

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

Revenues

Tax receipts from Cook County real estate taxes were minimal during October and remain the same as last month at 60.7% of annual budget amount.

Expenditures

Total Operational Expenditures were \$ 50,666 under budget for the month and \$ 587,066 under budget on a year-to-date basis.

Salaries are under budget by \$ 3,840 for October and \$ 95,489 under budget on a year-to-date basis. There are a couple of open positions at this time.

Electronic Databases is over budget by \$ 1,001 for the month, but under budget on a year-to-date basis.

Periodicals is over budget by \$ 1,599 for October and over budget on a year-to-date basis.

Landscaping & Groundskeeping is over budget by \$ 6,294 for the month and over budget on a year-to-date basis.

IT Consultant is over budget by \$ 1,596 for October and over budget on a year-to-date basis.

Library Furniture is over budget by \$ 5,671 for the month and over budget on a year-to-date basis.

Library Committees is over budget by \$ 1,745 for October, but under budget on a year-to-date basis.

Tech Services Supplies is over budget by \$ 3,933 for the month, but under budget on a year-to-date basis.

Postage is over budget by \$ 2,497 for October, but under budget on a year-to-date basis.

Printing is over budget by \$ 2,851 for the month, but under budget on a year-to-date basis.

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

	<u>General Fund</u>	<u>Special Reserve</u>	<u>Capital Campaign</u>	<u>Capital Projects</u>	<u>Total</u>
Assets					
Cash - Marquette	417,669	(30)	175,992		593,631
Cash- Marquette E-Commerce	5,364				5,364
PMA Financial Investments	4,420,096	479,466		688,727	5,588,288
Tax Receipts - Marquette	69,527			-	69,527
Special Reserve - Marquette	13	1,925			1,938
PMA Construction Account	1			-	1
Construction Account - Marquette	7,319				7,319
Petty Cash	400				400
Interest Receivable	8,332	2,154		-	10,486
Property Taxes Receivable	2,789,180			-	2,789,180
Prepaid Expenses	213,957				213,957
Due from Debt Service	-	-	-	-	-
Total Assets	<u>7,931,858</u>	<u>483,516</u>	<u>175,992</u>	<u>688,727</u>	<u>9,280,092</u>
Liabilities & Fund Balance					
Garnishment W/H Payable	-	-	-	-	-
457 Plan W/H Payable	-	-	-	-	-
Term Group Ins Payable	-	-	-	-	-
Due to General Fund	-	-	-	-	-
Deferred Property Tax Revenue	2,789,180	-	-	-	2,789,180
Accounts Payable	50,649	-	-	-	50,649
Estimated Property Tax Refunds	-	-	-	-	-
Due to Primary Government	-	-	-	-	-
Total Liabilities	<u>2,839,829</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>2,839,829</u>
Beginning Unrestricted Fund Balanc	5,675,983	841,205	186,523	665,155	7,368,865
Fund Balance - Nonspendable	213,957	-	-	-	213,957
Fund Balance - Restricted by Donors	-	-	-	-	-
Fund Balance - Restricted by Statute	2,838	-	-	-	2,838
Fund Balance - Restricted by Budget	-	-	-	-	-
Transfers between Funds	-	-	-	-	-
Excess (Deficiency) of Revenues Over (Under) Expenditures	<u>(800,750)</u>	<u>(357,689)</u>	<u>(10,531)</u>	<u>23,571</u>	<u>(1,145,398)</u>
Ending Fund Balance	<u>5,092,029</u>	<u>483,516</u>	<u>175,992</u>	<u>688,727</u>	<u>6,440,263</u>
Total Liabilities & Fund Balance	<u>7,931,858</u>	<u>483,516</u>	<u>175,992</u>	<u>688,727</u>	<u>9,280,092</u>

