

Orland Park Public Library
General Fund
Explanation of Variances for General Fund Activity
For The Month Ended April 30, 2017

Revenues

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

Expenditures

Total Expenditures were \$ 80,232 under budget for the month and \$ 345,095 under budget year-to-date.

Salaries is under budget by \$ 17,428 for April and \$ 67,679 under budget year-to-date. There are a few open positions at this time.

Periodicals is over budget for the month by \$ 572, but under budget on a year-to-date basis.

Outreach Services is over budget for April by \$ 550 and over budget by \$ 1,452 on a year-to-date basis.

Conference Fees is over budget for the month by \$ 1,450 and over budget by \$ 250 on a year-to-date basis.

Patron Programs & Events is over budget for April by \$ 2,467, but under budget on a year-to-date basis.

Public Information is over budget for the month by \$ 3,638, but under budget on a year-to-date basis.

Postage is over budget for April by \$ 702 and over budget by \$ 619 on year-to-date basis.

**Orland Park Public Library
Balance Sheet - All Funds
April 30, 2017**

	<u>General Fund</u>	<u>Special Reserve</u>	<u>Capital Campaign</u>	<u>Debt Service</u>	<u>Total</u>
Assets					
Cash - Marquette	269,394.60	0.00	68,907.25		338,301.85
Cash - Marquette E-Commerce	2,602.01				2,602.01
Illinois Funds	0.00				0.00
PMA Financial Investments	7,233,896.93	771,610.41		1,397,449.06	9,402,956.40
US Bank	0.00	2.91		0.00	2.91
Tax Receipts - Marquette	11,565.15			487.41	12,052.56
Special Reserve - Marquette	1.00	2,537.50			2,538.50
Cash - Harris Bank	0.00				0.00
Petty Cash	300.00				300.00
Interest Receivable	20,829.86	694.02		2,814.30	24,338.18
Property Taxes Receivable	2,533,016.82			796,320.60	3,329,337.42
Prepaid Expenses	227,507.65				227,507.65
Due from Debt Service	0.00	0.00	0.00	0.00	0.00
Total Assets	<u>10,299,114.02</u>	<u>774,844.84</u>	<u>68,907.25</u>	<u>2,197,071.37</u>	<u>13,339,937.48</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	2,533,016.82	0.00	0.00	796,320.60	3,329,337.42
Accounts Payable	117,506.64	0.00	0.00	0.00	117,506.64
Estimated Property Tax Refunds	0.00	0.00	0.00	0.00	0.00
Due to Primary Government	0.00	0.00	0.00	80,580.20	80,580.20
Total Liabilities	<u>2,650,523.46</u>	<u>0.00</u>	<u>0.00</u>	<u>876,900.80</u>	<u>3,527,424.26</u>
Beginning Unrestricted Fund Balance	<u>6,180,997.81</u>	<u>773,078.83</u>	<u>68,284.75</u>	<u>494,973.88</u>	<u>7,517,335.27</u>
Fund Balance - Nonspendable	<u>227,507.65</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>227,507.65</u>
Fund Balance - Restricted by Donors	<u>51,183.92</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>51,183.92</u>
Fund Balance - Restricted by Statute	<u>13,597.41</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>13,597.41</u>
Transfers between Funds	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Excess (Deficiency) of Revenues Over (Under) Expenditures	<u>1,175,303.77</u>	<u>1,766.01</u>	<u>622.50</u>	<u>825,196.69</u>	<u>2,002,888.97</u>
Ending Fund Balance	<u>7,648,590.56</u>	<u>774,844.84</u>	<u>68,907.25</u>	<u>1,320,170.57</u>	<u>9,812,513.22</u>
Total Liabilities & Fund Balance	<u>10,299,114.02</u>	<u>774,844.84</u>	<u>68,907.25</u>	<u>2,197,071.37</u>	<u>13,339,937.48</u>

