

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

**Revenues**

**Tax Revenues** are at 99% 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 99.5% of year-to-date budget.

**Expenditures**

Overall Expenditures were \$ 89,387 under budget for the month and \$ 646,043 under budget year-to-date.

**Salaries** is under budget by \$ 26,055 for September and \$ 137,065 under budget year-to-date. There are open positions to be filled.

**Electronic Databases** is over budget by 1,142 for the month, but is under budget on a year-to-date basis.

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

**Landscaping & Groundskeeping** is over budget for the month by \$ 4,435 for the month, but is under budget on a year-to-date basis.

**Water and Sewer** is over budget for September by \$ 1,801 and over budget on a year-to-date basis.

**Orland Park Public Library  
Balance Sheet - All Funds  
September 30, 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	180,163.26	0.00	68,416.02	0.00	248,579.28
Cash - Marquette E-Commerce	2,171.79	0.00	0.00	0.00	2,171.79
Illinois Funds	91,152.44	6,768.76	0.00	0.00	97,921.20
PMA Financial Investments	7,181,675.28	764,051.26	0.00	1,987,821.02	9,933,547.56
US Bank	24,246.28	79.50	0.00	2,087.93	26,413.71
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	17,405.47	1,397.08	0.00	4,905.11	23,707.66
Property Taxes Receivable	52,214.15	0.00	0.00	16,870.46	69,084.61
Prepaid Expenses	127,082.56	0.00	0.00	0.00	127,082.56
Due from Debt Service	0.00	0.00	0.00	0.00	0.00
<b>Total Assets</b>	<b><u>7,676,411.23</u></b>	<b><u>772,296.60</u></b>	<b><u>68,416.02</u></b>	<b><u>2,011,684.52</u></b>	<b><u>10,528,808.37</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	52,214.15	0.00	0.00	16,870.46	69,084.61
Accounts Payable	28,284.62	0.00	0.00	0.00	28,284.62
Estimated Property Tax Refunds	0.00	0.00	0.00	0.00	0.00
Due to Primary Government	0.00	0.00	0.00	78,564.20	78,564.20
<b>Total Liabilities</b>	<b><u>80,498.77</u></b>	<b><u>0.00</u></b>	<b><u>0.00</u></b>	<b><u>95,434.66</u></b>	<b><u>175,933.43</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>1,939,801.10</u></b>	<b><u>2,561.47</u></b>	<b><u>1,787.57</u></b>	<b><u>1,456,306.27</u></b>	<b><u>3,400,456.41</u></b>
<b>Ending Fund Balance</b>	<b><u>7,595,912.46</u></b>	<b><u>772,296.60</u></b>	<b><u>68,416.02</u></b>	<b><u>1,916,249.86</u></b>	<b><u>10,352,874.94</u></b>
<b>Total Liabilities &amp; Fund Balance</b>	<b><u>7,676,411.23</u></b>	<b><u>772,296.60</u></b>	<b><u>68,416.02</u></b>	<b><u>2,011,684.52</u></b>	<b><u>10,528,808.37</u></b>

**Orland Park Public Library  
General Fund  
Statement of Revenue & Expenditures  
September 30, 2016**

	<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	58,651.78	424,447	13.82%	5,041,496.67	3,820,025	98.98%	5,093,367
Impact Fees	7,000.00	2,083	336.05%	13,544.13	18,750	54.18%	25,000
Replacement Taxes	289.16	1,042	27.75%	9,863.29	9,375	78.91%	12,500
State Grants	0.00	2,083	0.00%	94,764.84	18,750	379.06%	25,000
Non Resident Fees	289.00	667	43.33%	2,663.97	6,000	33.30%	8,000
Fines	4,719.77	5,000	94.40%	44,861.86	45,000	74.77%	60,000
Gifts	3.89	833	0.47%	1,603.89	7,500	16.04%	10,000
Copy Machine	1,031.66	1,250	82.53%	11,463.74	11,250	76.42%	15,000
Interest Income	1,400.97	1,250	112.08%	21,561.61	11,250	143.74%	15,000
Miscellaneous Income	714.24	833	85.74%	7,333.61	7,500	73.34%	10,000
<b>Total Revenues</b>	<b>74,100.47</b>	<b>439,489</b>	<b>16.86%</b>	<b>5,249,157.61</b>	<b>3,955,400</b>	<b>99.53%</b>	<b>5,273,867</b>
<b>Expenditures</b>							
Salaries	171,759.47	197,814	86.83%	1,643,272.49	1,780,338	69.23%	2,373,785
Salaries-Maintenance	7,793.15	8,975	86.83%	75,741.43	80,779	70.32%	107,705
Life/Health Insurance	34,962.46	37,096	94.25%	310,145.01	333,864	69.67%	445,152
Books	31,381.45	34,167	91.85%	212,326.99	307,500	51.79%	410,000
Electronic Databases	7,225.42	6,083	118.78%	49,248.07	54,750	67.46%	73,000
Periodicals	1,876.83	3,167	59.26%	20,989.20	28,500	55.23%	38,000
Audio Visual Materials	12,311.39	13,333	92.34%	111,960.07	120,000	69.98%	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	725.69	667	108.80%	5,961.26	6,000	74.52%	8,000
Insurance	3,893.58	3,042	127.99%	30,760.90	27,375	84.28%	36,500
Landscaping & Groundskeeping	6,468.22	2,033	318.16%	15,312.15	18,300	62.75%	24,400
Building Maintenance	6,563.38	20,833	31.50%	77,867.60	187,500	31.15%	250,000
Security System	414.00	750	55.20%	1,684.50	6,750	18.72%	9,000
Library Office & Equipment	0.00	83	0.00%	0.00	750	0.00%	1,000
Legal	692.56	10,000	6.93%	30,400.78	90,000	25.33%	120,000
Library Consultant	930.28	1,000	0.00%	7,874.49	9,000	0.00%	12,000
Electricity	0.00	0	0.00%	0.00	0	0.00%	0
Water & Sewer	2,383.71	583	408.87%	7,478.14	5,250	106.83%	7,000
Natural Gas	1,472.64	3,333	44.18%	14,205.03	30,000	35.51%	40,000
Telephone	560.00	917	61.07%	5,169.73	8,250	47.00%	11,000
Purchase - New Equipment	0.00	1,667	0.00%	18,023.83	15,000	90.12%	20,000
Building & Custodial Supplies	2,297.92	2,833	81.11%	23,855.92	25,500	70.16%	34,000
Building Repairs	0.00	1,833	0.00%	3,846.18	16,500	17.48%	22,000
Lib. & Off. Eqpt Rep. & Maint	1,369.86	1,375	99.63%	11,353.46	12,375	68.81%	16,500
Machine Rental	233.01	333	69.97%	865.02	3,000	21.63%	4,000
Automation - Equipment	368.99	6,667	5.53%	19,097.19	60,000	23.87%	80,000
Automation - Line Costs	331.92	542	61.24%	2,930.76	4,875	45.09%	6,500
Automation - Consultant	10,252.31	13,417	76.41%	99,580.34	120,750	61.85%	161,000
Automation - Maintenance	3,046.83	4,167	73.12%	26,656.94	37,500	53.31%	50,000
Library Furniture	2,369.32	5,000	47.39%	54,136.75	45,000	90.23%	60,000
Outreach Services	257.23	583	44.12%	4,077.65	5,250	58.25%	7,000

