

Orland Park Public Library
General Fund
Explanation of Variances for General Fund Activity
For The Month Ended October 31, 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 99.9% of year-to-date budget.

Expenditures

Overall Expenditures were \$ 85,925 under budget for the month and \$ 731,968 under budget year-to-date.

Salaries is under budget by \$ 14,620 for October and \$ 151,686 under budget year-to-date. There are open positions to be filled.

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

Landscaping & Groundskeeping is over budget for October by \$ 2,477, but under budget on a year-to-date basis.

Building & Custodial Supplies is over budget by \$ 814 for the month, but under budget on a year-to-date basis.

Library Supplies is over budget for October by \$ 934, but under budget on a year-to-date basis.

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

	<u>General Fund</u>	<u>Special Reserve</u>	<u>Capital Campaign</u>	<u>Debt Service</u>	<u>Total</u>
Assets					
Cash - Marquette	196,268.90	0.00	68,421.83	0.00	264,690.73
Cash - Marquette E-Commerce	4,223.80	0.00	0.00	0.00	4,223.80
Illinois Funds	91,184.00	6,771.08	0.00	0.00	97,955.08
PMA Financial Investments	6,868,153.53	764,295.64	0.00	1,990,853.49	9,623,302.66
US Bank	3,986.24	76.50	0.00	0.00	4,062.74
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	19,833.28	1,478.82	0.00	5,686.59	26,998.69
Property Taxes Receivable	49,372.89	0.00	0.00	15,948.76	65,321.65
Prepaid Expenses	112,651.39	0.00	0.00	0.00	112,651.39
Due from Debt Service	0.00	0.00	0.00	0.00	0.00
Total Assets	<u>7,345,974.03</u>	<u>772,622.04</u>	<u>68,421.83</u>	<u>2,012,488.84</u>	<u>10,199,506.74</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	49,372.89	0.00	0.00	15,948.76	65,321.65
Accounts Payable	32,008.63	0.00	0.00	0.00	32,008.63
Estimated Property Tax Refunds	0.00	0.00	0.00	0.00	0.00
Due to Primary Government	0.00	0.00	0.00	98,205.25	98,205.25
Total Liabilities	<u>81,406.52</u>	<u>0.00</u>	<u>0.00</u>	<u>114,154.01</u>	<u>195,560.53</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 Unemploymt Ins.	22,851.00	0.00	0.00	0.00	22,851.00
Transfers between Funds	(100,000.00)	100,000.00	0.00	0.00	0.00
Excess (Deficiency) of Revenues Over (Under) Expenditures	<u>1,608,456.15</u>	<u>2,886.91</u>	<u>1,793.38</u>	<u>1,438,391.24</u>	<u>3,051,527.68</u>
Ending Fund Balance	<u>7,264,567.51</u>	<u>772,622.04</u>	<u>68,421.83</u>	<u>1,898,334.83</u>	<u>10,003,946.21</u>
Total Liabilities & Fund Balance	<u>7,345,974.03</u>	<u>772,622.04</u>	<u>68,421.83</u>	<u>2,012,488.84</u>	<u>10,199,506.74</u>

**Orland Park Public Library
General Fund
Statement of Revenue & Expenditures
October 31, 2016**

	Actual Month	Monthly Budget	% of Budget	Actual Y-T-D	Budget Y-T-D	% of Total Budget	Total Budget
<u>Revenues</u>							
Taxes	2,841.26	424,447	0.67%	5,044,337.93	4,244,473	99.04%	5,093,367
Impact Fees	5,000.00	2,083	240.04%	18,544.13	20,833	74.18%	25,000
Replacement Taxes	0.00	1,042	0.00%	9,863.29	10,417	78.91%	12,500
State Grants	1,800.00	2,083	86.41%	96,564.84	20,833	386.26%	25,000
Non Resident Fees	272.65	667	40.88%	2,936.62	6,667	36.71%	8,000
Fines	4,302.07	5,000	86.04%	49,163.93	50,000	81.94%	60,000
Gifts	0.00	833	0.00%	1,603.89	8,333	16.04%	10,000
Copy Machine	1,213.57	1,250	97.09%	12,677.31	12,500	84.52%	15,000
Interest Income	5,958.81	1,250	476.70%	27,520.42	12,500	183.47%	15,000
Miscellaneous Income	830.48	833	99.70%	8,164.09	8,333	81.64%	10,000
Total Revenues	22,218.84	439,489	5.06%	5,271,376.45	4,394,889	99.95%	5,273,867
<u>Expenditures</u>							
Salaries	183,193.89	197,814	92.61%	1,826,466.38	1,978,153	76.94%	2,373,785
Salaries-Maintenance	8,266.13	8,975	92.10%	84,007.56	89,754	78.00%	107,705
Life/Health Insurance	30,412.90	37,096	81.98%	340,557.91	370,960	76.50%	445,152
Books	18,591.85	34,167	54.41%	230,918.84	341,667	56.32%	410,000
Electronic Databases	6,308.75	6,083	103.71%	55,556.82	60,833	76.11%	73,000
Periodicals	2,056.33	3,167	64.93%	23,045.53	31,667	60.65%	38,000
Audio Visual Materials	8,094.50	13,333	60.71%	120,054.57	133,333	75.03%	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	481.22	667	72.15%	6,442.48	6,667	80.53%	8,000
Insurance	3,893.58	3,042	127.99%	34,654.48	30,417	94.94%	36,500
Landscaping & Groundskeeping	4,510.16	2,033	221.85%	19,822.31	20,333	81.24%	24,400
Building Maintenance	8,792.10	20,833	42.20%	86,659.70	208,333	34.66%	250,000
Security System	0.00	750	0.00%	1,684.50	7,500	18.72%	9,000
Library Office & Equipment	0.00	83	0.00%	0.00	833	0.00%	1,000
Legal	10,474.61	10,000	104.75%	40,875.39	100,000	34.06%	120,000
Library Consultant	930.28	1,000	0.00%	8,804.77	10,000	0.00%	12,000
Electricity	0.00	0	0.00%	0.00	0	0.00%	0
Water & Sewer	0.00	583	0.00%	7,478.14	5,833	106.83%	7,000
Natural Gas	1,439.63	3,333	43.19%	15,644.66	33,333	39.11%	40,000
Telephone	562.99	917	61.39%	5,732.72	9,167	52.12%	11,000
Purchase - New Equipment	0.00	1,667	0.00%	18,023.83	16,667	90.12%	20,000
Building & Custodial Supplies	3,647.44	2,833	128.75%	27,503.36	28,333	80.89%	34,000
Building Repairs	0.00	1,833	0.00%	3,846.18	18,333	17.48%	22,000
Lib. & Off. Eqpt Rep. & Maint	320.51	1,375	23.31%	11,673.97	13,750	70.75%	16,500
Machine Rental	0.00	333	0.00%	865.02	3,333	21.63%	4,000
Automation - Equipment	1,142.37	6,667	17.13%	20,239.56	66,667	25.30%	80,000
Automation - Line Costs	339.07	542	62.56%	3,269.83	5,417	50.31%	6,500
Automation - Consultant	10,252.31	13,417	76.41%	109,832.65	134,167	68.22%	161,000
Automation - Maintenance	3,054.72	4,167	73.31%	29,711.66	41,667	59.42%	50,000
Library Furniture	0.00	5,000	0.00%	54,136.75	50,000	90.23%	60,000
Outreach Services	352.35	583	60.44%	4,430.00	5,833	63.29%	7,000

