,008
Deferred Inflows of Resources			
Pension Related		612,435	-
Unavailable Property Taxes		948,768	 1,346,980
Total Deferred Inflows of Resources		1,561,203	 1,346,980
Net Position			
Net Investment in Capital Assets		3,957,985	3,386,897
Restricted		729,490	1,024,713
Unrestricted		929,762	 837,488
Total Net Position	\$	5,617,237	\$ 5,249,098

# Condensed Statement of Net Position Year Ended June 30,

# Management's Discussion and Analysis June 30, 2020

The assets of the District are classified as current and other assets and capital assets. Current Assets are available to provide resources for the near-term operations of the District.

The largest portion of the District net position, 70.46%, reflects the net investment in capital assets, which is capital assets, less any related debt used to acquire those assets that are still outstanding.

# Condensed Statement of Activities Year Ended June 30,

	<u>2020</u>	<u>2019</u>		
Program Revenues:				
Charges for Services	\$ 56,729	\$	53,480	
Operating Grants & Contributions	 52,286		67,413	
Total Program Revenues	 109,015		120,893	
General Revenues:				
Property Taxes	2,489,561		2,909,796	
Replacement Taxes	16,597		15,162	
Unrestricted Interest	9,119		8,920	
Impact Fees	 28,977		33,628	
Total General Revenues	 2,544,254		2,967,506	
Expenses				
Culture & Recreation	2,271,179		2,508,757	
Interest on Long-Term Debt	 13,951		46,629	
Total Expenses	 2,285,130		2,555,386	
Change in Net Position	368,139		533,013	
Net Position, Beginning of Year	 5,249,098		4,716,085	
Net Position, End of Year	\$ 5,617,237	\$	5,249,098	

Revenue is divided into two major components, program revenue and general revenue. Program revenue is defined as charges for services and operating grants and contributions. General revenues include property taxes, replacement taxes and unrestricted income.

Expenses for Culture and Recreation decreased by \$237,256, or 9.47%. This was primarily due to the \$96,043 pension benefit for the fiscal year.

# Management's Discussion and Analysis June 30, 2020

# **Budgetary Highlights**

As seen in the following table, the revenue was less than budgeted amounts due primarily to a property tax income being less than anticipated.

Expenditures were less than budgeted amounts.

	 Budget	 Actual
Revenues:		
General Fund	\$ 1,931,007	\$ 1,924,651
Other Funds	 1,244,387	 728,618
Total Revenues	\$ 3,175,394	\$ 2,653,269
Expenditures:		
General Fund	\$ 1,929,744	\$ 1,726,997
Other Funds	 1,245,650	 1,198,790
Total Expenditures	\$ 3,175,394	\$ 2,925,787

#### **Capital Assets**

Capital Assets of the governmental activities at year-end were as follows:

	2020	 2019
Land	\$ 582,664	\$ 582,664
Land Improvements	346,992	346,992
Buildings	7,979,606	7,979,606
Furniture and Equipment	1,997,557	1,978,568
Books	2,676,861	2,676,861
Accumulated Depreciation	 (9,625,695)	 (9,235,110)
Total Net Capital Assets	\$ 3,957,985	\$ 4,329,581

The current year there was no additions or disposals. Depreciation expense was \$389,585 for the 2020 fiscal year. More detail on capital assets can be found in Note 5 in the Notes to the Basic Financial Statements.

#### Long-term Debt

During the year, the district retired \$930,000 of the loan in the current year. The District paid off the remaining principal balance on the loan during the fiscal year. Additional information on long-term debt can be found in Note 6 in the Notes to the Basic Financial Statements.

# Management's Discussion and Analysis June 30, 2020

# **Economic Conditions**

Due to referendum passing on March 17, 2020, the library is expected to receive approximately \$957,000 in additional funds to the operating account. The exact amount will be unknown until notification of the tax levy extension is received in March 2021. In order to be open on Sundays and additional hours during the week, it would cost \$242,424.12 in building and staffing costs (according to early 2020 spending predictions). On average, \$540,000 will go to building maintenance, and \$174,575.86 will be allocated to programs and services that focus on early literacy, homebound services and seniors. There will be years that the library spends less or more on the maintenance items depending on what infrastructure or upkeep is required for the fiscal year. As a result, that difference in maintenance funding will be directed to or from programs and services.

#### **Future Events**

Management is not aware of any currently known facts, decisions, or conditions that would have a significant impact on the District's financial position (net position) or results of operations (revenues, expenses, and other changes in net position) in the next fiscal year, except for the COVID-19 pandemic which may have a significant impact.

#### **Request for Information**

The financial report is designed to provide a general overview of the District's finances for all those interested in the government's finances. Questions concerning any of the information provided in this report or requests for additional information may be sent to New Lenox Public Library District, 120 Veterans Parkway, New Lenox, IL 60451.

# **BASIC FINANCIAL STATEMENTS**

# New Lenox Public Library District, Illinois Statement of Net Position June 30, 2020

	Governmental Activities
Assets	
Cash	\$ 2,495,468
Investments	205,118
Property Taxes Receivable	1,056,703
Capital Assets not Being Depreciated	582,664
Capital Assets Being Depreciated, net	3,375,321
Total Assets	7,715,274
Deferred Outflows of Resources	
Pension Related	490,674
Total Deferred Outflows of Resources	490,674
Liabilities	
Accounts Payable	16,137
Accrued Expenses	6,707
Long-term obligations, due within one year:	
Long-term Obligations, due in more than one year:	
Compensated Absences	82,852
Net Pension Liability	921,812
Total Liabilities	1,027,508
Deferred Inflows of Resources	
Pension Related	612,435
Unavailable Property Taxes	948,768
Total Deferred Inflows of Resources	1,561,203
Net Position	
Net Investment in Capital Assets	3,957,985
Restricted for:	
Debt Service	102,221
Employee Benefits	146
Audit	73
Insurance	73
Building and Site	451,377
Working Capital	204,578
Unrestricted	900,784
Total Net Position	\$ 5,617,237

# New Lenox Public Library District, Illinois Statement of Activities Year Ended June 30, 2020

		Program Revenues						t (Expense), evenue and ange in Net Position	
Functions/Programs	E	Expenses		Charges for and Service Contributions				overnmental Activities	
Governmental Activities:									
Culture and Recreation	\$	2,271,179	\$	56,729	\$	52,286	\$	(2,162,164)	
Interest on Long-term Debt		13,951		-				(13,951)	
Total Governmental Activities	\$	2,285,130	\$	56,729	\$	52,286		(2,176,115)	
		2,489,561 16,597 9,119 28,977 2,544,254							
	Change in Net Position								
	Net 1	Position, Begir	ning of	Year				5,249,098	
	Net I	Position, End o	of Year				\$	5,617,237	

# New Lenox Public Library District, Illinois Balance Sheet Governmental Funds June 30, 2020

		General		ilding and Grounds		struction and Building aintenance	Debt Service			Ionmajor vernmental Funds	Go	Total overnmental Funds
Assets Cash and Investments	\$	1,279,920	\$	449,286	\$	63,167	\$	702,176	\$	206,037	\$	2,700,586
Property Taxes Receivable	Ψ	933,879	Ψ		Ψ	120,000	Ψ	702,170	Ψ	2,824	Ψ	1,056,703
Due from Other Funds		674,978		2,090				-		2,541		679,609
Total Assets	\$	2,888,777	\$	451,376	\$	183,167	\$	702,176	\$	211,402	\$	4,436,898
Liabilities, Deferred Inflows of Resources and Fund Balances	<u></u>		<u> </u>		<u> </u>		<u> </u>		<u>.</u>	,	<u> </u>	
Liabilities:												
Accrued Expenses	\$	6,707	\$	-	\$	-	\$	-	\$	-	\$	6,707
Accounts Payable		16,137		-		-		-		-		16,137
Due to Other Funds		_				75,658		599,955		3,996		679,609
Total Liabilities		22,844				75,658		599,955		3,996		702,453
Deferred Inflows of Resources:												
Unavailable Property Taxes		838,490				107,742				2,536		948,768
Total Deferred Inflows of Resources		838,490				107,742				2,536		948,768
Fund Balances: Restricted for:												
Debt Service		-		-		-		102,221		-		102,221
Employee Benefits		-		-		-		-		146		146
Audit		-		-		-		-		73		73
Insurance		-		-		-		-		73		73
Building and Site		-		451,376		-		-		-		451,376
Working Capital		-		-		-		-		204,578		204,578
Unassigned		2,027,443		-		(233)		-				2,027,210
Total Fund Balances, as restated		2,027,443		451,376		(233)		102,221		204,870		2,785,677
Total Liabilities, Deferred Inflows of Resources and Fund Balances	\$	2,888,777	\$	451,376	\$	183,167	\$	702,176	\$	211,402	\$	4,436,898

