

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

**Revenues**

Tax receipts from Cook County real estate taxes were minimal during August and now stand at 60.4% of annual budget amount.

**Expenditures**

**Total Operational Expenditures** were \$ 36,082 under budget for the month and \$ 459,527 under budget on a year-to-date basis.

**Salaries** are under budget by \$ 9,159 for August and \$ 83,026 under budget on a year-to-date basis. There are a couple of open positions at this time.

**Periodicals** is over budget by \$ 1,995 for the month and over budget on a year-to-date basis.

**IT Equipment** is over budget by \$ 1,980 for August, but under budget on a year-to-date basis.

**IT Maintenance** is over budget by \$ 12,387 for the month, but under budget on a year-to-date basis.

**Association Dues and Fees** is over budget by \$ 1,649 for August, but under budget on a year-to-date basis.

**Public Information** is over budget by \$ 13,056 for the month, but under budget on a year-to-date basis.

**Postage** is over budget by \$ 1,517 for August, but under budget on a year-to-date basis.

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

	<u>General Fund</u>	<u>Special Reserve</u>	<u>Capital Campaign</u>	<u>Debt Service</u>	<u>Total</u>
<b>Assets</b>					
Cash - Marquette	89,202	-	187,997		277,199
Cash- Marquette E-Commerce	4,897				4,897
PMA Financial Investments	5,633,686	582,085		682,703	6,898,474
Tax Receipts - Marquette	21,186			-	21,186
Special Reserve - Marquette	13	24,455			24,468
PMA Construction Account	1			-	1
Construction Account - Marquette	7,319				7,319
Petty Cash	400				400
Interest Receivable	-	-		-	-
Property Taxes Receivable	2,810,534			-	2,810,534
Prepaid Expenses	256,766				256,766
Due from Debt Service	-	-	-	-	-
<b>Total Assets</b>	<b><u>8,824,004</u></b>	<b><u>606,540</u></b>	<b><u>187,997</u></b>	<b><u>682,703</u></b>	<b><u>10,301,244</u></b>
<b>Liabilities &amp; Fund Balance</b>					
Garnishment W/H Payable	-	-	-	-	-
457 Plan W/H Payable	-	-	-	-	-
Term Group Ins Payable	-	-	-	-	-
Due to General Fund	-	-	-	-	-
Deferred Property Tax Revenue	2,810,534	-	-	-	2,810,534
Accounts Payable	25,452	-	-	-	25,452
Estimated Property Tax Refunds	-	-	-	-	-
Due to Primary Government	-	-	-	-	-
<b>Total Liabilities</b>	<b><u>2,835,985</u></b>	<b><u>-</u></b>	<b><u>-</u></b>	<b><u>-</u></b>	<b><u>2,835,985</u></b>
<b>Beginning Unrestricted Fund Balanc</b>	<b>5,633,173</b>	<b>841,205</b>	<b>186,523</b>	<b>665,155</b>	<b>7,326,056</b>
<b>Fund Balance - Nonspendable</b>	<b>256,766</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>256,766</b>
<b>Fund Balance - Restricted by Donors</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Fund Balance - Restricted by Statute</b>	<b>2,838</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>2,838</b>
<b>Fund Balance - Restricted by Budget</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Transfers between Funds</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Excess (Deficiency) of Revenues Over (Under) Expenditures</b>	<b><u>95,240</u></b>	<b><u>(234,665)</u></b>	<b><u>1,474</u></b>	<b><u>17,548</u></b>	<b><u>(120,402)</u></b>
<b>Ending Fund Balance</b>	<b><u>5,988,019</u></b>	<b><u>606,540</u></b>	<b><u>187,997</u></b>	<b><u>682,703</u></b>	<b><u>7,465,259</u></b>
<b>Total Liabilities &amp; Fund Balance</b>	<b><u>8,824,004</u></b>	<b><u>606,540</u></b>	<b><u>187,997</u></b>	<b><u>682,703</u></b>	<b><u>10,301,244</u></b>

