

Orland Park Public Library
General Fund
Explanation of Variances for General Fund Activity
For The Month Ended June 30, 2020

Revenues

Tax Receipts have continued to come in during June, 2020. Investment Income is lower for the month due to decline in yields with the downturn in the economy

Expenditures

Total Operational Expenditures were \$ 107,050 under budget for the month and \$ 349,645 under budget on a year-to-date basis.

Salaries is under budget by \$ 18,191 for June and \$ 86,108 under budget on a year-to-date basis. There are a few open positions at this time.

Building & Custodial Supplies is over budget by \$ 1,943 for the month and under budget on a year-to-date basis.

Automation - Maintenance is over budget by \$ 2,396 for June and over budget on a year-to-date basis.

**Orland Park Public Library
Balance Sheet - All Funds
June 30, 2020**

	<u>General Fund</u>	<u>Special Reserve</u>	<u>Capital Campaign</u>	<u>Debt Service</u>	<u>Total</u>
Assets					
Cash - Marquette	324,050	0	85,575		409,625
Cash - Marquette E-Commerce	4,317				4,317
PMA Financial Investments	3,833,998	1,067,836		892,830	5,794,664
Tax Receipts - Marquette	27,563				27,563
Special Reserve - Marquette	12	14,730			14,742
PMA Construction Account	1,545,033			0	1,545,033
Construction Account - Marquette	7,606				7,606
Petty Cash	300				300
Interest Receivable	16,397	0		0	16,397
Property Taxes Receivable	2,540,204			236,583	2,776,787
Prepaid Expenses	267,004				267,004
Due from Debt Service	0	0	0	0	0
Total Assets	<u>8,566,485</u>	<u>1,082,567</u>	<u>85,575</u>	<u>1,129,413</u>	<u>10,864,039</u>
Liabilities & Fund Balance					
HSA W/H Payable	0	0	0	0	0
457 W/H Payable	0	0	0	0	0
Term Group Ins Payable	0	0	0	0	0
Due to General Fund	0	0	0	0	0
Deferred Property Tax Revenue	2,540,204	0	0	236,583	2,776,787
Accounts Payable	333,990	0	0	0	333,990
Estimated Property Tax Refunds	0	0	0	0	0
Due to Primary Government	0	0	0	3,579	3,579
Total Liabilities	<u>2,874,195</u>	<u>0</u>	<u>0</u>	<u>240,162</u>	<u>3,114,357</u>
Beginning Unrestricted Fund Balance	6,373,934	1,076,794	79,100	607,177	8,137,004
Fund Balance - Nonspendable	267,004	0	0	0	267,004
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	0	0
Excess (Deficiency) of Revenues Over (Under) Expenditures	<u>-962,245</u>	<u>5,773</u>	<u>6,475</u>	<u>282,075</u>	<u>-667,921</u>
Ending Fund Balance	<u>5,692,290</u>	<u>1,082,567</u>	<u>85,575</u>	<u>889,250</u>	<u>7,749,682</u>
Total Liabilities & Fund Balance	<u>8,566,485</u>	<u>1,082,567</u>	<u>85,575</u>	<u>1,129,413</u>	<u>10,864,039</u>

