

**Orland Park Public Library**  
**General Fund**  
**Explanation of Variances for General Fund Activity**  
**For The Month Ended September 30, 2015**

**Revenues**

The Library has received almost 100% of tax receipts for 2015. **Impact and Replacement Taxes** continue to be significantly higher than anticipated. **Fines** continue to be above budget year-to-date. **Interest Income** remains higher than budgeted due to investments being set up with longer terms providing higher rates of return. All other revenue line items are above budget on a year-to-date basis.

**Expenditures**

Overall Expenditures are \$68,335 under budget for the month and \$431,704 under budget year-to-date.

**Salaries** is under budget by \$17,765 for September and \$103,185 year-to-date. Several positions were filled in September.

**Building & Custodial Supplies** were higher than budgeted for September due to cost of parts to repair outside lights

**Library Furniture** is over budget and will remain so for the rest of the year.

**Conference Fees** payment of registration fees for ILA and PLA Annual Conferences put us over budget for September, 2015

**Printing** over budget due to purchase of Library letterhead in September, 2015

**Liability Ins - D&O, Bonds, WC** over budget for the month and year-to-date due to higher than budgeted insurance cost for 2015

**Orland Park Public Library  
Balance Sheet - All Funds  
As of September 30, 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	256,279.19	0.00	66,700.14	0.00	322,979.33
Cash - Marquette E-Commerce	4,561.25	0.00	0.00	0.00	4,561.25
Illinois Funds	404,545.65	6,840.53	0.00	32,587.22	443,973.40
PMA Financial Investments	6,138,169.25	657,894.95	0.00	1,939,989.71	8,736,053.91
Cash - Harris Bank	809.42	0.00	0.00	0.00	809.42
Petty Cash	300.00	0.00	0.00	0.00	300.00
Interest Receivable	10,616.41	4,258.05	0.00	1,885.63	16,760.09
Property Taxes Receivable	0.00	0.00	0.00	0.00	0.00
Prepaid Expenses	82,620.03	0.00	0.00	0.00	82,620.03
Due From Debt Service	0.00	0.00	0.00	0.00	0.00
<b>Total Assets</b>	<b><u>6,897,901.20</u></b>	<b><u>668,993.53</u></b>	<b><u>66,700.14</u></b>	<b><u>1,974,462.56</u></b>	<b><u>9,608,057.43</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	0.00	0.00	0.00	0.00	0.00
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	91,030.84	91,030.84
<b>Total Liabilities</b>	<b><u>0.00</u></b>	<b><u>0.00</u></b>	<b><u>0.00</u></b>	<b><u>91,030.84</u></b>	<b><u>91,030.84</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 Unemploymt 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>1,699,269.66</u></b>	<b><u>2,160.81</u></b>	<b><u>639.60</u></b>	<b><u>1,433,499.30</u></b>	<b><u>3,135,569.37</u></b>
<b>Ending Fund Balance</b>	<b><u>6,897,901.20</u></b>	<b><u>668,993.53</u></b>	<b><u>66,700.14</u></b>	<b><u>1,883,431.72</u></b>	<b><u>9,517,026.59</u></b>
<b>Total Liabilities &amp; Fund Balance</b>	<b><u>6,897,901.20</u></b>	<b><u>668,993.53</u></b>	<b><u>66,700.14</u></b>	<b><u>1,974,462.56</u></b>	<b><u>9,608,057.43</u></b>

