

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

Revenues

Tax receipts have continued to come in during May and are now at 52.3% of the 2021 budget amount.

Expenditures

Total Operational Expenditures were under budget by \$ 61,253 for the month and \$ 424,216 under budget for the year.

Salaries are under budget by \$ 17,341 for May and \$ 101,630 under budget for the year.

Books are over budget by \$14,617 for the month, but under budget on a year-to-date basis.

Security System is over budget by \$ 777 for May and over budget on a year-to-date basis.

Building Repairs is over budget by \$ 1,891 for the month, but under budget on a year-to-date basis.

Patron Programs and Events is over budget by \$ 4,151 for May, but under budget on a year-to-date basis

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

	<u>General Fund</u>	<u>Special Reserve</u>	<u>Capital Campaign</u>	<u>Debt Service</u>	<u>Total</u>
Assets					
Cash - Marquette	203,304	0	183,219		386,523
Cash - Marquette E-Commerce	5,141				5,141
PMA Financial Investments	4,648,422	1,218,657		877,254	6,744,333
Tax Receipts - Marquette	18,375			20,336	38,711
Special Reserve - Marquette	13	14,685			14,698
PMA Construction Account	132,590			0	132,590
Construction Account - Marquette	875				875
Petty Cash	300				300
Interest Receivable	444	131		63	637
Property Taxes Receivable	2,841,163			256,875	3,098,038
Prepaid Expenses	311,015				311,015
Due from Debt Service	0	0	0	0	0
Total Assets	<u>8,161,641</u>	<u>1,233,473</u>	<u>183,219</u>	<u>1,154,528</u>	<u>10,732,861</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	2,841,163	0	0	256,875	3,098,038
Accounts Payable	68,429	0	0	0	68,429
Estimated Property Tax Refunds	0	0	0	0	0
Due to Primary Government	0	0	0	0	0
Total Liabilities	<u>2,909,592</u>	<u>0</u>	<u>0</u>	<u>256,875</u>	<u>3,166,467</u>
Beginning Unrestricted Fund Balance	4,177,886	1,233,181	183,132	622,345	6,216,543
Fund Balance - Nonspendable	311,015	0	0	0	311,015
Fund Balance - Restricted by Donors	0	0	0	0	0
Fund Balance - Restricted by Statute	12,581	0	0	0	12,581
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>750,566</u>	<u>292</u>	<u>87</u>	<u>275,308</u>	<u>1,026,254</u>
Ending Fund Balance	<u>5,252,048</u>	<u>1,233,473</u>	<u>183,219</u>	<u>897,653</u>	<u>7,566,393</u>
Total Liabilities & Fund Balance	<u>8,161,641</u>	<u>1,233,473</u>	<u>183,219</u>	<u>1,154,528</u>	<u>10,732,861</u>

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

	Actual Month	Monthly Budget	% of Budget	Actual Y-T-D	Budget Y-T-D	% of Total Budget	Total Budget
Revenues							
Taxes	424,445	496,778	85.4%	3,120,174	2,483,890	52.3%	5,961,337
Impact Fees	875	467	187.4%	3,875	2,333	69.2%	5,600
Replacement Taxes	-	1,200	0.0%	7,567	6,000	52.6%	14,400
State Grants	-	5,908	0.0%	5,500	29,542	7.8%	70,900
Non Resident Fees	475	175	271.5%	3,639	875	173.3%	2,100
Fines	2,129	1,583	134.5%	9,882	7,917	52.0%	19,000
Gifts	300	708	42.4%	5,650	3,542	66.5%	8,500
Copy Machine	617	742	83.1%	3,682	3,708	41.4%	8,900
Interest Income	287	275	104.4%	1,297	1,375	39.3%	3,300
Miscellaneous Income	267	497	53.7%	1,241	2,485	20.8%	5,963
Total Revenues	429,395	508,333	84.5%	3,162,507	2,541,667	51.8%	6,100,000
Expenditures							
Salaries	223,692	241,033	92.8%	1,103,533	1,205,163	38.2%	2,892,390
Salaries-Maintenance	10,978	12,301	89.2%	59,008	61,504	40.0%	147,610
Life/Health Insurance	38,086	49,192	77.4%	174,410	245,958	29.5%	590,300
Books	40,034	25,417	157.5%	123,861	127,083	40.6%	305,000
Electronic Databases	7,213	8,333	86.6%	38,916	41,667	38.9%	100,000
Periodicals	2,945	3,208	91.8%	15,125	16,042	39.3%	38,500
Audio Visual Materials	11,596	15,417	75.2%	57,847	77,083	31.3%	185,000
Audio Visual Equipment	-	833	0.0%	1,452	4,167	14.5%	10,000
Vehicles	162	500	0.0%	441	2,500	0.0%	6,000
Payroll Services	1,028	1,021	100.6%	5,085	5,104	41.5%	12,250
Insurance	4,430	4,925	90.0%	22,734	24,625	38.5%	59,100
Landscaping & Groundskeeping	1,970	3,642	54.1%	9,030	18,208	20.7%	43,700
Building Maintenance	9,836	23,000	42.8%	87,602	115,000	31.7%	276,000
Security System	1,652	875	188.8%	6,174	4,375	58.8%	10,500
Library Office & Equipment	-	83	0.0%	0	417	0.0%	1,000
Legal	3,549	3,333	106.5%	14,358	16,667	35.9%	40,000
Library Consultant	-	4,167	0.0%	750	20,833	1.5%	50,000
Electricity	-	0	0.0%	0	0	0.0%	0
Water & Sewer	789	1,167	67.6%	1,734	5,833	12.4%	14,000
Natural Gas	2,785	3,458	80.5%	15,629	17,292	37.7%	41,500
Telephone	735	875	84.0%	4,444	4,375	42.3%	10,500
Purchase - New Equipment	-	0	0.0%	0	0	0.0%	0
Building & Custodial Supplies	5,101	8,000	63.8%	17,200	40,000	17.9%	96,000
Building Repairs	3,558	1,667	213.4%	3,697	8,333	18.5%	20,000
Lib. & Off. Eqpt Rep. & Maint	1,609	1,292	124.5%	2,696	6,458	17.4%	15,500
Machine Rental	233	108	215.8%	699	542	53.8%	1,300
Automation - Equipment	3,168	2,917	108.6%	7,228	14,583	20.7%	35,000
Automation - Line Costs	695	600	115.8%	2,387	3,000	33.2%	7,200
Automation - Consultant	2,400	2,917	82.3%	11,850	14,583	33.9%	35,000
Automation - Maintenance	8,243	8,783	93.9%	42,931	43,917	40.7%	105,400
Library Furniture	-	2,833	0.0%	48	14,167	0.1%	34,000
Outreach Services	-	550	0.0%	1,504	2,750	22.8%	6,600

