

**Orland Park Public Library**  
**General Fund**  
**Explanation of Variances for General Fund Activity**  
**For The Month Ended August 31, 2016**

**Revenues**

**Tax Revenues** are at 97.8% of budget on a year-to-date basis. Interest Income continues to be higher than budgeted due to investments being set up with longer maturities providing higher rates of return. **Total Revenues** are at 98.1% of year-to-date budget.

**Expenditures**

Overall Expenditures were \$ 93,020 under budget for the month and \$ 556,673 under budget year-to-date.

**Salaries** is under budget by \$ 17,784 for July and \$ 111,009 under budget year-to-date. There are open positions to be filled.

**Insurance** is over budget for August by \$ 852 and over budget on a year-to-date basis.

**Public Information** is over budget for the month by \$ 4,022 due to the September newsletter, but is under budget on a year-to-date basis.

**Postage** is over budget for August by \$ 2,078 due to the September newsletter, but is under budget on a year-to-date basis.

**Orland Park Public Library  
Balance Sheet - All Funds  
August 31, 2016**

	<u>General Fund</u>	<u>Special Reserve</u>	<u>Capital Campaign</u>	<u>Debt Service</u>	<u>Total</u>
<b>Assets</b>					
Cash - Marquette	308,872.39	0.00	68,185.41	0.00	377,057.80
Cash - Marquette E-Commerce	5,613.36	0.00	0.00	0.00	5,613.36
Illinois Funds	91,122.18	6,766.52	0.00	0.00	97,888.70
PMA Financial Investments	7,322,269.03	763,847.61	0.00	1,968,969.25	10,055,085.89
US Bank	16,719.67	82.50	0.00	1,953.66	18,755.83
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	17,227.24	1,303.15	0.00	4,185.42	22,715.81
Property Taxes Receivable	110,865.94	0.00	0.00	35,820.93	146,686.87
Prepaid Expenses	146,260.40	0.00	0.00	0.00	146,260.40
Due from Debt Service	0.00	0.00	0.00	0.00	0.00
<b>Total Assets</b>	<b><u>8,019,250.21</u></b>	<b><u>771,999.78</u></b>	<b><u>68,185.41</u></b>	<b><u>2,010,929.26</u></b>	<b><u>10,870,364.66</u></b>
<b>Liabilities &amp; Fund Balance</b>					
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	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	110,865.94	0.00	0.00	35,820.93	146,686.87
Accounts Payable	36,470.24	0.00	0.00	0.00	36,470.24
Estimated Property Tax Refunds	0.00	0.00	0.00	0.00	0.00
Due to Primary Government	0.00	0.00	0.00	58,923.15	58,923.15
<b>Total Liabilities</b>	<b><u>147,336.18</u></b>	<b><u>0.00</u></b>	<b><u>0.00</u></b>	<b><u>94,744.08</u></b>	<b><u>242,080.26</u></b>
<b>Beginning Unrestricted Fund Balance</b>	<b>5,673,835.36</b>	<b>669,735.13</b>	<b>66,628.45</b>	<b>459,943.59</b>	<b>6,870,142.53</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>3,543.00</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>25,462.00</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>25,012.00</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>5,408.00</b>
<b>Fund Balance-Restricted Unemploymt Ins.</b>	<b>22,851.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>22,851.00</b>
<b>Transfers between Funds</b>	<b>(100,000.00)</b>	<b>100,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Excess (Deficiency) of Revenues Over (Under) Expenditures</b>	<b><u>2,215,819.83</u></b>	<b><u>2,247.49</u></b>	<b><u>1,556.96</u></b>	<b><u>1,456,241.59</u></b>	<b><u>3,675,865.87</u></b>
<b>Ending Fund Balance</b>	<b><u>7,871,931.19</u></b>	<b><u>771,982.62</u></b>	<b><u>68,185.41</u></b>	<b><u>1,916,185.18</u></b>	<b><u>10,628,284.40</u></b>
<b>Total Liabilities &amp; Fund Balance</b>	<b><u>8,019,267.37</u></b>	<b><u>771,982.62</u></b>	<b><u>68,185.41</u></b>	<b><u>2,010,929.26</u></b>	<b><u>10,870,364.66</u></b>

