

Orland Park Public Library
General Fund
Explanation of Variances for General Fund Activity
For The Month Ended April 30, 2016

Revenues

Impact Fees and Copy Machine receipts are slightly above budget for the month. **Interest Income** continues to be higher than budgeted due to investments being set up with longer maturities providing higher rates of return.

Expenditures

Overall Expenditures were \$ 61,129 under budget for the month and \$ 275,389 under budget year-to-date.

Salaries is under budget by \$ 13,157 for April and \$ 47,965 under budget year-to-date. There are a few open positions to be filled.

Staff Training and Education is \$ 3,414 over budget for the month due to the PLA conference.

Conference Fees is over budget for April by \$ 658 due to the PLA conference.

Public Information is \$ 5,655 over budget for the month due to printing of the newsletter.

Library Supplies is over budget for April by \$ 3,774 due to purchasing RFID tags during the month.

Postage is \$ 1,931 over budget for the month due to postage for the newsletter.

**Orland Park Public Library
Balance Sheet - All Funds
April 30, 2016**

	<u>General Fund</u>	<u>Special Reserve</u>	<u>Capital Campaign</u>	<u>Debt Service</u>	<u>Total</u>
Assets					
Cash - Marquette	182,288.89	0.00	67,250.63	0.00	249,539.52
Cash - Marquette E-Commerce	4,377.67	0.00	0.00	0.00	4,377.67
Illinois Funds	91,016.25	6,847.11	0.00	0.00	97,863.36
PMA Financial Investments	6,492,218.03	763,222.72	0.00	1,340,476.69	8,595,917.44
US Bank	3,399.79	0.00	0.00	3.97	3,403.76
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	12,087.50	690.77	0.00	2,159.14	14,937.41
Property Taxes Receivable	2,376,602.08	0.00	0.00	784,057.66	3,160,659.74
Prepaid Expenses	142,041.32	0.00	0.00	0.00	142,041.32
Due From Debt Service	0.00	0.00	0.00	0.00	0.00
Total Assets	<u>9,304,331.53</u>	<u>770,760.60</u>	<u>67,250.63</u>	<u>2,126,697.46</u>	<u>12,269,040.22</u>
Liabilities & Fund Balance					
Health Insurance W/H Payable	0.00	0.00	0.00	0.00	0.00
IMRF W/H Payable	0.00	0.00	0.00	0.00	0.00
457 Plan W/H Payable	25.00	0.00	0.00	0.00	25.00
Due to General Fund	0.00	0.00	0.00	0.00	0.00
Deferred Property Tax Revenue	2,376,602.08	0.00	0.00	784,057.66	3,160,659.74
Accounts Payable	36,270.78	0.00	0.00	0.00	36,270.78
Estimated Property Tax Refunds	0.00	0.00	0.00	0.00	0.00
Due to Primary Government	0.00	0.00	0.00	98,205.22	98,205.22
Total Liabilities	<u>2,412,897.86</u>	<u>0.00</u>	<u>0.00</u>	<u>882,262.88</u>	<u>3,295,160.74</u>
Beginning Unrestricted Fund Balance	5,673,835.36	669,735.13	66,628.45	459,943.59	6,870,142.53
Fund Balance-Restricted IMRF	3,543.00	0.00	0.00	0.00	3,543.00
Fund Balance-Restricted Social Security	25,462.00	0.00	0.00	0.00	25,462.00
Fund Balance-Restricted Liab. Insurance	25,012.00	0.00	0.00	0.00	25,012.00
Fund Balance-Restricted Worker's Comp	5,408.00	0.00	0.00	0.00	5,408.00
Fund Balance-Restricted Unemployt Ins.	26,247.00	0.00	0.00	0.00	26,247.00
Transfers between Funds	(100,000.00)	100,000.00	0.00	0.00	0.00
Excess (Deficiency) of Revenues Over (Under) Expenditures	<u>1,231,926.31</u>	<u>1,025.47</u>	<u>622.18</u>	<u>784,490.99</u>	<u>2,018,064.95</u>
Ending Fund Balance	<u>6,891,433.67</u>	<u>770,760.60</u>	<u>67,250.63</u>	<u>1,244,434.58</u>	<u>8,973,879.48</u>
Total Liabilities & Fund Balance	<u>9,304,331.53</u>	<u>770,760.60</u>	<u>67,250.63</u>	<u>2,126,697.46</u>	<u>12,269,040.22</u>

