

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

Revenues

Tax receipts have been coming in strong during December and are at 80% of the 2022 budget amount, while total revenues are at 79.5% of the 2022 budget.

Expenditures

Total Operational Expenditures were \$ 43,012 under budget for the month and \$ 724,581 under budget on a year-to-date basis.

Salaries are under budget by \$ 5,827 for December and \$ 160,178 under budget on a year-to-date basis. There are a couple of open positions at this time.

Books-Physical is over budget by \$ 1,443 for the month, but under budget on a year-to-date basis.

Electronic Databases is over budget by \$ 796 for December, but under budget on a year-to-date basis.

Periodicals is over budget by \$ 907 for the month and over budget on a year-to-date basis.

Natural Gas is over budget by \$ 2,119 for December and over budget on a year-to-date basis.

Staff Training & Education is over budget by \$ 4,265 for the month, but under budget on a year-to-date basis.

Patron Programs & Events is over budget by \$ 1,620 for December and over budget on a year-to-date basis.

Association Dues and Fees is over budget by \$ 894 for the month and over budget on a year-to-date basis.

Public Information is over budget by \$ 8,418 for December, but under budget on a year-to-date basis.

Office Supplies is over budget by \$ 1,251 for the month, but under budget on a year-to-date basis.

Postage is over budget by \$ 1,377 for December, but under budget on a year-to-date basis.

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

	<u>General Fund</u>	<u>Special Reserve</u>	<u>Capital Campaign</u>	<u>Debt Service</u>	<u>Total</u>
Assets					
Cash - Marquette	293,349	-	186,523		479,871
Cash - Marquette E-Commerce	8,824				8,824
PMA Financial Investments	3,742,883	830,877		432,509	5,006,268
Tax Receipts - Marquette	329,906			29,021	358,926
Special Reserve - Marquette	13	49,043			49,056
PMA Construction Account	1			-	1
Construction Account - Marquette	7,328				7,328
Petty Cash	400				400
Interest Receivable	-	-		-	-
Property Taxes Receivable	1,266,624			178,634	1,445,258
Prepaid Expenses	150,598				150,598
Due from Debt Service	-	-	-	-	-
Total Assets	<u>5,799,925</u>	<u>879,920</u>	<u>186,523</u>	<u>640,163</u>	<u>7,506,530</u>
Liabilities & Fund Balance					
Garnishment W/H Payable	-	-	-	-	-
457 W/H Payable	2,575	-	-	-	2,575
Term Group Ins Payable	-	-	-	-	-
Due to General Fund	-	-	-	-	-
Deferred Property Tax Revenue	1,266,624	-	-	178,634	1,445,258
Accounts Payable	35,725	-	-	-	35,725
Estimated Property Tax Refunds	-	-	-	-	-
Due to Primary Government	-	-	-	-	-
Total Liabilities	<u>1,304,924</u>	<u>-</u>	<u>-</u>	<u>178,634</u>	<u>1,483,558</u>
Beginning Unrestricted Fund Balance	4,827,581	1,073,645	183,496	627,932	6,712,654
Fund Balance - Nonspendable	150,598	-	-	-	150,598
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>(491,933)</u>	<u>(193,725)</u>	<u>3,027</u>	<u>(166,403)</u>	<u>(849,034)</u>
Ending Fund Balance	<u>4,495,001</u>	<u>879,920</u>	<u>186,523</u>	<u>461,529</u>	<u>6,022,972</u>
Total Liabilities & Fund Balance	<u>5,799,925</u>	<u>879,920</u>	<u>186,523</u>	<u>640,163</u>	<u>7,506,530</u>

