

Orland Park Public Library
General Fund
Explanation of Variances for General Fund Activity
For The Month Ended January 31, 2017

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

Total Expenditures were \$ 93,042 under budget for the month and the year.

Salaries is under budget by \$ 20,215 for January and the year. There are a few open positions at this time.

Life/Health Insurance is over budget for the month by \$ 16,785 from the funding of the HSA accounts for the year. This line should be within budget by the end of the year.

Natural Gas is over budget for January and the year by \$ 1,386 due to a 50% increase in the cost per therm.

Automation - Maintenance is over budget for the month and the year by \$ 709, but should be within budget by the end of the year.

**Orland Park Public Library
Balance Sheet - All Funds
January 31, 2017**

	<u>General Fund</u>	<u>Special Reserve</u>	<u>Capital Campaign</u>	<u>Debt Service</u>	<u>Total</u>
Assets					
Cash - Marquette	213,083.70	6,779.85	68,290.55		288,154.10
Cash - Marquette E-Commerce	2,623.65				2,623.65
Illinois Funds	91,302.52				91,302.52
PMA Financial Investments	5,665,889.60	766,347.09		495,228.13	6,927,464.82
US Bank	9,273.48	67.50		525.46	9,866.44
Tax Receipts - Marquette	1.00				1.00
Special Reserve - Marquette	1.00				1.00
Cash - Harris Bank	0.00				0.00
Petty Cash	300.00				300.00
Interest Receivable	25,198.47	286.41		1,170.84	26,655.72
Property Taxes Receivable	5,194,234.00			1,683,393.00	6,877,627.00
Prepaid Expenses	149,465.64				149,465.64
Due from Debt Service	0.00	0.00	0.00	0.00	0.00
Total Assets	<u>11,351,373.06</u>	<u>773,480.85</u>	<u>68,290.55</u>	<u>2,180,317.43</u>	<u>14,373,461.89</u>
Liabilities & Fund Balance					
Health Insurance W/H Payable	0.00	0.00	0.00	0.00	0.00
IMRF W/H Payable	0.00	0.00	0.00	0.00	0.00
457 Plan W/H Payable	(375.00)	0.00	0.00	0.00	(375.00)
Due to General Fund	0.00	0.00	0.00	0.00	0.00
Deferred Property Tax Revenue	5,194,234.00	0.00	0.00	1,683,393.00	6,877,627.00
Accounts Payable	29,573.96	0.00	0.00	0.00	29,573.96
Estimated Property Tax Refunds	0.00	0.00	0.00	0.00	0.00
Due to Primary Government	0.00	0.00	0.00	32,232.08	32,232.08
Total Liabilities	<u>5,223,432.96</u>	<u>0.00</u>	<u>0.00</u>	<u>1,715,625.08</u>	<u>6,939,058.04</u>
Beginning Unrestricted Fund Balance	<u>6,283,463.74</u>	<u>773,078.83</u>	<u>68,284.75</u>	<u>470,727.88</u>	<u>7,595,555.20</u>
Fund Balance - Nonspendable	<u>149,465.64</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>149,465.64</u>
Fund Balance - Restricted by Donors	<u>51,006.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>51,006.00</u>
Fund Balance - Restricted by Statue	<u>13,597.41</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>13,597.41</u>
Transfers between Funds	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Excess (Deficiency) of Revenues Over (Under) Expenditures	<u>(360,310.13)</u>	<u>402.02</u>	<u>5.80</u>	<u>(15,318.09)</u>	<u>(375,220.40)</u>
Ending Fund Balance	<u>6,127,940.10</u>	<u>773,480.85</u>	<u>68,290.55</u>	<u>464,692.35</u>	<u>7,434,403.85</u>
Total Liabilities & Fund Balance	<u>11,351,373.06</u>	<u>773,480.85</u>	<u>68,290.55</u>	<u>2,180,317.43</u>	<u>14,373,461.89</u>

