

Orland Park Public Library
General Fund
Explanation of Variances for General Fund Activity
For The Month Ended January 31, 2021

Revenues

There have been no tax receipts in January, but tax receipts should start to come in February.

Expenditures

Total Operational Expenditures were \$ 115,858 under budget for the month and the year.

Salaries are under budget by \$ 28,118 for January and for the year.
There are a few open positions at this time.

Natural Gas is over budget by \$ 1,187 for the month and the year.

Association Dues and Fees is over budget by \$ 551 for January and the year.

**Orland Park Public Library
Balance Sheet - All Funds
January 31, 2021**

	<u>General Fund</u>	<u>Special Reserve</u>	<u>Capital Campaign</u>	<u>Debt Service</u>	<u>Total</u>
Assets					
Cash - Marquette	179,301	0	183,288		362,589
Cash - Marquette E-Commerce	4,763				4,763
PMA Financial Investments	3,455,038	1,218,567		612,498	5,286,104
Tax Receipts - Marquette	44,869			643	45,513
Special Reserve - Marquette	12	14,685			14,697
PMA Construction Account	246,575			0	246,575
Construction Account - Marquette	7,948				7,948
Petty Cash	300				300
Interest Receivable	0	0		0	0
Property Taxes Receivable	5,961,337			542,181	6,503,518
Prepaid Expenses	205,675				205,675
Due from Debt Service	0	0	0	0	0
Total Assets	<u>10,105,819</u>	<u>1,233,252</u>	<u>183,288</u>	<u>1,155,322</u>	<u>12,677,681</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	5,961,337	0	0	0	5,961,337
Accounts Payable	123,103	0	0	0	123,103
Estimated Property Tax Refunds	0	0	0	542,181	542,181
Due to Primary Government	0	0	0	1,848	1,848
Total Liabilities	<u>6,084,440</u>	<u>0</u>	<u>0</u>	<u>544,029</u>	<u>6,628,469</u>
Beginning Unrestricted Fund Balance	4,288,588	1,233,181	183,132	612,176	6,317,077
Fund Balance - Nonspendable	205,675	0	0	0	205,675
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>-486,481</u>	<u>71</u>	<u>156</u>	<u>-884</u>	<u>-487,137</u>
Ending Fund Balance	<u>4,021,379</u>	<u>1,233,252</u>	<u>183,288</u>	<u>611,292</u>	<u>6,049,212</u>
Total Liabilities & Fund Balance	<u>10,105,819</u>	<u>1,233,252</u>	<u>183,288</u>	<u>1,155,322</u>	<u>12,677,681</u>

**Orland Park Public Library
General Fund
Statement of Revenue & Expenditures
For The Month Ended January 31, 2021**

	Actual Month	Monthly Budget	% of Budget	Actual Y-T-D	Budget Y-T-D	% of Total Budget	Total Budget
Revenues							
Taxes	-	496,778	0.0%	0	496,778	0.0%	5,961,337
Impact Fees	-	467	0.0%	0	467	0.0%	5,600
Replacement Taxes	-	1,200	0.0%	0	1,200	0.0%	14,400
State Grants	500	5,908	8.5%	500	5,908	0.7%	70,900
Non Resident Fees	768	175	438.9%	768	175	36.6%	2,100
Fines	1,307	1,583	82.6%	1,307	1,583	6.9%	19,000
Gifts	100	708	14.1%	100	708	1.2%	8,500
Copy Machine	889	742	119.9%	889	742	10.0%	8,900
Interest Income	285	275	103.7%	285	275	8.6%	3,300
Other Income	-	0	0.0%	0	0	0.0%	0
Miscellaneous Income	218	497	43.9%	218	497	3.7%	5,963
Total Revenues	4,068	508,333	0.8%	4,068	508,333	0.1%	6,100,000
Expenditures							
Salaries	212,915	241,033	88.3%	212,915	241,033	7.4%	2,892,390
Salaries-Maintenance	11,419	12,301	92.8%	11,419	12,301	7.7%	147,610
Life/Health Insurance	38,164	49,192	77.6%	38,164	49,192	6.5%	590,300
Books	20,213	25,417	79.5%	20,213	25,417	6.6%	305,000
Electronic Databases	7,447	8,333	89.4%	7,447	8,333	7.4%	100,000
Periodicals	2,963	3,208	92.4%	2,963	3,208	7.7%	38,500
Audio Visual Materials	9,524	15,417	61.8%	9,524	15,417	5.1%	185,000
Audio Visual Equipment	-	833	0.0%	0	833	0.0%	10,000
Vehicles	50	500	0.0%	50	500	0.0%	6,000
Payroll Services	511	1,021	50.1%	511	1,021	4.2%	12,250
Insurance	4,171	4,925	84.7%	4,171	4,925	7.1%	59,100
Landscaping & Groundskeeping	1,375	3,642	37.7%	1,375	3,642	3.1%	43,700
Building Maintenance	13,154	23,000	57.2%	13,154	23,000	4.8%	276,000
Security System	181	875	20.7%	181	875	1.7%	10,500
Library Office & Equipment	-	83	0.0%	0	83	0.0%	1,000
Legal	1,311	3,333	39.3%	1,311	3,333	3.3%	40,000
Library Consultant	250	4,167	6.0%	250	4,167	0.5%	50,000
Electricity	-	0	0.0%	0	0	0.0%	0
Water & Sewer	-	1,167	0.0%	0	1,167	0.0%	14,000
Natural Gas	4,645	3,458	134.3%	4,645	3,458	11.2%	41,500
Telephone	736	875	84.1%	736	875	7.0%	10,500
Purchase - New Equipment	-	0	0.0%	0	0	0.0%	0
Building & Custodial Supplies	2,254	8,000	28.2%	2,254	8,000	2.3%	96,000
Building Repairs	-	1,667	0.0%	0	1,667	0.0%	20,000
Lib. & Off. Eqpt Rep. & Maint	393	1,292	30.5%	393	1,292	2.5%	15,500
Machine Rental	-	108	0.0%	0	108	0.0%	1,300
Automation - Equipment	150	2,917	5.1%	150	2,917	0.4%	35,000
Automation - Line Costs	726	600	120.9%	726	600	10.1%	7,200
Automation - Consultant	2,400	2,917	82.3%	2,400	2,917	6.9%	35,000
Automation - Maintenance	8,113	8,783	92.4%	8,113	8,783	7.7%	105,400
Library Furniture	-	2,833	0.0%	0	2,833	0.0%	34,000
Outreach Services	-	550	0.0%	0	550	0.0%	6,600

