

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

Revenues

There have been significant tax receipts received in March and now 52.36% of budget has been received. **Fines and Copy Machine** receipts are slightly above budget for the month and year-to-date. **Interest Income** continues to be higher than budgeted due to investments being set up with longer maturities providing higher rates of return.

Expenditures

Overall Expenditures were \$ 89,109 under budget for the month and \$ 215,888 under budget year-to-date.

Salaries is under budget by \$ 17,178 for March and \$ 34,805 under budget year-to-date. There are a few open positions to be filled.

Audio Visual is \$ 1,462 over budget for the month, but under budget on a year-to-date basis.

Library & Office Equipment Repairs & Maint. is \$ 1,867 over budget for the month due to purchasing laserjet cartridges.

Staff Training and Education is over budget by \$ 1,037 for March, but under budget on a year-to-date basis.

**Orland Park Public Library
Balance Sheet - All Funds
March 31, 2016**

	<u>General Fund</u>	<u>Special Reserve</u>	<u>Capital Campaign</u>	<u>Debt Service</u>	<u>Total</u>
Assets					
Cash - Marquette	226,214.88	0.00	66,945.12	0.00	293,160.00
Cash - Marquette E-Commerce	17,872.80	0.00	0.00	0.00	17,872.80
Illinois Funds	90,994.47	6,845.56	0.00	0.00	97,840.03
PMA Financial Investments	6,843,385.37	663,199.90	0.00	1,307,090.84	8,813,676.11
US Bank	812.67	0.00	0.00	3.97	816.64
Cash - Harris Bank	814.76	100,000.00	0.00	33,385.17	134,199.93
Petty Cash	300.00	0.00	0.00	0.00	300.00
Interest Receivable	14,041.92	442.00	0.00	1,677.15	16,161.07
Property Taxes Receivable	2,376,602.08	0.00	0.00	784,057.66	3,160,659.74
Prepaid Expenses	108,217.83	0.00	0.00	0.00	108,217.83
Due From Debt Service	0.00	0.00	0.00	0.00	0.00
Total Assets	<u>9,679,256.78</u>	<u>770,487.46</u>	<u>66,945.12</u>	<u>2,126,214.79</u>	<u>12,642,904.15</u>
Liabilities & Fund Balance					
Health Insurance W/H Payable	(163.95)	0.00	0.00	0.00	(163.95)
IMRF W/H Payable	0.00	0.00	0.00	0.00	0.00
457 Plan W/H Payable	37.50	0.00	0.00	0.00	37.50
Due to General Fund	0.00	0.00	0.00	0.00	0.00
Deferred Property Tax Revenue	2,376,602.08	0.00	0.00	784,057.66	3,160,659.74
Accounts Payable	43,301.21	0.00	0.00	0.00	43,301.21
Estimated Property Tax Refunds	0.00	0.00	0.00	0.00	0.00
Due to Primary Government	0.00	0.00	0.00	78,564.16	78,564.16
Total Liabilities	<u>2,419,776.84</u>	<u>0.00</u>	<u>0.00</u>	<u>862,621.82</u>	<u>3,282,398.66</u>
Beginning Unrestricted Fund Balance	5,673,835.36	669,735.13	66,628.45	459,943.59	6,870,142.53
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 Unemployt Ins.	26,247.00	0.00	0.00	0.00	26,247.00
Transfers between Funds	(100,000.00)	100,000.00	0.00	0.00	0.00
Excess (Deficiency) of Revenues Over (Under) Expenditures	<u>1,599,972.60</u>	<u>752.33</u>	<u>316.67</u>	<u>803,649.36</u>	<u>2,404,690.96</u>
Ending Fund Balance	<u>7,259,479.96</u>	<u>770,487.46</u>	<u>66,945.12</u>	<u>1,263,592.95</u>	<u>9,360,505.49</u>
Total Liabilities & Fund Balance	<u>9,679,256.80</u>	<u>770,487.46</u>	<u>66,945.12</u>	<u>2,126,214.77</u>	<u>12,642,904.15</u>

