

Orland Park Public Library
General Fund
Explanation of Variances for General Fund Activity
For The Month Ended April 30, 2019

Revenues

Tax Receipts have continued to come in during April, 2019. Interest Income was higher than budgeted due to Investments being set up with longer maturities providing higher rates of return.

Expenditures

Total Expenditures were \$ 298,014 under budget for the month and \$ 1,424,969 under budget on a year-to-date basis.

Salaries is under budget by \$ 12,595 for April and \$ 52,685 under budget on a year-to-date basis. There were a few open positions at this time.

Automation - Equipment is over budget by \$ 34,307 for the month and is over budget on a year-to-date basis.

Automation - Consultant is over budget by \$ 1,233 for April and is over budget on a year-to-date basis.

Automation - Maintenance is over budget by \$ 2,483 for the month and is over budget on a year-to-date basis.

Public Information is over budget by \$ 3,474 for April, but under budget on a year-to-date basis.

Postage is over budget by \$ 594 for the month, but under budget on a year-to-date basis.

**Orland Park Public Library
Balance Sheet - All Funds
April 30, 2019**

	<u>General Fund</u>	<u>Special Reserve</u>	<u>Capital Campaign</u>	<u>Debt Service</u>	<u>Total</u>
Assets					
Cash - Marquette	303,200	0	73,569		376,769
Cash - Marquette E-Commerce	5,239				5,239
PMA Financial Investments	5,066,238	1,204,986		1,154,590	7,425,815
PMA Construction Account	2,389,505				2,389,505
Tax Receipts - Marquette	79,126			12,247	91,373
Special Reserve - Marquette	2	102,495			102,498
Cash - Harris Bank	0			0	0
Petty Cash	300				300
Interest Receivable	53,075	1,620		6,915	61,610
Interest Receivable - Construction Account	13,612				13,612
Property Taxes Receivable	2,408,483			426,567	2,835,050
Prepaid Expenses	211,171				211,171
Due from Debt Service	0	0	0	0	0
Total Assets	10,529,952	1,309,101	73,569	1,600,320	13,512,942
Liabilities & Fund Balance					
HSA W/H Payable	0	0	0	0	0
457 W/H Payable	0	0	0	0	0
Garnishment W/H Payable	0	0	0	0	0
Due to General Fund	0	0	0	0	0
Deferred Property Tax Revenue	2,408,483	0	0	426,567	2,835,050
Accounts Payable	52,230	0	0	0	52,230
Estimated Property Tax Refunds	0	0	0	0	0
Due to Primary Government	0	0	0	39,820	39,820
Total Liabilities	2,460,713	0	0	466,387	2,927,100
Beginning Unrestricted Fund Balance	6,316,754	1,300,073	72,009	605,591	8,294,427
Fund Balance - Nonspendable	211,171	0	0	0	211,171
Fund Balance - Restricted by Donors	0	0	0	0	0
Fund Balance - Restricted by Statute	13,597	0	0	0	13,597
Fund Balance - Restricted by Budget	0	0	0	0	0
Transfers between Funds			0	0	0
Excess (Deficiency) of Revenues Over (Under) Expenditures	1,527,716	9,028	1,561	528,342	2,066,648
Ending Fund Balance	8,069,239	1,309,101	73,569	1,133,933	10,585,842
Total Liabilities & Fund Balance	10,529,952	1,309,101	73,569	1,600,320	13,512,942

**Orland Park Public Library
General Fund
Statement of Revenue & Expenditures
For The Month Ended April 30,2019**

	Actual Month	Monthly Budget	% of Budget	Actual Y-T-D	Budget Y-T-D	% of Total Budget	Total Budget
<u>Revenues</u>							
Taxes	66,667	461,500	14.4%	3,129,516	1,846,000	56.5%	5,538,000
Impact Fees	875	417	209.8%	2,125	1,667	42.5%	5,000
Replacement Taxes	3,735	1,250	298.8%	5,321	5,000	35.5%	15,000
State Grants	-	16,250	0.0%	0	65,000	0.0%	195,000
Non Resident Fees	-	125	0.0%	0	500	0.0%	1,500
Fines	3,844	4,917	78.2%	18,397	19,667	31.2%	59,000
Gifts	374	833	44.9%	1,000	3,333	10.0%	10,000
Copy Machine	1,115	1,000	111.5%	4,438	4,000	37.0%	12,000
Interest Income	21,226	7,292	291.1%	55,478	29,167	63.4%	87,500
Miscellaneous Income	453	750	60.5%	2,145	3,000	23.8%	9,000
Total Revenues	98,290	494,334	19.9%	3,218,420	1,977,334	54.3%	5,932,000
<u>Expenditures</u>							
Salaries	218,714	231,309	94.6%	872,549	925,234	31.4%	2,775,706
Salaries-Maintenance	11,202	11,604	96.5%	44,759	46,417	32.1%	139,250
Life/Health Insurance	38,323	51,250	74.8%	151,470	205,000	24.6%	615,000
Books	26,379	30,593	86.2%	91,535	122,373	24.9%	367,120
Electronic Databases	7,460	9,167	81.4%	28,316	36,667	25.7%	110,000
Periodicals	2,964	3,000	98.8%	12,183	12,000	33.8%	36,000
Audio Visual Materials	14,442	15,000	96.3%	50,290	60,000	27.9%	180,000
Audio Visual Equipment	0	42	0.0%	0	167	0.0%	500
Book Rebinding	0	0	0.0%	0	0	0.0%	0
Accounting	1,072	1,050	102.1%	3,546	4,200	28.1%	12,600
Insurance	4,215	4,442	94.9%	16,957	17,767	31.8%	53,300
Landscaping & Groundskeeping	1,195	2,167	55.2%	2,741	8,667	10.5%	26,000
Building Maintenance	8,471	65,417	12.9%	39,288	261,667	5.0%	785,000
Security System	0	583	0.0%	1,436	2,333	20.5%	7,000
Library Office & Equipment	0	63	0.0%	0	250	0.0%	750
Legal	2,429	4,167	58.3%	10,716	16,667	21.4%	50,000
Library Consultant	2,400	3,500	68.6%	5,050	14,000	12.0%	42,000
Electricity	0	0	0.0%	0	0	0.0%	0
Water & Sewer	0	1,054	0.0%	961	4,217	7.6%	12,650
Natural Gas	2,621	3,350	78.2%	9,983	13,400	24.8%	40,200
Telephone	614	750	81.9%	2,397	3,000	26.6%	9,000
Purchase - New Equipment	1,447	1,000	144.7%	1,447	4,000	12.1%	12,000
Building & Custodial Supplies	3,041	3,250	93.6%	10,910	13,000	28.0%	39,000
Building Repairs	666	1,500	44.4%	1,732	6,000	9.6%	18,000
Lib. & Off. Eqpt Rep. & Maint	1,741	1,250	139.3%	1,826	5,000	12.2%	15,000
Machine Rental	0	100	0.0%	233	400	19.4%	1,200
Automation - Equipment	38,890	4,583	848.6%	48,204	18,333	87.6%	55,000
Automation - Line Costs	772	458	168.7%	3,234	1,833	58.8%	5,500
Automation - Consultant	3,733	2,500	149.3%	11,016	10,000	36.7%	30,000
Automation - Maintenance	10,400	7,917	131.4%	39,496	31,667	41.6%	95,000
Library Furniture	0	1,500	0.0%	0	6,000	0.0%	18,000
Outreach Services	483	3,625	13.3%	2,536	14,500	5.8%	43,500