**Orland Park Public Library
General Fund
Statement of Revenue & Expenditures
January 31, 2017**

	Actual Month	Monthly Budget	% of Budget	Actual Y-T-D	Budget Y-T-D	% of Total Budget	Total Budget
<u>Revenues</u>							
Taxes	1,626.29	432,853	0.38%	1,626.29	432,853	0.03%	5,194,234
Impact Fees	1,750.00	1,500	116.67%	1,750.00	1,500	9.72%	18,000
Replacement Taxes	2,234.17	1,000	223.42%	2,234.17	1,000	18.62%	12,000
State Grants	0.00	3,333	0.00%	0.00	3,333	0.00%	40,000
Non Resident Fees	322.30	500	64.46%	322.30	500	5.37%	6,000
Fines	4,877.83	4,583	106.43%	4,877.83	4,583	8.87%	55,000
Gifts	1,195.00	750	159.33%	1,195.00	750	13.28%	9,000
Copy Machine	935.03	1,000	93.50%	935.03	1,000	7.79%	12,000
Interest Income	3,627.59	2,000	181.38%	3,627.59	2,000	15.11%	24,000
Miscellaneous Income	878.97	750	117.20%	878.97	750	9.77%	9,000
Total Revenues	17,447.18	448,270	3.89%	17,447.18	448,270	0.32%	5,379,234
<u>Expenditures</u>							
Salaries	188,783.96	208,999	90.33%	188,783.96	208,998	7.53%	2,507,992
Salaries-Maintenance	8,258.11	9,476	87.15%	8,258.11	9,476	7.26%	113,711
Life/Health Insurance	56,785.21	40,000	141.96%	56,785.21	40,000	11.83%	480,000
Books	18,858.44	34,000	55.47%	18,858.44	34,000	4.62%	408,000
Electronic Databases	6,120.50	6,083	100.62%	6,120.50	6,083	8.38%	73,000
Periodicals	3,440.13	3,167	108.62%	3,440.13	3,167	9.05%	38,000
Audio Visual Materials	6,276.23	13,750	45.65%	6,276.23	13,750	3.80%	165,000
Audio Visual Equipment	51.97	83	62.61%	51.97	83	5.20%	1,000
Book Rebinding	0.00	0	0.00%	0.00	0	0.00%	0
Accounting	481.66	1,158	41.59%	481.66	1,158	3.47%	13,900
Insurance	3,385.58	4,083	82.92%	3,385.58	4,083	6.91%	49,000
Landscaping & Groundskeeping	0.00	2,000	0.00%	0.00	2,000	0.00%	24,000
Building Maintenance	9,611.36	33,833	28.41%	9,611.36	33,833	2.37%	406,000
Security System	328.00	1,000	32.80%	328.00	1,000	2.73%	12,000
Library Office & Equipment	0.00	83	0.00%	0.00	83	0.00%	1,000
Legal	333.42	9,583	3.48%	333.42	9,583	0.29%	115,000
Library Consultant	0.00	833	0.00%	0.00	833	0.00%	10,000
Electricity	0.00	0	0.00%	0.00	0	0.00%	0
Water & Sewer	1,078.70	750	143.83%	1,078.70	750	11.99%	9,000
Natural Gas	4,385.54	3,000	146.18%	4,385.54	3,000	12.18%	36,000
Telephone	739.28	800	92.41%	739.28	800	7.70%	9,600
Purchase - New Equipment	0.00	1,667	0.00%	0.00	1,667	0.00%	20,000
Building & Custodial Supplies	3,324.05	3,000	110.80%	3,324.05	3,000	9.23%	36,000
Building Repairs	399.61	1,833	21.80%	399.61	1,833	1.82%	22,000
Lib. & Off. Eqpt Rep. & Maint	396.72	1,500	26.45%	396.72	1,500	2.20%	18,000
Machine Rental	0.00	333	0.00%	0.00	333	0.00%	4,000
Automation - Equipment	4,728.51	6,667	70.92%	4,728.51	6,667	5.91%	80,000
Automation - Line Costs	334.99	625	53.60%	334.99	625	4.47%	7,500
Automation - Consultant	8,365.00	12,083	69.23%	8,365.00	12,083	5.77%	145,000
Automation - Maintenance	7,791.70	7,083	110.01%	7,791.70	7,083	9.17%	85,000
Library Furniture	0.00	5,417	0.00%	0.00	5,417	0.00%	65,000
Outreach Services	268.77	583	46.10%	268.77	583	3.84%	7,000