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

	Actual Month	Monthly Budget	% of Budget	Actual Y-T-D	Budget Y-T-D	% of Total Budget	Total Budget
Revenues							
Taxes	1,747,245	517,891	337.4%	4,972,024	6,214,690	80.0%	6,214,690
Impact Fees	-	660	0.0%	22,125	7,920	279.4%	7,920
Replacement Taxes	-	1,650	0.0%	19,256	19,800	97.3%	19,800
State Grants	-	6,908	0.0%	86,587	82,900	104.4%	82,900
Non Resident Fees	714	600	118.9%	8,778	7,200	121.9%	7,200
Fines	1,229	500	245.9%	14,402	6,000	240.0%	6,000
Gifts	50	708	7.1%	4,618	8,500	54.3%	8,500
Copy Machine	621	700	88.7%	7,799	8,400	92.8%	8,400
Interest Income	7,928	258	3072.7%	49,087	3,100	1583.5%	3,100
Other Income	-	-	-	-	-	-	180,000
Miscellaneous Income	185	541	34.2%	3,689	6,490	56.8%	6,490
Total Revenues	1,757,971	530,416	331.4%	6,188,365	6,366,000	79.5%	6,626,000
Expenditures							
Salaries	245,448	251,275	97.7%	2,855,122	3,015,300	94.7%	3,015,300
Salaries-Maintenance	12,280	12,824	95.8%	143,921	153,890	93.5%	153,890
Life/Health Insurance	36,868	51,258	71.9%	477,779	615,100	77.7%	615,100
Books-Physical	20,193	18,750	107.7%	204,300	225,000	90.8%	225,000
Books-Ebooks	7,023	7,500	93.6%	83,242	90,000	92.5%	90,000
Electronic Databases	9,604	8,808	109.0%	100,418	105,700	95.0%	105,700
Periodicals	2,774	1,867	148.6%	30,381	22,400	135.6%	22,400
Physical-AV	10,677	11,250	94.9%	108,442	135,000	80.3%	135,000
Digital-AV	5,097	5,333	95.6%	65,663	64,000	102.6%	64,000
Library of Things	44	333	13.3%	3,952	4,000	98.8%	4,000
Audio Visual Equipment	-	1,000	0.0%	-	12,000	0.0%	12,000
Vehicles	133	492	27.1%	2,554	5,900	43.3%	5,900
HR and Payroll Systems	819	4,625	17.7%	11,993	55,500	21.6%	55,500
Insurance	4,986	5,408	92.2%	57,608	64,900	88.8%	64,900
Landscaping & Groundskeeping	1,946	2,808	69.3%	25,096	33,700	74.5%	33,700
Building Maintenance	19,502	22,917	85.1%	210,816	275,000	76.7%	275,000
Security System	469	792	59.2%	4,047	9,500	42.6%	9,500
Library Office & Equipment	-	83	0.0%	-	1,000	0.0%	1,000
Legal	953	2,917	32.7%	26,152	35,000	74.7%	35,000
Library Consultant	-	2,500	0.0%	6,950	30,000	23.2%	30,000
Electricity	-	-	-	-	-	-	-
Water & Sewer	-	833	0.0%	10,632	10,000	106.3%	10,000
Natural Gas	6,577	3,458	161.3%	52,368	41,500	126.2%	41,500
Telephone	324	708	45.8%	7,604	8,500	89.5%	8,500
Purchase - New Equipment	-	83	0.0%	-	1,000	0.0%	1,000
Building & Custodial Supplies	4,468	4,167	107.2%	42,835	50,000	85.7%	50,000
Building Repairs	-	1,375	0.0%	1,289	16,500	7.8%	16,500
Lib. & Off. Eqpt Rep. & Maint.	1,577	2,083	75.7%	18,864	25,000	75.5%	25,000
Machine Rental	-	100	0.0%	667	1,200	55.6%	1,200
Automation - Equipment	2,233	7,833	28.5%	77,081	94,000	82.0%	94,000
Automation - Line Costs	735	750	98.0%	7,202	9,000	80.0%	9,000
Automation - Consultant	2,490	4,167	59.8%	32,920	50,000	65.8%	50,000
Automation - Maintenance	7,998	10,500	76.2%	113,548	126,000	90.1%	126,000
Library Furniture	-	1,250	0.0%	63	15,000	0.4%	15,000
Outreach Services	160	750	21.3%	2,057	9,000	22.9%	9,000

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

	Actual Month	Monthly Budget	% of Budget	Actual Y-T-D	Budget Y-T-D	% of Total Budget	Total Budget
Board Training & Education	70	517	13.5%	4,037	6,200	65.1%	6,200
Staff Training & Education	5,765	1,500	384.3%	17,541	18,000	97.4%	18,000
Conference Fees	-	750	0.0%	4,606	9,000	51.2%	9,000
Patron Programs & Events	5,953	4,333	137.4%	57,264	52,000	110.1%	52,000
Library Committees	201	625	32.2%	6,605	7,500	88.1%	7,500
Association Dues & Fees	1,394	500	278.8%	7,909	6,000	131.8%	6,000
Public Information	12,418	4,000	310.5%	47,855	48,000	99.7%	48,000
Library Supplies	728	3,592	20.3%	19,208	43,100	44.6%	43,100
Office Supplies	1,668	417	400.0%	4,817	5,000	96.3%	5,000
Postage	2,877	1,500	191.8%	9,271	18,000	51.5%	18,000
Printing	-	1,000	0.0%	11,461	12,000	95.5%	12,000
Contingency	-	-	-	-	-	-	-
Contribution to IMRF	31,171	32,829	94.9%	369,441	393,950	93.8%	393,950
Contribution to FICA	19,209	20,204	95.1%	244,221	242,450	100.7%	242,450
Audit	-	1,500	0.0%	17,010	18,000	94.5%	18,000
Liability Ins -D&O,Bonds,WC	1,571	5,292	29.7%	23,644	63,500	37.2%	63,500
Unemployment Compensation	-	1,000	0.0%	-	12,000	0.0%	12,000
Bank Charges	-	59	0.0%	(31)	712	-4.4%	710
Building Renovations	-	-	-	39,877	-	-	-
Boiler Replacement	-	13,333	0.0%	-	160,000	0.0%	160,000
Total Expenditures	487,403	543,748	89.6%	5,680,298	6,525,002	87.1%	6,525,000
Total Operating Expenditures	487,403	530,415		5,640,421	6,365,002		6,365,000
Excess (Deficiency) of Revenues Over (Under) Expenditures	1,270,569	(13,332)		(491,933)	(160,002)		-
Interfund Transfers In / (Out)							
Net Change in Fund Balance	1,270,569	(13,332)		(491,933)	(160,002)		-

**Orland Park Public Library
Other Funds
Statement of Revenue & Expenditures
For The Month Ended December 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	249,606	710,283
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	2,686	13,200	6	74	598	11,067
Capital Campaign	0	0	0	3,550	0	0
Miscellaneous Income	0	0	0	0	0	0
Total Revenues	2,686	13,200	6	3,624	250,205	721,350
Expenditures						
Building Repairs			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	39	598	0	0
Public Information	0	0	0	0	0	0
Building Repairs	0	206,885	0	0	0	0
Bank Charges	0	40	0	0	0	0
Debt Service Repaid to Village	0	0	0	0	0	887,753
Total Expenditures	0	206,925	39	598	0	887,753
Excess (Deficiency) of Revenues Over (Under) Expenditures	2,686	-193,725	-32	3,027	250,205	-166,403
Interfund Transfers In / (Out)	0	0	0	0	0	0
Net Change in Fund Balance	2,686	-193,725	-32	3,027	250,205	-166,403