

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

Revenues

There were significant tax receipts received in March and now 47.44% of budget has been received. **Fines** continue to be slightly above budget. **Miscellaneous Income** includes receipts from Mary Pat Kelly books and last installment of the IEEE grant.

Expenditures

Overall Expenditures are \$76,500 under budget for the month and \$223,600 under budget year-to-date.

Salaries is under budget by \$15,100 for March. There were several open positions during March including a full-time position in Technical Services.

Life/Health Insurance is \$3,500 under budget for March. The year-to-date overage is from the funding of the HSA accounts for the year. This line should be within or below budget by the end of the year.

Building & Custodial Supplies is slightly over budget for March but \$1,800 under budget year-to-date. This line will fluctuate based on needs and when invoices are paid.

Postage is \$900 over budget for the month due to annual highlights mailing. This line is still \$800 under budget year-to-date and is anticipated to remain within budget for the year.

Printing activity for the month is for the annual highlights document. This line should remain within budget for the year.

Liability Ins.-D&O,Bonds,WC is \$200 over budget for March. This line will vary based on renewal effective in May. It is not clear what the increase will be this year but will most likely be over for the year.

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

	<u>General Fund</u>	<u>Special Reserve</u>	<u>Capital Campaign</u>	<u>Debt Service</u>	<u>Total</u>
Assets					
Cash - Marquette	119,672.52	0.00	66,291.84	0.00	185,964.36
Cash - Marquette E-Commerce	5,430.81	0.00	0.00	0.00	5,430.81
Illinois Funds	304,072.53	6,839.25	0.00	2.92	310,914.70
PMA Financial Investments	6,016,676.16	657,862.01	0.00	1,250,419.48	7,924,957.65
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	8,230.93	2,818.00	0.00	452.19	11,501.12
Property Taxes Receivable	2,594,154.78	0.00	0.00	856,739.38	3,450,894.16
Prepaid Expenses	67,977.16	0.00	0.00	0.00	67,977.16
Due From Debt Service	0.00	0.00	0.00	0.00	0.00
Total Assets	<u>9,116,514.89</u>	<u>667,519.26</u>	<u>66,291.84</u>	<u>2,107,613.97</u>	<u>11,957,939.96</u>
Liabilities & Fund Balance					
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	2,584,187.03	0.00	0.00	853,446.85	3,437,633.88
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	91,030.84	91,030.84
Total Liabilities	<u>2,584,187.03</u>	<u>0.00</u>	<u>0.00</u>	<u>944,477.69</u>	<u>3,528,664.72</u>
Beginning Unrestricted Fund Balance	5,112,959.54	666,832.72	66,060.54	449,932.42	6,295,785.22
Fund Balance-Restricted IMRF	3,543.00	0.00	0.00	0.00	0.00
Fund Balance-Restricted Social Security	25,462.00	0.00	0.00	0.00	0.00
Fund Balance-Restricted Liab. Insurance	25,012.00	0.00	0.00	0.00	0.00
Fund Balance-Restricted Worker's Comp	5,408.00	0.00	0.00	0.00	0.00
Fund Balance-Restricted Unemploymt Ins.	26,247.00	0.00	0.00	0.00	0.00
Excess (Deficiency) of Revenues Over (Under) Expenditures	<u>1,333,696.32</u>	<u>686.54</u>	<u>231.30</u>	<u>713,203.86</u>	<u>2,047,818.02</u>
Ending Fund Balance	<u>6,532,327.86</u>	<u>667,519.26</u>	<u>66,291.84</u>	<u>1,163,136.28</u>	<u>8,429,275.24</u>
Total Liabilities & Fund Balance	<u>9,116,514.89</u>	<u>667,519.26</u>	<u>66,291.84</u>	<u>2,107,613.97</u>	<u>11,957,939.96</u>