**Orland Park Public Library
General Fund
Statement of Revenue & Expenditures
January 31, 2017**

	Actual Month	Monthly Budget	% of Budget	Actual Y-T-D	Budget Y-T-D	% of Total Budget	Total Budget
Board Training & Education	250.00	583	42.88%	250.00	583	3.57%	7,000
Staff Training & Education	329.33	1,984	16.60%	329.33	1,984	1.38%	23,804
Conference Fees	0.00	500	0.00%	0.00	500	0.00%	6,000
Patron Programs & Events	1,227.76	3,500	35.08%	1,227.76	3,500	2.92%	42,000
Association Dues & Fees	450.00	750	60.00%	450.00	750	5.00%	9,000
Public Information	739.17	3,250	22.74%	739.17	3,250	1.90%	39,000
Library Supplies	3,208.89	3,500	91.68%	3,208.89	3,500	7.64%	42,000
Office Supplies	345.15	750	46.02%	345.15	750	3.84%	9,000
Postage	525.20	1,250	42.02%	525.20	1,250	3.50%	15,000
Printing	0.00	750	0.00%	0.00	750	0.00%	9,000
Contingency	0.00	0	0.00%	0.00	0	0.00%	0
Contribution to IMRF	16,599.79	18,018	92.13%	16,599.79	18,018	7.68%	216,221
Contribution to FICA	14,711.22	16,713	88.02%	14,711.22	16,713	7.34%	200,560
Audit	938.00	942	99.58%	938.00	942	8.30%	11,300
Liability Ins.-D&O,Bonds,WC	3,796.50	4,250	89.33%	3,796.50	4,250	7.44%	51,000
Unemployment Compensation	0.00	337	0.00%	0.00	333	0.00%	4,000
Bank Charges	108.86	250	43.54%	108.86	250	3.63%	3,000
Total Expenditures	377,757.31	470,799	80.24%	377,757.31	470,799	6.69%	5,649,588
Excess (Deficiency) of Revenues Over (Under) Expenditures	(360,310.13)	(22,529)	-106.67%	(360,310.13)	(22,529)	-106.67%	(270,354)
Interfund Transfers In / (Out)	0.00	0	0.00%	0.00	0	0.00%	0
Net Change in Fund Balance	<u>(360,310.13)</u>	<u>(22,529)</u>	<u>-106.67%</u>	<u>(360,310.13)</u>	<u>(22,529)</u>	<u>-106.67%</u>	<u>(270,354)</u>

**Orland Park Public Library
Other Funds
Statement of Revenue & Expenditures
January 31, 2017**

	Special Reserve Month	Special Reserve Y-T-D	Capital Campaign Month	Capital Campaign Y-T-D	Debt Service Month	Debt Service Y-T-D
Revenues						
Taxes	0.00	0.00	0.00	0.00	525.46	525.46
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	405.02	405.02	5.80	5.80	272.49	272.49
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	405.02	405.02	5.80	5.80	797.95	797.95
Expenditures						
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	3.00	3.00	0.00	0.00	0.00	0.00
Debt Service Repaid to Village	0.00	0.00	0.00	0.00	16,116.04	16,116.04
Total Expenditures	3.00	3.00	0.00	0.00	16,116.04	16,116.04
Excess (Deficiency) of Revenues Over (Under) Expenditures	402.02	402.02	5.80	5.80	(15,318.09)	(15,318.09)
Interfund Transfers In / (Out)	0.00	0.00	0.00	0.00	0.00	0.00
Net Change in Fund Balance	402.02	402.02	5.80	5.80	(15,318.09)	(15,318.09)