

Orland Park Public Library
General Fund
Explanation of Variances for General Fund Activity
For The Month Ended March 31, 2017

Revenues

There have been significant tax receipts received in March. **Interest Income** was higher than budgeted due to investments being set up with longer maturities providing higher rates of return.

Expenditures

Total Expenditures were \$ 68,614 under budget for the month and \$ 264,867 under budget year-to-date.

Salaries is under budget by \$ 9,926 for March and \$ 50,251 under budget year-to-date. There are a few open positions at this time.

Water & Sewer is over budget for the month by \$ 550 and over budget by \$ 129 on a year-to-date basis.

Building & Custodial Supplies is over budget for March by \$ 524 and over budget by \$ 585 on a year-to-date basis.

Outreach Services is over budget for the month by \$ 1,636 and over budget by \$ 902 on a year-to-date basis.

Postage is over budget for March by \$ 1,200, but is under budget on a year-to-date basis.

Printing is over budget for the month by \$ 2,141 and over budget by \$ 641 on a year-to-date basis.

**Orland Park Public Library
Balance Sheet - All Funds
March 31, 2017**

	<u>General Fund</u>	<u>Special Reserve</u>	<u>Capital Campaign</u>	<u>Debt Service</u>	<u>Total</u>
Assets					
Cash - Marquette	191,135.06	0.00	68,451.60		259,586.66
Cash - Marquette E-Commerce	2,586.12				2,586.12
Illinois Funds	0.00				0.00
PMA Financial Investments	7,585,712.55	771,284.32		1,425,228.31	9,782,225.18
US Bank	0.02	2.91		0.00	2.93
Tax Receipts - Marquette	32,843.16				32,843.16
Special Reserve - Marquette	0.00	2,558.50			2,558.50
Cash - Harris Bank	0.00				0.00
Petty Cash	300.00				300.00
Interest Receivable	28,071.23	593.73		1,950.42	30,615.38
Property Taxes Receivable	2,549,775.29			801,906.76	3,351,682.05
Prepaid Expenses	156,763.07				156,763.07
Due from Debt Service	0.00	0.00	0.00	0.00	0.00
Total Assets	<u>10,547,186.50</u>	<u>774,439.46</u>	<u>68,451.60</u>	<u>2,229,085.49</u>	<u>13,619,163.05</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	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	2,549,775.29	0.00	0.00	801,906.76	3,351,682.05
Accounts Payable	19,697.20	0.00	0.00	0.00	19,697.20
Estimated Property Tax Refunds	0.00	0.00	0.00	0.00	0.00
Due to Primary Government	0.00	0.00	0.00	64,464.16	64,464.16
Total Liabilities	<u>2,569,472.49</u>	<u>0.00</u>	<u>0.00</u>	<u>866,370.92</u>	<u>3,435,843.41</u>
Beginning Unrestricted Fund Balance	6,268,350.37	773,078.83	68,284.75	470,727.88	7,580,441.83
Fund Balance - Nonspendable	156,763.07	0.00	0.00	0.00	156,763.07
Fund Balance - Restricted by Donors	51,006.00	0.00	0.00	0.00	51,006.00
Fund Balance - Restricted by Statute	13,597.41	0.00	0.00	0.00	13,597.41
Transfers between Funds	0.00	0.00	0.00	0.00	0.00
Excess (Deficiency) of Revenues Over (Under) Expenditures	<u>1,537,310.71</u>	<u>1,359.63</u>	<u>166.85</u>	<u>834,858.20</u>	<u>2,373,695.39</u>
Ending Fund Balance	<u>8,027,027.56</u>	<u>774,438.46</u>	<u>68,451.60</u>	<u>1,305,586.08</u>	<u>10,175,503.70</u>
Total Liabilities & Fund Balance	<u>10,547,186.50</u>	<u>774,439.46</u>	<u>68,451.60</u>	<u>2,229,085.49</u>	<u>13,619,163.05</u>

