

**Orland Park Public Library**  
**General Fund**  
**Explanation of Variances for General Fund Activity**  
**For The Month Ended January 31, 2015**

**Revenues**

There have been minimal tax receipts received in January. **Impact Fees** and **Replacement Taxes** were received and are starting off the year strong. **Fines** are slightly over budget and **Gifts** included the \$6,973.49 donation mentioned at Board Meeting in January.

**Expenditures**

Overall Expenditures were \$91,800 under budget for the month and year.

**Salaries** is under budget by \$15,500 for January. There are several open positions and 3 new hires started in early February.

**Life/Health Insurance** is \$10,000 over budget for January from the funding of the HSA accounts for the year. This line should be within budget by the end of the year.

**Patron Programs & Events** is slightly over budget for January but is expected to remain within budget for the year.

**Association Dues & Fees** is \$700 over budget for January as several memberships were completed in January. This line should remain in budget for the year.

**Liability Ins.-D&O,Bonds,WC** is \$200 over budget for January. This line will vary based on renewal effective in May. It is not clear what the increase will be this year which may cause this line to be over for the year.

All other expenses are under budget or had minimal activity at the beginning of the year.

**Orland Park Public Library  
Balance Sheet - All Funds  
As of January 31, 2015**

	<u>General Fund</u>	<u>Special Reserve</u>	<u>Capital Campaign</u>	<u>Debt Service</u>	<u>Total</u>
<b>Assets</b>					
Cash - Marquette	163,882.31	0.00	66,066.15	0.00	229,948.46
Cash - Marquette E-Commerce	10,625.74	0.00	0.00	0.00	10,625.74
Illinois Funds	336,071.95	5,839.09	0.00	31,311.31	373,222.35
PMA Financial Investments	4,288,566.54	657,465.97	0.00	445,112.25	5,391,144.76
Cash - Harris Bank	0.00	0.00	0.00	0.00	0.00
Petty Cash	300.00	0.00	0.00	0.00	300.00
Interest Receivable	6,600.40	2,765.32	0.00	209.95	9,575.67
Property Taxes Receivable	4,944,477.00	0.00	0.00	1,633,093.00	6,577,570.00
Prepaid Expenses	85,183.78	0.00	0.00	0.00	85,183.78
Due From Debt Service	0.00	0.00	0.00	0.00	0.00
<b>Total Assets</b>	<b><u>9,835,707.72</u></b>	<b><u>666,070.38</u></b>	<b><u>66,066.15</u></b>	<b><u>2,109,726.51</u></b>	<b><u>12,677,570.76</u></b>
<b>Liabilities &amp; Fund Balance</b>					
457 Plan W/H Payable	0.00	0.00	0.00	0.00	0.00
Due to General Fund	0.00	0.00	0.00	0.00	0.00
Deferred Property Tax Revenue	4,944,477.00	0.00	0.00	1,633,093.00	6,577,570.00
Accounts Payable	0.00	0.00	0.00	0.00	0.00
Estimated Property Tax Refunds	0.00	0.00	0.00	0.00	0.00
Due to Primary Government	0.00	0.00	0.00	45,515.42	45,515.42
<b>Total Liabilities</b>	<b><u>4,944,477.00</u></b>	<b><u>0.00</u></b>	<b><u>0.00</u></b>	<b><u>1,678,608.42</u></b>	<b><u>6,623,085.42</u></b>
<b>Beginning Unrestricted Fund Balance</b>	<b>5,112,959.54</b>	<b>666,832.72</b>	<b>66,060.54</b>	<b>449,932.42</b>	<b>6,295,785.22</b>
<b>Fund Balance-Restricted IMRF</b>	<b>3,543.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Fund Balance-Restricted Social Security</b>	<b>25,462.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Fund Balance-Restricted Liab. Insurance</b>	<b>25,012.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Fund Balance-Restricted Worker's Comp</b>	<b>5,408.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Fund Balance-Restricted Unemploynt Ins.</b>	<b>26,247.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Excess (Deficiency) of Revenues Over (Under) Expenditures</b>	<b><u>(307,400.82)</u></b>	<b><u>237.66</u></b>	<b><u>5.61</u></b>	<b><u>(18,814.33)</u></b>	<b><u>(325,971.88)</u></b>
<b>Ending Fund Balance</b>	<b><u>4,891,230.72</u></b>	<b><u>667,070.38</u></b>	<b><u>66,066.15</u></b>	<b><u>431,118.09</u></b>	<b><u>6,055,485.34</u></b>
<b>Total Liabilities &amp; Fund Balance</b>	<b><u>9,835,707.72</u></b>	<b><u>667,070.38</u></b>	<b><u>66,066.15</u></b>	<b><u>2,109,726.51</u></b>	<b><u>12,678,570.76</u></b>

**Orland Park Public Library  
General Fund  
Statement of Revenue & Expenditures  
For The Month Ended January 31, 2015**

