

Orland Park Public Library
General Fund
Explanation of Variances for General Fund Activity
For The Month Ended September 30, 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 **96.6%** of annual budget amount.

Total Expenditures were \$ 262,497 under budget for the month and \$ 3,080,038 under budget on a year-to-date basis

Salaries is under budget by \$ 19,918 for September and \$ 109,979 under budget on a year-to-date basis. There were a few open positions at this time

Audio Visual Materials is over budget by \$ 7,462 for the month, but under budget on a year-to-date basis

Library Consultant is over budget by \$ 600 for September, but under budget on a year-to-date basis

Water & Sewer is over budget by \$ 1,678 for the month, but under budget on a year-to-date basis

Outreach Services is over budget by \$ 24,550 for September and over budget on a year-to-date basis

Conference Fees is over budget by \$ 1,679 for the month, but under budget on a year-to-date basis

Public Information is over budget by \$ 3,392 for September, but under budget on a year-to-date basis

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

	General Fund	Special Reserve	Capital Campaign	Debt Service	Total
Assets					
Cash - Marquette	242,727	0	77,460		320,187
Cash - Marquette E-Commerce	5,256				5,256
PMA Financial Investments	4,704,992	1,050,256		1,552,725	7,307,973
PMA Construction Account	2,994,166				2,994,166
Tax Receipts - Marquette	10,511				10,511
Special Reserve - Marquette	2	14,740			14,743
Cash- Marquette Construction Account	100				100
Cash - Harris Bank	0			0	0
Petty Cash	300				300
Interest Receivable	57,951	6,407		15,256	79,614
Interest Receivable - Construction Account	14,970				14,970
Property Taxes Receivable	87,430			0	87,430
Prepaid Expenses	176,062				176,062
Due from Debt Service	0	0	0	0	0
Total Assets	8,294,466	1,071,403	77,460	1,567,982	11,011,310
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	33	0	0	0	33
Due to General Fund	0	0	0	0	0
Deferred Property Tax Revenue	87,430	0	0	0	87,430
Accounts Payable	63,423	0	0	0	63,423
Estimated Property Tax Refunds	0	0	0	0	0
Due to Primary Government	0	0	0	31,856	31,856
Total Liabilities	150,885	0	0	31,856	182,741
Beginning Unrestricted Fund Balance	6,351,864	1,300,073	72,009	605,590	8,329,536
Fund Balance - Nonspendable	176,062	0	0	0	176,062
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	1,602,057	-228,670	5,451	930,536	2,309,374
Ending Fund Balance	8,143,580	1,071,403	77,460	1,536,126	10,828,569
Total Liabilities & Fund Balance	8,294,466	1,071,403	77,460	1,567,982	11,011,310

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

	Actual Month	Monthly Budget	% of Budget	Actual Y-T-D	Budget Y-T-D	% of Total Budget	Total Budget
Revenues							
Taxes	1,422	461,500	0.3%	5,450,570	4,153,500	98.4%	5,538,000
Impact Fees	-	417	0.0%	4,000	3,750	80.0%	5,000
Replacement Taxes	-	1,250	0.0%	11,602	11,250	77.3%	15,000
State Grants	70,959	16,250	436.7%	70,959	146,250	36.4%	195,000
Non Resident Fees	-	125	0.0%	2,025	1,125	135.0%	1,500
Fines	3,605	4,917	73.3%	40,589	44,250	68.8%	59,000
Gifts	50	833	6.0%	5,451	7,500	54.5%	10,000
Copy Machine	874	1,000	87.4%	9,200	9,000	76.7%	12,000
Interest Income	20,642	7,292	283.1%	132,577	65,625	151.5%	87,500
Miscellaneous Income	553	750	73.8%	5,303	6,750	58.9%	9,000
Total Revenues	98,104	494,334	19.8%	5,732,276	4,449,000	96.6%	5,932,000
Expenditures							
Salaries	211,391	231,309	91.4%	1,971,800	2,081,779	71.0%	2,775,706
Salaries-Maintenance	10,902	11,604	94.0%	99,763	104,438	71.6%	139,250
Life/Health Insurance	43,446	51,250	84.8%	348,462	461,250	56.7%	615,000
Books	30,265	30,593	98.9%	200,616	275,340	54.6%	367,120
Electronic Databases	7,783	9,167	84.9%	68,976	82,500	62.7%	110,000
Periodicals	2,735	3,000	91.2%	30,523	27,000	84.8%	36,000
Audio Visual Materials	22,462	15,000	149.7%	120,637	135,000	67.0%	180,000
Audio Visual Equipment	374	42	891.4%	374	375	74.9%	500
Book Rebinding	-	0	0.0%	0	0	0.0%	0
Accounting	107	1,050	10.2%	6,004	9,450	47.7%	12,600
Insurance	4,603	4,442	103.6%	36,173	39,975	67.9%	53,300
Landscaping & Groundskeeping	2,031	2,167	93.7%	14,816	19,500	57.0%	26,000
Building Maintenance	9,772	65,417	14.9%	91,393	588,750	11.6%	785,000
Security System	436	583	74.8%	2,308	5,250	33.0%	7,000
Library Office & Equipment	-	63	0.0%	0	563	0.0%	750
Legal	3,451	4,167	82.8%	25,700	37,500	51.4%	50,000
Library Consultant	4,100	3,500	117.1%	17,325	31,500	41.3%	42,000
Electricity	-	0	0.0%	0	0	0.0%	0
Water & Sewer	2,732	1,054	259.2%	6,087	9,488	48.1%	12,650
Natural Gas	2,111	3,350	63.0%	18,379	30,150	45.7%	40,200
Telephone	644	750	85.9%	5,673	6,750	63.0%	9,000
Purchase - New Equipment	-	1,000	0.0%	1,447	9,000	12.1%	12,000
Building & Custodial Supplies	3,671	3,250	113.0%	25,704	29,250	65.9%	39,000
Building Repairs	436	1,500	29.1%	2,511	13,500	14.0%	18,000
Lib. & Off. Eqpt Rep. & Maint	670	1,250	53.6%	5,765	11,250	38.4%	15,000
Machine Rental	-	100	0.0%	932	900	77.7%	1,200
Automation - Equipment	583	4,583	12.7%	52,762	41,250	95.9%	55,000
Automation - Line Costs	681	458	148.6%	6,645	4,125	120.8%	5,500
Automation - Consultant	2,460	2,500	98.4%	21,996	22,500	73.3%	30,000
Automation - Maintenance	4,556	7,917	57.5%	63,744	71,250	67.1%	95,000
Library Furniture	-	1,500	0.0%	0	13,500	0.0%	18,000
Outreach Services	28,175	3,625	777.2%	33,358	32,625	76.7%	43,500