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

	Actual Month	Monthly Budget	% of Budget	Actual Y-T-D	Budget Y-T-D	% of Total Budget	Total Budget
<b>Revenues</b>							
Taxes	70,571	541,692	13.0%	3,925,472	4,333,537	60.4%	6,500,305
Impact Fees	16,500	1,158	1424.9%	22,500	9,267	161.9%	13,900
Replacement Taxes	-	1,450	0.0%	(0)	11,600	0.0%	17,400
State Grants	86,587	7,208	1201.3%	111,587	57,667	129.0%	86,500
Non Resident Fees	1,429	592	241.4%	9,342	4,733	131.6%	7,100
Fines	1,423	575	247.4%	10,389	4,600	150.6%	6,900
Gifts	-	667	0.0%	4,462	5,333	55.8%	8,000
Copy Machine	864	633	136.5%	6,024	5,067	79.3%	7,600
Interest Income	25,511	7,000	364.4%	184,380	56,000	219.5%	84,000
Other Income	-	-	-	-	-	-	660,000
Miscellaneous Income	330	358	92.2%	2,229	2,863	51.9%	4,295
<b>Total Revenues</b>	<b>203,215</b>	<b>561,333</b>	<b>36.2%</b>	<b>4,276,384</b>	<b>4,490,667</b>	<b>57.8%</b>	<b>7,396,000</b>
<b>Expenditures</b>							
Salaries	256,583	265,742	96.6%	2,042,907	2,125,933	64.1%	3,188,900
Salaries-Maintenance	14,975	14,508	103.2%	116,629	116,067	67.0%	174,100
Life/Health Insurance	41,075	57,408	71.5%	315,980	459,267	45.9%	688,900
Books-Physical	12,509	18,667	67.0%	114,011	149,333	50.9%	224,000
Books-Ebooks	10,230	10,000	102.3%	68,829	80,000	57.4%	120,000
Electronic Databases	7,446	8,875	83.9%	62,917	71,000	59.1%	106,500
Periodicals	4,620	2,625	176.0%	28,007	21,000	88.9%	31,500
Physical-AV	6,755	8,958	75.4%	53,491	71,667	49.8%	107,500
Digital-AV	8,912	8,250	108.0%	57,236	66,000	57.8%	99,000
Library of Things	286	675	32.6%	3,293	7,000	31.4%	10,500
Vehicles	104	508	20.5%	622	4,067	10.2%	6,100
HR and Payroll Systems	2,100	2,408	87.2%	14,537	19,267	50.3%	28,900
Insurance	5,374	6,108	88.0%	40,817	48,867	55.7%	73,300
Landscaping & Groundskeeping	3,781	3,042	124.3%	28,298	24,333	77.5%	36,500
Building Maintenance	20,409	22,708	89.9%	216,457	181,667	79.4%	272,500
Security System	-	875	0.0%	1,687	7,000	16.1%	10,500
Library Equipment	-	1,092	0.0%	11,099	8,733	84.7%	13,100
Legal	2,247	3,000	74.9%	23,358	24,000	64.9%	36,000
Library Consultant	-	2,742	0.0%	-	21,933	0.0%	32,900
Electricity	-	-	-	-	-	-	-
Water & Sewer	-	979	0.0%	5,972	7,833	50.8%	11,750
Natural Gas	1,018	4,729	21.5%	16,709	37,833	29.4%	56,750
Telephone	801	542	147.7%	5,669	4,333	87.2%	6,500
Voip Phone System	-	2,575	0.0%	7,279	20,600	23.6%	30,900
Building & Custodial Supplies	4,106	3,958	103.7%	35,485	31,667	74.7%	47,500
Building Repairs	-	1,408	0.0%	4,551	11,267	26.9%	16,900
Printer Lease	1,705	1,658	102.8%	11,550	13,267	58.0%	19,900
Postage Machine Rental	222	100	222.4%	667	800	55.6%	1,200
IT - Equipment	5,355	3,375	158.7%	17,751	27,000	43.8%	40,500
IT - Line Costs	1,185	708	167.3%	4,195	5,667	49.4%	8,500
IT - Consultant	3,465	2,625	132.0%	26,931	21,000	85.5%	31,500
IT - Maintenance	23,712	11,325	209.4%	89,243	90,600	65.7%	135,900
Library Furniture	-	2,817	0.0%	24,970	22,533	73.9%	33,800
Outreach Services	104	875	11.9%	7,169	7,000	68.3%	10,500

