

Orland Park Public Library
General Fund
Explanation of Variances for General Fund Activity
For The Month Ended January 31, 2024

Revenues

Interest Income has continued to come in strong for January, 2024, while no tax receipts came in during the month of January, 2024

Expenditures

Total Operational Expenditures were \$ 57,043 under budget for the month

Salaries are under budget by \$ 6,727 for January

Digital Media is over budget by \$ 5,635 for the month

Landscaping & Groundskeeping is over budget by \$ 5,871 for January

Building Repairs is over budget by \$ 1,096 for the month

Printer Lease is over budget by \$ 1752 for January

IT-Equipment is over budget by \$ 5,365 for the month

Patron Programs & Events is over budget by \$ 2,783 for January

Public Information is over budget by \$ 1,798 for the month

Postage is over budget by \$1,457 for January

Printing is over budget by \$ 2,634 for the month

**Orland Park Public Library
Balance Sheet - All Funds
January 31, 2024**

	<u>General Fund</u>	<u>Special Reserve</u>	<u>Capital Campaign</u>	<u>Capital Projects</u>	<u>Total</u>
Assets					
Cash - Marquette	112,153	-	175,697		287,850
Cash- Marquette E-Commerce	5,414				5,414
PMA Financial Investments	5,644,141	482,625		697,941	6,824,707
Tax Receipts - Marquette	101,953			-	101,953
Special Reserve - Marquette	-	1,938			1,938
PMA Construction Account	-			-	-
Construction Account - Marquette	319				319
Petty Cash	400				400
Interest Receivable	20,830	5,385		-	26,215
Property Taxes Receivable	7,109,910			-	7,109,910
Prepaid Expenses	289,958				289,958
Due from Debt Service	-	-	-	-	-
Total Assets	<u>13,285,077</u>	<u>489,949</u>	<u>175,697</u>	<u>697,941</u>	<u>14,648,663</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	7,109,910	-	-	-	7,109,910
Accounts Payable	50,184	-	-	-	50,184
Estimated Property Tax Refunds	-	-	-	-	-
Due to Primary Government	-	-	-	-	-
Total Liabilities	<u>7,160,094</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>7,160,094</u>
Beginning Unrestricted Fund Balanc	6,343,886	487,805	175,734	694,830	7,702,255
Fund Balance - Nonspendable	289,958	-	-	-	289,958
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>(511,700)</u>	<u>2,144</u>	<u>(37)</u>	<u>3,111</u>	<u>(506,482)</u>
Ending Fund Balance	<u>6,124,982</u>	<u>489,949</u>	<u>175,697</u>	<u>697,941</u>	<u>7,488,569</u>
Total Liabilities & Fund Balance	<u>13,285,077</u>	<u>489,949</u>	<u>175,697</u>	<u>697,941</u>	<u>14,648,663</u>

**Orland Park Public Library
General Fund
Statement of Revenue & Expenditures
For The Month Ended January 31, 2024**

	Actual Month	Monthly Budget	% of Budget	Actual Y-T-D	Budget Y-T-D	% of Total Budget	Total Budget
Revenues							
Taxes	-	566,083	0.0%	-	566,083	0.0%	6,793,000
Impact Fees	-	1,508	0.0%	-	1,508	0.0%	18,100
Replacement Taxes	-	1,475	0.0%	-	1,475	0.0%	17,700
State Grants	-	7,208	0.0%	-	7,208	0.0%	86,500
Non Resident Fees	1,329	692	192.1%	1,329	692	16.0%	8,300
Fines	1,468	700	209.7%	1,468	700	17.5%	8,400
Gifts	92	675	13.7%	92	675	1.1%	8,100
Copy Machine	853	658	129.7%	853	658	10.8%	7,900
Interest Income	26,638	20,083	132.6%	26,638	20,083	11.1%	241,000
Other Income	-	-	-	-	-	-	500,000
Miscellaneous Income	212	250	85.0%	212	250	7.1%	3,000
Total Revenues	30,593	599,332	5.1%	30,593	599,332	0.4%	7,692,000
Expenditures							
Salaries	274,806	281,533	97.6%	274,806	281,533	8.1%	3,378,400
Salaries-Maintenance	16,459	15,503	106.2%	16,459	15,503	8.8%	186,040
Life/Health Insurance	34,780	60,258	57.7%	34,780	60,258	4.8%	723,100
Digital Media	27,302	21,667	126.0%	27,302	21,667	10.5%	260,000
Books-Physical	12,030	19,167	62.8%	12,030	19,167	5.2%	230,000
Electronic Databases	8,168	9,167	89.1%	8,168	9,167	7.4%	110,000
Periodicals	2,431	2,750	88.4%	2,431	2,750	7.4%	33,000
Physical-AV	5,576	7,083	78.7%	5,576	7,083	6.6%	85,000
Library of Things	165	500	33.0%	165	500	2.8%	6,000
Vehicles	73	333	22.0%	73	333	1.8%	4,000
HR and Payroll Systems	1,299	2,450	53.0%	1,299	2,450	4.4%	29,400
Insurance	5,166	6,567	78.7%	5,166	6,567	6.6%	78,800
Landscaping & Groundskeeping	9,621	3,750	256.6%	9,621	3,750	21.4%	45,000
Building Maintenance	18,627	23,250	80.1%	18,627	23,250	6.7%	279,000
Security System	114	1,167	9.7%	114	1,167	0.8%	14,000
Library Equipment	-	1,092	0.0%	-	1,092	0.0%	13,100
Legal	2,261	3,292	68.7%	2,261	3,292	5.7%	39,500
Library Consultant	-	2,042	0.0%	-	2,042	0.0%	24,500
Electricity	-	-	-	-	-	-	-
Water & Sewer	1,109	1,500	73.9%	1,109	1,500	6.2%	18,000
Natural Gas	2,793	2,667	104.7%	2,793	2,667	8.7%	32,000
Telephone	122	625	19.5%	122	625	1.6%	7,500
Voip Phone System	1,072	1,667	64.3%	1,072	1,667	5.4%	20,000
Building & Custodial Supplies	-	4,292	0.0%	-	4,292	0.0%	51,500
Building Repairs	2,504	1,408	177.8%	2,504	1,408	14.8%	16,900
Printer Lease	3,410	1,658	205.6%	3,410	1,658	17.1%	19,900
Postage Machine Rental	222	105	211.8%	222	105	17.7%	1,260
IT - Equipment	15,779	10,414	151.5%	15,779	10,414	12.6%	124,970
IT - Line Costs	645	1,320	48.8%	645	1,320	4.1%	15,840
IT - Consultant	3,087	4,608	67.0%	3,087	4,608	5.6%	55,300
IT - Maintenance	8,351	11,417	73.1%	8,351	11,417	6.1%	137,000
Library Furniture	-	2,500	0.0%	-	2,500	0.0%	30,000
Outreach Services	514	417	123.4%	514	417	10.3%	5,000

