

**Orland Park Public Library**  
**General Fund**  
**Explanation of Variances for General Fund Activity**  
**For The Month Ended October 31, 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 except for gifts.

**Expenditures**

Overall Expenditures are \$ 86,679 under budget for the month and \$ 518,383 under budget year-to-date

**Salaries** is under budget by \$ 10,136 for October and \$ 113,322 year-to-date

**Water and Sewer** is over budget for the month, but will come in under budget for 2015

**Building Repairs** is over budget for October due to ground light repairs, but is under budget on a year-to-date basis

**Automation-Maintenance** is over budget on a year-to-date basis and may remain so for the remainder of the year

**Library Furniture** is over budget year-to-date and will remain so for the rest of the year

**Liability Ins - D&O, Bonds, WC** is 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 October 31, 2015  
For The Month Ended October 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	117,735.00	0.00	66,705.80	0.00	184,440.80
Cash - Marquette E-Commerce	6,627.96	0.00	0.00	0.00	6,627.96
Illinois Funds	483,835.18	6,840.79	0.00	33,090.07	523,766.04
PMA Financial Investments	5,881,672.03	657,900.53	0.00	1,939,999.94	8,479,572.50
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	9,677.55	4,258.05	0.00	1,885.63	15,821.23
Property Taxes Receivable	0.00	0.00	0.00	0.00	0.00
Prepaid Expenses	68,385.91	0.00	0.00	0.00	68,385.91
Due From Debt Service	0.00	0.00	0.00	0.00	0.00
<b>Total Assets</b>	<b><u>6,568,233.63</u></b>	<b><u>668,999.37</u></b>	<b><u>66,705.80</u></b>	<b><u>1,974,975.64</u></b>	<b><u>9,278,914.44</u></b>
<b>Liabilities &amp; Fund Balance</b>					
457 Plan W/H Payable	2,000.00	0.00	0.00	0.00	2,000.00
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	113,788.55	113,788.55
<b>Total Liabilities</b>	<b><u>2,000.00</u></b>	<b><u>0.00</u></b>	<b><u>0.00</u></b>	<b><u>113,788.55</u></b>	<b><u>115,788.55</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 Unemployt 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>1,367,602.09</u></b>	<b><u>2,166.65</u></b>	<b><u>645.26</u></b>	<b><u>1,411,254.67</u></b>	<b><u>2,781,668.67</u></b>
<b>Ending Fund Balance</b>	<b><u>6,566,233.63</u></b>	<b><u>668,999.37</u></b>	<b><u>66,705.80</u></b>	<b><u>1,861,187.09</u></b>	<b><u>9,163,125.89</u></b>
<b>Total Liabilities &amp; Fund Balance</b>	<b><u>6,568,233.63</u></b>	<b><u>668,999.37</u></b>	<b><u>66,705.80</u></b>	<b><u>1,974,975.64</u></b>	<b><u>9,278,914.44</u></b>

**Orland Park Public Library  
General Fund  
Statement of Revenue & Expenditures  
For The Month Ended October 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><u>Revenues</u></b>							
Taxes	1,522.35	415,373	0.37%	4,955,746.41	4,153,731	99.42%	4,984,477
Impact Fees	0.00	833	0.00%	26,625.00	8,333	266.25%	10,000
Replacement Taxes	2,486.70	833	298.52%	14,648.33	8,333	146.48%	10,000
State Grants	0.00	6,250	0.00%	70,958.75	62,500	94.61%	75,000
Non Resident Fees	0.00	667	0.00%	6,795.93	6,667	84.95%	8,000
Fines	4,386.58	5,000	87.73%	52,969.92	50,000	88.28%	60,000
Gifts	25.00	833	3.00%	7,683.49	8,333	76.83%	10,000
Copy Machine	1,279.20	1,250	102.34%	13,310.88	12,500	88.74%	15,000
Interest Income	4,090.77	833	491.09%	18,043.43	8,333	180.43%	10,000
Miscellaneous Income	568.16	833	68.21%	9,500.10	8,333	95.00%	10,000
<b>Total Revenues</b>	<b>14,358.76</b>	<b>432,706</b>	<b>3.32%</b>	<b>5,176,282.24</b>	<b>4,327,063</b>	<b>99.69%</b>	<b>5,192,477</b>
<b><u>Expenditures</u></b>							
Salaries	187,680.93	197,817	94.88%	1,864,854.69	1,978,177	78.56%	2,373,813
Salaries - Maintenance	9,047.46	8,840	102.35%	88,692.01	88,397	83.61%	106,076
Life/Health Insurance	34,137.54	36,854	92.63%	346,940.76	368,541	78.45%	442,249
Books	17,643.83	34,167	51.64%	254,113.53	341,667	61.98%	410,000
Electronic Databases	4,816.07	6,083	79.17%	56,372.90	60,833	77.22%	73,000
Periodicals	2,977.25	3,250	91.61%	28,759.51	32,500	73.74%	39,000
Audio Visual Materials	13,686.02	13,333	102.65%	120,785.29	133,333	75.49%	160,000
Audio Visual Equipment	0.00	83	0.00%	0.00	833	0.00%	1,000
Book Rebinding	0.00	0	0.00%	0.00	0	0.00%	0
Accounting	491.70	650	75.65%	6,465.60	6,500	82.89%	7,800
Insurance	2,823.25	2,875	98.20%	27,817.86	28,750	80.63%	34,500
Landscaping & Groundskeeping	330.00	2,167	15.23%	18,426.63	21,667	70.87%	26,000
Building Maintenance	8,909.77	18,750	47.52%	116,903.47	187,500	51.96%	225,000
Security System	572.53	583	98.20%	2,403.28	5,833	34.33%	7,000
Library Office & Equipment	0.00	83	0.00%	0.00	833	0.00%	1,000
Legal	489.24	10,417	4.70%	59,458.01	104,167	47.57%	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	1,946.50	667	291.83%	5,421.97	6,667	67.77%	8,000
Natural Gas	1,150.78	4,167	27.62%	17,026.65	41,667	34.05%	50,000
Telephone	484.88	1,250	38.79%	6,479.58	12,500	43.20%	15,000
Purchase - New Equipment	0.00	667	0.00%	7,183.93	6,667	89.80%	8,000
Building & Custodial Supplies	1,991.47	2,833	70.30%	25,460.38	28,333	74.88%	34,000
Building Repairs	2,209.25	1,667	132.53%	16,151.39	16,667	80.76%	20,000
Lib. & Off. Eqpt Rep. & Maint	0.00	1,375	0.00%	12,888.92	13,750	78.11%	16,500
Machine Rental	447.01	333	134.24%	2,805.03	3,333	70.13%	4,000
Automation - Equipment	384.63	8,750	4.40%	55,093.08	87,500	52.47%	105,000
Automation - Line Costs	80.00	458	17.47%	3,335.79	4,583	60.65%	5,500
Automation - Consultant	9,405.78	12,583	74.75%	94,057.80	125,833	62.29%	151,000
Automation - Maintenance	656.52	3,750	17.51%	49,212.99	37,500	109.36%	45,000
Library Furniture	0.00	1,583	0.00%	18,660.18	15,833	98.21%	19,000
Outreach Services	690.26	583	118.40%	2,053.45	5,833	29.34%	7,000