**Orland Park Public Library
General Fund
Statement of Revenue & Expenditures
October 31, 2016**

	Actual Month	Monthly Budget	% of Budget	Actual Y-T-D	Budget Y-T-D	% of Total Budget	Total Budget
Board Training & Education	325.00	667	48.73%	4,099.96	6,667	51.25%	8,000
Staff Training & Education	90.00	2,250	4.00%	15,340.85	22,500	56.82%	27,000
Conference Fees	690.00	542	127.31%	3,027.00	5,417	46.57%	6,500
Patron Programs & Events	3,165.97	3,750	84.43%	24,573.28	37,500	54.61%	45,000
Association Dues & Fees	825.00	667	123.69%	4,187.00	6,667	52.34%	8,000
Public Information	616.67	3,250	18.97%	20,623.75	32,500	52.88%	39,000
Library Supplies	4,684.12	3,750	124.91%	24,374.11	37,500	54.16%	45,000
Office Supplies	267.79	917	29.20%	2,165.05	9,167	19.68%	11,000
Postage	293.53	1,167	25.15%	9,306.34	11,667	66.47%	14,000
Printing	362.25	584	62.03%	1,630.55	5,833	23.29%	7,000
Contingency	0.00	0	0.00%	0.00	0	0.00%	0
Contribution to IMRF	16,937.05	17,708	95.65%	167,614.14	177,078	78.88%	212,494
Contribution to FICA	14,285.77	15,819	90.31%	143,133.82	158,193	75.40%	189,831
Audit	0.00	875	0.00%	10,500.00	8,750	100.00%	10,500
Liability Ins.-D&O,Bonds,WC	3,796.50	4,583	82.84%	38,784.96	45,833	70.52%	55,000
Unemployment Compensation	0.00	334	0.00%	0.00	3,333	0.00%	4,000
Bank Charges	106.45	250	42.58%	1,619.92	2,500	54.00%	3,000
Total Expenditures	353,563.79	439,489	80.45%	3,662,920.30	4,394,888	69.45%	5,273,867
Excess (Deficiency) of Revenues Over (Under) Expenditures	(331,344.95)	0	-100.00%	1,608,456.15	0	-100.00%	0
Interfund Transfers In / (Out)	0.00	0	0.00%	0.00	0	0.00%	0
Net Change in Fund Balance	(331,344.95)	0	-100.00%	1,608,456.15	0	-100.00%	0

**Orland Park Public Library
Other Funds
Statement of Revenue & Expenditures
October 31, 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
Revenues						
Taxes	0.00	0.00	0.00	0.00	921.70	1,629,835.82
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	328.44	2,898.91	5.81	56.38	804.32	4,965.88
Capital Campaign	0.00	0.00	0.00	1,875.00	0.00	0.00
Miscellaneous Income	0.00	0.00	0.00	0.00	0.00	0.00
Total Revenues	328.44	2,898.91	5.81	1,931.38	1,726.02	1,634,801.70
Expenditures						
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	12.00	0.00	0.00	0.00	0.00
Debt Service Repaid to Village	0.00	0.00	0.00	0.00	19,641.05	196,410.46
Total Expenditures	3.00	12.00	0.00	138.00	19,641.05	196,410.46
Excess (Deficiency) of Revenues Over (Under) Expenditures	325.44	2,886.91	5.81	1,793.38	(17,915.03)	1,438,391.24
Interfund Transfers In / (Out)	0.00	0.00	0.00	0.00	0.00	0.00
Net Change in Fund Balance	325.44	2,886.91	5.81	1,793.38	(17,915.03)	1,438,391.24