**Orland Park Public Library  
General Fund  
Statement of Revenue & Expenditures  
September 30, 2016**

	<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	747.00	667	111.99%	3,774.96	6,000	47.19%	8,000
Staff Training & Education	135.03	2,250	6.00%	15,250.85	20,250	56.48%	27,000
Conference Fees	0.00	542	0.00%	2,337.00	4,875	35.95%	6,500
Patron Programs & Events	2,046.02	3,750	54.56%	21,407.31	33,750	47.57%	45,000
Association Dues & Fees	459.00	667	68.82%	3,362.00	6,000	42.03%	8,000
Public Information	489.17	3,250	15.05%	20,007.08	29,250	51.30%	39,000
Library Supplies	668.14	3,750	17.82%	19,689.99	33,750	43.76%	45,000
Office Supplies	545.77	917	59.52%	1,897.26	8,250	17.25%	11,000
Postage	7.72	1,167	0.66%	9,012.81	10,500	64.38%	14,000
Printing	0.00	584	0.00%	1,268.30	5,250	18.12%	7,000
Contingency	0.00	0	0.00%	0.00	0	0.00%	0
Contribution to IMRF	15,656.21	17,708	88.41%	150,677.09	159,371	70.91%	212,494
Contribution to FICA	13,426.78	15,819	84.88%	128,848.05	142,373	67.88%	189,831
Audit	0.00	875	0.00%	10,500.00	7,875	100.00%	10,500
Liability Ins.-D&O,Bonds,WC	3,796.50	4,583	82.84%	34,988.46	41,250	63.62%	55,000
Unemployment Compensation	0.00	334	0.00%	0.00	3,000	0.00%	4,000
Bank Charges	183.08	250	73.23%	1,513.47	2,250	50.45%	3,000
<b>Total Expenditures</b>	<b>350,102.04</b>	<b>439,489</b>	<b>79.66%</b>	<b>3,309,356.51</b>	<b>3,955,400</b>	<b>62.75%</b>	<b>5,273,867</b>
<b>Excess (Deficiency) of Revenues Over (Under) Expenditures</b>	<b>(276,001.57)</b>	<b>0</b>	<b>-100.00%</b>	<b>1,939,801.10</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>(276,001.57)</b>	<b>0</b>	<b>-100.00%</b>	<b>1,939,801.10</b>	<b>0</b>	<b>-100.00%</b>	<b>0</b>

**Orland Park Public Library  
Other Funds  
Statement of Revenue & Expenditures  
September 30, 2016**

	<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	18,950.48	1,628,914.12
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	299.82	2,570.47	5.61	50.57	755.25	4,161.56
Capital Campaign	0.00	0.00	225.00	1,875.00	0.00	0.00
Miscellaneous Income	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total Revenues</b>	<b>299.82</b>	<b>2,570.47</b>	<b>230.61</b>	<b>1,925.57</b>	<b>19,705.73</b>	<b>1,633,075.68</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	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	3.00	9.00	0.00	0.00	0.00	0.00
Debt Service Repaid to Village	0.00	0.00	0.00	0.00	19,641.05	176,769.41
<b>Total Expenditures</b>	<b>3.00</b>	<b>9.00</b>	<b>0.00</b>	<b>138.00</b>	<b>19,641.05</b>	<b>176,769.41</b>
<b>Excess (Deficiency) of Revenues Over (Under) Expenditures</b>	<b>296.82</b>	<b>2,561.47</b>	<b>230.61</b>	<b>1,787.57</b>	<b>64.68</b>	<b>1,456,306.27</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>296.82</b>	<b>2,561.47</b>	<b>230.61</b>	<b>1,787.57</b>	<b>64.68</b>	<b>1,456,306.27</b>