**Orland Park Public Library
General Fund
Statement of Revenue & Expenditures
For The Month Ended April 30, 2016**

	Actual Month	Monthly Budget	% of Budget	Actual Y-T-D	Budget Y-T-D	% of Total Budget	Total Budget
Revenues							
Taxes	0.00	424,447	0.00%	2,667,094.66	1,697,789	52.36%	5,093,367
Impact Fees	3,000.00	2,083	144.02%	6,544.13	8,333	26.18%	25,000
Replacement Taxes	0.00	1,042	0.00%	1,977.28	4,167	15.82%	12,500
State Grants	0.00	2,083	0.00%	0.00	8,333	0.00%	25,000
Non Resident Fees	0.00	667	0.00%	853.64	2,667	10.67%	8,000
Fines	4,010.35	5,000	80.21%	19,289.26	20,000	32.15%	60,000
Gifts	0.00	833	0.00%	1,275.00	3,333	12.75%	10,000
Copy Machine	1,336.26	1,250	106.90%	5,566.72	5,000	37.11%	15,000
Interest Income	3,110.08	1,250	248.81%	9,242.95	5,000	61.62%	15,000
Miscellaneous Income	484.41	833	58.15%	2,648.05	3,333	26.48%	10,000
Total Revenues	11,941.10	439,489	2.72%	2,714,491.69	1,757,955	51.47%	5,273,867
Expenditures							
Salaries	184,656.70	197,814	93.35%	743,296.42	791,261	31.31%	2,373,785
Salaries - Maintenance	9,595.19	8,975	106.91%	36,684.01	35,902	34.06%	107,705
Life/Health Insurance	28,272.85	37,096	76.22%	147,358.61	148,384	33.10%	445,152
Books	29,308.94	34,167	85.78%	98,779.04	136,667	24.09%	410,000
Electronic Databases	5,035.17	6,083	82.77%	21,036.96	24,333	28.82%	73,000
Periodicals	2,280.19	3,167	72.00%	11,531.80	12,667	30.35%	38,000
Audio Visual Materials	11,586.19	13,333	86.90%	50,299.29	53,333	31.44%	160,000
Audio Visual Equipment	0.00	83	0.00%	0.00	333	0.00%	1,000
Book Rebinding	0.00	0	0.00%	0.00	0	0.00%	0
Accounting	484.18	667	72.59%	2,984.39	2,667	37.30%	8,000
Insurance	2,823.25	3,042	92.81%	11,293.00	12,167	30.94%	36,500
Landscaping & Groundskeeping	1,498.91	2,033	73.73%	4,359.58	8,133	17.87%	24,400
Building Maintenance	6,680.00	20,833	32.06%	36,115.64	83,333	14.45%	250,000
Security System	442.50	750	59.00%	856.50	3,000	9.52%	9,000
Library Office & Equipment	0.00	83	0.00%	0.00	333	0.00%	1,000
Legal	5,738.55	10,000	57.39%	7,042.75	40,000	5.87%	120,000
Library Consultant	1,361.22	1,000	0.00%	2,361.22	4,000	0.00%	12,000
Electricity	0.00	0	0.00%	0.00	0	0.00%	0
Water & Sewer	0.00	583	0.00%	1,522.56	2,333	21.75%	7,000
Natural Gas	1,588.95	3,333	47.67%	7,608.99	13,333	19.02%	40,000
Telephone	566.65	917	61.79%	2,339.37	3,667	21.27%	11,000
Purchase - New Equipment	0.00	1,667	0.00%	11,656.83	6,667	58.28%	20,000
Building & Custodial Supplies	2,613.10	2,833	92.24%	11,949.27	11,333	35.14%	34,000
Building Repairs	0.00	1,833	0.00%	1,153.37	7,333	5.24%	22,000
Lib. & Off. Eqpt Rep. & Maint	640.94	1,375	46.61%	5,408.49	5,500	32.78%	16,500
Machine Rental	0.00	333	0.00%	399.00	1,333	9.98%	4,000
Automation - Equipment	282.69	6,667	4.24%	4,673.09	26,667	5.84%	80,000
Automation - Line Costs	347.37	542	64.09%	1,279.91	2,167	19.69%	6,500
Automation - Consultant	11,590.66	13,417	86.39%	44,896.89	53,667	27.89%	161,000
Automation - Maintenance	4,309.44	4,167	103.42%	10,572.39	16,667	21.14%	50,000
Library Furniture	0.00	5,000	0.00%	0.00	20,000	0.00%	60,000
Outreach Services	164.08	583	28.14%	2,157.26	2,333	30.82%	7,000

