

Orland Park Public Library
General Fund
Explanation of Variances for General Fund Activity
For The Month Ended February 28, 2022

Revenues

Tax Receipts have started to come in during February.

Expenditures

Total Operational Expenditures were \$ 76,652 under budget for the month and \$ 161,254 under budget on a year-to-date basis.

Salaries are under budget by \$ 25,423 for February and \$43,641 under budget on a year-to-date basis. There are a few open positions at this time.

Periodicals is over budget by \$ 1,003 for the month and over budget on a year-to-date basis.

Digital AV is over budget by \$ 3,131 for February and over budget on a year-to-date basis.

Natural Gas is over budget by \$ 1,304 for the month and over budget on a year-to-date basis.

Automation-Equipment is over budget by \$ 11,432 for February and over budget on a year-to-date basis.

Audit is over budget by \$ 8,575 for the month and over budget on a year-to-date basis.

**Orland Park Public Library
Balance Sheet - All Funds
February 28, 2022**

	<u>General Fund</u>	<u>Special Reserve</u>	<u>Capital Campaign</u>	<u>Debt Service</u>	<u>Total</u>
Assets					
Cash - Marquette	205,833	0	183,808		389,641
Cash - Marquette E-Commerce	6,656				6,656
PMA Financial Investments	4,066,273	1,063,766		690,827	5,820,865
Tax Receipts - Marquette	674,594			80,375	754,970
Special Reserve - Marquette	13	9,968			9,981
PMA Construction Account	1			0	1
Construction Account - Marquette	7,327				7,327
Petty Cash	400				400
Interest Receivable	0	0		0	0
Employee Advance	1,350				1,350
Property Taxes Receivable	5,244,067			746,836	5,990,903
Prepaid Expenses	182,945				182,945
Due from Debt Service	0	0	0	0	0
Total Assets	<u>10,389,459</u>	<u>1,073,734</u>	<u>183,808</u>	<u>1,518,038</u>	<u>13,165,038</u>
Liabilities & Fund Balance					
Garnishment W/H Payable	876	0	0	0	876
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	5,244,067	0	0	746,836	5,990,903
Accounts Payable	46,431	0	0	0	46,431
Estimated Property Tax Refunds	0	0	0	0	0
Due to Primary Government	0	0	0	3,478	3,478
Total Liabilities	<u>5,291,374</u>	<u>0</u>	<u>0</u>	<u>750,314</u>	<u>6,041,688</u>
Beginning Unrestricted Fund Balance	4,794,990	1,073,645	183,496	627,932	6,680,063
Fund Balance - Nonspendable	182,945	0	0	0	182,945
Fund Balance - Restricted by Donors	0	0	0	0	0
Fund Balance - Restricted by Statute	8,754	0	0	0	8,754
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>111,395</u>	<u>89</u>	<u>312</u>	<u>139,792</u>	<u>251,588</u>
Ending Fund Balance	<u>5,098,084</u>	<u>1,073,734</u>	<u>183,808</u>	<u>767,724</u>	<u>7,123,350</u>
Total Liabilities & Fund Balance	<u>10,389,459</u>	<u>1,073,734</u>	<u>183,808</u>	<u>1,518,038</u>	<u>13,165,038</u>