# <u>New Lenox Public Library District, Illinois</u> <u>Reconciliation of the Governmental Funds Balance Sheet</u> <u>to the Statement of Net Position</u> <u>June 30, 2020</u>

Total Fund Balances - Governmental Funds	\$ 2,785,677
Amounts reported for governmental activities in the Statement of Net Position are different because:	
Capital assets used in governmental activities are not financial resources and therefore are not reported in the funds	
Capital Assets Accumulated Depreciation	13,583,680 (9,625,695)
Some amounts reported in the Statement of Net Position do not require the use of current financial resources and therefore are not reported in the governmental funds. These amounts consist of:	
Deferred Outflows of Resources Related to Pensions	490,674
Deferred Inflows of Resources Related to Pensions	(612,435)
Net Pension Liability	(921,812)
Compensated Absences	 (82,852)
Net Position of Governmental Activities	\$ 5,617,237

# <u>New Lenox Public Library District, Illinois</u> <u>Statement of Revenues, Expenditures and Changes in Fund Balances (Deficit)</u> <u>Governmental Funds</u> <u>Year Ended June 30, 2020</u>

		General	Construction andBuilding andBuildingGroundsMaintenance				De	bt Service	Gov	onmajor ernmental Funds	Total Governmental Funds	
Revenues	+				± .							
Property Taxes	\$	1,793,360	\$	-	\$ 2	232,312	\$	458,497	\$	5,392	\$	2,489,561
Replacement Taxes		16,597		-		-		-		-		16,597
State and Local Grants		46,059		-		-		-		-		46,059
Fines and Fees		55,564		-		-		-		-		55,564
Rental		1,165		-		-		-		-		1,165
Donations		6,227		-		-		-		-		6,227
Impact Fees		-		28,977		-		-		-		28,977
Interest		5,679		2,555		-		-		885		9,119
Total Revenues		1,924,651		31,532		232,312		458,497		6,277		2,653,269
Expenditures												
Current:												
Culture and Recreation		1,708,008		13,453		236,147		-		5,240		1,962,848
Capital Outlay		18,989		-		-		-		-		18,989
Debt Service												
Principal		-		-		-		930,000		-		930,000
Interest and Other Charges		-		-		-		13,950		-		13,950
Total Expenditures		1,726,997		13,453		236,147		943,950		5,240		2,925,787
Net Change in Fund Balance		197,654		18,079		(3,835)		(485,453)		1,037		(272,518)
Fund Balance, Beginning of Year, as restated		1,829,789	4	33,297		3,602		587,674		203,833		3,058,195
Fund Balance, End of Year	<u>\$</u>	2,027,443	<u>\$</u> 4	51,376	<u>\$</u>	(233)	\$	102,221	\$	204,870	<u>\$</u>	2,785,677

# <u>New Lenox Public Library District, Illinois</u> <u>Reconciliation of the Statement of Revenues, Expenditures and Changes in</u> <u>Fund Balances (Deficit) of Governmental Funds to the Statement of Activities</u> <u>Year Ended June 30, 2020</u>

Net change in fund balance	\$ (272,518)
Amounts reported for governmental activities in the Statement of Activities are different because:	
Governmental funds report capital outlays as expenditures paid while governmental activities report depreciation expense to allocate those expenditures over the lives of the assets. This is the amount by which depreciation expense exceeded capital outlays in the current period.	
Capital Outlay	18,989
Depreciation Expense	(390,585)
<ul><li>Repayment of mortgage principal is an expenditure in the governmental funds, but the repayment reduced long-term liabilities in the Statement of Net Position.</li><li>Some expenses reported in the Statement of Activities do not require the use of</li></ul>	930,000
current financial resources and therefore are not reported in the governmental funds:	
Change in net pension liability and related deferred inflows and outflows	96,043
Change in accrued compensated absences	(26,474)
Change in Bond Premium	12,684
-	 <u> </u>
Change in net position of governmental activities.	\$ 368,139

Notes to the Basic Financial Statements June 30, 2020

# 1. Summary of Significant Accounting Policies

New Lenox Public Library District, Illinois is located in Will County and is operated under a Board of Trustees and Librarian form of management. The financial statements of the District are prepared in accordance with generally accepted accounting principles (GAAP) in the United States of America. The Governmental Accounting Standards Board (GASB) is responsible for establishing GAAP for state and local governments through its pronouncements.

# **Reporting Entity**

As defined by accounting principles generally accepted in the United States of America established by the GASB, the financial reporting entity consists of the primary government, as well as its component units, which are legally separate organizations for which the elected officials of the primary government are financially accountable. Financial accountability is defined as: (1) appointment of a voting majority of the component unit's board and either (a) the ability to impose will by the primary government, or (b) the possibility that the component unit will provide a financial benefit to or impose a financial burden on the primary government; or (2) fiscal dependency on the primary government. There are no component units included in the District's reporting entity. Also, the District is not included as a component unit in any other governmental reporting entity, as defined by GASB pronouncements.

# **Basis of Presentation**

The District's basic financial statements consist of both the government-wide financial statements, including a Statement of Net Position and a Statement of Activities, and the fund financial statements which provide a more detailed level of financial information.

# **Government - Wide Financial Statements**

The Statement of Net Position and the Statement of Activities display information about the District as a whole. These statements include the financial activities of the primary government, except for fiduciary funds. The effect of material interfund activity has been eliminated from these statements. Governmental activities supported by taxes and inter-governmental revenues are reported. The District does not have any business-type activities. The District does not allocate indirect costs.

The Statement of Net Position presents the financial condition of the governmental activities of the District at year end. The Statement of Net Position includes all current assets and current liabilities and all capital assets, net of accumulated depreciation, and long-term debt associated with the operation of the District. The Statement of Activities presents a comparison between direct expenditures and program revenues for each program or function of the District's governmental activities.

Direct expenditures are those that are specifically associated with a service, program or department and therefore, clearly identifiable to a particular function. Program revenues include both charges paid by the recipient of the goods or services offered by the program and grants and contributions that are restricted to meeting the operational or capital requirements of a particular program. Revenues, which are not classified as program revenues, are presented as general revenues of the District.

Notes to the Basic Financial Statements June 30, 2020

#### 1. Summary of Significant Accounting Policies (continued)

The comparison of direct expenditures with program revenues identifies the extent to which each governmental function is self-financing or draws from the general revenues of the District. Separate financial statements are provided for Governmental Funds. Major individual governmental funds are reported as separate columns in the Funds Financial Statements.

#### Fund Financial Statements

During the year, the District segregates transactions related to certain District functions or activities in separate funds in order to aid financial management and to demonstrate legal compliance. Fund financial statements are designed to present financial information of the District at this more detailed level. The focus of governmental fund financial statements is on major funds.

A major fund is defined as the District's General Fund as well as any other fund where the assets, liabilities, revenues or expenditures of that fund are at least ten percent of the corresponding total for all governmental funds since the District has no enterprise funds. The District's management may select as a major fund, any other fund not meeting the above criteria if they believe the fund is of particular importance to the user of the financial statements. The District's General Fund is a major fund. Each major fund is presented in a separate column. The remaining special revenue funds listed in the table of contents are nonmajor funds.

Since capital assets are concerned only with the measurement of financial position as of the date of the end of the reporting period, these assets are not reported in fund financial statements. They are included in the government-wide financial statements.

