

Orland Park Public Library
General Fund
Explanation of Variances for General Fund Activity
For The Month Ended August 31, 2019

Revenues

Tax Revenues are at **98.4%** of annual budget amount. Interest Income continues to be higher than budgeted due to investments being set up with longer maturities providing better rates of return. Total Revenues are at **95%** of annual budget amount.

Total Expenditures were \$ 338,626 under budget for the month and \$ 2,817,543 under budget on a year-to-date basis.

Salaries is under budget by \$ 10,453 for August and \$ 90,061 under budget on a year-to-date basis. There were a few open positions at this time.

Periodicals is over budget by \$ 589 for the month and is over budget on a year-to-date basis.

Landscaping & Groundskeeping is over budget by \$ 3,333 for August, but under budget on a year-to-date basis.

Public Information is over budget by \$ 4,569 for the month, but under budget on a year-to-date basis

Postage is over budget by \$ 1,054 for August, but under budget on a year-to-date basis.

**Orland Park Public Library
Balance Sheet - All Funds
August 31, 2019**

	<u>General Fund</u>	<u>Special Reserve</u>	<u>Capital Campaign</u>	<u>Debt Service</u>	<u>Total</u>
Assets					
Cash - Marquette	379,030	0	75,945		454,974
Cash - Marquette E-Commerce	5,394				5,394
PMA Financial Investments	5,700,651	848,280		1,532,646	8,081,578
PMA Construction Account	2,398,225				2,398,225
Tax Receipts - Marquette	10,556				10,556
Special Reserve - Marquette	2	55,779			55,781
Cash- Marquette Construction Account	100				100
Cash - Harris Bank	0			0	0
Petty Cash	300				300
Interest Receivable	54,439	6,479		13,350	74,269
Interest Receivable - Construction Account	21,735				21,735
Property Taxes Receivable	88,852			15,936	104,787
Prepaid Expenses	207,825				207,825
Due from Debt Service	0	0	0	0	0
Total Assets	8,867,109	910,538	75,945	1,561,932	11,415,524
Liabilities & Fund Balance					
HSA W/H Payable	0	0	0	0	0
457 W/H Payable	425	0	0	0	425
Garnishment W/H Payable	355	0	0	0	355
Due to General Fund	0	0	0	0	0
Deferred Property Tax Revenue	88,852	0	0	15,936	104,787
Accounts Payable	15,575	0	0	0	15,575
Estimated Property Tax Refunds	0	0	0	0	0
Due to Primary Government	0	0	0	23,892	23,892
Total Liabilities	105,207	0	0	39,827	145,034
Beginning Unrestricted Fund Balance	6,320,101	1,300,073	72,009	605,590	8,297,772
Fund Balance - Nonspendable	207,825	0	0	0	207,825
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	2,220,379	-389,535	3,936	916,514	2,751,295
Ending Fund Balance	8,761,902	910,538	75,945	1,522,105	11,270,490
Total Liabilities & Fund Balance	8,867,109	910,538	75,945	1,561,932	11,415,524

**Orland Park Public Library
General Fund
Statement of Revenue & Expenditures
For The Month Ended August 31, 2019**

	Actual Month	Monthly Budget	% of Budget	Actual Y-T-D	Budget Y-T-D	% of Total Budget	Total Budget
<u>Revenues</u>							
Taxes	1,356,967	461,500	294.0%	5,449,148	3,692,000	98.4%	5,538,000
Impact Fees	-	417	0.0%	4,000	3,333	80.0%	5,000
Replacement Taxes	268	1,250	21.4%	11,602	10,000	77.3%	15,000
State Grants	-	16,250	0.0%	0	130,000	0.0%	195,000
Non Resident Fees	283	125	226.6%	2,025	1,000	135.0%	1,500
Fines	3,663	4,917	74.5%	36,984	39,333	62.7%	59,000
Gifts	200	833	24.0%	5,401	6,667	54.0%	10,000
Copy Machine	903	1,000	90.3%	8,326	8,000	69.4%	12,000
Interest Income	15,805	7,292	216.7%	111,935	58,333	127.9%	87,500
Miscellaneous Income	521	750	69.5%	4,750	6,000	52.8%	9,000
Total Revenues	1,378,611	494,334	278.9%	5,634,172	3,954,666	95.0%	5,932,000
<u>Expenditures</u>							
Salaries	220,856	231,309	95.5%	1,760,409	1,850,470	63.4%	2,775,706
Salaries-Maintenance	11,088	11,604	95.6%	88,861	92,833	63.8%	139,250
Life/Health Insurance	35,245	51,250	68.8%	305,016	410,000	49.6%	615,000
Books	26,120	30,593	85.4%	170,350	244,747	46.4%	367,120
Electronic Databases	8,086	9,167	88.2%	61,193	73,333	55.6%	110,000
Periodicals	3,589	3,000	119.6%	27,788	24,000	77.2%	36,000
Audio Visual Materials	11,207	15,000	74.7%	98,175	120,000	54.5%	180,000
Audio Visual Equipment	-	42	0.0%	0	333	0.0%	500
Book Rebinding	-	0	0.0%	0	0	0.0%	0
Accounting	107	1,050	10.2%	5,897	8,400	46.8%	12,600
Insurance	3,653	4,442	82.2%	31,570	35,533	59.2%	53,300
Landscaping & Groundskeeping	5,500	2,167	253.8%	12,785	17,333	49.2%	26,000
Building Maintenance	11,647	65,417	17.8%	81,621	523,333	10.4%	785,000
Security System	-	583	0.0%	1,872	4,667	26.7%	7,000
Library Office & Equipment	-	63	0.0%	0	500	0.0%	750
Legal	1,691	4,167	40.6%	22,249	33,333	44.5%	50,000
Library Consultant	-	3,500	0.0%	13,225	28,000	31.5%	42,000
Electricity	-	0	0.0%	0	0	0.0%	0
Water & Sewer	-	1,054	0.0%	3,355	8,433	26.5%	12,650
Natural Gas	1,629	3,350	48.6%	16,267	26,800	40.5%	40,200
Telephone	643	750	85.7%	5,029	6,000	55.9%	9,000
Purchase - New Equipment	-	1,000	0.0%	1,447	8,000	12.1%	12,000
Building & Custodial Supplies	2,056	3,250	63.3%	22,033	26,000	56.5%	39,000
Building Repairs	-	1,500	0.0%	2,075	12,000	11.5%	18,000
Lib. & Off. Eqpt Rep. & Maint	996	1,250	79.7%	5,095	10,000	34.0%	15,000
Machine Rental	233	100	233.0%	932	800	77.7%	1,200
Automation - Equipment	333	4,583	7.3%	54,366	36,667	98.8%	55,000
Automation - Line Costs	681	458	148.6%	5,965	3,667	108.5%	5,500
Automation - Consultant	2,010	2,500	80.4%	19,536	20,000	65.1%	30,000
Automation - Maintenance	4,107	7,917	51.9%	57,001	63,333	60.0%	95,000
Library Furniture	-	1,500	0.0%	0	12,000	0.0%	18,000
Outreach Services	431	3,625	11.9%	5,183	29,000	11.9%	43,500