**Orland Park Public Library
General Fund
Statement of Revenue & Expenditures
March 31, 2017**

	Actual Month	Monthly Budget	% of Budget	Actual Y-T-D	Budget Y-T-D	% of Total Budget	Total Budget
<u>Revenues</u>							
Taxes	1,365,255.41	432,853	315.41%	2,646,072.50	1,298,559	50.94%	5,194,234
Impact Fees	0.00	1,500	0.00%	1,750.00	4,500	9.72%	18,000
Replacement Taxes	1,435.16	1,000	143.52%	3,669.33	3,000	30.58%	12,000
State Grants	0.00	3,333	0.00%	0.00	10,000	0.00%	40,000
Non Resident Fees	413.49	500	82.70%	735.79	1,500	12.26%	6,000
Fines	4,498.11	4,583	98.15%	14,772.80	13,750	26.86%	55,000
Gifts	0.00	750	0.00%	1,195.00	2,250	13.28%	9,000
Copy Machine	1,417.98	1,000	141.80%	3,380.67	3,000	28.17%	12,000
Interest Income	3,985.62	2,000	199.28%	10,809.16	6,000	45.04%	24,000
Miscellaneous Income	879.28	750	117.24%	2,459.94	2,250	27.33%	9,000
Total Revenues	1,377,885.05	448,270	307.38%	2,684,845.19	1,344,810	49.91%	5,379,234
<u>Expenditures</u>							
Salaries	199,072.94	208,999	95.25%	576,745.63	626,997	23.00%	2,507,992
Salaries-Maintenance	9,822.58	9,476	103.66%	26,530.45	28,428	23.33%	113,711
Life/Health Insurance	34,522.91	40,000	86.31%	125,831.03	120,000	26.21%	480,000
Books	28,173.11	34,000	82.86%	62,781.07	102,000	15.39%	408,000
Electronic Databases	5,721.50	6,083	94.06%	17,962.50	18,250	24.61%	73,000
Periodicals	2,226.52	3,167	70.30%	7,816.17	9,500	20.57%	38,000
Audio Visual Materials	13,281.24	13,750	96.59%	29,772.83	41,250	18.04%	165,000
Audio Visual Equipment	0.00	83	0.00%	51.97	250	5.20%	1,000
Book Rebinding	0.00	0	0.00%	0.00	0	0.00%	0
Accounting	1,146.44	1,158	99.00%	3,454.86	3,475	24.86%	13,900
Insurance	3,893.58	4,083	95.36%	11,172.74	12,250	22.80%	49,000
Landscaping & Groundskeeping	1,528.66	2,000	76.43%	1,528.66	6,000	6.37%	24,000
Building Maintenance	16,532.21	33,833	48.86%	41,450.48	101,500	10.21%	406,000
Security System	1,047.11	1,000	104.71%	1,375.11	3,000	11.46%	12,000
Library Office & Equipment	0.00	83	0.00%	0.00	250	0.00%	1,000
Legal	8,482.87	9,583	88.52%	13,749.99	28,750	11.96%	115,000
Library Consultant	0.00	833	0.00%	0.00	2,500	0.00%	10,000
Electricity	0.00	0	0.00%	0.00	0	0.00%	0
Water & Sewer	1,300.30	750	173.37%	2,379.00	2,250	26.43%	9,000
Natural Gas	3,260.25	3,000	108.68%	10,499.01	9,000	29.16%	36,000
Telephone	558.78	800	69.85%	1,678.40	2,400	17.48%	9,600
Purchase - New Equipment	0.00	1,667	0.00%	0.00	5,000	0.00%	20,000
Building & Custodial Supplies	3,524.33	3,000	117.48%	9,585.21	9,000	26.63%	36,000
Building Repairs	1,760.83	1,833	96.06%	3,682.89	5,500	16.74%	22,000
Lib. & Off. Eqpt Rep. & Maint	1,726.34	1,500	115.09%	3,129.05	4,500	17.38%	18,000
Machine Rental	0.00	333	0.00%	233.01	1,000	5.83%	4,000
Automation - Equipment	2,120.59	6,667	31.81%	14,629.75	20,000	18.29%	80,000
Automation - Line Costs	327.86	625	52.46%	990.71	1,875	13.21%	7,500
Automation - Consultant	6,347.25	12,083	52.53%	22,580.50	36,250	15.57%	145,000
Automation - Maintenance	775.98	7,083	10.96%	14,730.93	21,250	17.33%	85,000
Library Furniture	0.00	5,417	0.00%	0.00	16,250	0.00%	65,000
Outreach Services	2,219.08	583	380.63%	2,651.93	1,750	37.88%	7,000