#### Fund Accounting

The accounts of the District are organized on the basis of funds, each of which is considered a separate accounting entity. The operations of each fund are accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, fund balance, revenues, and expenditures. District resources are allocated to and accounted for in individual funds based upon the purposes for which they are to be spent and the means by which spending activities are controlled.

#### **Government al Funds**

Governmental funds are those through which most governmental functions of the District are financed. The acquisition, use, and balances of the District's expendable financial resources and the related liabilities arising from cash transactions are accounted for through governmental funds. The District reports the following major Governmental fund:

General Fund – The General Fund is the general operating fund. The General Fund accounts for all financial resources except those required to be accounted for in another fund.

Building and Grounds Improvements fund - The Building and grounds Fund is a special revenue fund and reports all costs of maintaining, improving or repairing Library grounds.

Construction and Building – The Construction and Building Fund is a special revenue fund and reports all costs of maintaining, improving or repairing Library buildings.

# Notes to the Basic Financial Statements June 30, 2020

#### 1. Summary of Significant Accounting Policies (continued)

Debt Service - The Debt Service Fund is a special revenue fund used for the repayment of debt.

The District also reports the following nonmajor Governmental funds:

Illinois Municipal Retirement Fund – The IMRF Fund is a special revenue fund and accounts for the District's share of retirement benefit costs for employees.

Social Security Fund – The FICA Fund is a special revenue fund and accounts for the District's FICA property tax revenue.

Audit Fund – Established to account for audit fees and the annual property taxes specifically levied to fund those costs.

Liability Insurance – The Liability Insurance Fund is a special revenue fund and is used for paying legal liability and risk management related expenditures of the District.

Working Capital Fund – The Working Capital Fund is used to cover all of the District's short-term expenses.

# Measurement Focus and Basis of Accounting

The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. The economic resources measurement focus means all assets, deferred outflows of resources, liabilities, and deferred inflows of resources (whether current or non-current) are included on the Statement of Net Position and the operating statements present increases (revenues) and decreases (expenses) in total net position. Under the accrual basis of accounting, revenues are recognized when earned, if measurable, and expenses are recognized as incurred, regardless of the timing of related cash flows.

Governmental Fund Financial Statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. This is the manner on which these funds are budgeted. This presentation is deemed most appropriate to (a) demonstrate legal and covenant compliance and (b) demonstrate the source and use of liquid resources. Since the governmental fund statements are presented on a different measurement focus and basis of accounting than the government-wide statements' governmental columns, (due mainly to the inclusion of capital asset and long-term debt activity in the government-wide presentation) a reconciliation is presented on the page following each statement, which briefly explains the adjustments necessary to transform the fund based financial statements into the governmental column of the government-wide presentation.

Governmental fund revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available when they are collected within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the District considers revenues to be available if they are collected within sixty (60) days of the end of the current fiscal period. Governmental fund expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures, as well as expenditures related to

# Notes to the Basic Financial Statements June 30, 2020

#### 1. Summary of Significant Accounting Policies (continued)

compensated absences, termination benefits, pension costs, and claims and judgments, are recorded only when payment is due.

## **Budgeting** (Appropriation)

The District prepared its budget for all governmental fund types in conformity with practices prescribed or permitted by the applicable statutes of the State of Illinois.

# Capital Assets

Capital Assets, including land, building, furniture & equipment and bookmobile in excess of \$1,000, are reported in the government-wide financial statements. They are recorded at actual or estimated historical cost. Donated assets are recorded at estimated fair market value. Normal maintenance and repairs are not capitalized. Capital assets are depreciated in the government-wide financial statements using the straight-line method over the following useful lives:

Buildings	30 years
Land Improvements	20 years
Furniture & Equipment	3-7 years
Books and Materials	7 years

# Net Position

For government-wide reporting, the difference between assets and deferred outflows of resources less liabilities and deferred inflows of resources is called net position. Net position is comprised of three components: net investment in capital assets restricted and unrestricted.

- *Net Investment in Capital Assets* consists of capital assets, net of accumulated depreciation/ amortization as reduced by outstanding balances of bonds, notes and other debt that are attributable to the acquisition, construction, or improvement of those assets. Deferred outflows of resources and deferred inflows of resources that are attributable to the acquisition, construction, or improvement of those assets or related debt are included in this component of net position.
- *Restricted* net position consists of restricted assets reduced by liabilities and deferred inflows of resources related to those assets. Assets are reported as restricted when constraints are placed on assets used either by external parties or by law through constitutional provision or enabling legislation.
- *Unrestricted* net position is the net amount of the assets, deferred outflows of resources, liabilities, and deferred inflows of resources that does not meet the definition of the two preceding categories.

It is the policy of the District to consider restricted net position to have been depleted before unrestricted net position is applied.

# **Fund Equity**

The District's fund balances are required to be reported using five separate classifications as listed below. The district may not utilize each classification in a given fiscal year.

# Notes to the Basic Financial Statements June 30, 2020

# 1. Summary of Significant Accounting Policies (continued)

Non-Spendable – amounts that cannot be spent either because they are in non-spendable form or because they are legally or contractually required to be maintained intact. This classification may include inventories, prepaid amounts, assets held for sale, and long-term receivables.

Restricted – amounts that can be spent only for specific purposes because of constitutional provisions, charter requirements or enabling legislation or because of constraints that are externally imposed by creditors, grantors, or laws or regulations or other governments.

Committed – amounts that can be used only for specific purposes determined by a formal action of the Board of Trustees of the Library District (the highest level of decision-making authority for the Library District). Commitments may be established, modified, or rescinded only through ordinances or resolutions approved by the Board of Trustees.

Assigned - amounts that do not meet the criteria to be classified as restricted or committed, but that are intended to be used for specific purposes. Under the Library District's adopted policy, only the District may assign amounts for specific purposes.

Unassigned – all other spendable amounts; positive amounts are reported only in the general fund.

The Board of Trustees establishes (and modifies or rescinds) fund balance commitments by passage of an ordinance or resolution. This is typically done through adoption and amendment of the budget.

The fund balance commitment is further indicated in the budget document as a designation or commitment of the fund. Assigned fund balance is established by the board of trustees through adoption or amendment of the budget as intended for a specific purpose.

When fund balance resources are available for a specific purpose in more than one classification, it is the Library District's policy to use the most restrictive funds first in the following order: restricted, committed, assigned, and unassigned as they are needed.

#### Use of Estimates

The preparation of financial statements in conformity with generally accepted accounting principles in the U.S. requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities at the date of the financial statements and report those estimates.

#### **Risk Management**

The District is exposed to various risks of loss including, but not limited to, general liability, property casualty, worker's compensation, illnesses of employees, and public official's liability. These risks are covered by commercial insurance purchased from an insurance agency. Settled claims from these risks have not exceeded the insurance coverage in the fiscal year ended June 30, 2020 or the prior three fiscal years.

# Notes to the Basic Financial Statements June 30, 2020

#### 1. Summary of Significant Accounting Policies (continued)

#### **Compensated Absences**

The District's personnel policy permits employees to accumulate earned but unused vacation and sick pay benefits. Accrued vacation and sick pay is recorded in the General Fund when payable upon retirement or resignation if material. In the government-wide financial statements, accrued vacation is recorded as earned.

# 2. Legal Compliance and Accountability

#### Excess of Actual Expenditures over Budget in Individual Funds

The following funds incurred actual expenditures in excess of budgeted expenditures:

Funds	<u>Budget</u>	<u>Actual</u>	Excess of Actual to Budget
IMRF	\$ -	\$ 1,310	\$ 1,310
FICA	-	1,310	1,310
Audit	-	1,310	1,310
Tort	-	1,310	1,310

# Deficit Fund Balances

The Construction and Building Fund reported a deficit fund balance of (\$233).

#### 3. Deposits and Investments

#### Deposits

Cash deposits consist of checking accounts that are carried at cost. The District maintains petty cash on hand of \$20. At year-end, the carrying amount of the District's bank deposits was \$2,495,468 and the bank balance was \$2,563,510.

# Certificates of Deposit

The District has investments held in certificate of deposit accounts that amount to \$205,118.

Custodial Credit Risk - Custodial Credit Risk is the risk that in the event of a bank failure, the District will not be able to recover the value of its investments or collateral securities that are in possession of an outside party. The District does not have a deposit policy for custodial credit risk.