**Orland Park Public Library  
General Fund  
Statement of Revenue & Expenditures  
For The Month Ended October 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>
Board Training & Education	350.00	750	46.67%	4,100.62	7,500	45.56%	9,000
Staff Training & Education	0.00	2,500	0.00%	7,782.09	25,000	25.94%	30,000
Conference Fees	0.00	417	0.00%	4,599.00	4,167	91.98%	5,000
Patron Programs & Events	3,990.48	3,750	106.41%	34,925.83	37,500	77.61%	45,000
Association Dues & Fees	921.00	583	157.98%	4,815.00	5,833	68.79%	7,000
Public Information	0.00	2,737	0.00%	24,992.55	27,370	76.09%	32,844
Library Supplies	640.87	4,167	15.38%	25,479.52	41,667	50.96%	50,000
Office Supplies	732.66	1,083	67.65%	5,069.66	10,833	39.00%	13,000
Postage	0.00	1,167	0.00%	10,427.06	11,667	74.48%	14,000
Printing	0.00	500	0.00%	6,276.29	5,000	104.60%	6,000
Contingency	0.00	0	0.00%	0.00	0	0.00%	0
Contribution to IMRF	17,636.77	17,868	98.71%	176,369.91	178,678	82.26%	214,413
Contribution to FICA	14,700.38	15,682	93.74%	146,416.41	156,818	77.81%	188,182
Audit	0.00	842	0.00%	9,800.00	8,417	97.03%	10,100
Liability Ins.-D&O,Bonds,WC	4,001.50	3,500	114.33%	38,288.69	35,000	91.16%	42,000
Unemployment Compensation	0.00	333	0.00%	0.00	3,333	0.00%	4,000
Bank Charges	0.00	208	0.00%	1,512.84	2,083	60.51%	2,500
<b>Total Expenditures</b>	<b>346,026.33</b>	<b>432,705</b>	<b>79.97%</b>	<b>3,808,680.15</b>	<b>4,327,063</b>	<b>73.35%</b>	<b>5,192,477</b>
<b>Excess (Deficiency) of Revenues Over (Under) Expenditures</b>	<b>(331,667.57)</b>	<b>0</b>	<b>100.00%</b>	<b>1,367,602.09</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>(331,667.57)</b>	<b>0</b>	<b>100.00%</b>	<b>1,367,602.09</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 October 31, 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><u>Revenues</u></b>						
Taxes	0.00	0.00	0.00	0.00	502.85	1,636,972.06
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	5.84	2,166.65	5.66	55.26	10.23	1,859.70
Capital Campaign	0.00	0.00	0.00	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>5.84</b>	<b>2,166.65</b>	<b>5.66</b>	<b>880.26</b>	<b>513.08</b>	<b>1,638,831.76</b>
<b><u>Expenditures</u></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	227,577.09
<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>227,577.09</b>
<b>Excess (Deficiency) of Revenues Over (Under) Expenditures</b>	<b>5.84</b>	<b>2,166.65</b>	<b>5.66</b>	<b>645.26</b>	<b>(22,244.63)</b>	<b>1,411,254.67</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>5.84</b>	<b>2,166.65</b>	<b>5.66</b>	<b>645.26</b>	<b>(22,244.63)</b>	<b>1,411,254.67</b>