

Orland Park Public Library
General Fund
Explanation of Variances for General Fund Activity
For The Month Ended May 31, 2015

Revenues

There were a small amount of tax receipts received in May and 48.73% of budgeted amount has been received. **Replacement Taxes** continue to be well above budget through May. **Interest Income** is higher than anticipated and partly due to better interest rates from longer term investments with reserve funds.

Expenditures

Overall Expenditures are \$23,600 over budget for the month and \$232,700 under budget year-to-date.

Salaries is under budget by \$11,500 for May. There were several open positions during May.

Audio Visual Materials is \$13,200 over budget for May due to paying \$12,000 to be used for Hoopla activity in the coming months.

Landscaping & Groundskeeping is \$2,000 over budget for the month due to annual purchase of mulch. This line is anticipated to remain within budget for the year.

Legal is \$11,000 over budget for May from the paying of 1st quarter billing but remains under budget for the year.

Purchase - New Equipment activity is for the sound equipment purchases for programming held at the library as mentioned at the April Board Meeting.

Building & Custodial Supplies is \$500 over budget for May but is \$2,000 lower than budget year-to-date. This line will vary based on timing of purchases.

Automation - Maintenance activity included the annual renewals of Polaris card catalog software and Envisionware software for RFID and credit card processing / self-checkout stations. There were very minimal increases.

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Association Dues & Fees included annual renewal for Management Association.

Public Information overage of \$2,700 in May is from the replenishing of tote bags for patrons. There were also additional promotional videos done highlighting different programs at the library.

Library Supplies is \$7,400 over budget for May but still under budget by \$2,500 year-to-date. Activity included a \$8,500 order of 15,000 RFID tags and also new library cards at just over \$2,000 with a different vendor resulting in significant savings.

Audit is \$5,500 over budget for May due to the final payment of the FY2014 audit. This line should remain slightly under budget for the year.

**Orland Park Public Library
Balance Sheet - All Funds
As of May 31, 2015**

	<u>General Fund</u>	<u>Special Reserve</u>	<u>Capital Campaign</u>	<u>Debt Service</u>	<u>Total</u>
Assets					
Cash - Marquette	109,772.85	0.00	66,482.93	0.00	176,255.78
Cash - Marquette E-Commerce	3,702.92	0.00	0.00	0.00	3,702.92
Illinois Funds	286,173.75	6,839.51	0.00	11,154.05	304,167.31
PMA Financial Investments	5,318,340.98	657,872.99	0.00	1,127,302.02	7,103,515.99
Cash - Harris Bank	0.00	0.00	0.00	0.00	0.00
Petty Cash	300.00	0.00	0.00	0.00	300.00
Interest Receivable	9,568.62	3,298.02	0.00	833.74	13,700.38
Property Taxes Receivable	2,474,926.11	0.00	0.00	817,355.99	3,292,282.10
Prepaid Expenses	112,977.97	0.00	0.00	0.00	112,977.97
Due From Debt Service	0.00	0.00	0.00	0.00	0.00
Total Assets	<u>8,315,763.20</u>	<u>668,010.52</u>	<u>66,482.93</u>	<u>1,956,645.80</u>	<u>11,006,902.45</u>
Liabilities & Fund Balance					
457 Plan W/H Payable	0.00	0.00	0.00	0.00	0.00
Due to General Fund	0.00	0.00	0.00	0.00	0.00
Deferred Property Tax Revenue	2,474,926.11	0.00	0.00	817,355.99	3,292,282.10
Accounts Payable	0.00	0.00	0.00	0.00	0.00
Estimated Property Tax Refunds	0.00	0.00	0.00	0.00	0.00
Due to Primary Government	0.00	0.00	0.00	0.00	0.00
Total Liabilities	<u>2,474,926.11</u>	<u>0.00</u>	<u>0.00</u>	<u>817,355.99</u>	<u>3,292,282.10</u>
Beginning Unrestricted Fund Balance	5,112,959.54	666,832.72	66,060.54	449,932.42	6,295,785.22
Fund Balance-Restricted IMRF	3,543.00	0.00	0.00	0.00	0.00
Fund Balance-Restricted Social Security	25,462.00	0.00	0.00	0.00	0.00
Fund Balance-Restricted Liab. Insurance	25,012.00	0.00	0.00	0.00	0.00
Fund Balance-Restricted Worker's Comp	5,408.00	0.00	0.00	0.00	0.00
Fund Balance-Restricted Unemploymt Ins.	26,247.00	0.00	0.00	0.00	0.00
Excess (Deficiency) of Revenues Over (Under) Expenditures	<u>642,205.55</u>	<u>1,177.80</u>	<u>422.39</u>	<u>689,357.39</u>	<u>1,333,163.13</u>
Ending Fund Balance	<u>5,840,837.09</u>	<u>668,010.52</u>	<u>66,482.93</u>	<u>1,139,289.81</u>	<u>7,714,620.35</u>
Total Liabilities & Fund Balance	<u>8,315,763.20</u>	<u>668,010.52</u>	<u>66,482.93</u>	<u>1,956,645.80</u>	<u>11,006,902.45</u>