**Orland Park Public Library
General Fund
Statement of Revenue & Expenditures
For The Month Ended January 31, 2021**

	Actual Month	Monthly Budget	% of Budget	Actual Y-T-D	Budget Y-T-D	% of Total Budget	Total Budget
Board Training & Education	-	521	0.0%	0	521	0.0%	6,250
Staff Training & Education	366	1,500	24.4%	366	1,500	2.0%	18,000
Conference Fees	-	500	0.0%	0	500	0.0%	6,000
Patron Programs & Events	824	3,333	24.7%	824	3,333	2.1%	40,000
Association Dues & Fees	1,072	521	205.7%	1,072	521	17.1%	6,250
Public Information	495	3,750	13.2%	495	3,750	1.1%	45,000
Library Supplies	2,207	4,292	51.4%	2,207	4,292	4.3%	51,500
Office Supplies	554	550	100.8%	554	550	8.4%	6,600
Postage	293	1,558	18.8%	293	1,558	1.6%	18,700
Printing	-	1,042	0.0%	0	1,042	0.0%	12,500
Contingency	-	0	0.0%	0	0	0.0%	0
Contribution to IMRF	23,980	30,095	79.7%	23,980	30,095	6.6%	361,140
Contribution to FICA	16,538	19,380	85.3%	16,538	19,380	7.1%	232,560
Audit	1,054	1,475	71.4%	1,054	1,475	6.0%	17,700
Liability Ins.-D&O,Bonds,WC	2,007	4,817	41.7%	2,007	4,817	3.5%	57,800
Unemployment Compensation	0	2,500	0.0%	0	2,500	0.0%	30,000
Bank Charges	20	52	38.5%	20	52	3.1%	650
Building Renovations	98,074	0		98,074	0		0
Parking Lot Repairs	0	29,167	0.0%	0	29,167	0.0%	350,000
Total Expenditures	490,549	537,500	91.3%	490,549	537,500	7.6%	6,450,000
Total Operating Expenditures	392,475	508,333	(115,858)	392,475	508,333	(115,858)	6,100,000
Excess (Deficiency) of Revenues Over (Under) Expenditures	(486,481)	(29,167)		(486,481)	(29,167)		(350,000)
Interfund Transfers In / (Out)	0	0		0	0		0
Net Change in Fund Balance	(486,481)	(29,167)		(486,481)	(29,167)		(350,000)

Orland Park Public Library
Other Funds
Statement of Revenue & Expenditures
For The Month Ended January 31, 2021

	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	0	0
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	81	81	6	6	41	41
Capital Campaign	0	0	150	150	0	0
Miscellaneous Income	0	0	0	0	0	0
Total Revenues	81	81	156	156	41	41
Expenditures						
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
Public Information	0	0	0	0	0	0
Library Supplies	0	0	0	0	0	0
Bank Charges	10	10	0	0	0	0
Debt Service Repaid to Village	0	0	0	0	924	924
Total Expenditures	10	10	0	0	924	924
Excess (Deficiency) of Revenues Over (Under) Expenditures	71	71	156	156	-884	-884
Interfund Transfers In / (Out)	0	0	0	0	0	0
Net Change in Fund Balance	71	71	156	156	-884	-884