

Orland Park Public Library
General Fund
Explanation of Variances for General Fund Activity
For The Month Ended January 31, 2016

Revenues

There have been minimal tax receipts received in January. **Interest Income** was higher than budgeted due to investments being set up with longer maturities providing higher rates of return.

Expenditures

Overall Expenditures were \$ 63,273 under budget for the month and year.

Salaries is under budget by \$ 9,102 for January. There are several open positions at this time.

Life/Health Insurance is over budget for January from the funding of the HSA accounts for the year. This line should be within budget by the end of the year.

Purchases - New Equipment is over budget for the month and year-to-date but should be within budget by the end of the year.

**Orland Park Public Library
Balance Sheet - All Funds
As of January 31, 2016**

	<u>General Fund</u>	<u>Special Reserve</u>	<u>Capital Campaign</u>	<u>Debt Service</u>	<u>Total</u>
Assets					
Cash - Marquette	173,137.79	0.00	66,722.62	0.00	239,860.41
Cash - Marquette E-Commerce	13,112.61	0.00	0.00	0.00	13,112.61
Illinois Funds	428,914.93	6,754.28	0.00	33,385.17	469,054.38
PMA Financial Investments	4,730,678.96	662,635.62	0.00	445,440.07	5,838,754.65
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	13,106.67	478.52	0.00	1,080.26	14,665.45
Property Taxes Receivable	5,043,367.00	0.00	0.00	1,645,693.00	6,689,060.00
Prepaid Expenses	90,532.80	0.00	0.00	0.00	90,532.80
Due From Debt Service	0.00	0.00	0.00	0.00	0.00
Total Assets	<u>10,493,150.76</u>	<u>669,868.42</u>	<u>66,722.62</u>	<u>2,125,598.50</u>	<u>13,355,340.30</u>
Liabilities & Fund Balance					
IMRF W/H Payable	(96.77)				(96.77)
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	5,043,367.00	0.00	0.00	1,645,693.00	6,689,060.00
Accounts Payable	54,325.02	0.00	0.00	0.00	54,325.02
Estimated Property Tax Refunds	0.00	0.00	0.00	0.00	0.00
Due to Primary Government	0.00	0.00	0.00	39,282.08	39,282.08
Total Liabilities	<u>5,097,595.25</u>	<u>0.00</u>	<u>0.00</u>	<u>1,684,975.08</u>	<u>6,782,570.33</u>
Beginning Unrestricted Fund Balance	5,676,267.16	669,735.13	66,716.95	459,943.59	6,872,662.83
Fund Balance-Restricted IMRF	3,543.00	0.00	0.00	0.00	3,543.00
Fund Balance-Restricted Social Security	25,462.00	0.00	0.00	0.00	25,462.00
Fund Balance-Restricted Liab. Insurance	25,012.00	0.00	0.00	0.00	25,012.00
Fund Balance-Restricted Worker's Comp	5,408.00	0.00	0.00	0.00	5,408.00
Fund Balance-Restricted Unemploymt Ins.	26,247.00	0.00	0.00	0.00	26,247.00
Excess (Deficiency) of Revenues Over (Under) Expenditures	<u>(366,383.65)</u>	<u>133.29</u>	<u>5.67</u>	<u>(19,320.17)</u>	<u>(385,564.86)</u>
Ending Fund Balance	<u>5,395,555.51</u>	<u>669,868.42</u>	<u>66,722.62</u>	<u>440,623.42</u>	<u>6,572,769.97</u>
Total Liabilities & Fund Balance	<u>10,493,150.76</u>	<u>669,868.42</u>	<u>66,722.62</u>	<u>2,125,598.50</u>	<u>13,355,340.30</u>