Concentration of Credit Risk - The District places no limit on the amount it may invest in any one issuer.

Credit Risk - State Statutes authorize the District to invest in direct and general obligations of the United States of America, obligations issued or guaranteed by direct instrumentalities or agencies of the United States of America, pre-refunded municipal obligations, direct and general obligations of any state, interest-bearing demand or time deposits, or interest in money market portfolios issued by state banks or trust companies or national banking associations or savings and loan associations that

# Notes to the Basic Financial Statements June 30, 2020

#### 3. Deposits and Investments (continued)

are continuously and fully insured, corporate debt that is guaranteed by any corporation that is rated by Moody's and S&P in their two highest rating categories, repurchase agreements with maturities of 30 days or less, prime commercial paper of a United States corporation, public housing bonds issued by public agencies, shares of a diversified open-end management investment company, or state pooled investment funds.

# 4. Property Taxes

Property (Real Estate) taxes are levied each year on all taxable real property in the District on or before the last Tuesday in December. The 2019 tax levy was passed by the Board of Trustees on June 10, 2019 and attached as an enforceable lien on the property as of the preceding January 1. The taxes extended by Will County become due and collectible in the form of two billings. The first billing is mailed by the County on or about June 1 and is due within 30 days, that billing is based on the prior year tax extension. The second billing is mailed on or about September 1 and is due within 30 days, that billing is based on the actual extension for 2019. Past due taxes are subject to penalties and interest. The County Collector remits to the District its respective share of taxes collected. The District receives the remittances from the County Treasurer approximately one month after collection.

It is the District's budgetary practice to consider the proceeds from a given tax levy as being available to finance operations of the fiscal year in which the majority of the levy is collected. Accordingly, taxes receivable, net of allowance for uncollectible amounts are included in the balance sheet upon enactment of the annual tax levy but the recognition of revenue is deferred until the following fiscal year.

# 5. Capital Assets

Capital Asset activity for the fiscal year ended June 30, 2020 is as follows:

		Balance		1 1:4:	Dala	4:		Balance
	Jul	y 1, 2019	A	lditions	Dele	tions	Jun	e 30, 2020
Governmental Activities:								
Capital Assets, Not Being Depreciated								
Land	\$	582,664	\$	-	\$	-	\$	582,664
Total Capital Assets,								
Not Being Depreciated		582,664		-		-		582,664
Capital Assets, Being Depreciated								
Land Improvements		346,992		-		-		346,992
Building		7,979,606		-		-		7,979,606
Furniture & Equipment		1,978,569		18,988		-		1,997,557
Books & Materials		2,676,861		-		-		2,676,861
Total Capital Assets,								
Being Depreciated	1	2,982,028		18,988		-	1	3,001,016

# Notes to the Basic Financial Statements June 30, 2020

#### 5. Capital Assets (continued)

Less: Accumulated Depreciation	Balance July 1, 2019	Additions	Deletions	Balance June 30, 2020
Land Improvements	237,065	17,650		254,715
Building	4,758,162	265,985		5,024,147
Furniture & Equipment	1,950,202	11,727	-	1,961,929
Books & Materials	2,289,681	95,223		2,384,904
Total Accumulated Depreciation	9,235,110	390,585		9,625,695
Total Capital Assets,				
Being Depreciated, Net	3,746,917	(371,596)		3,375,321
Governmental Activities Total Capital Assets, Net	\$ 4,329,581	<u>\$ (371,596)</u>	<u>\$</u> -	\$ 3,957,985

Depreciation expense of \$390,585 was all charged to the Cultural and Recreation Governmental activity.

#### 6. Long-Term Obligations

The following is a summary of long-term obligation transactions of the District for the year ended June 30, 2020.

		Balance						Balance	Due	Within
	Jı	ıly 1, 2019	Is	suances	Re	etirements	Ju	ne 30, 2020	On	e Year
Bond Payable	\$	930,000	\$	-	\$	930,000	\$	-	\$	-
Bond Premium		12,684		-		12,684		-		
Net Pension Liability (Asset)		1,230,273		-		308,461		921,812		-
Compensated Absences		56,378		26,474		-		82,852		-
Total Long-Term Obligations	\$	2,229,335	\$	26,474	\$	1,251,145	\$	1,004,664	\$	-

On May 30, 2000, the District issued \$5,850,000 in General Obligation Bonds with rates ranging from 5.60% to 6.40%. Net proceeds were \$5,854,903 and included a premium. Principal and Interest payments were made twice annually. Payments were made on June 30 and December 30.

On March 1, 2005, \$4,575,000 of those securities were placed in an irrevocable trust with an escrow agent to make all future debt service payments. As a result, the bonds liability was removed from the government-wide statement of net assets. This resulted in a difference between the carrying amount of the old debt and the new reacquisition price of \$439,665. The difference was being charged to operations through the fiscal year ended June 30, 2020 using the straight-line method. As a result, the Library reduced its total debt service payments over the next 15 years by \$564,476. The Library also benefited by obtaining an economic gain of \$435,532 due to the difference between present values of the old and new debt service payments.

Notes to the Basic Financial Statements June 30, 2020

#### 6. Long-Term Obligations (continued)

On October 2, 2013, \$4,720,000 of those securities was placed in an irrevocable trust with an escrow agent to make all future debt service payments. As a result, the bonds' liability for those bonds was removed from the government-wide statement of net assets. This resulted in a difference between the net carrying amount of the old debt and the reacquisition price of \$186,077. The difference, reported in the accompanying financial statements, is being charged to operations as a deferred outflow of resources through the fiscal year ended Jun 30, 2020 using the straight-line method. As a result, the Library reduced its total debt service payments over the next 6 years by \$248,998. The Library also benefited by obtaining an economic gain of \$232,898 due to difference between present values of the old and new debt service payments. The amount paid for interest on the general long-term debt for the year ended June 30, 2020 was \$13,950.

At June 30, 2020 the remain balance for the General Obligation Bonds were \$0.

#### 7. Defined Benefit Pension Plan

#### **IMRF** Plan Description

The District's defined benefit pension plan for regular employees provides retirement and disability benefits, post-retirement increases, and death benefits to plan members and beneficiaries. The District's plan is managed by the Illinois Municipal Retirement Fund (IMRF), the administrator of a multi-District public pension fund. A summary of IMRF's pension benefits is provided in the "Benefits Provided" section of this document. Details of all benefits are available from IMRF.

Benefit provisions are established by statute and may only be changed by the General Assembly of the State of Illinois. IMRF issues a publicly available Comprehensive Annual Financial Report that includes financial statements, detailed information about the pension plan's fiduciary net position, and required supplementary information. The report is available for download at www.imrf.org.

# Benefits Provided

The District participates in the Regular Plan (RP).

Employees hired before January 1, 2011, are eligible for Tier 1 benefits. Tier 1 employees are vested for pension benefits when they have at least eight years of qualifying service credit. Tier 1 employees who retire at age 55 (at reduced benefits) or after age 60 (at full benefits) with eight years of service are entitled to an annual retirement benefit, payable monthly for life, in an amount equal to 1-2/3% of the final rate of earnings for the first 15 years of service credit, plus 2% for each year of service credit after 15 years to a maximum of 75% of their final rate of earnings. Final rate of earnings is the highest total earnings during any consecutive 48 months within the last 10 years of service, divided by 48.

Under Tier 1, the pension is increased by 3% of the original amount on January 1 every year after retirement.

Employees hired *on or after* January 1, 2011, are eligible for Tier 2 benefits. For Tier 2 employees, pension benefits vest after ten years of service. Participating employees who retire at age 62 (at reduced benefits) or after age 67 (at full benefits) with ten years of service are entitled to an annual retirement benefit, payable monthly for life, in an amount equal to 1-2/3% of the final rate of earnings

# Notes to the Basic Financial Statements June 30, 2020

# 7. Defined Benefit Pension Plan (continued)

for the first 15 years of service credit, plus 2% for each year of service credit after 15 years to a maximum of 75% of their final rate of earnings.

