

Orland Park Public Library
General Fund
Explanation of Variances for General Fund Activity
For The Month Ended May 31, 2022

Revenues

Tax receipts have continued to come in during May and are now at 50.7% of the 2022 budget amount.

Expenditures

Total Operational Expenditures were \$ 64,535 under budget for the month and \$330,484 under budget on a year-to-date basis.

Salaries are under budget by \$ 12,819 for May and \$ 85,365 under budget on a year-to-date basis. There are a few open positions at this time.

Books-Physical is over budget by \$ 9,378 for the month and over budget on a year-to-date basis.

Periodicals over budget by \$ 756 for May and over budget on a year-to-date basis.

Digital - AV is over budget by \$ 645 for the month and over budget on a year-to-date basis.

Library of Things is over budget by \$ 673 for May and over budget on a year-to-date basis.

Library Office Equipment Repairs and Maintenance is over budget by \$ 996 for the month, but under budget on a year-to-date basis.

**Orland Park Public Library
Balance Sheet - All Funds
May 31, 2022**

	<u>General Fund</u>	<u>Special Reserve</u>	<u>Capital Campaign</u>	<u>Debt Service</u>	<u>Total</u>
Assets					
Cash - Marquette	591,360	0	186,874		778,234
Cash - Marquette E-Commerce	5,612				5,612
PMA Financial Investments	4,801,818	1,064,434		1,056,364	6,922,616
Tax Receipts - Marquette	228,536			15,932	244,468
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	524				524
Property Taxes Receivable	3,090,306			439,160	3,529,466
Prepaid Expenses	251,443				251,443
Due from Debt Service	0	0	0	0	0
Total Assets	<u>8,977,340</u>	<u>1,074,402</u>	<u>186,874</u>	<u>1,511,456</u>	<u>11,750,072</u>
Liabilities & Fund Balance					
Garnishment 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	3,090,306	0	0	439,160	3,529,466
Accounts Payable	19,249	0	0	0	19,249
Estimated Property Tax Refunds	0	0	0	0	0
Due to Primary Government	0	0	0	0	0
Total Liabilities	<u>3,109,555</u>	<u>0</u>	<u>0</u>	<u>439,160</u>	<u>3,548,715</u>
Beginning Unrestricted Fund Balance	4,726,737	1,073,645	183,496	627,932	6,611,810
Fund Balance - Nonspendable	251,443	0	0	0	251,443
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>880,851</u>	<u>757</u>	<u>3,378</u>	<u>444,364</u>	<u>1,329,351</u>
Ending Fund Balance	<u>5,867,785</u>	<u>1,074,402</u>	<u>186,874</u>	<u>1,072,296</u>	<u>8,201,357</u>
Total Liabilities & Fund Balance	<u>8,977,340</u>	<u>1,074,402</u>	<u>186,874</u>	<u>1,511,456</u>	<u>11,750,072</u>

**Orland Park Public Library
General Fund
Statement of Revenue & Expenditures
For The Month Ended May 31, 2022**

	Actual Month	Monthly Budget	% of Budget	Actual Y-T-D	Budget Y-T-D	% of Total Budget	Total Budget
Revenues							
Taxes	15,793	517,891	3.0%	3,148,342	2,589,454	50.7%	6,214,890
Impact Fees	-	660	0.0%	12,375	3,300	156.3%	7,920
Replacement Taxes	-	1,650	0.0%	19,256	8,250	97.3%	19,800
State Grants	-	6,908	0.0%	0	34,542	0.0%	82,900
Non Resident Fees	1,044	600	174.0%	4,606	3,000	64.0%	7,200
Fines	972	500	194.4%	5,731	2,500	95.5%	6,000
Gifts	100	708	14.1%	3,615	3,542	42.5%	8,500
Copy Machine	519	700	74.2%	3,101	3,500	36.9%	8,400
Interest Income	2,496	258	967.4%	4,197	1,292	135.4%	3,100
Other Income	-	0	0.0%	0	0	0.0%	160,000
Miscellaneous Income	224	541	41.4%	1,231	2,704	19.0%	6,490
Total Revenues	21,149	530,416	4.0%	3,202,455	2,652,084	49.1%	6,525,000
Expenditures							
Salaries	238,456	251,275	94.9%	1,171,010	1,256,375	38.8%	3,015,300
Salaries-Maintenance	12,404	12,824	96.7%	62,505	64,121	40.6%	153,890
Life/Health Insurance	39,393	51,258	76.9%	200,372	256,292	32.6%	615,100
Books-Physical	28,128	18,750	150.0%	96,200	93,750	42.8%	225,000
Books-Ebooks	7,444	7,500	99.3%	30,643	37,500	34.0%	90,000
Electronic Databases	7,354	8,808	83.5%	38,853	44,042	36.8%	105,700
Periodicals	2,623	1,867	140.5%	14,976	9,333	66.9%	22,400
Physical-AV	8,486	11,250	75.4%	42,431	56,250	31.4%	135,000
Digital-AV	5,978	5,333	112.1%	30,408	26,667	47.5%	64,000
Library of Things	1,006	333	302.1%	2,403	1,667	60.1%	4,000
Audio Visual Equipment	-	1,000	0.0%	0	5,000	0.0%	12,000
Vehicles	73	492	0.0%	1,822	2,458	0.0%	5,900
HR and Payroll Systems	951	4,625	20.6%	5,371	23,125	9.7%	55,500
Insurance	4,986	5,408	92.2%	22,707	27,042	35.0%	64,900
Landscaping & Groundskeeping	2,031	2,808	72.3%	9,658	14,042	28.7%	33,700
Building Maintenance	15,942	22,917	69.6%	73,074	114,583	26.6%	275,000
Security System	871	792	110.0%	1,700	3,958	17.9%	9,500
Library Office & Equipment	-	83	0.0%	0	417	0.0%	1,000
Legal	1,669	2,917	57.2%	14,879	14,583	42.5%	35,000
Library Consultant	150	2,500	6.0%	150	12,500	0.5%	30,000
Electricity	-	0	0.0%	0	0	0.0%	0
Water & Sewer	792	833	95.0%	2,710	4,167	27.1%	10,000
Natural Gas	3,257	3,458	94.2%	21,862	17,292	52.7%	41,500
Telephone	684	708	96.6%	3,869	3,542	45.5%	8,500
Purchase - New Equipment	-	83	0.0%	0	417	0.0%	1,000
Building & Custodial Supplies	2,974	4,167	71.4%	18,136	20,833	36.3%	50,000
Building Repairs	1,000	1,375	72.7%	1,000	6,875	6.1%	16,500
Lib. & Off. Eqpt Rep. & Maint	3,079	2,083	147.8%	7,357	10,417	29.4%	25,000
Machine Rental	-	100	0.0%	455	500	38.0%	1,200
Automation - Equipment	4,260	7,833	54.4%	33,957	39,167	36.1%	94,000
Automation - Line Costs	324	750	43.2%	2,251	3,750	25.0%	9,000
Automation - Consultant	2,790	4,167	67.0%	13,450	20,833	26.9%	50,000
Automation - Maintenance	9,300	10,500	88.6%	49,881	52,500	39.6%	126,000
Library Furniture	-	1,250	0.0%	64	6,250	0.4%	15,000
Outreach Services	234	750	31.3%	1,134	3,750	12.6%	9,000