**Orland Park Public Library  
General Fund  
Statement of Revenue & Expenditures**

	<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	1,552,305.40	424,447	365.72%	4,982,844.89	3,395,578	97.83%	5,093,367
Impact Fees	0.00	2,083	0.00%	6,544.13	16,667	26.18%	25,000
Replacement Taxes	0.00	1,042	0.00%	9,574.13	8,333	76.59%	12,500
State Grants	0.00	2,083	0.00%	94,764.84	16,667	379.06%	25,000
Non Resident Fees	129.42	667	19.40%	2,374.97	5,333	29.69%	8,000
Fines	5,578.35	5,000	111.57%	40,142.09	40,000	66.90%	60,000
Gifts	0.00	833	0.00%	1,600.00	6,667	16.00%	10,000
Copy Machine	1,354.19	1,250	108.34%	10,432.08	10,000	69.55%	15,000
Interest Income	3,354.90	1,250	268.39%	20,160.64	10,000	134.40%	15,000
Miscellaneous Income	1,228.47	833	147.48%	6,619.37	6,667	66.19%	10,000
<b>Total Revenues</b>	<b>1,563,950.73</b>	<b>439,489</b>	<b>355.86%</b>	<b>5,175,057.14</b>	<b>3,515,912</b>	<b>98.13%</b>	<b>5,273,867</b>
<b>Expenditures</b>							
Salaries	180,029.78	197,814	91.01%	1,471,513.02	1,582,522	61.99%	2,373,785
Salaries-Maintenance	7,881.87	8,975	87.82%	67,948.28	71,803	63.09%	107,705
Life/Health Insurance	31,905.94	37,096	86.01%	275,182.55	296,768	61.82%	445,152
Books	20,256.72	34,167	59.29%	180,945.54	273,333	44.13%	410,000
Electronic Databases	5,425.42	6,083	89.19%	42,022.65	48,667	57.57%	73,000
Periodicals	1,887.28	3,167	59.59%	19,112.37	25,333	50.30%	38,000
Audio Visual Materials	10,401.66	13,333	78.01%	99,648.68	106,667	62.28%	160,000
Audio Visual Equipment	0.00	83	0.00%	0.00	667	0.00%	1,000
Book Rebinding	0.00	0	0.00%	0.00	0	0.00%	0
Accounting	511.94	667	76.75%	5,235.57	5,333	65.44%	8,000
Insurance	3,893.58	3,042	127.99%	26,867.32	24,333	73.61%	36,500
Landscaping & Groundskeeping	1,037.91	2,033	51.05%	8,843.93	16,267	36.25%	24,400
Building Maintenance	8,524.85	20,833	40.92%	71,304.22	166,667	28.52%	250,000
Security System	0.00	750	0.00%	1,270.50	6,000	14.12%	9,000
Library Office & Equipment	0.00	83	0.00%	0.00	667	0.00%	1,000
Legal	551.01	10,000	5.51%	29,708.22	80,000	24.76%	120,000
Library Consultant	930.28	1,000	0.00%	6,944.21	8,000	0.00%	12,000
Electricity	0.00	0	0.00%	0.00	0	0.00%	0
Water & Sewer	57.03	583	9.78%	5,094.43	4,667	72.78%	7,000
Natural Gas	1,173.88	3,333	35.22%	12,732.39	26,667	31.83%	40,000
Telephone	434.93	917	47.43%	4,609.73	7,333	41.91%	11,000
Purchase - New Equipment	0.00	1,667	0.00%	18,023.83	13,333	90.12%	20,000
Building & Custodial Supplies	1,722.27	2,833	60.79%	21,558.00	22,667	63.41%	34,000
Building Repairs	782.90	1,833	42.71%	3,846.18	14,667	17.48%	22,000
Lib. & Off. Eqpt Rep. & Maint	1,676.37	1,375	121.92%	9,983.60	11,000	60.51%	16,500
Machine Rental	0.00	333	0.00%	632.01	2,667	15.80%	4,000
Automation - Equipment	2,660.61	6,667	39.91%	18,728.20	53,333	23.41%	80,000
Automation - Line Costs	331.92	542	61.24%	2,598.84	4,333	39.98%	6,500
Automation - Consultant	10,252.31	13,417	76.41%	89,328.03	107,333	55.48%	161,000
Automation - Maintenance	3,048.43	4,167	73.16%	23,610.11	33,333	47.22%	50,000
Library Furniture	0.00	5,000	0.00%	51,750.27	40,000	86.25%	60,000
Outreach Services	291.58	583	50.01%	3,820.42	4,667	54.58%	7,000