**Orland Park Public Library
General Fund
Statement of Revenue & Expenditures
For The Month Ended January 31, 2016**

	Actual Month	Monthly Budget	% of Budget	Actual Y-T-D	Budget Y-T-D	% of Total Budget	Total Budget
Revenues							
Taxes	329.74	424,447	0.08%	329.74	424,447	0.01%	5,093,367
Impact Fees	0.00	2,083	0.00%	0.00	2,083	0.00%	25,000
Replacement Taxes	0.00	1,042	0.00%	0.00	1,042	0.00%	12,500
State Grants	0.00	2,083	0.00%	0.00	2,083	0.00%	25,000
Non Resident Fees	489.35	667	73.37%	489.35	667	6.12%	8,000
Fines	4,960.90	5,000	99.22%	4,960.90	5,000	8.27%	60,000
Gifts	1,025.00	833	123.05%	1,025.00	833	10.25%	10,000
Copy Machine	1,109.27	1,250	88.74%	1,109.27	1,250	7.40%	15,000
Interest Income	1,624.65	1,250	129.97%	291.40	1,250	1.94%	15,000
Miscellaneous Income	291.40	833	34.98%	1,624.65	833	16.25%	10,000
Total Revenues	9,830.31	439,489	2.24%	9,830.31	439,488	0.19%	5,273,867
Expenditures							
Salaries	188,712.02	197,814	95.40%	188,712.02	197,814	7.95%	2,373,785
Salaries - Maintenance	9,543.33	8,975	106.33%	9,543.33	8,975	8.86%	107,705
Life/Health Insurance	53,347.27	37,096	143.81%	53,347.27	37,096	11.98%	445,152
Books	21,522.77	34,167	62.99%	21,522.77	34,167	5.25%	410,000
Electronic Databases	5,333.93	6,083	87.69%	5,333.93	6,083	7.31%	73,000
Periodicals	3,388.20	3,167	106.98%	3,388.20	3,167	8.92%	38,000
Audio Visual Materials	10,989.21	13,333	82.42%	10,989.21	13,333	6.87%	160,000
Audio Visual Equipment	0.00	83	0.00%	0.00	83	0.00%	1,000
Book Rebinding	0.00	0	0.00%	0.00	0	0.00%	0
Accounting	497.40	667	74.57%	497.40	667	6.22%	8,000
Insurance	2,823.25	3,042	92.81%	2,823.25	3,042	7.73%	36,500
Landscaping & Groundskeeping	0.00	2,033	0.00%	0.00	2,033	0.00%	24,400
Building Maintenance	9,287.94	20,833	44.58%	9,287.94	20,833	3.72%	250,000
Security System	0.00	750	0.00%	0.00	750	0.00%	9,000
Library Office & Equipment	0.00	83	0.00%	0.00	83	0.00%	1,000
Legal	44.75	10,000	0.45%	44.75	10,000	0.04%	120,000
Library Consultant	0.00	1,000	0.00%	0.00	1,000	0.00%	12,000
Electricity	0.00	0	0.00%	0.00	0	0.00%	0
Water & Sewer	591.96	583	101.54%	591.96	583	8.46%	7,000
Natural Gas	2,128.02	3,333	63.85%	2,128.02	3,333	5.32%	40,000
Telephone	640.95	917	69.90%	640.95	917	5.83%	11,000
Purchase - New Equipment	5,411.83	1,667	324.64%	5,411.83	1,667	27.06%	20,000
Building & Custodial Supplies	3,204.19	2,833	113.10%	3,204.19	2,833	9.42%	34,000
Building Repairs	0.00	1,833	0.00%	0.00	1,833	0.00%	22,000
Lib. & Off. Eqpt Rep. & Maint	1,472.26	1,375	107.07%	1,472.26	1,375	8.92%	16,500
Machine Rental	399.00	333	119.82%	399.00	333	9.98%	4,000
Automation - Equipment	4,190.39	6,667	62.85%	4,190.39	6,667	5.24%	80,000
Automation - Line Costs	263.38	542	48.59%	263.38	542	4.05%	6,500
Automation - Consultant	10,252.31	13,417	76.41%	10,252.31	13,417	6.37%	161,000
Automation - Maintenance	90.69	4,167	2.18%	90.69	4,167	0.18%	50,000
Library Furniture	0.00	5,000	0.00%	0.00	5,000	0.00%	60,000
Outreach Services	0.00	583	0.00%	0.00	583	0.00%	7,000

**Orland Park Public Library
General Fund
Statement of Revenue & Expenditures
For The Month Ended January 31, 2016**

	Actual Month	Monthly Budget	% of Budget	Actual Y-T-D	Budget Y-T-D	% of Total Budget	Total Budget
Board Training & Education	275.00	667	41.23%	275.00	667	3.44%	8,000
Staff Training & Education	2,288.83	2,250	101.73%	2,288.83	2,250	8.48%	27,000
Conference Fees	0.00	542	0.00%	0.00	542	0.00%	6,500
Patron Programs & Events	1,247.48	3,750	33.27%	1,247.48	3,750	2.77%	45,000
Association Dues & Fees	190.00	667	28.49%	190.00	667	2.38%	8,000
Public Information	352.50	3,250	10.85%	352.50	3,250	0.90%	39,000
Library Supplies	967.70	3,750	25.81%	967.70	3,750	2.15%	45,000
Office Supplies	47.26	917	5.15%	47.26	917	0.43%	11,000
Postage	88.29	1,167	7.57%	88.29	1,167	0.63%	14,000
Printing	0.00	584	0.00%	0.00	583	0.00%	7,000
Contingency	0.00	0	0.00%	0.00	0	0.00%	0
Contribution to IMRF	17,670.38	17,708	99.79%	17,670.38	17,708	8.32%	212,494
Contribution to FICA	14,840.76	15,819	93.82%	14,840.76	15,819	7.82%	189,831
Audit	0.00	875	0.00%	0.00	875	0.00%	10,500
Liability Ins.-D&O,Bonds,WC	4,001.50	4,583	87.31%	4,001.50	4,583	7.28%	55,000
Unemployment Compensation	0.00	334	0.00%	0.00	333	0.00%	4,000
Bank Charges	109.21	250	43.68%	109.21	250	3.64%	3,000
Total Expenditures	376,213.96	439,489	85.60%	376,213.96	439,487	7.13%	5,273,867
Excess (Deficiency) of Revenues Over (Under) Expenditures	(366,383.65)	0	-100.00%	(366,383.65)	0	-100.00%	0
Interfund Transfers In / (Out)	0.00	0	0.00%	0.00	0	0.00%	0
Net Change in Fund Balance	(366,383.65)	0	-100.00%	(366,383.65)	0	-100.00%	0

**Orland Park Public Library
Other Funds
Statement of Revenue & Expenditures
For The Month Ended January 31, 2016**

	<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	108.92	108.92
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	221.79	221.79	5.67	5.67	211.95	211.95
Capital Campaign	0.00	0.00	0.00	0.00	0.00	0.00
Miscellaneous Income	0.00	0.00	0.00	0.00	0.00	0.00
Total Revenues	221.79	221.79	5.67	5.67	320.87	320.87
Expenditures						
Building Repairs	88.50	88.50	0.00	0.00	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	0.00	0.00	0.00
Debt Service Repaid to Village	0.00	0.00	0.00	0.00	19,641.04	19,641.04
Total Expenditures	88.50	88.50	0.00	0.00	19,641.04	19,641.04
Excess (Deficiency) of Revenues Over (Under) Expenditures	133.29	133.29	5.67	5.67	(19,320.17)	(19,320.17)
Interfund Transfers In / (Out)	0.00	0.00	0.00	0.00	0.00	0.00
Net Change in Fund Balance	133.29	133.29	5.67	5.67	(19,320.17)	(19,320.17)