**Orland Park Public Library
General Fund
Statement of Revenue & Expenditures
April 30, 2017**

	Actual Month	Monthly Budget	% of Budget	Actual Y-T-D	Budget Y-T-D	% of Total Budget	Total Budget
Revenues							
Taxes	16,775.80	432,853	3.88%	2,662,860.77	1,731,411	51.27%	5,194,234
Impact Fees	0.00	1,500	0.00%	1,750.00	6,000	9.72%	18,000
Replacement Taxes	3,655.90	1,000	365.59%	7,325.23	4,000	61.04%	12,000
State Grants	0.00	3,333	0.00%	0.00	13,333	0.00%	40,000
Non Resident Fees	0.00	500	0.00%	735.79	2,000	12.26%	6,000
Fines	4,079.11	4,583	89.01%	18,851.91	18,333	34.28%	55,000
Gifts	0.00	750	0.00%	1,195.00	3,000	13.28%	9,000
Copy Machine	986.21	1,000	98.62%	4,366.88	4,000	36.39%	12,000
Interest Income	2,405.41	2,000	120.27%	13,214.59	8,000	55.06%	24,000
Miscellaneous Income	645.29	750	86.04%	3,105.23	3,000	34.50%	9,000
Total Revenues	28,547.72	448,270	6.37%	2,713,405.40	1,793,078	50.44%	5,379,234
Expenditures							
Salaries	191,570.95	208,999	91.66%	768,316.58	835,996	30.63%	2,507,992
Salaries-Maintenance	8,686.17	9,476	91.66%	35,216.62	37,904	30.97%	113,711
Life/Health Insurance	35,509.60	40,000	88.77%	161,340.63	160,000	33.61%	480,000
Books	33,600.82	34,000	98.83%	96,381.89	136,000	23.62%	408,000
Electronic Databases	6,382.62	6,083	104.93%	24,345.12	24,333	33.35%	73,000
Periodicals	3,739.36	3,167	118.07%	11,555.53	12,667	30.41%	38,000
Audio Visual Materials	12,720.87	13,750	92.52%	42,493.70	55,000	25.75%	165,000
Audio Visual Equipment	0.00	83	0.00%	51.97	333	5.20%	1,000
Book Rebinding	0.00	0	0.00%	0.00	0	0.00%	0
Accounting	1,611.00	1,158	139.12%	5,065.86	4,633	36.45%	13,900
Insurance	3,893.58	4,083	95.36%	15,066.32	16,333	30.75%	49,000
Landscaping & Groundskeeping	979.13	2,000	48.96%	2,507.79	8,000	10.45%	24,000
Building Maintenance	8,060.82	33,833	23.83%	49,511.30	135,333	12.19%	406,000
Security System	0.00	1,000	0.00%	1,375.11	4,000	11.46%	12,000
Library Office & Equipment	0.00	83	0.00%	0.00	333	0.00%	1,000
Legal	7,387.71	9,583	77.09%	21,137.70	38,333	18.38%	115,000
Library Consultant	0.00	833	0.00%	0.00	3,333	0.00%	10,000
Electricity	0.00	0	0.00%	0.00	0	0.00%	0
Water & Sewer	0.00	750	0.00%	2,379.00	3,000	26.43%	9,000
Natural Gas	1,908.24	3,000	63.61%	12,407.25	12,000	34.46%	36,000
Telephone	890.77	800	111.35%	2,569.17	3,200	26.76%	9,600
Purchase - New Equipment	0.00	1,667	0.00%	0.00	6,667	0.00%	20,000
Building & Custodial Supplies	1,743.15	3,000	58.11%	11,328.36	12,000	31.47%	36,000
Building Repairs	399.61	1,833	21.80%	4,082.50	7,333	18.56%	22,000
Lib. & Off. Eqpt Rep. & Maint	902.45	1,500	60.16%	4,031.50	6,000	22.40%	18,000
Machine Rental	0.00	333	0.00%	233.01	1,333	5.83%	4,000
Automation - Equipment	596.64	6,667	8.95%	15,226.39	26,667	19.03%	80,000
Automation - Line Costs	327.97	625	52.48%	1,318.68	2,500	17.58%	7,500
Automation - Consultant	6,756.75	12,083	55.92%	29,337.25	48,333	20.23%	145,000
Automation - Maintenance	3,827.28	7,083	54.03%	18,558.21	28,333	21.83%	85,000
Library Furniture	1,655.84	5,417	30.57%	1,655.84	21,667	2.55%	65,000
Outreach Services	1,132.80	583	194.31%	3,784.73	2,333	54.07%	7,000

