

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

Revenues

Tax receipts have continued to come in slow during October and are now at 51.9% of the 2022 budget amount, while total revenues are at 52.4% of the 2022 budget.

Expenditures

Total Operational Expenditures were \$ 86,440 under budget for the month and \$ 668,891 under budget on a year-to-date basis.

Salaries are under budget by \$ 7,567 for October and \$ 139,359 under budget on a year-to-date basis. There are a couple of open positions at this time.

Electronic Databases is over budget by \$ 512 for the month, but under budget on a year-to-date basis.

Periodicals is over budget by \$ 801 for October and over budget on a year-to-date basis.

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

	<u>General Fund</u>	<u>Special Reserve</u>	<u>Capital Campaign</u>	<u>Debt Service</u>	<u>Total</u>
Assets					
Cash - Marquette	302,623	-	186,754		489,377
Cash - Marquette E-Commerce	5,689				5,689
PMA Financial Investments	2,970,199	825,899		1,064,252	4,860,349
Tax Receipts - Marquette	314,161			26,771	340,932
Special Reserve - Marquette	13	206,996			207,009
PMA Construction Account	1			-	1
Construction Account - Marquette	7,328				7,328
Petty Cash	400				400
Interest Receivable	-	-		-	-
Property Taxes Receivable	3,014,432			428,321	3,442,752
Prepaid Expenses	193,256				193,256
Due from Debt Service	-	-	-	-	-
Total Assets	<u>6,808,102</u>	<u>1,032,895</u>	<u>186,754</u>	<u>1,519,344</u>	<u>9,547,094</u>
Liabilities & Fund Balance					
Garnishment W/H Payable	-	-	-	-	-
457 W/H Payable	325	-	-	-	325
Term Group Ins Payable	-	-	-	-	-
Due to General Fund	-	-	-	-	-
Deferred Property Tax Revenue	3,014,432	-	-	428,321	3,442,752
Accounts Payable	28,091	-	-	-	28,091
Estimated Property Tax Refunds	-	-	-	-	-
Due to Primary Government	-	-	-	5,797	5,797
Total Liabilities	<u>3,042,848</u>	<u>-</u>	<u>-</u>	<u>434,118</u>	<u>3,476,965</u>
Beginning Unrestricted Fund Balanc	4,784,923	1,073,645	183,496	627,932	6,669,996
Fund Balance - Nonspendable	193,256	-	-	-	193,256
Fund Balance - Restricted by Donors	-	-	-	-	-
Fund Balance - Restricted by Statute	8,754	-	-	-	8,754
Fund Balance - Restricted by Budget	-	-	-	-	-
Transfers between Funds	-	-	-	-	-
Excess (Deficiency) of Revenues Over (Under) Expenditures	<u>(1,221,679)</u>	<u>(40,750)</u>	<u>3,258</u>	<u>457,294</u>	<u>(801,878)</u>
Ending Fund Balance	<u>3,765,254</u>	<u>1,032,895</u>	<u>186,754</u>	<u>1,085,226</u>	<u>6,070,129</u>
Total Liabilities & Fund Balance	<u>6,808,102</u>	<u>1,032,895</u>	<u>186,754</u>	<u>1,519,344</u>	<u>9,547,094</u>

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

	Actual Month	Monthly Budget	% of Budget	Actual Y-T-D	Budget Y-T-D	% of Total Budget	Total Budget
Revenues							
Taxes	164	517,891	0.0%	3,224,216	4,661,018	51.9%	6,214,690
Impact Fees	6,750	660	1022.7%	22,125	6,600	279.4%	7,920
Replacement Taxes	-	1,660	0.0%	19,256	16,500	97.3%	19,800
State Grants	-	6,908	0.0%	86,587	69,083	104.4%	82,900
Non Resident Fees	382	600	63.6%	7,584	6,000	105.3%	7,200
Fines	1,001	500	200.2%	11,966	5,000	199.4%	6,000
Gifts	550	709	77.7%	4,468	7,083	52.6%	8,500
Copy Machine	626	700	89.4%	6,555	7,000	78.0%	8,400
Interest Income	7,710	258	2988.5%	33,426	2,583	1078.2%	3,100
Other Income	-	-	-	-	-	-	160,000
Miscellaneous Income	279	541	51.5%	3,223	5,408	49.7%	6,490
Total Revenues	17,462	530,416	3.3%	3,419,406	4,786,275	52.4%	6,825,000
Expenditures							
Salaries	243,708	251,275	97.0%	2,373,391	2,512,750	78.7%	3,015,300
Salaries-Maintenance	10,598	12,824	82.8%	119,454	128,242	77.6%	153,890
Life/Health Insurance	42,228	51,258	82.4%	400,781	512,583	65.2%	615,100
Books-Physical	10,831	18,750	57.8%	169,174	187,500	75.2%	225,000
Books-Ebooks	5,377	7,500	71.7%	65,398	75,000	72.7%	90,000
Electronic Databases	9,320	8,808	105.8%	81,688	88,083	77.3%	105,700
Periodicals	2,668	1,867	142.9%	25,187	18,667	112.4%	22,400
Physical-AV	11,510	11,250	102.3%	87,964	112,500	65.2%	135,000
Digital-AV	1,882	5,333	35.3%	52,981	53,333	82.8%	64,000
Library of Things	321	333	96.3%	3,820	3,333	95.5%	4,000
Audio Visual Equipment	-	1,000	0.0%	-	10,000	0.0%	12,000
Vehicles	90	492	18.4%	2,236	4,917	37.9%	5,900
HR and Payroll Systems	998	4,625	21.6%	10,371	46,250	18.7%	55,500
Insurance	4,986	5,408	92.2%	47,636	54,083	73.4%	64,900
Landscaping & Groundskeeping	1,978	2,808	70.4%	17,870	28,083	53.0%	33,700
Building Maintenance	16,044	22,917	70.0%	132,343	229,167	48.1%	275,000
Security System	-	792	0.0%	3,578	7,917	37.7%	9,500
Library Office & Equipment	-	83	0.0%	-	833	0.0%	1,000
Legal	496	2,917	17.0%	25,158	29,167	71.9%	35,000
Library Consultant	-	2,500	0.0%	6,950	25,000	23.2%	30,000
Electricity	-	-	-	-	-	-	-
Water & Sewer	-	833	0.0%	7,773	8,333	77.7%	10,000
Natural Gas	1,715	3,458	49.6%	41,581	34,583	100.2%	41,500
Telephone	688	708	97.1%	6,592	7,083	77.6%	8,500
Purchase - New Equipment	-	83	0.0%	-	833	0.0%	1,000
Building & Custodial Supplies	3,036	4,167	72.9%	34,715	41,667	69.4%	50,000
Building Repairs	-	1,375	0.0%	1,289	13,750	7.8%	18,500
Lib. & Off. Eqpt Rep. & Maint	1,577	2,083	75.7%	15,371	20,833	61.5%	25,000
Machine Rental	222	100	222.4%	667	1,000	55.6%	1,200
Automation - Equipment	1,231	7,833	15.7%	71,482	78,333	76.0%	94,000
Automation - Line Costs	608	750	81.1%	5,791	7,500	64.3%	9,000
Automation - Consultant	2,790	4,167	67.0%	27,820	41,667	55.6%	50,000
Automation - Maintenance	9,112	10,500	86.8%	95,310	105,000	75.6%	126,000
Library Furniture	-	1,250	0.0%	63	12,500	0.4%	15,000
Outreach Services	-	750	0.0%	1,577	7,500	17.5%	9,000