Final rate of earnings is the highest total earnings during any 96 consecutive months within the last 10 years of service, divided by 96. Under Tier 2, the pension is increased on January 1 every year after retirement, upon reaching age 67, by the *lesser* of:

- 3% of the original pension amount, or
- 1/2 of the increase in the Consumer Price Index of the original pension amount.

# Employees Covered by Benefit Terms

As of December 31, 2019, the following employees were covered by the benefit terms:

Retirees and Beneficiaries currently receiving benefits	26
Inactive Plan Members entitled to but not yet receiving benefits	32
Active Plan Members	25
Total	83

#### **Contributions**

As set by statute, the District's Regular Plan Members are required to contribute 4.5% of their annual covered salary. The statute requires Districts to contribute the amount necessary, in addition to member contributions, to finance the retirement coverage of its own employees. The District's annual contribution rate for calendar year 2019 was 12.80%. For the calendar year 2019, the District contributed \$112,994 to the plan. The District also contributes for disability benefits, death benefits, and supplemental retirement benefits, all of which are pooled at the IMRF level. Contribution rates for disability and death benefits are set by IMRF's Board of Trustees, while the supplemental retirement benefits rate is set by statute.

#### Net Pension Liability

The District's net pension liability was measured as of December 31, 2019. The total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of that date.

#### Actuarial Assumptions

The following are the methods and assumptions used to determine total pension liability at December 31, 2019:

- The <u>Actuarial Cost Method</u> used was Entry Age Normal.
- The Asset Valuation Method used was Market Value of Assets.
- The Inflation Rate was assumed to be 2.50%.
- <u>Salary Increases</u> were expected to be 3.35% to 14.25%, including inflation.
- The Investment Rate of Return was assumed to be 7.25%.

# Notes to the Basic Financial Statements June 30, 2020

# 7. Defined Benefit Pension Plan (continued)

- <u>Projected Retirement Age</u> was from the experience -based Table of Rates, specific to the type of eligibility condition, last updated for the 2017 valuation according to an experience study from years 2014 to 2016.
- <u>Mortality</u> (for non-disabled retirees) an IMRF specific mortality table was used with fully generational projection scale MP-2017 (base year 2015). The IMRF specific rates were developed from the RP-2014 Blue Collar Health Annuitant Mortality Table with adjustments to match current IMRF experience.
- For <u>Disabled Retirees</u>, an IMRF-specific mortality table was used with fully generational projection scale MP-2017 (base year 2015). The IMRF-specific rates were developed from the RP-2014 Disabled Retirees Mortality Table, applying the same adjustments that were applied for non-disabled lives.
- For <u>Active Members</u>, an IMRF-specific mortality table was used with fully generational projection scale MP-2017 (base year 2015). The IMRF-specific rates were developed from the RP-2014 Employee Mortality Table with adjustments to match current IMRF experience.
- The <u>long-term expected rate of return</u> on pension plan investments was determined using a building-block method in which best-estimate ranges of expected future real rates of return (expected returns, net of pension plan investment expense, and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighing the expected future real rates of return to the target asset allocation percentage and adding expected inflation. The target allocation and best estimates of geometric real rates of return for each major asset class are summarized in the following table:

	Portfolio	Long-Term
	Target	Expected Real
Asset Class	Percentage	Rate of Return
Domestic Equity	37.00%	5.75%
International Equity	18.00%	6.50%
Fixed Income	28.00%	3.25%
Real Estate	9.00%	5.20%
Alternative Investments	7.00%	3.60%-7.60%
Cash Equivalents	1.00%	1.85%
Total	100.00%	-

# Notes to the Basic Financial Statements June 30, 2020

#### 7. Defined Benefit Pension Plan (continued)

# Single Discount Rate

A Single Discount Rate of 7.25% was used to measure the total pension liability. The projection of cash flow used to determine this Single Discount Rate assumed that the plan members' contributions will be made at the current contribution rate, and that District contributions will be made at rates equal to the difference between actuarially determined contribution rates and the member rate. The Single Discount Rate reflects:

- 1. The long-term expected rate of return on pension plan investments (during the period in which the fiduciary net position is projected to be sufficient to pay benefits), and
- 2. The tax-exempt municipal bond rate based on an index of 20-year general obligation bonds with an average AA credit rating (which is published by the Federal Reserve) as of the measurement date (to the extent that the contributions for use with the long-term expected rate of return are not met).

For the purpose of the most recent valuation, the expected rate of return on plan investments is 7.25%, the municipal bond rate is 2.75%, and the resulting single discount rate is 7.25%.

## Changes in the Net Pension Liability

Changes in the Net Pension Liability are derived from the changes in the total pension liability and changes in the plan net position. The Schedule of Changes in Net Pension Liability and Related Ratios is presented as follows:

	Total Pension Plan Fiduciary		Net Pension
	Liability	Net Position	Liability/(Asset)
	(a)	(b)	(a) - (b)
Balances Beginning at 1/1/2019	\$ 4,447,172	\$ 3,216,899	\$ 1,230,273
Charges for the year:			
Service Cost	82,294	-	82,294
Interest	315,838	-	315,838
Actuarial Experience	90,251	-	90,251
Contributions - Employer	-	112,994	(112,994)
Contributions - Employee	-	39,725	(39,725)
Net Investment Income	-	624,585	(624,585)
Benefit Payments from Trust	(263,871)	(263,871)	-
Other (Net Transfer)		19,540	(19,540)
Net Changes	224,512	532,973	(308,461)
Balances Ending at 12/31/2019	\$ 4,671,684	\$ 3,749,872	\$ 921,812

# Notes to the Basic Financial Statements June 30, 2020

#### 7. Defined Benefit Pension Plan (continued)

Sensitivity of the Net Pension Liability to Changes in the Discount Rate

The following presents the plan's net pension liability, calculated using a Single Discount Rate of 7.25%, as well as what the plan's net pension liability would be if it were calculated using a Single Discount Rate that is 1% lower or 1% higher:

	1% Lower	Current	1% Higher
	(6.25%)	(7.25%)	(8.25)
Total Pension Liability	\$ 5,281,137	\$ 4,671,684	\$ 4,177,468
Less: Plan Fiduciary Net Position	3,749,872	3,749,872	3,749,872
Net Pension Liability/Asset	\$ 1,531,265	\$ 921,812	\$ 427,596

# Pension Expense, Deferred Outflows of Resources, and Deferred Inflows of Resources Related to Pensions

For the year ended June 30, 2020, the District recognized pension benefit of \$96,043. At June 30, 2020, the District reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

Deferred Amounts Related to Pensions	Out	eferred tflows of sources	In	eferred flows of esources
Differences between expected and actual experience	\$	62,957	\$	127,962
Changes of assumptions		46,749		12,518
Net difference between projected and actual earnings				
on pension plan investments		313,684		471,955
Total Deferred Amounts to be recognized in				
pension expense in future periods		423,390		612,435
Pension Contributions made subsequent				
to the Measurement Date		67,284		-
Total Deferred Amounts Related to Pensions	\$	490,674	\$	612,435

Notes to the Basic Financial Statements June 30, 2020

#### 7. Defined Benefit Pension Plan (continued)

Amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized in pension expense in future periods as follows:

	Net Deferred
Year Ending	Outflows of
December 31,	Resources
2020	\$ (103,472)
2021	(39,112)
2022	32,476
2023	(78,937)
2024	-
Thereafter	
Total	<u>\$ (189,045)</u>

#### 8. Interfund Receivables and Payables

The composition of interfund balances as of June 30, 2020, is as follows:

<u>Funds</u>	Due Fro	m Other Funds	Due To	Other Funds
General	\$	674,978	\$	-
Building and Grounds		2,090		-
Construction and Building		-		75,658
Debt Service		-		599,955
IMRF		-		999
FICA		-		999
Audit		-		999
Liability		-		999
Working Capital		2,541		-
Total	\$	679,609	\$	679,609

# 9. Uncertainty

The District's operations may be affected by the recent and ongoing outbreak of coronavirus disease 2019 (COVID-2019) which was declared a pandemic by the World Health Organization in March of 2020. There is unprecedented uncertainty surrounding the duration of the pandemic, its potential economic ramifications, and any government actions to mitigate them. The ultimate disruption to the District is uncertain at this time.