**Orland Park Public Library  
General Fund  
Statement of Revenue & Expenditures**

	<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	450.00	667	67.47%	3,027.96	5,333	37.85%	8,000
Staff Training & Education	1,432.69	2,250	63.68%	15,115.82	18,000	55.98%	27,000
Conference Fees	0.00	542	0.00%	2,337.00	4,333	35.95%	6,500
Patron Programs & Events	2,065.62	3,750	55.08%	19,361.29	30,000	43.03%	45,000
Association Dues & Fees	295.00	667	44.23%	2,903.00	5,333	36.29%	8,000
Public Information	7,272.31	3,250	223.76%	19,517.91	26,000	50.05%	39,000
Library Supplies	1,888.64	3,750	50.36%	19,021.85	30,000	42.27%	45,000
Office Supplies	212.52	917	23.18%	1,351.49	7,333	12.29%	11,000
Postage	3,244.82	1,167	278.05%	9,005.09	9,333	64.32%	14,000
Printing	0.00	584	0.00%	1,268.30	4,667	18.12%	7,000
Contingency	0.00	0	0.00%	0.00	0	0.00%	0
Contribution to IMRF	15,923.56	17,708	89.92%	135,020.88	141,663	63.54%	212,494
Contribution to FICA	14,087.29	15,819	89.05%	115,421.27	126,554	60.80%	189,831
Audit	0.00	875	0.00%	10,500.00	7,000	100.00%	10,500
Liability Ins.-D&O,Bonds,WC	3,796.49	4,583	82.84%	31,191.96	36,667	56.71%	55,000
Unemployment Compensation	0.00	334	0.00%	0.00	2,667	0.00%	4,000
Bank Charges	129.77	250	51.91%	1,330.39	2,000	44.35%	3,000
<b>Total Expenditures</b>	<b>346,469.18</b>	<b>439,489</b>	<b>78.83%</b>	<b>2,959,237.31</b>	<b>3,515,910</b>	<b>56.11%</b>	<b>5,273,867</b>
<b>Excess (Deficiency) of Revenues Over (Under) Expenditures</b>	<b>1,217,481.55</b>	<b>0</b>	<b>-100.00%</b>	<b>2,215,819.83</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>1,217,481.55</b>	<b>0</b>	<b>-100.00%</b>	<b>2,215,819.83</b>	<b>0</b>	<b>-100.00%</b>	<b>0</b>

**Orland Park Public Library  
Other Funds  
Statement of Revenue & Expenditures**

	<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	501,551.96	1,609,963.64
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	301.26	2,270.65	5.77	44.96	663.38	3,406.31
Capital Campaign	0.00	0.00	375.00	1,650.00	0.00	0.00
Miscellaneous Income	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total Revenues</b>	<b>301.26</b>	<b>2,270.65</b>	<b>380.77</b>	<b>1,694.96</b>	<b>502,215.34</b>	<b>1,613,369.95</b>
<b>Expenditures</b>						
Building Repairs	0.00	0.00	0.00	138.00	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	17.16	17.16	0.00	0.00	0.00	0.00
Library Supplies	0.00	0.00	0.00	0.00	0.00	0.00
Bank Charges	3.00	6.00	0.00	0.00	0.00	0.00
Debt Service Repaid to Village	0.00	0.00	0.00	0.00	19,641.05	157,128.36
<b>Total Expenditures</b>	<b>20.16</b>	<b>23.16</b>	<b>0.00</b>	<b>138.00</b>	<b>19,641.05</b>	<b>157,128.36</b>
<b>Excess (Deficiency) of Revenues Over (Under) Expenditures</b>	<b>281.10</b>	<b>2,247.49</b>	<b>380.77</b>	<b>1,556.96</b>	<b>482,574.29</b>	<b>1,456,241.59</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>281.10</b>	<b>2,247.49</b>	<b>380.77</b>	<b>1,556.96</b>	<b>482,574.29</b>	<b>1,456,241.59</b>