

Orland Park Public Library
General Fund
Explanation of Variances for General Fund Activity
For The Month Ended July 31, 2020

Revenues

Tax Revenues are at **69.1%** of budget on a year-to-date basis. Total Revenues are at **66.6%** of year-to-date budget.

Expenditures

Total Operational Expenditures were \$ 113,166 under budget for the month and \$ 462,810 under budget on a year-to-date basis.

Salaries is under budget by \$ 25,199 for July and \$ 111,307 under budget on a year-to-date basis. There are a few open positions at this time.

Periodicals are over budget by \$ 986 for the month and over budget on a year-to date basis.

Building & Custodial Supplies is over budget by \$ 6,773 for July and over budget on a year-to-date basis.

Automation - Equipment is over budget by \$ 2,099 for the month and over budget on a year-to-date basis.

Automation - Maintenance is over budget by \$ 1,195 for July and over budget on a year-to-date basis.

**Orland Park Public Library
Balance Sheet - All Funds
July 31, 2020**

	<u>General Fund</u>	<u>Special Reserve</u>	<u>Capital Campaign</u>	<u>Debt Service</u>	<u>Total</u>
Assets					
Cash - Marquette	325,696	0	85,728		411,424
Cash - Marquette E-Commerce	5,376				5,376
PMA Financial Investments	3,531,736	1,218,052		916,051	5,665,840
Tax Receipts - Marquette	542,313			47,675	589,988
Special Reserve - Marquette	12	14,730			14,742
PMA Construction Account	1,260,308			0	1,260,308
Construction Account - Marquette	9,062				9,062
Petty Cash	300				300
Interest Receivable	17,483	0		0	17,483
Property Taxes Receivable	1,781,890			165,867	1,947,756
Prepaid Expenses	253,664				253,664
Due from Debt Service	0	0	0	0	0
Total Assets	<u>7,727,839</u>	<u>1,232,783</u>	<u>85,728</u>	<u>1,129,594</u>	<u>10,175,943</u>
Liabilities & Fund Balance					
HSA W/H Payable	0	0	0	0	0
457 W/H Payable	200	0	0	0	200
Term Group Ins Payable	0	0	0	0	0
Due to General Fund	0	0	0	0	0
Deferred Property Tax Revenue	1,781,890	0	0	165,867	1,947,757
Accounts Payable	146,196	0	0	0	146,196
Estimated Property Tax Refunds	0	0	0	0	0
Due to Primary Government	0	0	0	7,159	7,159
Total Liabilities	<u>1,928,286</u>	<u>0</u>	<u>0</u>	<u>173,025</u>	<u>2,101,312</u>
Beginning Unrestricted Fund Balance	6,387,273	1,076,794	79,100	607,177	8,150,343
Fund Balance - Nonspendable	253,664	0	0	0	253,664
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>-854,982</u>	<u>155,989</u>	<u>6,628</u>	<u>349,393</u>	<u>-342,972</u>
Ending Fund Balance	<u>5,799,552</u>	<u>1,232,783</u>	<u>85,728</u>	<u>956,568</u>	<u>8,074,631</u>
Total Liabilities & Fund Balance	<u>7,727,839</u>	<u>1,232,783</u>	<u>85,728</u>	<u>1,129,594</u>	<u>10,175,943</u>