**Orland Park Public Library
General Fund
Statement of Revenue & Expenditures
For The Month Ended August 31, 2019**

	Actual Month	Monthly Budget	% of Budget	Actual Y-T-D	Budget Y-T-D	% of Total Budget	Total Budget
Board Training & Education	178	500	35.6%	4,158	4,000	69.3%	6,000
Staff Training & Education	1,672	1,750	95.5%	10,503	14,000	50.0%	21,000
Conference Fees	-	600	0.0%	1,900	4,800	26.4%	7,200
Patron Programs & Events	2,692	3,583	75.1%	28,513	28,667	66.3%	43,000
Association Dues & Fees	200	500	40.0%	4,286	4,000	71.4%	6,000
Public Information	8,152	3,583	227.5%	19,871	28,667	46.2%	43,000
Library Supplies	347	3,750	9.2%	12,025	30,000	26.7%	45,000
Office Supplies	10	500	1.9%	2,421	4,000	40.3%	6,000
Postage	2,471	1,417	174.4%	7,638	11,333	44.9%	17,000
Printing	-	917	0.0%	77	7,333	0.7%	11,000
Contingency	-	0	0.0%	0	0	0.0%	0
Contribution to IMRF	16,235	20,746	78.3%	137,489	165,964	55.2%	248,946
Contribution to FICA	17,531	18,498	94.8%	138,551	147,985	62.4%	221,978
Audit	1,496	1,250	119.7%	8,223	10,000	54.8%	15,000
Liability Ins.-D&O,Bonds,WC	2,164	4,917	44.0%	17,821	39,333	30.2%	59,000
Unemployment Compensation	-	167	0.0%	0	1,333	0.0%	2,000
Bank Charges	30	54		104	400	17.3%	600
Building Renovations	35,212	250,000	14.1%	140,922	2,000,000	4.7%	3,000,000
Total Expenditures	440,297	778,923	56.5%	3,413,792	6,231,335	36.5%	9,347,000
Excess (Deficiency) of Revenues Over (Under) Expenditures	938,314	(284,589)		2,220,379	(2,276,669)		(3,415,000)
Interfund Transfers In / (Out)	-	0		0	0		0
Net Change in Fund Balance	938,314	(284,589)		2,220,379	(2,276,669)		(3,415,000)

**Orland Park Public Library
Other Funds
Statement of Revenue & Expenditures
For The Month Ended August 31, 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>
Revenues						
Taxes	0	0	0	0	240,216	964,633
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	1,682	16,192	5	46	2,690	15,593
Capital Campaign	0	0	2,075	3,962	0	0
Miscellaneous Income	0	0	0	0	0	0
Total Revenues	1,682	16,192	2,080	4,008	242,906	980,226
Expenditures						
Building Repairs	0	405,697	0	72	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	30	0	0	0	0
Debt Service Repaid to Village	0	0	0	0	7,964	63,712
Total Expenditures	0	405,727	0	72	7,964	63,712
Excess (Deficiency) of Revenues Over (Under) Expenditures	1,682	-389,535	2,080	3,936	234,942	916,514
Interfund Transfers In / (Out)	0	0	0	0	0	0
Net Change in Fund Balance	1,682	-389,535	2,080	3,936	234,942	916,514