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

	Actual Month	Monthly Budget	% of Budget	Actual Y-T-D	Budget Y-T-D	% of Total Budget	Total Budget
Board Training & Education	50	521	9.6%	125	2,604	2.0%	6,250
Staff Training & Education	406	1,500	27.1%	960	7,500	5.3%	18,000
Conference Fees	200	500	40.0%	400	2,500	6.7%	6,000
Patron Programs & Events	7,484	3,333	224.5%	12,130	16,667	30.3%	40,000
Association Dues & Fees	129	521	24.8%	2,202	2,604	35.2%	6,250
Public Information	3,625	3,750	96.7%	17,461	18,750	38.8%	45,000
Library Supplies	2,207	4,292	51.4%	6,687	21,458	13.0%	51,500
Office Supplies	125	550	22.7%	1,169	2,750	17.7%	6,600
Postage	-	1,558	0.0%	3,304	7,792	17.7%	18,700
Printing	-	1,042	0.0%	2,870	5,208	23.0%	12,500
Contingency	-	0	0.0%	0	0	0.0%	0
Contribution to IMRF	25,238	30,095	83.9%	125,861	150,475	34.9%	361,140
Contribution to FICA	17,538	19,380	90.5%	85,270	96,900	36.7%	232,560
Audit	1,581	1,475	107.2%	6,476	7,375	36.6%	17,700
Liability Ins.-D&O,Bonds,WC	1,990	4,817	41.3%	20,015	24,083	34.6%	57,800
Unemployment Compensation	-	2,500	0.0%	0	12,500	0.0%	30,000
Bank Charges	20	52	38.5%	145	269	22.3%	650
Building Renovations	43,499	0		294,492	0		0
Parking Lot Repairs	-	29,167	0.0%	0	145,833	0.0%	350,000
Total Expenditures	490,579	537,500	91.3%	2,411,940	2,687,497	37.4%	6,450,000
Total Operating Expenditures	447,080	508,333	(61,253)	2,117,448	2,541,664	(424,216)	6,100,000
Excess (Deficiency) of Revenues Over (Under) Expenditures	(61,183)	(29,167)		750,566	(145,830)		(350,000)
Interfund Transfers In / (Out)	0	0		0	0		0
Net Change in Fund Balance	(61,183)	(29,167)		750,566	(145,830)		(350,000)

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

	<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	38,670	285,305
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	57	302	6	30	38	169
Capital Campaign	0	0	0	525	0	0
Miscellaneous Income	0	0	0	0	0	0
Total Revenues	57	302	6	555	38,708	285,474
Expenditures						
Building Repairs	0	0	174	238	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	230	230	0	0
Public Information	0	0	0	0	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	2,773	10,166
Total Expenditures	0	10	404	468	2,773	10,166
Excess (Deficiency) of Revenues Over (Under) Expenditures	57	292	-398	87	35,935	275,308
Interfund Transfers In / (Out)	0	0	0	0	0	0
Net Change in Fund Balance	57	292	-398	87	35,935	275,308