**Orland Park Public Library
General Fund
Statement of Revenue & Expenditures
For The Month Ended July 31, 2020**

	Actual Month	Monthly Budget	% of Budget	Actual Y-T-D	Budget Y-T-D	% of Total Budget	Total Budget
<u>Revenues</u>							
Taxes	758,315	479,979	158.0%	3,977,860	3,359,851	69.1%	5,759,745
Impact Fees	1,375	417	329.7%	6,860	2,917	137.2%	5,000
Replacement Taxes	2,152	1,250	172.2%	7,932	8,750	52.9%	15,000
State Grants	-	5,908	0.0%	0	41,358	0.0%	70,900
Non Resident Fees	1,206	200	602.8%	936	1,400	39.0%	2,400
Fines	991	4,500	22.0%	10,089	31,500	18.7%	54,000
Gifts	100	750	13.3%	200	5,250	2.2%	9,000
Copy Machine	725	1,000	72.5%	3,151	7,000	26.3%	12,000
Interest Income	2,042	7,496	27.2%	3,561	52,474	4.0%	89,955
Miscellaneous Income	293	583	50.3%	3,117	4,083	44.5%	7,000
Total Revenues	767,199	502,083	152.8%	4,013,707	3,514,583	66.6%	6,025,000
<u>Expenditures</u>							
Salaries	212,848	238,047	89.4%	1,555,023	1,666,330	54.4%	2,856,566
Salaries-Maintenance	9,435	11,942	79.0%	67,718	83,597	47.3%	143,309
Life/Health Insurance	33,976	45,750	74.3%	242,713	320,250	44.2%	549,000
Books	18,626	24,958	74.6%	165,160	174,708	55.1%	299,500
Electronic Databases	7,395	7,500	98.6%	49,030	52,500	54.5%	90,000
Periodicals	3,903	2,917	133.8%	22,569	20,417	64.5%	35,000
Audio Visual Materials	10,969	15,000	73.1%	89,469	105,000	49.7%	180,000
Audio Visual Equipment	-	1,333	0.0%	200	9,333	1.2%	16,000
Book Rebinding	-	0	0.0%	0	0	0.0%	0
Payroll Services	50	998	5.0%	5,947	6,985	49.7%	11,975
Insurance	4,171	3,917	106.5%	27,125	27,417	57.7%	47,000
Landscaping & Groundskeeping	-	2,083	0.0%	4,436	14,583	17.7%	25,000
Building Maintenance	11,496	25,833	44.5%	98,148	180,833	31.7%	310,000
Security System	-	583	0.0%	10,352	4,083	147.9%	7,000
Library Office & Equipment	-	63	0.0%	0	438	0.0%	750
Legal	1,690	3,467	48.7%	17,068	24,267	41.0%	41,600
Library Consultant	-	7,500	0.0%	14,500	52,500	16.1%	90,000
Electricity	-	0	0.0%	0	0	0.0%	0
Water & Sewer	252	1,079	23.4%	1,741	7,554	13.4%	12,950
Natural Gas	1,261	3,375	37.4%	14,754	23,625	36.4%	40,500
Telephone	646	775	83.4%	4,107	5,425	44.2%	9,300
Purchase - New Equipment	-	0	0.0%	0	0	0.0%	0
Building & Custodial Supplies	10,065	3,292	305.7%	27,816	23,042	70.4%	39,500
Building Repairs	39	1,500	2.6%	7,287	10,500	40.5%	18,000
Lib. & Off. Eqpt Rep. & Maint	1,249	1,250	99.9%	5,694	8,750	38.0%	15,000
Machine Rental	-	100	0.0%	466	700	38.8%	1,200
Automation - Equipment	5,016	2,917	171.9%	26,771	20,417	76.5%	35,000
Automation - Line Costs	687	833	82.5%	5,409	5,833	54.1%	10,000
Automation - Consultant	2,640	2,583	102.2%	19,420	18,083	62.6%	31,000
Automation - Maintenance	8,695	7,500	115.9%	80,776	52,500	89.8%	90,000
Library Furniture	-	20,833	0.0%	139,424	145,833	55.8%	250,000
Outreach Services	314	792	39.6%	9,855	5,542	103.7%	9,500

**Orland Park Public Library
General Fund
Statement of Revenue & Expenditures
For The Month Ended July 31, 2020**

	Actual Month	Monthly Budget	% of Budget	Actual Y-T-D	Budget Y-T-D	% of Total Budget	Total Budget
Board Training & Education	525	500	105.0%	1,222	3,500	20.4%	6,000
Staff Training & Education	864	1,667	51.8%	1,809	11,667	9.0%	20,000
Conference Fees	-	583	0.0%	-28	4,083	-0.4%	7,000
Patron Programs & Events	1,520	3,625	41.9%	16,689	25,375	38.4%	43,500
Association Dues & Fees	300	500	60.0%	1,679	3,500	28.0%	6,000
Public Information	217	3,625	6.0%	4,545	25,375	10.4%	43,500
Library Supplies	1,308	3,750	34.9%	20,869	26,250	46.4%	45,000
Office Supplies	12	500	2.4%	1,906	3,500	31.8%	6,000
Postage	9	1,458	0.6%	4,618	10,208	26.4%	17,500
Printing	-	958	0.0%	0	6,708	0.0%	11,500
Contingency	-	0	0.0%	0	0	0.0%	0
Contribution to IMRF	19,502	22,000	88.6%	143,403	154,000	54.3%	264,000
Contribution to FICA	16,719	19,125	87.4%	121,385	133,875	52.9%	229,500
Audit	1,069	1,196	89.4%	6,454	8,371	45.0%	14,350
Liability Ins.-D&O,Bonds,WC	1,414	3,833	36.9%	13,975	26,833	30.4%	46,000
Unemployment Compensation	-	0	0.0%	0	0	0.0%	0
Bank Charges	35	43	82.5%	270	293	54.0%	500
Building Renovations	121,020	291,667	41.5%	1,666,915	2,041,667	47.6%	3,500,000
Total Expenditures	509,936	793,750	64.2%	4,718,689	5,556,250	49.5%	9,525,000
Total Operating Expenditures	388,917	502,083	(113,166)	3,051,773	3,514,583	(462,810)	6,025,000
Excess (Deficiency) of Revenues Over (Under) Expenditures	257,263	(291,667)		(704,982)	(2,041,667)		(3,500,000)
Interfund Transfers In / (Out)	(150,000)	0		(150,000)	0		0
Net Change in Fund Balance	107,263	(291,667)		(854,982)	(2,041,667)		(3,500,000)

**Orland Park Public Library
Other Funds
Statement of Revenue & Expenditures
For The Month Ended July 31, 2020**

	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	70,716	370,950
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	216	5,999	3	25	181	3,498
Capital Campaign	0	0	150	7,225	0	0
Miscellaneous Income	0	0	0	0	0	0
Total Revenues	216	5,999	153	7,250	70,897	374,448
Expenditures						
Building Repairs	0	0	0	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	25,056
Total Expenditures	0	10	0	622	3,579	25,056
Excess (Deficiency) of Revenues Over (Under) Expenditures	216	5,989	153	6,628	67,318	349,393
Interfund Transfers In / (Out)	150,000	150,000	0	0	0	0
Net Change in Fund Balance	150,216	155,989	153	6,628	67,318	349,393