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

	Actual Month	Monthly Budget	% of Budget	Actual Y-T-D	Budget Y-T-D	% of Total Budget	Total Budget
Revenues							
Taxes	839	541,692	0.2%	3,946,826	5,416,921	60.7%	6,500,305
Impact Fees	-	1,158	0.0%	22,500	11,583	161.9%	13,900
Replacement Taxes	-	1,450	0.0%	27,003	14,500	155.2%	17,400
Slate Grants	-	7,208	0.0%	111,587	72,083	129.0%	86,500
Non Resident Fees	251	592	42.4%	10,761	5,917	151.6%	7,100
Fines	1,856	575	322.7%	12,979	5,750	188.1%	6,900
Gifts	305	667	45.8%	4,767	6,667	59.6%	8,000
Copy Machine	568	633	89.8%	7,211	6,333	94.9%	7,600
Interest Income	21,178	7,000	302.5%	229,161	70,000	272.8%	84,000
Other Income	-	-	-	-	-	-	660,000
Miscellaneous Income	241	358	67.2%	2,724	3,579	63.4%	4,295
Total Revenues	25,238	561,333	4.5%	4,375,517	5,613,333	59.2%	7,396,000
Expenditures							
Salaries	261,903	265,742	98.6%	2,561,928	2,657,417	80.3%	3,188,900
Salaries-Maintenance	14,783	14,508	101.9%	145,709	145,083	83.7%	174,100
Life/Health Insurance	41,951	57,408	73.1%	400,503	574,083	58.1%	688,900
Books-Physical	16,959	18,667	90.9%	152,428	166,667	68.0%	224,000
Books-Ebooks	6,706	10,000	67.1%	85,233	100,000	71.0%	120,000
Electronic Databases	9,876	8,875	111.3%	80,590	88,750	75.7%	106,500
Periodicals	4,224	2,625	160.9%	36,456	26,250	115.7%	31,500
Physical-AV	7,248	8,958	80.9%	67,463	89,583	62.8%	107,500
Digital-AV	6,741	8,250	81.7%	71,593	82,500	72.3%	99,000
Library of Things	83	875	9.5%	5,658	8,750	53.9%	10,500
Vehicles	44	508	8.6%	747	5,083	12.2%	6,100
HR and Payroll Systems	2,621	2,408	108.8%	19,308	24,083	66.8%	28,900
Insurance	5,166	6,108	84.6%	51,150	61,083	69.8%	73,300
Landscaping & Groundskeeping	9,336	3,042	306.9%	39,165	30,417	107.3%	36,500
Building Maintenance	14,835	22,708	65.3%	240,969	227,083	88.4%	272,500
Security System	-	875	0.0%	2,187	8,750	20.8%	10,500
Library Equipment	-	1,092	0.0%	11,099	10,917	84.7%	13,100
Legal	289	3,000	9.6%	25,113	30,000	69.8%	36,000
Library Consultant	-	2,742	0.0%	-	27,417	0.0%	32,900
Electricity	-	-	-	-	-	-	-
Water & Sewer	-	979	0.0%	10,627	9,792	90.4%	11,750
Natural Gas	2,099	4,729	44.4%	20,186	47,292	35.6%	56,750
Telephone	117	542	21.7%	6,814	5,417	104.8%	6,500
Voip Phone System	780	2,575	30.3%	10,076	25,750	32.6%	30,900
Building & Custodial Supplies	3,579	3,958	90.4%	41,374	39,583	87.1%	47,500
Building Repairs	-	1,408	0.0%	4,551	14,083	26.9%	16,900
Printer Lease	1,705	1,658	102.8%	14,959	16,583	75.2%	19,900
Postage Machine Rental	222	100	222.4%	890	1,000	74.1%	1,200
IT - Equipment	778	3,375	23.1%	19,189	33,750	47.4%	40,500
IT - Line Costs	105	708	14.8%	4,945	7,083	58.2%	8,500
IT - Consultant	4,221	2,625	160.8%	34,019	26,250	108.0%	31,500
IT - Maintenance	9,194	11,325	81.2%	107,270	113,250	78.9%	135,900
Library Furniture	8,488	2,817	301.3%	33,457	28,167	99.0%	33,800
Outreach Services	104	875	11.9%	7,787	8,750	74.2%	10,500

**Orland Park Public Library
General Fund
Statement of Revenue & Expenditures
For The Month Ended October 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%	1,085	5,208	17.4%	6,250
Staff Training & Education	549	1,242	44.2%	12,378	12,417	83.1%	14,900
Conference Fees	(75)	1,150	-6.5%	7,839	11,500	56.8%	13,800
Patron Programs & Events	3,581	5,833	61.4%	59,598	58,333	85.1%	70,000
Library Committees	2,824	1,079	261.7%	4,437	10,792	34.3%	12,950
Association Dues & Fees	1,100	575	191.4%	5,791	5,750	83.9%	6,900
Public Information	187	4,583	4.1%	34,985	45,833	63.6%	55,000
Tech Services Supplies	7,091	3,158	224.6%	20,742	31,583	54.7%	37,900
Office Supplies	224	383	58.4%	1,957	3,833	42.5%	4,600
Postage	3,822	1,325	288.5%	12,237	13,250	77.0%	15,900
Printing	3,884	1,033	376.0%	9,395	10,333	75.8%	12,400
Contingency	-	-	-	-	-	-	-
Contribution to IMRF	30,577	34,075	89.7%	300,782	340,750	73.6%	408,900
Contribution to FICA	20,675	21,421	96.5%	202,431	214,208	78.8%	257,050
Audit	-	1,633	0.0%	17,710	16,333	90.4%	19,600
Liability Ins.-D&O,Bonds,WC	2,067	6,242	33.1%	21,271	62,417	28.4%	74,900
Unemployment Compensation	-	967	0.0%	-	9,667	0.0%	11,600
Bank Charges	-	46	0.0%	190	460	34.6%	550
Building Renovations	-	-	-	-	-	-	-
2023 Building Improvements (SR Func	-	55,000	0.0%	-	550,000	0.0%	660,000
Total Expenditures	510,665	616,331		5,026,267	6,163,333		7,396,000
Total Operating Expenditures	510,665	561,331		5,026,267	5,613,333		6,736,000
Excess (Deficiency) of Revenues Over (Under) Expenditures	(485,427)	(54,998)		(650,750)	(550,000)		-
Interfund Transfers In / (Out)				(150,000)			-
Net Change in Fund Balance	(485,427)	(54,998)		(800,750)	(550,000)		-

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

	Special Reserve Month	Special Reserve Y-T-D	Capital Campaign Month	Capital Campaign Y-T-D	Capital Projects Month	Capital Projects Y-T-D
Revenues						
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	2,129	25,744	6	62	3,068	23,571
Capital Campaign	0	0	0	4,275	0	0
Miscellaneous Income	0	0	0	0	0	0
Total Revenues	2,129	25,744	6	4,337	3,068	23,571
Expenditures						
Building Repairs	0	532,984	0	79	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	14,789	0	0
Public Information	0	0	0	0	0	0
Library Supplies	0	0	0	0	0	0
Bank Charges	20	449	0	0	0	0
Debt Service Repaid to Village	0	0	0	0	0	0
Total Expenditures	20	533,433	0	14,868	0	0
Excess (Deficiency) of Revenues Over (Under) Expenditures	2,109	-507,689	6	-10,531	3,068	23,571
Interfund Transfers In / (Out)	0	150,000	0	0	0	0
Net Change in Fund Balance	2,109	-357,689	6	-10,531	3,068	23,571