

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

Revenues

Real Estate Tax revenues came in very strong in the month of March totaling \$1,698,250, while interest Income continues to come in steadily for the month and year-to-date.

Expenditures

Total Operational Expenditures were under budget by \$ 91,880 for the month, and under budget by \$222,651 on a year-to-date basis. This is due to many of the expense lines being under budget for the month and year.

Salaries are under budget by \$ 12,907 for March and under budget by \$ 32,445 on a year-to-date basis.

Library Furniture is over budget by \$ 4,756 for the month, but under budget on a year-to-date basis. A brand new planned Chef's Mobile Kitchen unit was purchased in March for various upcoming cooking programs.

Public Information is over budget by \$ 2,518 for March, but under budget on a year-to-date basis. Planned promotional items were purchased in March to be used through out the rest of 2024.

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

	General Fund	Special Reserve	Capital Campaign	Capital Projects	Total
<u>Assets</u>					
Cash - Marquette	198,874	-	26,924		225,798
Cash- Marquette E-Commerce	4,514				4,514
PMA Financial Investments	7,971,011	743,502		703,949	9,418,462
Tax Receipts - Marquette	23,427			-	23,427
Special Reserve - Marquette	-	1,938			1,938
PMA Construction Account	-			-	-
Construction Account - Marquette	319				319
PMA Capital Campaign			150,000		150,000
Petty Cash	400				400
Interest Receivable	21,584	-	1,260		22,844
Employee Advance	-				-
Property Taxes Receivable	2,611,901			-	2,611,901
Prepaid Expenses	258,313				258,313
Due from Debt Service	-				-
Total Assets	11,090,343	745,440	178,184	703,949	12,717,917

Liabilities & Fund Balance

Garnishment W/H Payable	-	-	-	-	-
457 Plan W/H Payable	-	-	-	-	-
Term Group Ins Payable	-	-	-	-	-
Due to General Fund	-	-	-	-	-
Deferred Property Tax Revenue	2,611,901	-	-	-	2,611,901
Accounts Payable	37,306	-	-	-	37,306
Estimated Property Tax Refunds	-	-	-	-	-
Due to Primary Government	-	-	-	-	-
Total Liabilities	2,649,207	-	-	-	2,649,207
<u>Beginning Unrestricted Fund Balance</u>	6,396,942	487,805	175,734	694,830	7,755,311
Fund Balance - Nonspendable	258,313	-	-	-	258,313
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	1,783,042	257,635	2,450	9,119	2,052,247
Ending Fund Balance	8,441,136	745,440	178,184	703,949	10,068,709
Total Liabilities & Fund Balance	11,090,343	745,440	178,184	703,949	12,717,917

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

	Actual Month	Monthly Budget	% of Budget	Actual Y-T-D	Budget Y-T-D	% of Total Budget	Total Budget
Revenues							
Taxes	1,612,855	566,083	284.9%	3,511,864	1,698,250	51.7%	6,793,000
Impact Fees	-	1,508	0.0%	-	4,525	0.0%	18,100
Replacement Taxes	-	1,475	0.0%	-	4,425	0.0%	17,700
State Grants	-	7,208	0.0%	-	21,625	0.0%	86,500
Non Resident Fees	1,556	692	224.9%	4,395	2,075	53.0%	8,300
Fines	1,507	700	215.3%	4,924	2,100	58.6%	8,400
Gifts	315	675	46.6%	507	2,025	6.3%	8,100
Copy Machine	849	658	129.1%	2,478	1,975	31.4%	7,900
Interest Income	31,114	20,083	154.9%	80,795	60,250	33.5%	241,000
Miscellaneous Income	292	250	116.6%	3,432	750	114.4%	3,000
Total Revenues	1,648,489	599,332	275.1%	3,608,395	1,798,000	50.2%	7,192,000
Expenditures							
Salaries	268,626	281,533	95.4%	812,155	844,600	24.0%	3,378,400
Salaries-Maintenance	14,902	15,503	96.1%	46,097	46,510	24.8%	186,040
Life/Health Insurance	46,993	60,258	78.0%	129,258	180,775	17.9%	723,100
Digital Media	19,537	21,667	90.2%	64,014	65,000	24.6%	260,000
Books-Physical	12,310	19,167	64.2%	45,042	57,500	19.6%	230,000
Electronic Databases	9,263	9,167	101.1%	26,137	27,500	23.8%	110,000
Periodicals	3,015	2,750	109.6%	8,216	8,250	24.9%	33,000
Physical-AV	4,295	7,083	60.6%	14,849	21,250	17.5%	85,000
Library of Things	60	500	12.0%	225	1,500	3.8%	6,000
Vehicles	91	333	27.4%	237	1,000	5.9%	4,000
HR and Payroll Systems	2,046	2,450	83.5%	5,367	7,350	18.3%	29,400
Insurance	5,166	6,567	78.7%	15,499	19,700	19.7%	78,800
Landscaping & Groundskeeping	-	3,750	0.0%	9,621	11,250	21.4%	45,000
Building Maintenance	10,702	23,250	46.0%	37,879	69,750	13.6%	279,000
Security System	1,550	1,167	132.9%	1,664	3,500	11.9%	14,000
Library Equipment	-	1,092	0.0%	-	3,275	0.0%	13,100
Legal	594	3,292	18.1%	6,282	9,875	15.9%	39,500
Library Consultant	-	2,042	0.0%	-	6,125	0.0%	24,500
Electricity	-	-	-	-	-	-	-
Water & Sewer	1,189	1,500	79.2%	2,298	4,500	12.8%	18,000
Natural Gas	1,755	2,667	65.8%	7,033	8,000	22.0%	32,000
Telephone	149	625	23.8%	919	1,875	12.3%	7,500
Voip Phone System	852	1,667	51.1%	2,968	5,000	14.8%	20,000
Building & Custodial Supplies	2,809	4,292	65.5%	8,546	12,875	16.6%	51,500
Building Repairs	-	1,408	0.0%	1,964	4,225	11.6%	16,900
Printer Lease	1,705	1,658	102.8%	5,114	4,975	25.7%	19,900