**Orland Park Public Library
General Fund
Statement of Revenue & Expenditures
For The Month Ended June 30, 2020**

	Actual Month	Monthly Budget	% of Budget	Actual Y-T-D	Budget Y-T-D	% of Total Budget	Total Budget
<u>Revenues</u>							
Taxes	26,196	479,979	5.5%	3,219,545	2,879,873	55.9%	5,759,745
Impact Fees	-	417	0.0%	5,485	2,500	109.7%	5,000
Replacement Taxes	-	1,250	0.0%	5,780	7,500	38.5%	15,000
State Grants	-	5,908	0.0%	0	35,450	0.0%	70,900
Non Resident Fees	-	200	0.0%	-269	1,200	-11.2%	2,400
Fines	(107)	4,500	-2.4%	9,098	27,000	16.8%	54,000
Gifts	50	750	6.7%	100	4,500	1.1%	9,000
Copy Machine	18	1,000	1.8%	2,426	6,000	20.2%	12,000
Interest Income	2,885	7,496	38.5%	1,519	44,978	1.7%	89,955
Miscellaneous Income	224	583	38.5%	2,823	3,500	40.3%	7,000
Total Revenues	29,267	502,083	5.8%	3,246,507	3,012,501	53.9%	6,025,000
<u>Expenditures</u>							
Salaries	219,856	238,047	92.4%	1,342,175	1,428,283	47.0%	2,856,566
Salaries-Maintenance	10,673	11,942	89.4%	58,282	71,655	40.7%	143,309
Life/Health Insurance	37,267	45,750	81.5%	208,737	274,500	38.0%	549,000
Books	21,542	24,958	86.3%	146,534	149,750	48.9%	299,500
Electronic Databases	6,250	7,500	83.3%	41,635	45,000	46.3%	90,000
Periodicals	3,383	2,917	116.0%	18,666	17,500	53.3%	35,000
Audio Visual Materials	13,066	15,000	87.1%	78,499	90,000	43.6%	180,000
Audio Visual Equipment	-	1,333	0.0%	200	8,000	1.2%	16,000
Book Rebinding	-	0	0.0%	0	0	0.0%	0
Payroll Services	50	998	5.0%	5,897	5,988	49.2%	11,975
Insurance	4,171	3,917	106.5%	22,954	23,500	48.8%	47,000
Landscaping & Groundskeeping	1,436	2,083	68.9%	4,436	12,500	17.7%	25,000
Building Maintenance	9,520	25,833	36.9%	86,653	155,000	28.0%	310,000
Security System	436	583	74.8%	10,352	3,500	147.9%	7,000
Library Office & Equipment	-	63	0.0%	0	375	0.0%	750
Legal	1,937	3,467	55.9%	15,378	20,800	37.0%	41,600
Library Consultant	150	7,500	2.0%	14,500	45,000	16.1%	90,000
Electricity	-	0	0.0%	0	0	0.0%	0
Water & Sewer	-	1,079	0.0%	1,488	6,475	11.5%	12,950
Natural Gas	1,282	3,375	38.0%	13,494	20,250	33.3%	40,500
Telephone	735	775	94.8%	3,461	4,650	37.2%	9,300
Purchase - New Equipment	-	0	0.0%	0	0	0.0%	0
Building & Custodial Supplies	5,235	3,292	159.0%	17,751	19,750	44.9%	39,500
Building Repairs	595	1,500	39.7%	7,249	9,000	40.3%	18,000
Lib. & Off. Eqpt Rep. & Maint	301	1,250	24.1%	4,445	7,500	29.6%	15,000
Machine Rental	-	100	0.0%	466	600	38.8%	1,200
Automation - Equipment	1,411	2,917	48.4%	21,756	17,500	62.2%	35,000
Automation - Line Costs	589	833	70.8%	4,721	5,000	47.2%	10,000
Automation - Consultant	2,370	2,583	91.8%	16,780	15,500	54.1%	31,000
Automation - Maintenance	9,896	7,500	132.0%	72,081	45,000	80.1%	90,000
Library Furniture	750	20,833	3.6%	139,424	125,000	55.8%	250,000
Outreach Services	-	792	0.0%	9,541	4,750	100.4%	9,500

**Orland Park Public Library
General Fund
Statement of Revenue & Expenditures
For The Month Ended June 30, 2020**

	Actual Month	Monthly Budget	% of Budget	Actual Y-T-D	Budget Y-T-D	% of Total Budget	Total Budget
Board Training & Education	-	500	0.0%	697	3,000	11.6%	6,000
Staff Training & Education	(305)	1,667	-18.3%	945	10,000	4.7%	20,000
Conference Fees	(28)	583	-4.8%	-28	3,500	-0.4%	7,000
Patron Programs & Events	1,296	3,625	35.8%	15,169	21,750	34.9%	43,500
Association Dues & Fees	-	500	0.0%	1,379	3,000	23.0%	6,000
Public Information	268	3,625	7.4%	4,328	21,750	9.9%	43,500
Library Supplies	95	3,750	2.5%	19,561	22,500	43.5%	45,000
Office Supplies	365	500	73.0%	1,894	3,000	31.6%	6,000
Postage	-	1,458	0.0%	4,609	8,750	26.3%	17,500
Printing	-	958	0.0%	0	5,750	0.0%	11,500
Contingency	-	0	0.0%	0	0	0.0%	0
Contribution to IMRF	20,076	22,000	91.3%	123,900	132,000	46.9%	264,000
Contribution to FICA	17,257	19,125	90.2%	104,667	114,750	45.6%	229,500
Audit	1,068	1,196	89.3%	5,385	7,175	37.5%	14,350
Liability Ins.-D&O,Bonds,WC	2,007	3,833	52.4%	12,561	23,000	27.3%	46,000
Unemployment Compensation	-	0	0.0%	0	0	0.0%	0
Bank Charges	35	43	81.4%	234	251	46.9%	500
Building Renovations	284,025	291,667	97.4%	1,545,896	1,750,000	44.2%	3,500,000
Total Expenditures	679,058	793,750	85.6%	4,208,752	4,762,502	44.2%	9,525,000
Total Operating Expenditures	395,033	502,083	(107,050)	2,662,857	3,012,502	(349,645)	6,025,000
Excess (Deficiency) of Revenues Over (Under) Expenditures	(649,791)	(291,667)		(962,245)	(1,750,001)		(3,500,000)
Interfund Transfers In / (Out)	-	0		0	0		0
Net Change in Fund Balance	(649,791)	(291,667)		(962,245)	(1,750,001)		(3,500,000)

**Orland Park Public Library
Other Funds
Statement of Revenue & Expenditures
For The Month Ended June 30, 2020**

	<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	2,443	300,234
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	375	5,783	3	22	312	3,317
Capital Campaign	0	0	875	7,075	0	0
Miscellaneous Income	0	0	0	0	0	0
Total Revenues	375	5,783	878	7,097	2,755	303,551
Expenditures						
Building Repairs	0	0	55	90	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
Public Information	0	0	0	533	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	3,579	21,476
Total Expenditures	0	10	55	622	3,579	21,476
Excess (Deficiency) of Revenues Over (Under) Expenditures	375	5,773	823	6,475	-825	282,075
Interfund Transfers In / (Out)	0	0	0	0	0	0
Net Change in Fund Balance	375	5,773	823	6,475	-825	282,075