Notes to the Basic Financial Statements June 30, 2020

# 10. Prior Period Adjustment

During the current fiscal year, the District reviewed its application of existing policies and old outstanding balances and made a prior period adjustment. The District corrected the error of recording accrued vacation as a liability in the fund financial statements, resulting in an increase to the general fund balance of \$56,378.

	Gei	<u>General Fund</u>		
Fund Balance as previously reported, June 30, 2019	\$	1,773,411		
Reverse Accrued Vacation Payable		56,378		
Fund Balance, as restated	\$	1,829,789		

**REQUIRED SUPPLEMENTARY INFORMATION** 

# Schedule of Changes in the Employer's Net Pension Liability and Related Ratios

Illinois Municipal Retirement Fund

Calendar Year Ended December 31,

(schedule to be built prospectively from 2014)

	2019		2018	2017		2016		2015			2014
Total Pension Liability											
Service Cost	\$ 82,294	\$	84,498	\$	84,821	\$	84,949	\$	86,609 \$	5	94,808
Interest	315,838		332,919		334,744		323,485		305,322		275,018
Differences Between Expected and Actual Experience	90,251		(343,060)		1,745		11,847		108,728		87,827
Changes of Assumptions	-		125,331		(158,399)		(21,834)		-		180,163
Benefit Payments, Including Refunds of Member Contributions	 (263,871)		(298,386)		(275,780)		(267,000)		(245,689)		(189,608)
Net Change in Total Pension Liability	224,512		(98,698)		(12,869)		131,447		254,970		448,208
Total Pension Liability - Beginning	 4,447,172		4,545,870		4,558,739		4,427,292		4,172,322		3,724,114
Total Pension Liability - Ending	\$ 4,671,684	\$	4,447,172	\$	4,545,870	\$	4,558,739	\$	4,427,292 \$	5	4,172,322
Plan Fiduciary Net Position											
Contributions -Employer	\$ 112,994	\$	130,803	\$	127,988	\$	127,574	\$	130,166 \$	5	119,087
Contributions - Employee	39,725		39,294		38,269		36,520		36,891		35,747
Net Investment Income	624,585		(241,479)		642,323		228,566		15,646		182,143
Benefit Payments, Including Refunds of Member Contributions	(263,871)		(298,386)		(275,780)		(267,000)		(245,689)		(189,608)
Net Transfer	19,540		(309,394)		(97,705)		29,475		200,290		17,826
Net Change in Plan Fiduciary Net Position	532,973		(679,162)		435,095		155,135		137,304		165,195
Plan Fiduciary Net Position - Beginning	3,216,899		3,896,061		3,460,966		3,305,831		3,168,527		3,003,332
Plan Fiduciary Net Position - Ending	\$ 3,749,872	\$	3,216,899	\$	3,896,061	\$	3,460,966	\$	3,305,831 \$	5	3,168,527
Employer's Net Pension Liability/(Asset)	\$ 921,812	\$	1,230,273	\$	649,809	\$	1,097,773	\$	1,121,461 \$	5	1,003,795
Plan Fiduciary Net Position as a Percentage of the Total Pension Liability	 80.27 %		72.34 %		85.71 %		75.92 %		74.67 %		75.94 %
Covered-Valuation Payroll	\$ 882,772	\$	873,186	\$	850,420	\$	811,538	\$	819,858 \$	5	780,252
Employer's Net Pension Liability as a Percentage of Covered-Employee Payroll	104.42 %		140.89 %		76.41 %		135.27 %		136.79 %		128.65 %

See Notes to the Required Supplementary Information

# <u>New Lenox Public Library District, Illinois</u> <u>Schedule of Employer Contributions - Illinois Municipal Retirement Fund</u> <u>Last Ten Calendar Years</u> (schedule to be built prospectively from 2014)

					Actual		
					Contribution		
					as a % of		
Calendar Year	Actuarially		Contribution	Covered	Covered		
Ending	Determined	Actual	Deficiency /	Valuation	Valuation		
December 31,	Contribution	Contribution	(Excess)	Payroll	Payroll		
2014	\$ 116,960	\$ 119,087	\$ (2,127)	\$ 780,252	15.26 %		
2015	121,995	130,166	(8,171)	819,858	15.88 %		
2016	127,754	127,574	-	811,538	15.72 %		
2017	127,988	127,988	-	850,420	15.05 %		
2018	130,803	130,803	-	873,186	14.98 %		
2019	112,995	112,994	1	882,772	12.80 %		

# <u>New Lenox Public Library District, Illinois</u> <u>Schedule of Revenues, Expenditures and Changes in Fund Balance -</u> <u>Budget and Actual - General Fund</u> <u>Year Ended June 30, 2020</u>

Revenues:		riginal and nal Budget_		Actual	Variance Over (Under)		
Property Taxes	\$	1,782,595	\$	1,793,360	\$	10,765	
1 2	φ	1,782,393	φ	1,793,300	φ		
Replacement Taxes				2		6,597	
Grants		46,059		46,059		-	
Fines and Fees		81,800		55,564		(26,236)	
Rental		1,200		1,165		(35)	
Donations		3,400		6,227		2,827	
Interest		5,953		5,679		(274)	
Total Revenues		1,931,007		1,924,651		(6,356)	
Expenditures:							
Current		1,904,744		1,708,008		(196,736)	
Capital Outlay		25,000		18,989		(6,011)	
Total Expenditures		1,929,744		1,726,997		(202,747)	
Net Change in Fund Balance	\$	1,263		197,654	\$	196,391	
Fund Balance, Beginning of Year, as restated				1,829,789			
Fund Balance, End of Year			\$	2,027,443			

See Notes to the Required Supplementary Information

# <u>New Lenox Public Library District, Illinois</u> <u>Schedule of Revenues, Expenditures and Changes in Fund Balance -</u> <u>Budget and Actual - Building and Grounds Fund</u> <u>Year Ended June 30, 2020</u>

	Original and Final			ctual	Variance Over (Under)		
Revenues:							
Builder Contributions	\$	64,000	\$	28,977	\$	(35,023)	
Interest and Investment Income				2,555		2,555	
Total Revenues		64,000		31,532		(32,468)	
Expenditures:							
Current:							
Building Improvements		50,000		13,453		(36,547)	
Total Expenditures		50,000		13,453		(36,547)	
Net Change in Fund Balance	\$	14,000		18,079	5	4,079	
Fund Balance, Beginning of Year				433,297			
Fund Balance, End of Year			\$	451,376			

See Notes to the Required Supplementary Information

# <u>New Lenox Public Library District, Illinois</u> <u>Schedule of Revenues, Expenditures and Changes in Fund Balance</u> (Deficit) - Budget and Actual - Construction and Building Fund <u>Year Ended June 30, 2020</u>

	nal and Final Budget	Actual	Variance Over (Under)
Revenues:			
Property Taxes	\$ 231,113	\$ 232,312	\$ 1,199
Total Revenues	 231,113	232,312	1,199
Expenditures:			
Current:			
Utilities	98,500	90,529	(7,971)
Trash Disposal	800	901	101
Consumables	3,500	5,000	1,500
Tools & Equipment	2,400	3,541	1,141
Building & Ground Maintenace	66,300	66,585	285
Cleaning Service	34,000	30,900	(3,100)
Security System	1,100	835	(265)
Fire Protection	4,100	3,378	(722)
Elevator	6,000	4,456	(1,544)
HVAC	 35,000	30,022	(4,978)
Total Expenditures	 251,700	236,147	(15,553)
Net Change in Fund Balance	\$ (20,587)	(3,835)	\$ 16,752
Fund Balance, Beginning of Year		3,602	-
Fund Balance (Deficit), End of Year		\$ (233)	) =

See Notes to the Required Supplementary Information

# <u>New Lenox Public Library District, Illinois</u> <u>Schedule of Revenues, Expenditures and Changes in Fund Balance -</u> <u>Budget and Actual - Debt Service Fund</u> <u>Year Ended June 30, 2020</u>

	al and Final Budget	Actual	Variance Over (Under)		
Revenues:					
Property Taxes	\$ 943,950 \$	458,497	\$	(485,453)	
Total Revenues	 943,950	458,497		(485,453)	
Expenditures:					
Current:					
Debt Service:					
Principal	930,000	930,000		-	
Interest	 13,950	13,950		-	
Total Expenditures	 943,950	943,950		-	
Net Change in Fund Balance	\$ 	(485,453)	\$	(485,453)	
Fund Balance, Beginning of Year		587,674			
Fund Balance, End of Year	\$	102,221			

See Notes to the Required Supplementary Information

#### New Lenox Public Library District, Illinois

#### Notes to the Required Supplementary Information Year Ended June 30, 2020

#### 1. Budgetary Basis of Accounting

The budget is prepared on a consistent basis as that used in financial reporting by the District. The budget was passed on August 12, 2019 and it was not amended after passage. For each fund, the total fund disbursements may not legally exceed the budgeted disbursements. The budget lapses at the end of each fiscal year.