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

	Actual Month	Monthly Budget	% of Budget	Actual Y-T-D	Budget Y-T-D	% of Total Budget	Total Budget
Postage Machine Rental	-	105	0.0%	222	315	17.7%	1,260
IT - Equipment	4,508	10,414	43.3%	32,690	31,243	26.2%	124,970
IT - Line Costs	540	1,320	40.9%	1,829	3,960	11.5%	15,840
IT - Consultant	3,654	4,608	79.3%	9,576	13,825	17.3%	55,300
IT - Maintenance	12,117	11,417	106.1%	31,215	34,250	22.8%	137,000
Library Furniture	7,256	2,500	290.2%	7,256	7,500	24.2%	30,000
Outreach Services	104	417	25.0%	723	1,250	14.5%	5,000
Board Training & Education	-	542	0.0%	335	1,625	5.2%	6,500
Staff Training & Education	2,920	2,958	98.7%	7,701	8,875	21.7%	35,500
Patron Programs & Events	5,263	7,375	71.4%	25,795	22,125	29.1%	88,500
Library Committees	222	1,667	13.3%	1,118	5,000	5.6%	20,000
Association Dues & Fees	218	625	34.9%	1,194	1,875	15.9%	7,500
Special Events	31	667	0.0%	31	2,000	0.4%	8,000
Public Information	7,476	4,958	150.8%	14,626	14,875	24.6%	59,500
Tech Services Supplies	1,505	3,075	48.9%	2,502	9,225	6.8%	36,900
Office Supplies	440	383	115.0%	2,050	1,150	44.6%	4,600
Postage	20	1,500	1.3%	2,977	4,500	16.5%	18,000
Printing	106	1,250	8.5%	3,990	3,750	26.6%	15,000
Contribution to IMRF	30,310	36,102	84.0%	92,540	108,306	21.4%	433,225
Contribution to FICA	21,069	22,696	92.8%	63,677	68,089	23.4%	272,355
Audit	-	1,758	0.0%	15,660	5,275	74.2%	21,100
Liability Ins.-D&O,Bonds,WC	2,067	6,710	30.8%	6,201	20,130	7.7%	80,520
Unemployment Compensation	-	849	0.0%	-	2,548	0.0%	10,190
Bank Charges	15	50	30.0%	60	152	10.1%	600
Building Renovations	-	-	-	-	-	-	-
2024 Building Improvements (CP Fund)	-	41,667	0.0%	-	125,008	0.0%	500,000
Total Expenditures	507,454	641,001		1,575,352	1,923,003		7,692,000
Total Operating Expenditures	507,454	599,334		1,575,352	1,798,003		7,192,000
Excess (Deficiency) of Revenues Over (Under) Expenditures	1,141,035	(41,669)		2,033,042	(125,003)		(500,000)
Interfund Transfers In / (Out)	-	-		(250,000)	-		-
Net Change in Fund Balance	1,141,035	(41,669)		1,783,042	(125,003)		(500,000)

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

	Special Reserve Month	Special Reserve Y-T-D	Capital Campaign Month	Capital Campaign Y-T-D	Capital Projects Month	Capital Projects Y-T-D
<u>Revenues</u>						
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	3,273	7,635	1,261	1,268	3,099	9,119
Capital Campaign	0	0	1,225	1,225	0	0
Miscellaneous Income	0	0	0	0	0	0
Total Revenue	3,273	7,635	2,486	2,493	3,099	9,119
<u>Expenditures</u>						
Building Repairs	0	0	0	43	0	0
Audio Visual Equipment	0	0	0	0	0	0
IT-Equipment	0	0	0	0	0	0
IT-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	0	43	0	0
Excess (Deficiency) of Revenues Over (Under) Expenditures	3,273	7,635	2,486	2,450	3,099	9,119
Interfund Transfers In / (Out)		250,000	0	0	0	0
Net Change in Fund Balance	3,273	257,635	2,486	2,450	3,099	9,119