Orland Park Public Library
General Fund
Statement of Revenue & Expenditures
For The Month Ended January 31, 2024

	Actual Month	Monthly Budget	% of Budget	Actual Y-T-D	Budget Y-T-D	% of Total Budget	Total Budget
Board Training & Education	-	542	0.0%	-	542	0.0%	6,500
Staff Training & Education	3,114	2,958	105.3%	3,114	2,958	8.8%	35,500
Patron Programs & Events	10,158	7,375	137.7%	10,158	7,375	11.5%	88,500
Library Committees	228	1,667	13.7%	228	1,667	1.1%	20,000
Association Dues & Fees	398	625	63.7%	398	625	5.3%	7,500
Special Events	-	667	-	-	667	0.0%	8,000
Public Information	6,756	4,958	136.3%	6,756	4,958	11.4%	59,500
Tech Services Supplies	440	3,075	14.3%	440	3,075	1.2%	36,900
Office Supplies	793	383	207.0%	793	383	17.2%	4,600
Postage	2,957	1,500	197.1%	2,957	1,500	16.4%	18,000
Printing	3,884	1,250	310.7%	3,884	1,250	25.9%	15,000
Contribution to IMRF	31,415	36,102	87.0%	31,415	36,102	7.3%	433,225
Contribution to FICA	21,552	22,696	95.0%	21,552	22,696	7.9%	272,355
Audit	-	1,758	0.0%	-	1,758	0.0%	21,100
Liability Ins.-D&O,Bonds,WC	2,067	6,710	30.8%	2,067	6,710	2.6%	80,520
Unemployment Compensation	-	849	0.0%	-	849	0.0%	10,190
Bank Charges	45	50	90.0%	45	52	7.5%	600
Building Renovations	-	-	-	-	-	-	-
2024 Building Improvements (CP Func	-	41,667	0.0%	-	41,667	0.0%	500,000
Total Expenditures	542,293	641,001		542,293	641,003		7,692,000
Total Operating Expenditures	542,293	599,334		542,293	599,336		7,192,000
Excess (Deficiency) of Revenues Over (Under) Expenditures	(511,700)	(41,669)		(511,700)	(41,671)		-
Interfund Transfers In / (Out)							
Net Change in Fund Balance	(511,700)	(41,669)		(511,700)	(41,671)		-

**Orland Park Public Library
Other Funds
Statement of Revenue & Expenditures
For The Month Ended January 31, 2024**

	<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>Capital Projects Month</u>	<u>Capital Projects Y-T-D</u>
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	2,144	2,144	6	6	3,111	3,111
Capital Campaign	0	0	0	0	0	0
Miscellaneous Income	0	0	0	0	0	0
Total Revenues	2,144	2,144	6	6	3,111	3,111
Expenditures						
Building Repairs	0	0	43	43	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	0	0	43	43	0	0
Excess (Deficiency) of Revenues Over (Under) Expenditures	2,144	2,144	-37	-37	3,111	3,111
Interfund Transfers In / (Out)	0	0	0	0	0	0
Net Change in Fund Balance	2,144	2,144	-37	-37	3,111	3,111