**Orland Park Public Library
General Fund
Statement of Revenue & Expenditures
For The Month Ended May 31, 2022**

	Actual Month	Monthly Budget	% of Budget	Actual Y-T-D	Budget Y-T-D	% of Total Budget	Total Budget
Board Training & Education	14	517	2.8%	3,896	2,583	62.8%	6,200
Staff Training & Education	442	1,500	29.5%	8,214	7,500	45.6%	18,000
Conference Fees	-	750	0.0%	1,600	3,750	17.8%	9,000
Patron Programs & Events	4,649	4,333	107.3%	21,794	21,667	41.9%	52,000
Library Committees	72	625	11.5%	1,262	3,125	16.8%	7,500
Association Dues & Fees	254	500	50.8%	1,653	2,500	27.6%	6,000
Public Information	1,011	4,000	25.3%	22,064	20,000	46.0%	48,000
Library Supplies	1,404	3,592	39.1%	12,131	17,958	28.1%	43,100
Office Supplies	18	417	4.2%	227	2,083	4.5%	5,000
Postage	-	1,500	0.0%	3,190	7,500	17.7%	18,000
Printing	-	1,000	0.0%	275	5,000	2.3%	12,000
Contingency	-	0	0.0%	0	0	0.0%	0
Contribution to IMRF	31,063	32,829	94.6%	153,339	164,146	38.9%	393,950
Contribution to FICA	18,706	20,204	92.6%	91,748	101,021	37.8%	242,450
Audit	-	1,500	0.0%	17,010	7,500	94.5%	18,000
Liability Ins.-D&O,Bonds,WC	1,571	5,292	29.7%	7,943	26,458	12.5%	63,500
Unemployment Compensation	-	1,000	0.0%	0	5,000	0.0%	12,000
Bank Charges	40	59	67.8%	-31	298	-4.4%	710
Building Renovations	-	0		0	0		0
Boiler Replacement	-	13,333	0.0%	0	66,667	0.0%	160,000
Total Expenditures	465,880	543,748	85.7%	2,321,603	2,718,754	35.6%	6,525,000
Total Operating Expenditures	465,880	530,415		2,321,603	2,652,087		6,365,000
Excess (Deficiency) of Revenues Over (Under) Expenditures	(444,731)	(13,332)		880,851	(66,670)		0
Interfund Transfers In / (Out)	0	0		0	0		0
Net Change in Fund Balance	(444,731)	(13,332)		880,851	(66,670)		0

**Orland Park Public Library
Other Funds
Statement of Revenue & Expenditures
For The Month Ended May 31, 2022**

	<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	2,256	449,757
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	457	757	6	31	256	404
Capital Campaign	0	0	600	3,400	0	0
Miscellaneous Income	0	0	0	0	0	0
Total Revenues	457	757	606	3,431	2,512	450,161
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	53	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	5,797
Total Expenditures	0	0	0	53	1,159	5,797
Excess (Deficiency) of Revenues Over (Under) Expenditures	457	757	606	3,378	1,353	444,364
Interfund Transfers In / (Out)	0	0	0	0	0	0
Net Change in Fund Balance	457	757	606	3,378	1,353	444,364