**Orland Park Public Library
General Fund
Statement of Revenue & Expenditures
For The Month Ended May 31, 2015**

	Actual Month	Monthly Budget	% of Budget	Actual Y-T-D	Budget Y-T-D	% of Total Budget	Total Budget
Revenues							
Taxes	33,766.53	415,373	8.13%	2,429,138.05	2,076,865	48.73%	4,984,477
Impact Fees	0.00	833	0.00%	5,750.00	4,167	57.50%	10,000
Replacement Taxes	3,011.10	833	361.48%	9,354.57	4,167	93.55%	10,000
State Grants	0.00	6,250	0.00%	70,958.75	31,250	94.61%	75,000
Non Resident Fees	1,015.37	667	152.23%	3,262.79	3,333	40.78%	8,000
Fines	4,772.73	5,000	95.45%	26,482.41	25,000	44.14%	60,000
Gifts	25.00	833	3.00%	7,493.49	4,167	74.93%	10,000
Copy Machine	1,276.83	1,250	102.15%	6,727.84	6,250	44.85%	15,000
Interest Income	1,732.89	833	208.03%	6,816.09	4,167	68.16%	10,000
Miscellaneous Income	1,470.61	833	176.54%	7,081.70	4,167	70.82%	10,000
Total Revenues	47,071.06	432,706	10.88%	2,573,065.69	2,163,533	49.55%	5,192,477
Expenditures							
Salaries	186,303.13	197,817	94.18%	926,948.05	989,088	39.05%	2,373,813
Salaries - Maintenance	8,866.14	8,840	100.30%	43,974.14	44,198	41.46%	106,076
Life/Health Insurance	34,576.93	36,854	93.82%	181,929.14	184,270	41.14%	442,249
Books	21,744.54	34,167	63.64%	122,812.40	170,833	29.95%	410,000
Electronic Databases	5,736.48	6,083	94.30%	28,583.67	30,417	39.16%	73,000
Periodicals	2,983.30	3,250	91.79%	14,223.77	16,250	36.47%	39,000
Audio Visual Materials	26,542.37	13,333	199.07%	65,819.87	66,667	41.14%	160,000
Audio Visual Equipment	0.00	83	0.00%	0.00	417	0.00%	1,000
Book Rebinding	0.00	0	0.00%	0.00	0	0.00%	0
Accounting	521.10	650	80.17%	3,444.85	3,250	44.16%	7,800
Insurance	2,823.25	2,875	98.20%	13,701.61	14,375	39.71%	34,500
Landscaping & Groundskeeping	4,144.92	2,167	191.27%	15,732.00	10,833	60.51%	26,000
Building Maintenance	15,052.84	18,750	80.28%	49,903.43	93,750	22.18%	225,000
Security System	0.00	583	0.00%	1,002.75	2,917	14.33%	7,000
Library Office & Equipment	0.00	83	0.00%	0.00	417	0.00%	1,000
Legal	21,391.06	10,417	205.35%	31,964.10	52,083	25.57%	125,000
Library Consultant	0.00	0	0.00%	0.00	0	0.00%	0
Electricity	0.00	0	0.00%	0.00	0	0.00%	0
Water & Sewer	0.00	667	0.00%	1,629.79	3,333	20.37%	8,000
Natural Gas	1,578.54	4,167	37.88%	10,862.98	20,833	21.73%	50,000
Telephone	307.76	1,250	24.62%	2,234.63	6,250	14.90%	15,000
Purchase - New Equipment	1,608.93	667	241.22%	1,608.93	3,333	20.11%	8,000
Building & Custodial Supplies	3,369.22	2,833	118.93%	12,176.99	14,167	35.81%	34,000
Building Repairs	718.48	1,667	43.10%	7,782.95	8,333	38.91%	20,000
Lib. & Off. Eqpt Rep. & Maint	567.12	1,375	41.25%	15,071.77	6,875	91.34%	16,500
Machine Rental	214.00	333	64.26%	1,089.01	1,667	27.23%	4,000
Automation - Equipment	330.89	8,750	3.78%	21,327.18	43,750	20.31%	105,000
Automation - Line Costs	482.62	458	105.38%	1,870.07	2,292	34.00%	5,500
Automation - Consultant	9,405.78	12,583	74.75%	47,028.90	62,917	31.14%	151,000
Automation - Maintenance	39,391.40	3,750	1050.44%	40,022.36	18,750	88.94%	45,000
Library Furniture	0.00	1,583	0.00%	561.99	7,917	2.96%	19,000
Outreach Services	377.66	583	64.78%	822.11	2,917	11.74%	7,000