**Orland Park Public Library
General Fund
Statement of Revenue & Expenditures
March 31, 2017**

	Actual Month	Monthly Budget	% of Budget	Actual Y-T-D	Budget Y-T-D	% of Total Budget	Total Budget
Board Training & Education	942.34	583	161.64%	1,637.34	1,750	23.39%	7,000
Staff Training & Education	993.57	1,984	50.08%	2,284.51	5,951	9.60%	23,804
Conference Fees	300.00	500	60.00%	300.00	1,500	5.00%	6,000
Patron Programs & Events	2,484.93	3,500	71.00%	5,837.40	10,500	13.90%	42,000
Association Dues & Fees	45.00	750	6.00%	595.00	2,250	6.61%	9,000
Public Information	744.17	3,250	22.90%	2,350.01	9,750	6.03%	39,000
Library Supplies	3,222.08	3,500	92.06%	9,434.10	10,500	22.46%	42,000
Office Supplies	1,033.27	750	137.77%	1,646.41	2,250	18.29%	9,000
Postage	2,450.33	1,250	196.03%	3,666.45	3,750	24.44%	15,000
Printing	2,891.26	750	385.50%	2,891.26	2,250	32.13%	9,000
Contingency	0.00	0	0.00%	0.00	0	0.00%	0
Contribution to IMRF	17,197.63	18,018	95.45%	50,263.32	54,055	23.25%	216,221
Contribution to FICA	15,655.31	16,713	93.67%	45,113.55	50,140	22.49%	200,560
Audit	938.00	942	99.58%	2,814.00	2,825	24.90%	11,300
Liability Ins.-D&O,Bonds,WC	3,796.50	4,250	89.33%	11,389.50	12,750	22.33%	51,000
Unemployment Compensation	0.00	337	0.00%	0.00	1,000	0.00%	4,000
Bank Charges	117.61	250	47.04%	317.75	750	10.59%	3,000
Total Expenditures	402,185.26	470,799	85.43%	1,147,534.48	1,412,401	20.31%	5,649,588
Excess (Deficiency) of Revenues Over (Under) Expenditures	975,699.79	(22,529)		1,537,310.71	(67,588)		(270,354)
Interfund Transfers In / (Out)	0	0		0	0		0
Net Change in Fund Balance	975,699.79	(22,529)		1,537,310.71	(67,588)		(270,354)

**Orland Park Public Library
Other Funds
Statement of Revenue & Expenditures
March 31, 2017**

	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	455,101.77	882,024.17
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	670.02	1,372.63	5.81	16.85	666.36	1,182.15
Capital Campaign	0.00	0.00	75.00	150.00	0.00	0.00
Miscellaneous Income	0.00	0.00	0.00	0.00	0.00	0.00
Total Revenues	670.02	1,372.63	80.81	166.85	455,768.13	883,206.32
<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	5.00	13.00	0.00	0.00	0.00	0.00
Debt Service Repaid to Village	0.00	0.00	0.00	0.00	16,116.04	48,348.12
Total Expenditures	5.00	13.00	0.00	0.00	16,116.04	48,348.12
Excess (Deficiency) of Revenues Over (Under) Expenditures	665.02	1,359.63	80.81	166.85	439,652.09	834,858.20
Interfund Transfers In / (Out)	0.00	0.00	0.00	0.00	0.00	0.00
Net Change in Fund Balance	665.02	1,359.63	80.81	166.85	439,652.09	834,858.20