**Orland Park Public Library
General Fund
Statement of Revenue & Expenditures
For The Month Ended February 28, 2022**

	Actual Month	Monthly Budget	% of Budget	Actual Y-T-D	Budget Y-T-D	% of Total Budget	Total Budget
<u>Revenues</u>							
Taxes	994,530	517,891	192.0%	994,581	1,035,782	16.0%	6,214,690
Impact Fees	5,375	660	814.4%	5,375	1,320	67.9%	7,920
Replacement Taxes	4,991	1,650	302.5%	4,991	3,300	25.2%	19,800
State Grants	-	6,908	0.0%	0	13,817	0.0%	82,900
Non Resident Fees	854	600	142.3%	1,870	1,200	26.0%	7,200
Fines	1,405	500	280.9%	2,037	1,000	34.0%	6,000
Gifts	150	708	21.2%	150	1,417	1.8%	8,500
Copy Machine	649	700	92.7%	1,118	1,400	13.3%	8,400
Interest Income	168	258	65.1%	390	517	12.6%	3,100
Other Income	-	0	0.0%	0	0	0.0%	160,000
Miscellaneous Income	231	541	42.7%	463	1,082	7.1%	6,490
Total Revenues	1,008,353	530,416	190.1%	1,010,976	1,060,835	15.5%	6,525,000
<u>Expenditures</u>							
Salaries	225,852	251,275	89.9%	458,909	502,550	15.2%	3,015,300
Salaries-Maintenance	11,744	12,824	91.6%	24,938	25,648	16.2%	153,890
Life/Health Insurance	41,815	51,258	81.6%	76,745	102,517	12.5%	615,100
Books-Physical	14,129	18,750	75.4%	35,606	37,500	15.8%	225,000
Books-Ebooks	6,229	7,500	83.0%	11,224	15,000	12.5%	90,000
Electronic Databases	9,240	8,808	104.9%	16,798	17,617	15.9%	105,700
Periodicals	2,870	1,867	153.7%	5,853	3,733	26.1%	22,400
Physical-AV	4,734	11,250	42.1%	9,855	22,500	7.3%	135,000
Digital-AV	8,464	5,333	158.7%	11,049	10,667	17.3%	64,000
Library of Things	-	333	0.0%	0	667	0.0%	4,000
Audio Visual Equipment	-	1,000	0.0%	0	2,000	0.0%	12,000
Vehicles	-	492	0.0%	-4,144	983	0.0%	5,900
HR and Payroll Systems	1,482	4,625	32.0%	2,459	9,250	4.4%	55,500
Insurance	4,430	5,408	81.9%	8,861	10,817	13.7%	64,900
Landscaping & Groundskeeping	1,414	2,808	50.3%	3,993	5,617	11.8%	33,700
Building Maintenance	9,147	22,917	39.9%	33,922	45,833	12.3%	275,000
Security System	374	792	47.3%	374	1,583	3.9%	9,500
Library Office & Equipment	-	83	0.0%	0	167	0.0%	1,000
Legal	2,309	2,917	79.2%	3,642	5,833	10.4%	35,000
Library Consultant	-	2,500	0.0%	0	5,000	0.0%	30,000
Electricity	-	0	0.0%	0	0	0.0%	0
Water & Sewer	-	833	0.0%	990	1,667	9.9%	10,000
Natural Gas	4,762	3,458	137.7%	9,926	6,917	23.9%	41,500
Telephone	343	708	48.5%	872	1,417	10.3%	8,500
Purchase - New Equipment	-	83	0.0%	0	167	0.0%	1,000
Building & Custodial Supplies	3,272	4,167	78.5%	9,351	8,333	18.7%	50,000
Building Repairs	-	1,375	0.0%	0	2,750	0.0%	16,500
Lib. & Off. Eqpt Rep. & Maint	1,256	2,083	60.3%	2,330	4,167	9.3%	25,000
Machine Rental	233	100	233.0%	233	200	19.4%	1,200
Automation - Equipment	19,265	7,833	245.9%	24,531	15,667	26.1%	94,000
Automation - Line Costs	608	750	81.1%	1,291	1,500	14.3%	9,000
Automation - Consultant	2,670	4,167	64.1%	5,590	8,333	11.2%	50,000
Automation - Maintenance	8,421	10,500	80.2%	19,283	21,000	15.3%	126,000
Library Furniture	-	1,250	0.0%	0	2,500	0.0%	15,000
Outreach Services	-	750	0.0%	0	1,500	0.0%	9,000

**Orland Park Public Library
General Fund
Statement of Revenue & Expenditures
For The Month Ended February 28, 2022**

	Actual Month	Monthly Budget	% of Budget	Actual Y-T-D	Budget Y-T-D	% of Total Budget	Total Budget
Board Training & Education	-	517	0.0%	826	1,033	13.3%	6,200
Staff Training & Education	1,904	1,500	127.0%	2,345	3,000	13.0%	18,000
Conference Fees	-	750	0.0%	0	1,500	0.0%	9,000
Patron Programs & Events	2,461	4,333	56.8%	4,673	8,667	9.0%	52,000
Library Committees	454	625	72.7%	512	1,250	6.8%	7,500
Association Dues & Fees	215	500	43.0%	589	1,000	9.8%	6,000
Public Information	4,255	4,000	106.4%	4,400	8,000	9.2%	48,000
Library Supplies	96	3,592	2.7%	1,092	7,183	2.5%	43,100
Office Supplies	41	417	9.8%	41	833	0.8%	5,000
Postage	500	1,500	33.3%	500	3,000	2.8%	18,000
Printing	-	1,000	0.0%	100	2,000	0.8%	12,000
Contingency	-	0	0.0%	0	0	0.0%	0
Contribution to IMRF	29,667	32,829	90.4%	59,860	65,658	15.2%	393,950
Contribution to FICA	17,608	20,204	87.2%	35,956	40,408	14.8%	242,450
Audit	10,075	1,500	671.7%	11,150	3,000	61.9%	18,000
Liability Ins.-D&O,Bonds,WC	1,593	5,292	30.1%	3,186	10,583	5.0%	63,500
Unemployment Compensation	-	1,000	0.0%	0	2,000	0.0%	12,000
Bank Charges	(168)	59	-284.7%	-131	120	-18.5%	710
Building Renovations	-	0		0	0		0
Boiler Replacement	-	13,333	0.0%	0	26,667	0.0%	160,000
Total Expenditures	453,763	543,748	83.5%	899,581	1,087,502	13.8%	6,525,000
Total Operating Expenditures	453,763	530,415		899,581	1,060,835		6,365,000
Excess (Deficiency) of Revenues Over (Under) Expenditures	554,590	(13,332)		111,395	(26,667)		0
Interfund Transfers In / (Out)	0	0		0	0		0
Net Change in Fund Balance	554,590	(13,332)		111,395	(26,667)		0

**Orland Park Public Library
Other Funds
Statement of Revenue & Expenditures
For The Month Ended February 28, 2022**

	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	142,077	142,082
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	40	89	6	12	14	29
Capital Campaign	0	0	150	300	0	0
Miscellaneous Income	0	0	0	0	0	0
Total Revenues	40	89	156	312	142,091	142,110
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	0	0	0	0	0	0
Debt Service Repaid to Village	0	0	0	0	1,159	2,319
Total Expenditures	0	0	0	0	1,159	2,319
Excess (Deficiency) of Revenues Over (Under) Expenditures	40	89	156	312	140,931	139,792
Interfund Transfers In / (Out)	0	0	0	0	0	0
Net Change in Fund Balance	40	89	156	312	140,931	139,792