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

	Actual Month	Monthly Budget	% of Budget	Actual Y-T-D	Budget Y-T-D	% of Total Budget	Total Budget
Revenues							
Taxes	1,786,750.75	424,447	420.96%	2,667,094.66	1,273,342	52.36%	5,093,367
Impact Fees	794.13	2,083	38.12%	3,544.13	6,250	14.18%	25,000
Replacement Taxes	0.00	1,042	0.00%	1,977.28	3,125	15.82%	12,500
State Grants	0.00	2,083	0.00%	0.00	6,250	0.00%	25,000
Non Resident Fees	0.00	667	0.00%	853.64	2,000	10.67%	8,000
Fines	5,773.36	5,000	115.47%	15,278.91	15,000	25.46%	60,000
Gifts	0.00	833	0.00%	1,275.00	2,500	12.75%	10,000
Copy Machine	1,716.21	1,250	137.30%	4,230.46	3,750	28.20%	15,000
Interest Income	3,097.95	1,250	247.84%	6,132.87	3,750	40.89%	15,000
Miscellaneous Income	1,341.42	833	161.03%	2,163.64	2,500	21.64%	10,000
Total Revenues	1,799,473.82	439,489	409.45%	2,702,550.59	1,318,467	51.24%	5,273,867
Expenditures							
Salaries	180,635.91	197,814	91.32%	558,639.72	593,445	23.53%	2,373,785
Salaries - Maintenance	8,346.70	8,975	93.00%	27,088.82	26,926	25.15%	107,705
Life/Health Insurance	33,027.27	37,096	89.03%	118,921.81	111,288	26.71%	445,152
Books	24,496.94	34,167	71.70%	69,271.00	102,500	16.90%	410,000
Electronic Databases	5,333.93	6,083	87.69%	16,001.79	18,250	21.92%	73,000
Periodicals	3,089.63	3,167	97.56%	9,251.61	9,500	24.35%	38,000
Audio Visual Materials	14,794.77	13,333	110.96%	38,408.64	40,000	24.01%	160,000
Audio Visual Equipment	0.00	83	0.00%	0.00	250	0.00%	1,000
Book Rebinding	0.00	0	0.00%	0.00	0	0.00%	0
Accounting	536.85	667	80.49%	2,500.21	2,000	31.25%	8,000
Insurance	2,823.25	3,042	92.81%	8,469.75	9,125	23.20%	36,500
Landscaping & Groundskeeping	1,822.76	2,033	89.66%	2,860.67	6,100	11.72%	24,400
Building Maintenance	4,428.37	20,833	21.26%	29,435.64	62,500	11.77%	250,000
Security System	414.00	750	55.20%	414.00	2,250	4.60%	9,000
Library Office & Equipment	0.00	83	0.00%	0.00	250	0.00%	1,000
Legal	607.40	10,000	6.07%	930.43	30,000	0.78%	120,000
Library Consultant	0.00	1,000	0.00%	1,000.00	3,000	0.00%	12,000
Electricity	0.00	0	0.00%	0.00	0	0.00%	0
Water & Sewer	930.60	583	159.62%	1,522.56	1,750	21.75%	7,000
Natural Gas	1,469.21	3,333	44.08%	6,020.04	10,000	15.05%	40,000
Telephone	744.74	917	81.21%	1,772.72	2,750	16.12%	11,000
Purchase - New Equipment	1,495.00	1,667	89.68%	11,656.83	5,000	58.28%	20,000
Building & Custodial Supplies	2,202.88	2,833	77.76%	9,199.60	8,500	27.06%	34,000
Building Repairs	1,002.00	1,833	54.66%	1,153.37	5,500	5.24%	22,000
Lib. & Off. Eqpt Rep. & Maint	3,242.49	1,375	235.82%	4,767.55	4,125	28.89%	16,500
Machine Rental	0.00	333	0.00%	399.00	1,000	9.98%	4,000
Automation - Equipment	53.02	6,667	0.80%	4,390.40	20,000	5.49%	80,000
Automation - Line Costs	340.28	542	62.78%	932.54	1,625	14.35%	6,500
Automation - Consultant	10,752.31	13,417	80.14%	33,306.23	40,250	20.69%	161,000
Automation - Maintenance	2,701.03	4,167	64.82%	5,812.95	12,500	11.63%	50,000
Library Furniture	0.00	5,000	0.00%	0.00	15,000	0.00%	60,000
Outreach Services	805.00	583	138.08%	1,993.18	1,750	28.47%	7,000