**Orland Park Public Library
General Fund
Statement of Revenue & Expenditures
For The Month Ended May 31, 2015**

	Actual Month	Monthly Budget	% of Budget	Actual Y-T-D	Budget Y-T-D	% of Total Budget	Total Budget
Board Training & Education	250.00	750	33.33%	1,614.91	3,750	17.94%	9,000
Staff Training & Education	906.32	2,500	36.25%	4,952.21	12,500	16.51%	30,000
Conference Fees	0.00	417	0.00%	1,440.00	2,083	28.80%	5,000
Patron Programs & Events	3,924.50	3,750	104.65%	18,816.38	18,750	41.81%	45,000
Association Dues & Fees	1,390.00	583	238.42%	3,129.00	2,917	44.70%	7,000
Public Information	5,399.78	2,737	197.29%	16,564.62	13,685	50.43%	32,844
Library Supplies	11,554.58	4,167	277.29%	18,373.88	20,833	36.75%	50,000
Office Supplies	421.94	1,083	38.96%	2,391.12	5,417	18.39%	13,000
Postage	1,085.95	1,167	93.05%	5,834.21	5,833	41.67%	14,000
Printing	1,268.30	500	253.66%	4,825.10	2,500	80.42%	6,000
Contingency	0.00	0	0.00%	0.00	0	0.00%	0
Contribution to IMRF	17,853.98	17,868	99.92%	88,532.59	89,339	41.29%	214,413
Contribution to FICA	14,622.51	15,682	93.24%	72,805.96	78,409	38.69%	188,182
Audit	6,300.00	842	748.22%	9,800.00	4,208	97.03%	10,100
Liability Ins.-D&O,Bonds,WC	2,155.25	3,500	61.58%	16,867.61	17,500	40.16%	42,000
Unemployment Compensation	0.00	333	0.00%	0.00	1,667	0.00%	4,000
Bank Charges	173.53	208	83.43%	783.11	1,042	31.32%	2,500
Total Expenditures	456,345.10	432,705	105.46%	1,930,860.14	2,163,532	37.19%	5,192,477
Excess (Deficiency) of Revenues Over (Under) Expenditures	(409,274.04)	0	100.00%	642,205.55	0	100.00%	0
Interfund Transfers In / (Out)	0.00	0	0.00%	0.00	0	0.00%	0
Net Change in Fund Balance	(409,274.04)	0	100.00%	642,205.55	0	100.00%	0

**Orland Park Public Library
Other Funds
Statement of Revenue & Expenditures
For The Month Ended May 31, 2015**

	<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>Debt Service Month</u>	<u>Debt Service Y-T-D</u>
Revenues						
Taxes	0.00	0.00	0.00	0.00	11,153.72	802,387.95
Impact Fees	0.00	0.00	0.00	0.00	0.00	0.00
Replacement Taxes	0.00	0.00	0.00	0.00	0.00	0.00
State Grants	0.00	0.00	0.00	0.00	0.00	0.00
Non Resident Fees	0.00	0.00	0.00	0.00	0.00	0.00
Fines	0.00	0.00	0.00	0.00	0.00	0.00
Gifts	0.00	0.00	0.00	0.00	0.00	0.00
Copy Machine	0.00	0.00	0.00	0.00	0.00	0.00
Interest Income	249.65	1,177.80	5.64	27.39	198.99	757.98
Capital Campaign	0.00	0.00	75.00	525.00	0.00	0.00
Miscellaneous Income	0.00	0.00	0.00	0.00	0.00	0.00
Total Revenues	249.65	1,177.80	80.64	552.39	11,352.71	803,145.93
Expenditures						
Building Repairs	0.00	0.00	0.00	120.00	0.00	0.00
Audio Visual Equipment	0.00	0.00	0.00	0.00	0.00	0.00
Automation - Equipment	0.00	0.00	0.00	0.00	0.00	0.00
Automation - Consultant	0.00	0.00	0.00	0.00	0.00	0.00
Library Furniture	0.00	0.00	0.00	0.00	0.00	0.00
Library Supplies	0.00	0.00	0.00	0.00	0.00	0.00
Bank Charges	0.00	0.00	0.00	10.00	0.00	0.00
Debt Service Repaid to Village	0.00	0.00	0.00	0.00	22,757.70	113,788.54
Total Expenditures	0.00	0.00	0.00	130.00	22,757.70	113,788.54
Excess (Deficiency) of Revenues Over (Under) Expenditures	249.65	1,177.80	80.64	422.39	(11,404.99)	689,357.39
Interfund Transfers In / (Out)	0.00	0.00	0.00	0.00	0.00	0.00
Net Change in Fund Balance	249.65	1,177.80	80.64	422.39	(11,404.99)	689,357.39