	<b>Actual Month</b>	<b>Monthly Budget</b>	<b>% of Budget</b>	<b>Actual Y-T-D</b>	<b>Budget Y-T-D</b>	<b>% of Total Budget</b>	<b>Total Budget</b>
<b>Revenues</b>							
Taxes	11,611.68	415,373	2.80%	11,611.68	415,373	0.23%	4,984,477
Impact Fees	3,500.00	833	420.17%	3,500.00	833	35.00%	10,000
Replacement Taxes	2,091.74	833	251.11%	2,091.74	833	20.92%	10,000
State Grants	0.00	6,250	0.00%	0.00	6,250	0.00%	75,000
Non Resident Fees	1,243.40	667	186.42%	1,243.40	667	15.54%	8,000
Fines	5,392.99	5,000	107.86%	5,392.99	5,000	8.99%	60,000
Gifts	6,988.49	833	838.95%	6,988.49	833	69.88%	10,000
Copy Machine	1,149.96	1,250	92.00%	1,149.96	1,250	7.67%	15,000
Interest Income	1,062.80	833	127.59%	1,062.80	833	10.63%	10,000
Miscellaneous Income	430.39	833	51.67%	430.39	833	4.30%	10,000
<b>Total Revenues</b>	<b>33,471.45</b>	<b>432,706</b>	<b>7.74%</b>	<b>33,471.45</b>	<b>432,705</b>	<b>0.64%</b>	<b>5,192,477</b>
<b>Expenditures</b>							
Salaries	182,129.61	197,817	92.07%	182,129.61	197,817	7.67%	2,373,813
Salaries - Maintenance	9,039.55	8,840	102.26%	9,039.55	8,840	8.52%	106,076
Life/Health Insurance	46,847.68	36,854	127.12%	46,847.68	36,854	10.59%	442,249
Books	15,546.35	34,167	45.50%	15,546.35	34,167	3.79%	410,000
Electronic Databases	5,703.57	6,083	93.76%	5,703.57	6,083	7.81%	73,000
Periodicals	2,477.10	3,250	76.22%	2,477.10	3,250	6.35%	39,000
Audio Visual Materials	6,234.04	13,333	46.76%	6,234.04	13,333	3.90%	160,000
Audio Visual Equipment	0.00	83	0.00%	0.00	83	0.00%	1,000
Book Rebinding	0.00	0	0.00%	0.00	0	0.00%	0
Accounting	430.70	650	66.26%	430.70	650	5.52%	7,800
Insurance	2,682.08	2,875	93.29%	2,682.08	2,875	7.77%	34,500
Landscaping & Groundskeeping	52.78	2,167	2.44%	52.78	2,167	0.20%	26,000
Building Maintenance	7,445.13	18,750	39.71%	7,445.13	18,750	3.31%	225,000
Security System	588.75	583	100.99%	588.75	583	8.41%	7,000
Library Office & Equipment	0.00	83	0.00%	0.00	83	0.00%	1,000
Legal	123.20	10,417	1.18%	123.20	10,417	0.10%	125,000
Library Consultant	0.00	0	0.00%	0.00	0	0.00%	0
Electricity	0.00	0	0.00%	0.00	0	0.00%	0
Water & Sewer	0.00	667	0.00%	0.00	667	0.00%	8,000
Natural Gas	0.00	4,167	0.00%	0.00	4,167	0.00%	50,000
Telephone	382.55	1,250	30.60%	382.55	1,250	2.55%	15,000
Purchase - New Equipment	0.00	667	0.00%	0.00	667	0.00%	8,000
Building & Custodial Supplies	849.26	2,833	29.98%	849.26	2,833	2.50%	34,000
Building Repairs	0.00	1,667	0.00%	0.00	1,667	0.00%	20,000
Lib. & Off. Eqpt Rep. & Maint	0.00	1,375	0.00%	0.00	1,375	0.00%	16,500
Machine Rental	0.00	333	0.00%	0.00	333	0.00%	4,000
Automation - Equipment	6,289.50	8,750	71.88%	6,289.50	8,750	5.99%	105,000
Automation - Line Costs	256.90	458	56.09%	256.90	458	4.67%	5,500
Automation - Consultant	9,405.78	12,583	74.75%	9,405.78	12,583	6.23%	151,000
Automation - Maintenance	50.00	3,750	1.33%	50.00	3,750	0.11%	45,000
Library Furniture	561.99	1,583	35.50%	561.99	1,583	2.96%	19,000
Outreach Services	278.31	583	47.74%	278.31	583	3.98%	7,000

Orland Park Public Library  
General Fund  
Statement of Revenue & Expenditures  
For The Month Ended January 31, 2015