**Orland Park Public Library  
General Fund  
Statement of Revenue & Expenditures  
For The Month Ended September 30, 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	98,257.01	415,373	23.66%	4,954,224.06	3,738,358	99.39%	4,984,477
Impact Fees	0.00	833	0.00%	26,625.00	7,500	266.25%	10,000
Replacement Taxes	0.00	833	0.00%	12,161.63	7,500	121.62%	10,000
State Grants	0.00	6,250	0.00%	70,958.75	56,250	94.61%	75,000
Non Resident Fees	869.53	667	130.36%	6,795.93	6,000	84.95%	8,000
Fines	5,364.41	5,000	107.29%	48,583.34	45,000	80.97%	60,000
Gifts	100.00	833	12.00%	7,658.49	7,500	76.58%	10,000
Copy Machine	1,571.47	1,250	125.72%	12,031.68	11,250	80.21%	15,000
Interest Income	2,678.54	833	321.55%	13,952.66	7,500	139.53%	10,000
Miscellaneous Income	928.48	833	111.46%	8,931.94	7,500	89.32%	10,000
<b>Total Revenues</b>	<b>109,769.44</b>	<b>432,706</b>	<b>25.37%</b>	<b>5,161,923.48</b>	<b>3,894,358</b>	<b>99.41%</b>	<b>5,192,477</b>
<b>Expenditures</b>							
Salaries	180,051.90	197,817	91.02%	1,677,173.76	1,780,359	70.65%	2,373,813
Salaries - Maintenance	8,638.82	8,840	97.72%	79,644.55	79,557	75.08%	106,076
Life/Health Insurance	32,246.46	36,854	87.50%	312,803.22	331,687	70.73%	442,249
Books	25,721.64	34,167	75.28%	236,469.70	307,500	57.68%	410,000
Electronic Databases	5,737.48	6,083	94.32%	51,556.83	54,750	70.63%	73,000
Periodicals	2,648.22	3,250	81.48%	25,782.26	29,250	66.11%	39,000
Audio Visual Materials	11,065.79	13,333	83.00%	106,832.53	120,000	66.77%	160,000
Audio Visual Equipment	0.00	83	0.00%	0.00	750	0.00%	1,000
Book Rebinding	0.00	0	0.00%	0.00	0	0.00%	0
Accounting	805.10	650	123.86%	5,973.90	5,850	76.59%	7,800
Insurance	2,823.25	2,875	98.20%	24,994.61	25,875	72.45%	34,500
Landscaping & Groundskeeping	465.00	2,167	21.46%	18,096.63	19,500	69.60%	26,000
Building Maintenance	18,009.42	18,750	96.05%	107,993.70	168,750	48.00%	225,000
Security System	414.00	583	71.01%	1,830.75	5,250	26.15%	7,000
Library Office & Equipment	0.00	83	0.00%	0.00	750	0.00%	1,000
Legal	530.81	10,417	5.10%	58,968.77	93,750	47.18%	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%	3,475.47	6,000	43.44%	8,000
Natural Gas	1,114.26	4,167	26.74%	15,875.87	37,500	31.75%	50,000
Telephone	486.99	1,250	38.96%	5,994.70	11,250	39.96%	15,000
Purchase - New Equipment	0.00	667	0.00%	7,183.93	6,000	89.80%	8,000
Building & Custodial Supplies	5,602.95	2,833	197.77%	23,468.91	25,500	69.03%	34,000
Building Repairs	489.52	1,667	29.37%	13,942.14	15,000	69.71%	20,000
Lib. & Off. Eqpt Rep. & Maint	1,287.08	1,375	93.61%	12,888.92	12,375	78.11%	16,500
Machine Rental	394.00	333	118.32%	2,358.02	3,000	58.95%	4,000
Automation - Equipment	2,184.49	8,750	24.97%	54,708.45	78,750	52.10%	105,000
Automation - Line Costs	322.66	458	70.45%	3,255.79	4,125	59.20%	5,500
Automation - Consultant	9,405.78	12,583	74.75%	84,652.02	113,250	56.06%	151,000
Automation - Maintenance	3,315.46	3,750	88.41%	48,556.47	33,750	107.90%	45,000
Library Furniture	0.00	1,583	0.00%	18,660.18	14,250	98.21%	19,000
Outreach Services	151.21	583	25.94%	1,363.19	5,250	19.47%	7,000

