

Orland Park Public Library
General Fund
Explanation of Variances for General Fund Activity
For The Month Ended January 31, 2023

Revenues

Tax receipts from Cook County 2022 Second installment real estate taxes have continued to come in strong during January and now have exceeded 100% of the 2022 budget amounts

Expenditures

Total Operational Expenditures were \$ 52,341 under budget for the month

Salaries are under budget by \$ 7,108 for January. There are a couple of open positions at this time.

Building Maintenance is over budget by \$ 11,091 for the month

Printer Lease is over budget by \$ 1,496 for January

IT-Equipment is over budget by \$ 2,185 for the month

Library Furniture is over budget by \$ 2,121 for January

Postage is over budget by \$ 1,223 for the month

Printing is over budget by \$ 2,722 for January

Unemployment Compensation is over budget by \$ 5,049 for month

**Orland Park Public Library
Balance Sheet - All Funds
January 31, 2023**

	<u>General Fund</u>	<u>Special Reserve</u>	<u>Capital Campaign</u>	<u>Debt Service</u>	<u>Total</u>
Assets					
Cash - Marquette	302,045	-	186,529		488,574
Cash - Marquette E-Commerce	10,922				10,922
PMA Financial Investments	4,721,510	833,804		635,005	6,190,319
Tax Receipts - Marquette	186,469			11,601	198,070
Special Reserve - Marquette	13	10,328			10,341
PMA Construction Account	1			-	1
Construction Account - Marquette	7,328				7,328
Petty Cash	400				400
Interest Receivable	-	-		-	-
Property Taxes Receivable	-			-	-
Prepaid Expenses	239,262				239,262
Due from Debt Service	-	-	-	-	-
Total Assets	5,467,950	844,132	186,529	646,606	7,145,217
Liabilities & Fund Balance					
Garnishment W/H Payable	-	-	-	-	-
HSA W/H Payable	2,662	-	-	-	2,662
Term Group Ins Payable	-	-	-	-	-
Due to General Fund	-	-	-	-	-
Deferred Property Tax Revenue	-	-	-	-	-
Accounts Payable	147,572	-	-	-	147,572
Estimated Property Tax Refunds	-	-	-	-	-
Due to Primary Government	-	-	-	-	-
Total Liabilities	150,233	-	-	-	150,233
Beginning Unrestricted Fund Balanc	4,243,550	879,920	186,523	464,963	5,774,956
Fund Balance - Nonspendable	239,262	-	-	-	239,262
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	826,160	(35,787)	6	181,643	972,021
Ending Fund Balance	5,317,727	844,132	186,529	646,606	6,994,994
Total Liabilities & Fund Balance	5,467,960	844,132	186,529	646,606	7,145,227

**Orland Park Public Library
General Fund
Statement of Revenue & Expenditures
For The Month Ended January 31, 2023**

	Actual Month	Monthly Budget	% of Budget	Actual Y-T-D	Budget Y-T-D	% of Total Budget	Total Budget
Revenues							
Taxes	1,266,933	541,692	233.9%	1,266,933	541,692	19.5%	6,500,305
Impact Fees	6,000	1,158	518.1%	6,000	1,158	43.2%	13,900
Replacement Taxes	-	1,450	0.0%	-	1,450	0.0%	17,400
State Grants	8,500	7,208	117.9%	8,500	7,208	9.8%	86,500
Non Resident Fees	1,777	592	300.2%	1,777	592	25.0%	7,100
Fines	1,259	575	218.9%	1,259	575	18.2%	6,900
Gifts	-	667	0.0%	-	667	0.0%	8,000
Copy Machine	591	633	93.3%	591	633	7.8%	7,600
Interest Income	15,745	7,000	224.9%	15,745	7,000	18.7%	84,000
Other Income	-	-	-	-	-	-	660,000
Miscellaneous Income	266	358	74.2%	266	358	6.2%	4,295
Total Revenues	1,301,070	561,333	2	1,301,070	561,333	0	7,396,000
Expenditures							
Salaries	258,634	265,742	97.3%	258,634	265,742	8.1%	3,188,900
Salaries-Maintenance	14,816	14,508	102.1%	14,816	14,508	8.5%	174,100
Life/Health Insurance	35,429	57,408	61.7%	35,429	57,408	5.1%	688,900
Books-Physical	16,980	18,667	91.0%	16,980	18,667	7.6%	224,000
Books-Ebooks	5,863	10,000	58.6%	5,863	10,000	4.9%	120,000
Electronic Databases	8,970	8,875	101.1%	8,970	8,875	8.4%	106,500
Periodicals	2,687	2,625	102.4%	2,687	2,625	8.5%	31,500
Physical-AV	3,840	8,958	42.9%	3,840	8,958	3.6%	107,500
Digital-AV	6,718	8,250	81.4%	6,718	8,250	6.8%	99,000
Library of Things	724	875	82.8%	724	875	6.9%	10,500
Vehicles	94	508	18.4%	94	508	1.5%	6,100
HR and Payroll Systems	1,692	2,408	70.3%	1,692	2,408	5.9%	28,900
Insurance	4,986	6,108	81.6%	4,986	6,108	6.8%	73,300
Landscaping & Groundskeeping	1,531	3,042	50.3%	1,531	3,042	4.2%	36,500
Building Maintenance	33,799	22,708	148.8%	33,799	22,708	12.4%	272,500
Security System	-	875	0.0%	-	875	0.0%	10,500
Library Equipment	-	1,092	0.0%	-	1,092	0.0%	13,100
Legal	2,156	3,000	71.9%	2,156	3,000	6.0%	36,000
Library Consultant	-	2,742	0.0%	-	2,742	0.0%	32,900
Electricity	-	-	-	-	-	-	-
Water & Sewer	876	979	89.4%	876	979	7.5%	11,750
Natural Gas	4,964	4,729	105.0%	4,964	4,729	8.7%	56,750
Telephone	866	542	159.9%	866	542	13.3%	6,500
Voip Phone System	-	2,575	0.0%	-	2,575	0.0%	30,900
Building & Custodial Supplies	3,723	3,958	94.1%	3,723	3,958	7.8%	47,500
Building Repairs	60	1,408	4.3%	60	1,408	0.4%	16,900
Printer Lease	3,154	1,658	190.2%	3,154	1,658	15.8%	19,900
Postage Machine Rental	222	100	222.4%	222	100	18.5%	1,200
IT - Equipment	5,560	3,375	164.8%	5,560	3,375	13.7%	40,500
IT - Line Costs	608	708	85.9%	608	708	7.2%	8,500
IT - Consultant	2,370	2,625	90.3%	2,370	2,625	7.5%	31,500
IT - Maintenance	8,760	11,325	77.3%	8,760	11,325	6.4%	135,900
Library Furniture	4,938	2,817	175.3%	63	2,817	0.2%	33,800
Outreach Services	-	875	0.0%	-	875	0.0%	10,500