#### 2. Budgets and Budgetary Information

The District follows these procedures in establishing the budgetary data reflected in the financial statements.

- 1. Department heads propose expenditure estimates for the coming year. These estimates, if approved by the Library Director, become the recommendations for presentation to the Board of Commissioners as the tentative combined Annual Budget and Appropriation Ordinance.
- 2. Notice is published in the paper and online that the tentative Annual Budget and Appropriation Ordinance is available for public inspection. The Ordinance is then presented at a public meeting after thirty days have passed.
- 3. Prior to June 30, the budget is legally enacted through passage of an ordinance.
- 4. The Treasurer is authorized to transfer up to 10 percent of the total budget between budget items within the fund; however, the Board of Commissioners must approve any revisions that alter the total disbursements of any fund.

### 3. Summary of Actuarial Methods and Assumptions Used in the Calculation of the 2019 Contribution Rate

#### Valuation Date

Actuarially determined contribution rates are calculated as of December 31 each year, which are 12 months prior to the beginning of the fiscal year in which contributions are reported.

Methods and Assumptions Used to Determine 2019 Contribution Rates	Methods at	nd Assum	ptions Usec	l to D	<i>Determine</i>	2019	Contribution	Rates
---	------------	----------	-------------	--------	------------------	------	--------------	-------

Actuarial Cost Method:	Aggregate entry age = normal
Amortization Method:	Level percentage of payroll, closed
Remaining Amortization Period:	24-year closed period
Asset Valuation Method:	5-year smoothed market; 20% corridor
Wage Growth:	3.25%
Price Inflation:	2.50%

# New Lenox Public Library District, Illinois

### Notes to the Required Supplementary Information Year Ended June 30, 2020

## 3. Summary of Actuarial Methods and Assumptions Used in the Calculation of the 2019 Contribution Rate (continued)

Salary Increases:	3.35% to 14.25%, including inflation
Investment Rate of Return:	7.50%
Retirement age:	Experience -based table of rates that are specific to the type of eligibility condition; last updated for the 2014 valuation pursuant to an experience study of the period 2014 to 2016
Mortality:	For non-disabled retirees, an IMRF specific mortality table was used with fully generational projections scale MP-2017 (base year 2015). The IMRF specific rates were developed from the RP-2014 Blue Collar Health Annuitant Mortality Table with adjustments to match current IMRF experience. For disabled retirees, an IMRF specific mortality table was used with fully generational projection scale MP-2017 (base year 2015). The IMRF specific rates were developed from the RP- 2014 Disabled Retirees Mortality Table applying the same adjustment that were applied for non-disabled lives. For active members, an IMRF specific mortality table was used with fully generational projection scale MP-2017 (base year 2015). The IMRF specific rates were developed from the RP-2014 Employee Mortality Table with adjustments to match current IMRF experience.

#### Other Information

There were no benefit changes during the year.

OTHER SUPPLEMENTARY INFORMATION

## <u>New Lenox Public Library District, Illinois</u> <u>Schedule of Expenditures - Budget and Actual - General Fund</u> <u>Year Ended June 30, 2020</u>

	Original and Final Budget			Actual	Variance Over (Under)		
Expenditures							
Salaries, Professional F/T	\$	340,000	\$	329,171	\$	(10,829)	
Library Assistants	Ψ	400,000	Ψ	361,831	Ψ	(38,169)	
Clerks		150,000		136,690		(13,310)	
IT Manager		87,000		81,948		(15,052)	
Maintenance Salaires		45,000		41,594		(3,406)	
Pages		27,000		25,542		(1,458)	
Health Insurance		105,000		100,566		(4,434)	
Books - Non- Fiction		23,000		21,711		(1,289)	
Books Fiction		35,000		29,406		(5,594)	
Large Print - Adult		7,000		7,259		259	
Young Adult		7,000		6,472		(528)	
Periodicals		9,000		8,524		(476)	
Music Record		2,000		1,011		(989)	
Playaways(Adult)		8,000		5,212		(2,788)	
Playaways (Teen)		2,000		1,236		(764)	
Video/ DVD, Adult		10,000		7,305		(2,695)	
Programs, (Speakers)		5,500		4,604		(896)	
Summer Reading Program (Adult)		2,000		160		(1,840)	
Programs (Teens)		1,500		1,452		(48)	
Office Supplies		500		278		(222)	
Books - Non-Fiction (Teen)		14,000		14,012		12	
Books - Fiction (Teen)		26,000		22,360		(3,640)	
Music Record (Teen)		1,000		447		(553)	
Playaways (JUV)		8,000		10,422		2,422	
Video/DVD (Teen)		6,000		2,827		(3,173)	
Programs (Speaker) (Teen)		7,000		4,674		(2,326)	
Summer Reading Program (Teen)		6,000		3,786		(2,214)	
Office Supplies (Teen)		550		490		(60)	
Circ. Office Supplies		1,000		1,037		37	
Tech. Office Supplies		225		268		43	
Processing Supplies		9,000		12,966		3,966	
License Fees/ Maint.		20,000		17,928		(2,072)	
Computer Hardware		25,000		24,911		(89)	
Library Sale Items		1,000		157		(843)	
Electronic Database		63,000		66,045		3,045	
Consultant Fees		25,000		30,898		5,898	
Office Supplies (IT)		200		-		(200)	
Digital Media Lab		5,500		5,365		(135)	
Telephone		6,750		4,954		(1,796)	
Computer Line		2,500		2,957		457	
Printers		500		425		(75)	
Copy Machine		24,000		19,779		(4,221)	
Postage		1,800		1,718		(82)	
						(continued)	

## <u>New Lenox Public Library District, Illinois</u> Schedule of Expenditures - Budget and Actual - General Fund Year Ended June 30, 2020

	Original and	Variance Over	
	Final Budget	Actual	(Under)
Publicity & Public Release	5,500	3,970	(1,530)
Library Events	1,200	967	(233)
Library Special Events	4,500	1,734	(2,766)
Legal Notice	2,000	360	(1,640)
Travel & Seminars	5,750	1,868	(3,882)
Continuing Education	7,500	4,414	(3,086)
Dues	3,000	3,049	49
POS Fees	450	477	27
Office Supplies (Admin)	2,000	2,062	62
Copy Paper	3,000	3,471	471
Furniture and Equipment	8,000	9,716	1,716
Consortium Fees	32,000	29,833	(2,167)
Meeting Room Deposit Refund	-	50	50
Legal Fees	4,000	3,519	(481)
Lost Materials	1,500	1,082	(418)
Library Fine Refunds	600	25	(575)
Contingency	50,919	12,395	(38,524)
IMRF Expense	138,000	123,172	(14,828)
FICA Expense	77,000	75,281	(1,719)
Audit Expense	20,000	15,111	(4,889)
Insurance Expense	42,300	14,043	(28,257)
Total Expenditures	\$ 1,929,744	\$ 1,726,997	\$ (202,747)