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

	Actual Month	Monthly Budget	% of Budget	Actual Y-T-D	Budget Y-T-D	% of Total Budget	Total Budget
Board Training & Education	451	521	86.6%	1,085	4,167	17.4%	6,250
Staff Training & Education	1,023	1,242	82.4%	11,683	9,933	78.4%	14,900
Conference Fees	475	1,150	41.3%	6,069	9,200	44.0%	13,800
Patron Programs & Events	3,845	5,833	65.9%	50,752	46,667	72.5%	70,000
Library Committees	108	1,079	10.0%	951	8,633	7.3%	12,950
Association Dues & Fees	2,224	575	386.8%	4,255	4,600	61.7%	6,900
Public Information	17,639	4,583	384.9%	34,611	36,667	62.9%	55,000
Tech Services Supplies	1,866	3,158	59.7%	12,165	25,267	32.1%	37,900
Office Supplies	-	383	0.0%	1,460	3,067	31.7%	4,600
Postage	2,842	1,325	214.5%	7,915	10,600	49.8%	15,900
Printing	-	1,033	0.0%	5,511	8,267	44.4%	12,400
Contingency	-	-	-	-	-	-	-
Contribution to IMRF	30,429	34,075	89.3%	239,864	272,600	58.7%	408,900
Contribution to FICA	20,283	21,421	94.7%	161,484	171,367	62.8%	257,050
Audit	-	1,633	0.0%	17,710	13,067	90.4%	19,600
Liability Ins.-D&O,Bonds,WC	4,965	6,242	79.5%	17,137	49,933	22.9%	74,900
Unemployment Compensation	-	967	0.0%	-	7,733	0.0%	11,600
Bank Charges	-	46	0.0%	175	369	31.9%	550
Building Renovations	-	-	-	-	-	-	-
2023 Building Improvements (SR Func	-	55,000	0.0%	-	440,000	0.0%	660,000
<b>Total Expenditures</b>	<b>525,249</b>	<b>616,331</b>		<b>4,031,144</b>	<b>4,930,671</b>		<b>7,398,000</b>
<b>Total Operating Expenditures</b>	<b>525,249</b>	<b>561,331</b>		<b>4,031,144</b>	<b>4,490,671</b>		<b>6,736,000</b>
<b>Excess (Deficiency) of Revenues Over (Under) Expenditures</b>	<b>(322,034)</b>	<b>(54,998)</b>		<b>245,240</b>	<b>(440,004)</b>		<b>-</b>
<b>Interfund Transfers In / (Out)</b>	<b>(300,000)</b>	<b>-</b>		<b>(150,000)</b>	<b>-</b>		<b>-</b>
<b>Net Change in Fund Balance</b>	<b>(622,034)</b>	<b>(54,998)</b>		<b>95,240</b>	<b>(440,004)</b>		<b>-</b>

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

	<b>Special Reserve Month</b>	<b>Special Reserve Y-T-D</b>	<b>Capital Campaign Month</b>	<b>Capital Campaign Y-T-D</b>	<b>Debt Service Month</b>	<b>Debt Service Y-T-D</b>
<b>Revenues</b>						
Taxes	0	0	0	0	0	0
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	1,863	21,208	6	50	2,907	17,548
Capital Campaign	0	0	150	2,250	0	0
Miscellaneous Income	0	0	0	0	0	0
<b>Total Revenues</b>	<b>1,863</b>	<b>21,208</b>	<b>156</b>	<b>2,300</b>	<b>2,907</b>	<b>17,548</b>
<b>Expenditures</b>						
Building Repairs	6,000	405,444	0	489	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	336	336	0	0
Public Information	0	0	0	0	0	0
Library Supplies	0	0	0	0	0	0
Bank Charges	0	429	0	0	0	0
Debt Service Repaid to Village	0	0	0	0	0	0
<b>Total Expenditures</b>	<b>6,000</b>	<b>405,873</b>	<b>336</b>	<b>826</b>	<b>0</b>	<b>0</b>
<b>Excess (Deficiency) of Revenues Over (Under) Expenditures</b>	<b>-4,137</b>	<b>-384,665</b>	<b>-180</b>	<b>1,474</b>	<b>2,907</b>	<b>17,548</b>
<b>Interfund Transfers In / (Out)</b>	<b>300,000</b>	<b>150,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Net Change in Fund Balance</b>	<b>295,863</b>	<b>-234,665</b>	<b>-180</b>	<b>1,474</b>	<b>2,907</b>	<b>17,548</b>