**Orland Park Public Library
General Fund
Statement of Revenue & Expenditures
For The Month Ended April 30,2019**

	Actual Month	Monthly Budget	% of Budget	Actual Y-T-D	Budget Y-T-D	% of Total Budget	Total Budget
Board Training & Education	70	500	14.0%	655	2,000	10.9%	6,000
Staff Training & Education	574	1,750	32.8%	4,465	7,000	21.3%	21,000
Conference Fees	0	600	0.0%	1,900	2,400	26.4%	7,200
Patron Programs & Events	3,190	3,583	89.0%	14,280	14,333	33.2%	43,000
Association Dues & Fees	308	500	61.7%	1,790	2,000	29.8%	6,000
Public Information	7,057	3,583	196.9%	8,519	14,333	19.8%	43,000
Library Supplies	802	3,750	21.4%	6,378	15,000	14.2%	45,000
Office Supplies	267	500	53.3%	1,063	2,000	17.7%	6,000
Postage	2,011	1,417	141.9%	3,529	5,667	20.8%	17,000
Printing	0	917	0.0%	0	3,667	0.0%	11,000
Contingency	0	0	0.0%	0	0	0.0%	0
Contribution to IMRF	17,325	20,746	83.5%	68,654	82,982	27.6%	248,946
Contribution to FICA	17,227	18,498	93.1%	68,624	73,993	30.9%	221,978
Audit	1,233	1,250	98.7%	2,240	5,000	14.9%	15,000
Liability Ins.-D&O,Bonds,WC	2,341	4,917	47.6%	9,453	19,667	16.0%	59,000
Unemployment Compensation	0	167	0.0%	0	667	0.0%	2,000
Bank Charges	30	54		44	200	7.3%	600
Building Renovations	24,798	250,000	9.9%	34,298	1,000,000	1.1%	3,000,000
Total Expenditures	480,909	778,923	61.7%	1,690,704	3,115,673	18.1%	9,347,000
Excess (Deficiency) of Revenues Over (Under) Expenditures	(382,619)	(284,589)		1,527,716	(1,138,339)		(3,415,000)
Interfund Transfers In / (Out)	-	0		0	0		0
Net Change in Fund Balance	(382,619)	(284,589)		1,527,716	(1,138,339)		(3,415,000)

**Orland Park Public Library
Other Funds
Statement of Revenue & Expenditures
For The Month Ended April 30,2019**

	<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>
<u>Revenues</u>						
Taxes	0	0	0	0	11,802	554,001
Impact Fees	0	0	0	0	0	0
Replacement Taxes	0	0	0	0	0	0
State Grants	0	0	0	0	0	0
Non Resident Fees	0	0	0	0	0	0
Fines	0	0	0	0	0	0
Gifts	0	0	0	0	0	0
Copy Machine	0	0	0	0	0	0
Interest Income	2,331	9,038	6	24	2,235	6,197
Capital Campaign	0	0	1,537	1,537	0	0
Miscellaneous Income	0	0	0	0	0	0
Total Revenues	2,331	9,038	1,543	1,561	14,036	560,198
<u>Expenditures</u>						
Building Repairs	0	0	0	0	0	0
Audio Visual Equipment	0	0	0	0	0	0
Automation - Equipment	0	0	0	0	0	0
Automation - Consultant	0	0	0	0	0	0
Library Furniture	0	0	0	0	0	0
Library Supplies	0	0	0	0	0	0
Bank Charges	0	10	0	0	0	0
Debt Service Repaid to Village	0	0	0	0	7,964	31,856
Total Expenditures	0	10	0	0	7,964	31,856
Excess (Deficiency) of Revenues Over (Under) Expenditures	2,331	9,028	1,543	1,561	6,072	528,342
Interfund Transfers In / (Out)	0	0	0	0	0	0
Net Change in Fund Balance	2,331	9,028	1,543	1,561	6,072	528,342