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

	Actual Month	Monthly Budget	% of Budget	Actual Y-T-D	Budget Y-T-D	% of Total Budget	Total Budget
Board Training & Education	0.00	667	0.00%	1,050.00	2,000	13.13%	8,000
Staff Training & Education	3,286.63	2,250	146.07%	6,564.13	6,750	24.31%	27,000
Conference Fees	972.00	542	179.34%	1,122.00	1,625	17.26%	6,500
Patron Programs & Events	1,550.00	3,750	41.33%	4,682.12	11,250	10.40%	45,000
Association Dues & Fees	25.00	667	3.75%	500.00	2,000	6.25%	8,000
Public Information	2,107.50	3,250	64.85%	2,846.49	9,750	7.30%	39,000
Library Supplies	81.06	3,750	2.16%	4,476.83	11,250	9.95%	45,000
Office Supplies	389.86	917	42.51%	661.19	2,750	6.01%	11,000
Postage	733.01	1,167	62.81%	1,553.34	3,500	11.10%	14,000
Printing	0.00	584	0.00%	0.00	1,750	0.00%	7,000
Contingency	0.00	0	0.00%	0.00	0	0.00%	0
Contribution to IMRF	16,961.56	17,708	95.78%	52,117.37	53,124	24.53%	212,494
Contribution to FICA	14,175.11	15,819	89.61%	43,874.60	47,458	23.11%	189,831
Audit	0.00	875	0.00%	4,500.00	2,625	42.86%	10,500
Liability Ins.-D&O,Bonds,WC	4,001.50	4,583	87.31%	12,004.50	13,750	21.83%	55,000
Unemployment Compensation	0.00	334	0.00%	0.00	1,000	0.00%	4,000
Bank Charges	0.00	250	0.00%	504.36	750	16.81%	3,000
Total Expenditures	350,379.57	439,489	79.72%	1,102,577.99	1,318,466	20.91%	5,273,867
Excess (Deficiency) of Revenues Over (Under) Expenditures	1,449,094.25	0	-100.00%	1,599,972.60	0	-100.00%	0
Interfund Transfers In / (Out)	0.00	0	0.00%	0.00	0	0.00%	0
Net Change in Fund Balance	1,449,094.25	0	-100.00%	1,599,972.60	0	-100.00%	0

**Orland Park Public Library
Other Funds
Statement of Revenue & Expenditures
For The Month Ended March 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>
<u>Revenues</u>						
Taxes	0.00	0.00	0.00	0.00	577,301.58	861,744.26
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	272.54	752.33	5.69	16.67	418.00	828.22
Capital Campaign	0.00	0.00	0.00	300.00	0.00	0.00
Miscellaneous Income	0.00	0.00	0.00	0.00	0.00	0.00
Total Revenues	272.54	752.33	5.69	316.67	577,719.58	862,572.48
<u>Expenditures</u>						
Building Repairs	0.00	0.00	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	58,923.12
Total Expenditures	0.00	0.00	0.00	0.00	19,641.04	58,923.12
Excess (Deficiency) of Revenues Over (Under) Expenditures	272.54	752.33	5.69	316.67	558,078.54	803,649.36
Interfund Transfers In / (Out)	0.00	0.00	0.00	0.00	0.00	0.00
Net Change in Fund Balance	272.54	752.33	5.69	316.67	558,078.54	803,649.36