**Orland Park Public Library
General Fund
Statement of Revenue & Expenditures
For The Month Ended April 30, 2016**

	Actual Month	Monthly Budget	% of Budget	Actual Y-T-D	Budget Y-T-D	% of Total Budget	Total Budget
Board Training & Education	687.96	667	103.14%	1,737.96	2,667	21.72%	8,000
Staff Training & Education	5,664.03	2,250	251.73%	12,228.16	9,000	45.29%	27,000
Conference Fees	1,200.00	542	221.40%	2,322.00	2,167	35.72%	6,500
Patron Programs & Events	2,828.70	3,750	75.43%	7,510.82	15,000	16.69%	45,000
Association Dues & Fees	160.00	667	23.99%	660.00	2,667	8.25%	8,000
Public Information	8,904.94	3,250	274.00%	11,751.43	13,000	30.13%	39,000
Library Supplies	7,523.51	3,750	200.63%	12,000.34	15,000	26.67%	45,000
Office Supplies	372.06	917	40.57%	1,033.25	3,667	9.39%	11,000
Postage	3,098.00	1,167	265.47%	4,651.34	4,667	33.22%	14,000
Printing	0.00	584	0.00%	0.00	2,333	0.00%	7,000
Contingency	0.00	0	0.00%	0.00	0	0.00%	0
Contribution to IMRF	16,964.70	17,708	95.80%	69,082.07	70,831	32.51%	212,494
Contribution to FICA	14,580.25	15,819	92.17%	58,454.85	63,277	30.79%	189,831
Audit	0.00	875	0.00%	4,500.00	3,500	42.86%	10,500
Liability Ins.-D&O,Bonds,WC	4,001.50	4,583	87.31%	16,006.00	18,333	29.10%	55,000
Unemployment Compensation	0.00	334	0.00%	0.00	1,333	0.00%	4,000
Bank Charges	506.17	250	202.47%	1,010.53	1,000	33.68%	3,000
Total Expenditures	378,359.54	439,489	86.09%	1,482,565.38	1,757,955	28.11%	5,273,867
Excess (Deficiency) of Revenues Over (Under) Expenditures	(366,418.44)	0	-100.00%	1,231,926.31	0	-100.00%	0
Interfund Transfers In / (Out)	0.00	0	0.00%	0.00	0	0.00%	0
Net Change in Fund Balance	(366,418.44)	0	-100.00%	1,231,926.31	0	-100.00%	0

**Orland Park Public Library
Other Funds
Statement of Revenue & Expenditures
For The Month Ended April 30, 2016**

	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	0.00	861,744.26
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	273.14	1,025.47	5.51	22.18	482.67	1,310.89
Capital Campaign	0.00	0.00	300.00	600.00	0.00	0.00
Miscellaneous Income	0.00	0.00	0.00	0.00	0.00	0.00
Total Revenues	273.14	1,025.47	305.51	622.18	482.67	863,055.15
<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	0.00	0.00	0.00	0.00
Debt Service Repaid to Village	0.00	0.00	0.00	0.00	19,641.04	78,564.16
Total Expenditures	0.00	0.00	0.00	0.00	19,641.04	78,564.16
Excess (Deficiency) of Revenues Over (Under) Expenditures	273.14	1,025.47	305.51	622.18	(19,158.37)	784,490.99
Interfund Transfers In / (Out)	0.00	0.00	0.00	0.00	0.00	0.00
Net Change in Fund Balance	273.14	1,025.47	305.51	622.18	(19,158.37)	784,490.99