**Orland Park Public Library
General Fund
Statement of Revenue & Expenditures
April 30, 2017**

	Actual Month	Monthly Budget	% of Budget	Actual Y-T-D	Budget Y-T-D	% of Total Budget	Total Budget
Board Training & Education	75.00	583	12.86%	1,712.34	2,333	24.46%	7,000
Staff Training & Education	1,091.52	1,984	55.02%	3,376.03	7,935	14.18%	23,804
Conference Fees	1,950.00	500	390.00%	2,250.00	2,000	37.50%	6,000
Patron Programs & Events	5,967.24	3,500	170.49%	11,804.64	14,000	28.11%	42,000
Association Dues & Fees	200.00	750	26.67%	795.00	3,000	8.83%	9,000
Public Information	6,888.11	3,250	211.94%	9,238.12	13,000	23.69%	39,000
Library Supplies	1,356.67	3,500	38.76%	10,790.77	14,000	25.69%	42,000
Office Supplies	28.92	750	3.86%	1,675.33	3,000	18.61%	9,000
Postage	1,952.31	1,250	156.18%	5,618.76	5,000	37.46%	15,000
Printing	0.00	750	0.00%	2,891.26	3,000	32.13%	9,000
Contingency	0.00	0	0.00%	0.00	0	0.00%	0
Contribution to IMRF	16,881.63	18,018	93.69%	67,144.95	72,074	31.05%	216,221
Contribution to FICA	15,047.88	16,713	90.04%	60,161.43	66,853	30.00%	200,560
Audit	972.22	942	103.21%	3,786.22	3,767	33.51%	11,300
Liability Ins.-D&O,Bonds,WC	3,796.50	4,250	89.33%	15,186.00	17,000	29.78%	51,000
Unemployment Compensation	0.00	337	0.00%	0.00	1,333	0.00%	4,000
Bank Charges	75.02	250	30.01%	392.77	1,000	13.09%	3,000
Total Expenditures	390,567.15	470,799	82.96%	1,538,101.63	1,883,197	27.23%	5,649,588
Excess (Deficiency) of Revenues Over (Under) Expenditures	(362,019.43)	(22,529)		1,175,303.77	(90,117)		(270,354)
Interfund Transfers In / (Out)	0	0		0	0		0
Net Change in Fund Balance	(362,019.43)	(22,529)		1,175,303.77	(90,117)		(270,354)

**Orland Park Public Library
Other Funds
Statement of Revenue & Expenditures
April 30, 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
Revenues						
Taxes	0.00	0.00	0.00	0.00	5,586.16	887,597.84
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	426.38	1,799.01	5.65	22.50	880.86	2,063.01
Capital Campaign	0.00	0.00	450.00	600.00	0.00	0.00
Miscellaneous Income	0.00	0.00	0.00	0.00	0.00	0.00
Total Revenues	426.38	1,799.01	455.65	622.50	6,467.02	889,660.85
Expenditures						
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	20.00	33.00	0.00	0.00	0.00	0.00
Debt Service Repaid to Village	0.00	0.00	0.00	0.00	16,116.04	64,464.16
Total Expenditures	20.00	33.00	0.00	0.00	16,116.04	64,464.16
Excess (Deficiency) of Revenues Over (Under) Expenditures	406.38	1,766.01	455.65	622.50	(9,649.02)	825,196.69
Interfund Transfers In / (Out)	0.00	0.00	0.00	0.00	0.00	0.00
Net Change in Fund Balance	406.38	1,766.01	455.65	622.50	(9,649.02)	825,196.69