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

	Actual Month	Monthly Budget	% of Budget	Actual Y-T-D	Budget Y-T-D	% of Total Budget	Total Budget
Board Training & Education	350	500	70.0%	4,508	4,500	75.1%	6,000
Staff Training & Education	2,090	1,750	119.4%	12,592	15,750	60.0%	21,000
Conference Fees	2,279	600	379.8%	4,179	5,400	58.0%	7,200
Patron Programs & Events	3,762	3,583	105.0%	32,276	32,250	75.1%	43,000
Association Dues & Fees	550	500	110.0%	4,836	4,500	80.6%	6,000
Public Information	6,975	3,583	194.7%	26,846	32,250	62.4%	43,000
Library Supplies	850	3,750	22.7%	12,874	33,750	28.6%	45,000
Office Supplies	142	500	28.4%	2,563	4,500	42.7%	6,000
Postage	500	1,417	35.3%	8,138	12,750	47.9%	17,000
Printing	783	917	85.4%	859	8,250	7.8%	11,000
Contingency	-	0	0.0%	0	0	0.0%	0
Contribution to IMRF	15,988	20,746	77.1%	153,477	186,710	61.7%	248,946
Contribution to FICA	16,655	18,498	90.0%	155,206	166,484	69.9%	221,978
Audit	1,496	1,250	119.7%	9,719	11,250	64.8%	15,000
Liability Ins.-D&O,Bonds,WC	2,164	4,917	44.0%	19,985	44,250	33.9%	59,000
Unemployment Compensation	-	167	0.0%	0	1,500	0.0%	2,000
Bank Charges	45	54		149	450	24.8%	600
Building Renovations	61,219	250,000	24.5%	202,141	2,250,000	6.7%	3,000,000
Total Expenditures	516,426	778,923	66.3%	3,930,219	7,010,257	42.0%	9,347,000
Excess (Deficiency) of Revenues Over (Under) Expenditures	(418,322)	(284,589)		1,802,057	(2,561,257)		(3,415,000)
Interfund Transfers In / (Out)	(200,000)	0		(200,000)	0		0
Net Change in Fund Balance	(618,322)	(284,589)		1,602,057	(2,561,257)		(3,415,000)

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

	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	0	0	0	19,118	983,751
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	1,903	18,095	5	51	2,867	18,461
Capital Campaign	0	0	1,510	5,472	0	0
Miscellaneous Income	0	0	0	0	0	0
Total Revenues	1,903	18,095	1,515	5,523	21,985	1,002,211
Expenditures						
Building Repairs	41,038	446,735	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	71,676
Total Expenditures	41,038	446,765	0	72	7,964	71,676
Excess (Deficiency) of Revenues Over (Under) Expenditures	-39,136	-428,670	1,515	5,451	14,021	930,536
Interfund Transfers In / (Out)	200,000	200,000	0	0	0	0
Net Change in Fund Balance	160,864	-228,670	1,515	5,451	14,021	930,536