**Orland Park Public Library
General Fund
Statement of Revenue & Expenditures
For The Month Ended January 31, 2023**

	Actual Month	Monthly Budget	% of Budget	Actual Y-T-D	Budget Y-T-D	% of Total Budget	Total Budget
Board Training & Education	-	521	0.0%	-	521	0.0%	6,250
Staff Training & Education	1,208	1,242	97.3%	1,208	1,242	8.1%	14,900
Conference Fees	-	1,150	0.0%	-	1,150	0.0%	13,800
Patron Programs & Events	4,941	5,833	84.7%	4,941	5,833	7.1%	70,000
Library Committees	232	1,079	21.5%	232	1,079	1.8%	12,950
Association Dues & Fees	372	575	64.7%	372	575	5.4%	6,900
Public Information	2,719	4,583	59.3%	2,719	4,583	4.9%	55,000
Tech Services Supplies	407	3,158	12.9%	407	3,158	1.1%	37,900
Office Supplies	439	383	114.7%	439	383	9.5%	4,600
Postage	2,537	1,325	191.5%	2,537	1,325	16.0%	15,900
Printing	3,755	1,033	363.5%	3,755	1,033	30.3%	12,400
Contingency	-	-	-	-	-	-	-
Contribution to IMRF	29,580	34,075	86.8%	29,580	34,075	7.2%	408,900
Contribution to FICA	20,154	21,421	94.1%	20,154	21,421	7.8%	257,050
Audit	-	1,633	0.0%	-	1,633	0.0%	19,600
Liability Ins.-D&O,Bonds,WC	1,571	6,242	25.2%	1,571	6,242	2.1%	74,900
Unemployment Compensation	6,016	967	622.1%	6,016	967	51.9%	11,600
Bank Charges	30	46	65.2%	30	48	5.5%	550
Building Renovations	(34,070)	-	-	(34,070)	-	-	-
2023 Building Improvements (SR Fun	-	55,000	0.0%	-	55,000	0.0%	660,000
Total Expenditures	474,910	616,331	1	474,910	616,333	0	7,396,000
Total Operating Expenditures	508,980	561,331		508,980	561,333		6,736,000
Excess (Deficiency) of Revenues Over (Under) Expenditures	826,160	(54,998)		826,160	(55,000)		-
Interfund Transfers In / (Out)	-	-		-	-		-
Net Change in Fund Balance	826,160	(54,998)		826,160	(55,000)		-

**Orland Park Public Library
Other Funds
Statement of Revenue & Expenditures
For The Month Ended January 31, 2023**

	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	180,990	180,990
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	2,927	2,927	6	6	652	652
Capital Campaign	0	0	0	0	0	0
Miscellaneous Income	0	0	0	0	0	0
Total Revenues	2,927	2,927	6	6	181,643	181,643
Expenditures						
Building Repairs	38,715	38,715	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	0	0
Total Expenditures	38,715	38,715	0	0	0	0
Excess (Deficiency) of Revenues Over (Under) Expenditures	-35,787	-35,787	6	6	181,643	181,643
Interfund Transfers In / (Out)	0	0	0	0	0	0
Net Change in Fund Balance	-35,787	-35,787	6	6	181,643	181,643