**Orland Park Public Library
General Fund
Statement of Revenue & Expenditures
For The Month Ended October 31, 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%	3,967	5,167	64.0%	6,200
Staff Training & Education	661	1,500	44.0%	10,100	15,000	56.1%	18,000
Conference Fees	-	750	0.0%	4,606	7,500	51.2%	9,000
Patron Programs & Events	2,771	4,333	63.9%	46,266	43,333	89.0%	52,000
Library Committees	860	625	137.6%	4,499	6,250	60.0%	7,500
Association Dues & Fees	358	500	71.6%	6,293	5,000	104.9%	6,000
Public Information	-	4,000	0.0%	35,115	40,000	73.2%	48,000
Library Supplies	3,078	3,592	85.7%	18,111	35,917	42.0%	43,100
Office Supplies	31	417	7.4%	1,594	4,167	31.9%	5,000
Postage	275	1,500	18.3%	6,394	15,000	35.5%	18,000
Printing	-	1,000	0.0%	11,461	10,000	95.5%	12,000
Contingency	-	-	-	-	-	-	-
Contribution to IMRF	30,619	32,829	93.3%	307,753	328,292	78.1%	393,950
Contribution to FICA	18,956	20,204	93.8%	206,428	202,042	85.1%	242,450
Audit	-	1,500	0.0%	17,010	15,000	94.5%	18,000
Liability Ins. -D&O,Bonds,WC	2,355	5,292	44.5%	19,718	52,917	31.1%	63,500
Unemployment Compensation	-	1,000	0.0%	-	10,000	0.0%	12,000
Bank Charges	-	59	0.0%	(31)	594	-4.4%	710
Building Renovations	1,940	-	-	5,808	-	-	-
Boiler Replacement	-	13,333	0.0%	-	133,333	0.0%	180,000
Total Expenditures	445,915	543,748	82.0%	4,641,085	5,437,502	71.1%	6,525,000
Total Operating Expenditures	443,975	530,415		4,635,278	5,304,169		6,365,000
Excess (Deficiency) of Revenues Over (Under) Expenditures	(428,463)	(13,332)		(1,221,879)	(651,228)		-
Interfund Transfers In / (Out)	-	-		-	-		-
Net Change In Fund Balance	(428,463)	(13,332)		(1,221,879)	(651,228)		-

**Orland Park Public Library
Other Funds
Statement of Revenue & Expenditures
For The Month Ended October 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	24	460,597
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	2,246	8,222	6	62	2,523	8,291
Capital Campaign	0	0	0	3,550	0	0
Miscellaneous Income	0	0	0	0	0	0
Total Revenues	2,246	8,222	6	3,612	2,547	468,888
Expenditures						
Building Repairs			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	354	0	0
Public Information	0	0	0	0	0	0
Building Repairs	0	48,952	0	0	0	0
Bank Charges	0	20	0	0	0	0
Debt Service Repaid to Village	0	0	0	0	1,159	11,594
Total Expenditures	0	48,972	0	354	1,159	11,594
Excess (Deficiency) of Revenues Over (Under) Expenditures	2,246	-40,750	6	3,258	1,387	457,294
Interfund Transfers In / (Out)	0	0	0	0	0	0
Net Change in Fund Balance	2,246	-40,750	6	3,258	1,387	457,294