**Orland Park Public Library  
General Fund  
Statement of Revenue & Expenditures  
For The Month Ended September 30, 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>
Board Training & Education	250.00	750	33.33%	3,750.62	6,750	41.67%	9,000
Staff Training & Education	1,077.65	2,500	43.11%	7,782.09	22,500	25.94%	30,000
Conference Fees	2,459.00	417	589.69%	4,599.00	3,750	91.98%	5,000
Patron Programs & Events	4,039.62	3,750	107.72%	31,202.09	33,750	69.34%	45,000
Association Dues & Fees	405.00	583	69.47%	3,894.00	5,250	55.63%	7,000
Public Information	649.21	2,737	23.72%	24,992.55	24,633	76.09%	32,844
Library Supplies	3,966.28	4,167	95.18%	24,838.65	37,500	49.68%	50,000
Office Supplies	492.20	1,083	45.45%	4,337.00	9,750	33.36%	13,000
Postage	1,040.88	1,167	89.19%	10,427.06	10,500	74.48%	14,000
Printing	700.00	500	140.00%	6,276.29	4,500	104.60%	6,000
Contingency	0.00	0	0.00%	0.00	0	0.00%	0
Contribution to IMRF	17,099.81	17,868	95.70%	158,733.14	160,810	74.03%	214,413
Contribution to FICA	14,136.57	15,682	90.15%	131,716.03	141,137	69.99%	188,182
Audit	0.00	842	0.00%	9,800.00	7,575	97.03%	10,100
Liability Ins.-D&O,Bonds,WC	4,001.50	3,500	114.33%	34,287.19	31,500	81.64%	42,000
Unemployment Compensation	0.00	333	0.00%	0.00	3,000	0.00%	4,000
Bank Charges	140.23	208	67.42%	1,512.84	1,875	60.51%	2,500
<b>Total Expenditures</b>	<b>364,370.24</b>	<b>432,705</b>	<b>84.21%</b>	<b>3,462,653.82</b>	<b>3,894,358</b>	<b>66.69%</b>	<b>5,192,477</b>
<b>Excess (Deficiency) of Revenues Over (Under) Expenditures</b>	<b>(254,600.80)</b>	<b>0</b>	<b>100.00%</b>	<b>1,699,269.66</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>(254,600.80)</b>	<b>0</b>	<b>100.00%</b>	<b>1,699,269.66</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 September 30, 2015**

	<u>Special Reserve Month</u>	<u>Special Reserve Y-T-D</u>	<u>Capital Campaign Month</u>	<u>Capital Campaign Y-T-D</u>	<u>Debt Service Month</u>	<u>Debt Service Y-T-D</u>
<b>Revenues</b>						
Taxes	0.00	0.00	0.00	0.00	32,456.06	1,636,469.21
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	241.74	2,160.81	5.47	49.60	424.49	1,849.47
Capital Campaign	0.00	0.00	225.00	825.00	0.00	0.00
Miscellaneous Income	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total Revenues</b>	<b>241.74</b>	<b>2,160.81</b>	<b>230.47</b>	<b>874.60</b>	<b>32,880.55</b>	<b>1,638,318.68</b>
<b>Expenditures</b>						
Building Repairs	0.00	0.00	0.00	225.00	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	10.00	0.00	0.00
Debt Service Repaid to Village	0.00	0.00	0.00	0.00	22,757.71	204,819.38
<b>Total Expenditures</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>235.00</b>	<b>22,757.71</b>	<b>204,819.38</b>
<b>Excess (Deficiency) of Revenues Over (Under) Expenditures</b>	<b>241.74</b>	<b>2,160.81</b>	<b>230.47</b>	<b>639.60</b>	<b>10,122.84</b>	<b>1,433,499.30</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>241.74</b>	<b>2,160.81</b>	<b>230.47</b>	<b>639.60</b>	<b>10,122.84</b>	<b>1,433,499.30</b>