### New Lenox Public Library District, Illinois Combining Balance Sheet Nonmajor Governmental Funds June 30, 2020

_	Special Revenue Funds											
	<u> </u>	MRF	F	ICA	A	udit		ability urance		/orking Capital	Gov	l Nonmajor vernmental Funds
Assets												
Cash and Investments	\$	1,000	\$	1,000	\$	1,000	\$	1,000	\$	202,037	\$	206,037
Property Taxes Receivable		706		706		706		706		-		2,824
Due from Other Funds		-		-		-	<u></u>	-		2,541	-	2,541
Total Assets	\$	1,706	\$	1,706	\$	1,706	\$	1,706	\$	204,578	\$	211,402
Liabilities, Deferred Inflows of Resources and												
Fund Balances Liabilities:												
Due to Other Funds	\$	999	\$	999	\$	999	¢	999	\$		¢	2.006
Total Liabilities	<u>ф</u>	999	<u>\$</u>	999	<u>م</u>	999	φ	999	<u>\$</u>	-	\$	<u>3,996</u> <u>3,996</u>
Total Liabilities								999				3,990
Deferred Inflows of Resources:												
Unavailable Property Taxes		634		634		634		634		-		2,536
Total Deferred Inflows of Resources		634		634		634		634				2,536
Fund Balances:												
Restricted for:												
Building & Grounds		-		-		-		-		-		-
Employee Benefits		73		73		-		-		-		146
Audit		-		-		73		-		-		73
Insurance		-		-		-		73		-		73
Working Capital		-		-		-		-		204,578		204,578
Unassigned												
Total Fund Balances		73		73		73		73		204,578		204,870
Total Liabilities, Deferred Inflows of Resources and Fund Balances	\$	1,706	\$	1,706	\$	1,706	\$	1,706	\$	204,578	<u>\$</u>	211,402

### <u>New Lenox Public Library District, Illinois</u> <u>Combining Statement of Revenues, Expenditures and Changes in Fund Balances</u> <u>Nonmajor Governmental Funds</u> <u>Year Ended June 30, 2020</u>

	Special Revenue Funds											
	IN	MRF	FI	CA		Audit		Liability Insurance	Work	ing Capital	Gove	Nonmajor ernmental Funds
Revenues												
Property Taxes	\$	1,348	\$	1,348	\$	1,348	\$	1,348	\$	-	\$	5,392
Interest		-		-		-		-		885		885
Total Revenues		1,348		1,348	_	1,348	_	1,348		885		6,277
<b>Expenditures</b> Current: Culture and Recreation Total Expenditures		1,310 1,310		1,310 1,310		1,310 1,310		<u>1,310</u> 1,310				5,240 5,240
Net Change in Fund Balance		38		38		38		38		885		1,037
Fund Balance, Beginning of Year		35		35		35		35		203,693		203,833
Fund Balance, End of Year	\$	73	<u>\$</u>	73	<u>\$</u>	73	<u>\$</u>	73	<u>\$</u>	204,578	<u>\$</u>	204,870

## <u>New Lenox Public Library District, Illinois</u> <u>Schedule of Revenues, Expenditures and Changes in Fund Balance</u> <u>- Budget and Actual - Illinois Munipal Retirement Fund</u> <u>Year Ended June 30, 2020</u>

	Original a		Actual	Variance Over (Under)		
Revenues:						
Property Taxes	\$	1,331 \$	1,348 \$	5 17		
Total Revenues		1,331	1,348	17		
Expenditures:						
Current:						
IMRF Expenses			1,310	1,310		
Total Expenditures			1,310	1,310		
Net Change in Fund Balance	\$	1,331	38 🛔	6 (1,293)		
Fund Balance, Beginning of Year			35			
Fund Balance, End of Year		\$	73			

## <u>New Lenox Public Library District, Illinois</u> <u>Schedule of Revenues, Expenditures and Changes in Fund Balance</u> <u>- Budget and Actual - Social Security Fund</u> <u>Year Ended June 30, 2020</u>

	Original a		Actual	Variance Over (Under)		
Revenues:						
Property Taxes	\$	1,331 \$	1,348 \$	5 17		
Total Revenues		1,331	1,348	17		
Expenditures:						
Current:						
FICA Expenses			1,310	1,310		
Total Expenditures			1,310	1,310		
Net Change in Fund Balance	\$	1,331	38 🛔	6 (1,293)		
Fund Balance, Beginning of Year			35			
Fund Balance, End of Year		\$	73			

## <u>New Lenox Public Library District, Illinois</u> <u>Schedule of Revenues, Expenditures and Changes in Fund Balance</u> <u>- Budget and Actual - Audit Fund</u> <u>Year Ended June 30, 2020</u>

	Original and FinalBudget		Actual	Variance Over (Under)	
Revenues:					
Property Taxes	\$	1,331 \$	1,348	<u>5 17</u>	
Total Revenues		1,331	1,348	17	
Expenditures:					
Current:					
Audit and Accounting			1,310	1,310	
Total Expenditures			1,310	1,310	
Net Change in Fund Balance	\$	1,331	38 5	\$ (1,293)	
Fund Balance, Beginning of Year			35		
Fund Balance, End of Year		\$	73		

## <u>New Lenox Public Library District, Illinois</u> <u>Schedule of Revenues, Expenditures and Changes in Fund Balance</u> <u>- Budget and Actual - Liability Insurance Fund</u> <u>Year Ended June 30, 2020</u>

	Original and FinalBudget		Actual	Variance Over (Under)
Revenues:				
Property Taxes	\$	1,331 \$	1,348	\$ 17
Total Revenues		1,331	1,348	17
Expenditures:				
Current:				
Insurance			1,310	1,310
Total Expenditures			1,310	1,310
Net Change in Fund Balance	\$	1,331	38 5	\$ (1,293)
Fund Balance, Beginning of Year			35	
Fund Balance, End of Year		\$	73	

# <u>New Lenox Public Library District, Illinois</u> <u>Schedule of Revenues, Expenditures and Changes in Fund Balance -</u> <u>Budget and Actual - Working Capital Fund</u> <u>Year Ended June 30, 2020</u>

	Original and Final Budget	Actual	Variance Ov (Under)	ver
Revenues:				
Interest and Investment Income	<u>\$</u>	<u>\$ 885</u>	\$	885
Total Revenues		885		885
Expenditures:				
Current:				
Miscellaneous Expenditures				-
Total Expenditures				
Net Change in Fund Balance	<u> </u>	885	\$	885
Fund Balance, Beginning of Year		203,693		
Fund Balance, End of Year		\$ 204,578		

**OTHER SCHEDULE** 

### <u>New Lenox Public Library District, Illinois</u> Schedule of Assessed Valuations, Tax Rates, Extensions and Collections Last Five Levy Years

	2019	2018	2017	2016
Assessed Valuations Will County	<u>\$ 1,397,599,934</u>	<u>\$ 1,330,060,837</u>	<u>\$ 1,275,163,409</u>	<u>\$ 1,227,939,207</u>
	Rate	Rate	Rate	Rate
General	0.1323	0.1339	0.1343	0.1290
Municipal Retirement	0.0001	0.0001	0.0001	0.0043
Social Security	0.0001	0.0001	0.0001	0.0043
Liability Insurance	0.0001	0.0001	0.0001	0.0001
Audit	0.0001	0.0001	0.0001	0.0001
Library Building & Site	0.0170	0.0175	0.0180	0.0192
Debt Service		0.0721	0.0794	0.0822
Total Rate	0.1497	0.2239	0.2321	0.2392
	Amount	Amount	Amount	Amount
General	\$ 1,849,025	\$ 1,780,951	\$ 1,712,545	\$ 1,584,042
Municipal Retirement	1,398	1,330	1,275	52,188
Social Security	1,398	1,330	1,275	52,187
Liability Insurance	1,398	1,330	1,275	1,228
Audit	1,398	1,330	1,275	1,228
Library Building & Site	237,592	232,761	229,529	184,190
Debt Service		958,974	1,012,480	1,009,366
Total Tax Extension	\$ 2,092,207	\$ 2,978,006	<u>\$ 2,959,654</u>	<u>\$ 2,884,429</u>
Tax Collections to Date	<u>\$ 1,035,505</u>	<u>\$ 2,977,145</u>	<u>\$ 2,958,524</u>	<u>\$ 2,881,571</u>
Percent of Extension Collected	49.49 %	99.97 %	99.96 %	99.90 %