	Actual Month	Monthly Budget	% of Budget	Actual Y-T-D	Budget Y-T-D	% of Total Budget	Total Budget
Board Training & Education	430.41	750	57.39%	430.41	750	4.78%	9,000
Staff Training & Education	140.00	2,500	5.60%	140.00	2,500	0.47%	30,000
Conference Fees	275.00	417	65.95%	275.00	417	5.50%	5,000
Patron Programs & Events	3,875.76	3,750	103.35%	3,875.76	3,750	8.61%	45,000
Association Dues & Fees	1,295.00	583	222.13%	1,295.00	583	18.50%	7,000
Public Information	1,575.44	2,737	57.56%	1,575.44	2,737	4.80%	32,844
Library Supplies	78.40	4,167	1.88%	78.40	4,167	0.16%	50,000
Office Supplies	177.81	1,083	16.42%	177.81	1,083	1.37%	13,000
Postage	0.00	1,167	0.00%	0.00	1,167	0.00%	14,000
Printing	0.00	500	0.00%	0.00	500	0.00%	6,000
Contingency	0.00	0	0.00%	0.00	0	0.00%	0
Contribution to IMRF	17,503.90	17,868	97.96%	17,503.90	17,868	8.16%	214,413
Contribution to FICA	14,336.42	15,682	91.42%	14,336.42	15,682	7.62%	188,182
Audit	0.00	842	0.00%	0.00	842	0.00%	10,100
Liability Ins.-D&O,Bonds,WC	3,678.08	3,500	105.09%	3,678.08	3,500	8.76%	42,000
Unemployment Compensation	0.00	333	0.00%	0.00	333	0.00%	4,000
Bank Charges	131.22	208	63.09%	131.22	208	5.25%	2,500
<b>Total Expenditures</b>	<b>340,872.27</b>	<b>432,705</b>	<b>78.78%</b>	<b>340,872.27</b>	<b>432,705</b>	<b>6.56%</b>	<b>5,192,477</b>
<b>Excess (Deficiency) of Revenues</b>							
<b>Over (Under) Expenditures</b>	<b>(307,400.82)</b>	<b>0</b>	<b>-100.00%</b>	<b>(307,400.82)</b>	<b>0</b>	<b>-100.00%</b>	<b>0</b>
<b>Interfund Transfers In / (Out)</b>	<b>0.00</b>	<b>0</b>	<b>0.00%</b>	<b>0.00</b>	<b>0</b>	<b>0.00%</b>	<b>0</b>
<b>Net Change in Fund Balance</b>	<b>(307,400.82)</b>	<b>0</b>	<b>-100.00%</b>	<b>(307,400.82)</b>	<b>0</b>	<b>-100.00%</b>	<b>0</b>

**Orland Park Public Library  
Other Funds  
Statement of Revenue & Expenditures  
For The Month Ended January 31, 2015**

	<b>Special Reserve Month</b>	<b>Special Reserve Y-T-D</b>	<b>Capital Campaign Month</b>	<b>Capital Campaign Y-T-D</b>	<b>Debt Service Month</b>	<b>Debt Service Y-T-D</b>
<b><u>Revenues</u></b>						
Taxes	0.00	0.00	0.00	0.00	3,835.55	3,835.55
Impact Fees	0.00	0.00	0.00	0.00	0.00	0.00
Replacement Taxes	0.00	0.00	0.00	0.00	0.00	0.00
State Grants	0.00	0.00	0.00	0.00	0.00	0.00
Non Resident Fees	0.00	0.00	0.00	0.00	0.00	0.00
Fines	0.00	0.00	0.00	0.00	0.00	0.00
Gifts	0.00	0.00	0.00	0.00	0.00	0.00
Copy Machine	0.00	0.00	0.00	0.00	0.00	0.00
Interest Income	237.66	237.66	5.61	5.61	107.83	107.83
Capital Campaign	0.00	0.00	0.00	0.00	0.00	0.00
Miscellaneous Income	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total Revenues</b>	<b>237.66</b>	<b>237.66</b>	<b>5.61</b>	<b>5.61</b>	<b>3,943.38</b>	<b>3,943.38</b>
<b><u>Expenditures</u></b>						
Building Repairs	0.00	0.00	0.00	0.00	0.00	0.00
Audio Visual Equipment	0.00	0.00	0.00	0.00	0.00	0.00
Automation - Equipment	0.00	0.00	0.00	0.00	0.00	0.00
Automation - Consultant	0.00	0.00	0.00	0.00	0.00	0.00
Library Furniture	0.00	0.00	0.00	0.00	0.00	0.00
Library Supplies	0.00	0.00	0.00	0.00	0.00	0.00
Bank Charges	0.00	0.00	0.00	0.00	0.00	0.00
Debt Service Repaid to Village	0.00	0.00	0.00	0.00	22,757.71	22,757.71
<b>Total Expenditures</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>22,757.71</b>	<b>22,757.71</b>
<b>Excess (Deficiency) of Revenues Over (Under) Expenditures</b>	<b>237.66</b>	<b>237.66</b>	<b>5.61</b>	<b>5.61</b>	<b>(18,814.33)</b>	<b>(18,814.33)</b>
<b>Interfund Transfers In / (Out)</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Net Change in Fund Balance</b>	<b>237.66</b>	<b>237.66</b>	<b>5.61</b>	<b>5.61</b>	<b>(18,814.33)</b>	<b>(18,814.33)</b>