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

	Actual Month	Monthly Budget	% of Budget	Actual Y-T-D	Budget Y-T-D	% of Total Budget	Total Budget
Revenues							
Taxes	1,573,912.22	415,373	378.92%	2,364,740.09	1,246,119	47.44%	4,984,477
Impact Fees	0.00	833	0.00%	3,500.00	2,500	35.00%	10,000
Replacement Taxes	597.14	833	71.69%	2,688.88	2,500	26.89%	10,000
State Grants	0.00	6,250	0.00%	0.00	18,750	0.00%	75,000
Non Resident Fees	455.52	667	68.29%	1,926.02	2,000	24.08%	8,000
Fines	5,801.22	5,000	116.02%	16,533.25	15,000	27.56%	60,000
Gifts	280.00	833	33.61%	7,393.49	2,500	73.93%	10,000
Copy Machine	1,472.64	1,250	117.81%	3,900.97	3,750	26.01%	15,000
Interest Income	1,150.37	833	138.10%	3,141.93	2,500	31.42%	10,000
Miscellaneous Income	2,281.49	833	273.89%	4,359.24	2,500	43.59%	10,000
Total Revenues	1,585,950.60	432,706	366.52%	2,408,183.87	1,298,119	46.38%	5,192,477
Expenditures							
Salaries	183,447.36	197,817	92.74%	557,072.87	593,452	23.47%	2,373,813
Salaries - Maintenance	8,076.10	8,840	91.36%	26,568.06	26,519	25.05%	106,076
Life/Health Insurance	33,326.40	36,854	90.43%	113,782.82	110,562	25.73%	442,249
Books	30,231.08	34,167	88.48%	63,085.87	102,500	15.39%	410,000
Electronic Databases	5,703.57	6,083	93.76%	17,110.71	18,250	23.44%	73,000
Periodicals	2,585.85	3,250	79.56%	7,597.25	9,750	19.48%	39,000
Audio Visual Materials	8,591.32	13,333	64.44%	25,915.52	40,000	16.20%	160,000
Audio Visual Equipment	0.00	83	0.00%	0.00	250	0.00%	1,000
Book Rebinding	0.00	0	0.00%	0.00	0	0.00%	0
Accounting	533.70	650	82.11%	2,382.85	1,950	30.55%	7,800
Insurance	2,682.08	2,875	93.29%	8,196.24	8,625	23.76%	34,500
Landscaping & Groundskeeping	449.85	2,167	20.76%	502.63	6,500	1.93%	26,000
Building Maintenance	6,378.08	18,750	34.02%	24,042.39	56,250	10.69%	225,000
Security System	0.00	583	0.00%	588.75	1,750	8.41%	7,000
Library Office & Equipment	0.00	83	0.00%	0.00	250	0.00%	1,000
Legal	1,558.77	10,417	14.96%	10,388.69	31,250	8.31%	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%	770.04	2,000	9.63%	8,000
Natural Gas	0.00	4,167	0.00%	7,062.90	12,500	14.13%	50,000
Telephone	491.67	1,250	39.33%	1,364.84	3,750	9.10%	15,000
Purchase - New Equipment	0.00	667	0.00%	0.00	2,000	0.00%	8,000
Building & Custodial Supplies	3,246.68	2,833	114.60%	6,740.47	8,500	19.82%	34,000
Building Repairs	725.00	1,667	43.49%	928.47	5,000	4.64%	20,000
Lib. & Off. Eqpt Rep. & Maint	7,645.50	1,375	556.04%	7,645.50	4,125	46.34%	16,500
Machine Rental	214.00	333	64.26%	428.00	1,000	10.70%	4,000
Automation - Equipment	2,265.74	8,750	25.89%	19,060.04	26,250	18.15%	105,000
Automation - Line Costs	322.54	458	70.42%	1,061.98	1,375	19.31%	5,500
Automation - Consultant	9,405.78	12,583	74.75%	28,217.34	37,750	18.69%	151,000
Automation - Maintenance	71.01	3,750	1.89%	280.01	11,250	0.62%	45,000
Library Furniture	0.00	1,583	0.00%	921.49	4,750	4.85%	19,000
Outreach Services	104.12	583	17.86%	382.43	1,750	5.46%	7,000

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

	Actual Month	Monthly Budget	% of Budget	Actual Y-T-D	Budget Y-T-D	% of Total Budget	Total Budget
Board Training & Education	250.00	750	33.33%	680.41	2,250	7.56%	9,000
Staff Training & Education	746.06	2,500	29.84%	2,900.12	7,500	9.67%	30,000
Conference Fees	0.00	417	0.00%	1,440.00	1,250	28.80%	5,000
Patron Programs & Events	3,495.37	3,750	93.21%	9,256.95	11,250	20.57%	45,000
Association Dues & Fees	255.00	583	43.74%	1,550.00	1,750	22.14%	7,000
Public Information	877.50	2,737	32.06%	3,102.94	8,211	9.45%	32,844
Library Supplies	1,535.10	4,167	36.84%	3,170.12	12,500	6.34%	50,000
Office Supplies	433.11	1,083	39.99%	1,921.13	3,250	14.78%	13,000
Postage	2,094.21	1,167	179.45%	2,676.55	3,500	19.12%	14,000
Printing	2,831.88	500	566.38%	3,556.80	1,500	59.28%	6,000
Contingency	0.00	0	0.00%	0.00	0	0.00%	0
Contribution to IMRF	17,422.47	17,868	97.51%	53,362.32	53,603	24.89%	214,413
Contribution to FICA	14,360.52	15,682	91.57%	43,778.70	47,046	23.26%	188,182
Audit	0.00	842	0.00%	3,500.00	2,525	34.65%	10,100
Liability Ins.-D&O,Bonds,WC	3,678.08	3,500	105.09%	11,034.24	10,500	26.27%	42,000
Unemployment Compensation	0.00	333	0.00%	0.00	1,000	0.00%	4,000
Bank Charges	136.13	208	65.45%	459.11	625	18.36%	2,500
Total Expenditures	356,171.63	432,705	82.31%	1,074,487.55	1,298,118	20.69%	5,192,477
Excess (Deficiency) of Revenues							
Over (Under) Expenditures	1,229,778.97	0	100.00%	1,333,696.32	0	100.00%	0
Interfund Transfers In / (Out)	0.00	0	0.00%	0.00	0	0.00%	0
Net Change in Fund Balance	1,229,778.97	0	100.00%	1,333,696.32	0	100.00%	0

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

	Special Reserve Month	Special Reserve Y-T-D	Capital Campaign Month	Capital Campaign Y-T-D	Debt Service Month	Debt Service Y-T-D
<u>Revenues</u>						
Taxes	0.00	0.00	0.00	0.00	519,891.46	781,116.11
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	234.19	686.54	5.62	16.30	153.89	360.88
Capital Campaign	0.00	0.00	225.00	225.00	0.00	0.00
Miscellaneous Income	0.00	0.00	0.00	0.00	0.00	0.00
Total Revenues	234.19	686.54	230.62	241.30	520,045.35	781,476.99
<u>Expenditures</u>						
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	10.00	10.00	0.00	0.00
Debt Service Repaid to Village	0.00	0.00	0.00	0.00	22,757.71	68,273.13
Total Expenditures	0.00	0.00	10.00	10.00	22,757.71	68,273.13
Excess (Deficiency) of Revenues Over (Under) Expenditures	234.19	686.54	220.62	231.30	497,287.64	713,203.86
Interfund Transfers In / (Out)	0.00	0.00	0.00	0.00	0.00	0.00
Net Change in Fund Balance	234.19	686.54	220.62	231.30	497,287.64	713,203.86