

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

Revenues

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

Expenditures

Total Expenditures were \$ 58,947 over budget for the month and \$ 281,376 under budget year-to-date.

Salaries is under budget by \$ 9,490 for May and \$ 77,171 under budget year-to-date. There are a few open positions at this time.

Books is over budget for the month by \$ 6,833, but under budget on a year-to-date basis.

Periodicals is over budget by \$ 1,226 for May and slightly over budget on a year-to-date basis.

Building Maintenance is over budget for the month by \$ 86,297 and over budget on a year-to-date basis.

Library Consultant is over budget by \$ 1,167 for May, but under budget on a year-to-date basis.

Building Repairs is over budget for the month by \$ 943 and under budget on a year-to-date basis.

Lib. & Off. Equipmt Repairs & Maint. is over budget by \$ 1,101 for May, but under budget on a year-to-date basis.

Conference Fees is over budget for the month by \$ 1,425 and over budget on a year-to-date basis.

Patron Programs & Events is over budget for May by \$ 770, but under budget on a year-to-date basis.

Association Dues and Fees is over budget for the month by \$ 956, but under budget on a year-to-date basis.

Public Information is over budget for May by \$ 3,049, but under budget on a year-to-date basis.

Library Supplies is over budget for the month by \$ 2,038, but under budget on a year-to-date basis.

Note: Per ILCS 5/3.1-35-65, The Annual Treasurers Report for the Orland Park Public Library for FYE 12/31/16 has been published on a timely basis in the Orland Park Prairie newspaper on Thursday, June 8, 2017.

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

	<u>General Fund</u>	<u>Special Reserve</u>	<u>Capital Campaign</u>	<u>Debt Service</u>	<u>Total</u>
Assets					
Cash - Marquette	227,212.35	0.00	69,488.13		296,700.48
Cash - Marquette E-Commerce	2,644.31				2,644.31
PMA Financial Investments	6,683,841.75	771,921.88		1,301,189.61	8,756,953.24
Tax Receipts - Marquette	49,929.52			13,112.20	63,041.72
Special Reserve - Marquette	1.00	2,540.41			2,541.41
Cash - Harris Bank	0.00				0.00
Petty Cash	300.00				300.00
Interest Receivable	27,127.84	848.90		3,278.58	31,255.32
Property Taxes Receivable	2,482,642.45			796,195.81	3,278,838.26
Prepaid Expenses	245,528.53				245,528.53
Due from Debt Service	0.00	0.00	0.00	0.00	0.00
Total Assets	<u>9,719,227.75</u>	<u>775,311.19</u>	<u>69,488.13</u>	<u>2,113,776.20</u>	<u>12,677,803.27</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	325.00	0.00	0.00	0.00	325.00
Due to General Fund	0.00	0.00	0.00	0.00	0.00
Deferred Property Tax Revenue	2,482,642.45	0.00	0.00	796,195.81	3,278,838.26
Accounts Payable	64,527.23	0.00	0.00	0.00	64,527.23
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>2,547,494.68</u>	<u>0.00</u>	<u>0.00</u>	<u>796,195.81</u>	<u>3,343,690.49</u>
Beginning Unrestricted Fund Balance	<u>6,180,064.83</u>	<u>773,095.83</u>	<u>68,284.75</u>	<u>533,848.88</u>	<u>7,555,294.29</u>
Fund Balance - Nonspendable	<u>245,528.53</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>245,528.53</u>
Fund Balance - Restricted by Donors	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Fund Balance - Restricted by Statute	<u>13,597.41</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>13,597.41</u>
Fund Balance - Restricted by Budget	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</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>732,542.30</u>	<u>2,215.36</u>	<u>1,203.38</u>	<u>783,731.51</u>	<u>1,519,692.55</u>
Ending Fund Balance	<u>7,171,733.07</u>	<u>775,311.19</u>	<u>69,488.13</u>	<u>1,317,580.39</u>	<u>9,334,112.78</u>
Total Liabilities & Fund Balance	<u>9,719,227.75</u>	<u>775,311.19</u>	<u>69,488.13</u>	<u>2,113,776.20</u>	<u>12,677,803.27</u>

**Orland Park Public Library
General Fund
Statement of Revenue & Expenditures
May 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	37,874.37	432,853	8.75%	2,739,610.14	2,164,264	52.74%	5,194,234
Impact Fees	500.00	1,500	33.33%	2,250.00	7,500	12.50%	18,000
Replacement Taxes	0.00	1,000	0.00%	7,325.23	5,000	61.04%	12,000
State Grants	0.00	3,333	0.00%	0.00	16,667	0.00%	40,000
Non Resident Fees	768.98	500	153.80%	1,504.77	2,500	25.08%	6,000
Fines	3,488.20	4,583	76.11%	22,340.11	22,917	40.62%	55,000
Gifts	627.07	750	83.61%	1,822.07	3,750	20.25%	9,000
Copy Machine	1,362.82	1,000	136.28%	5,729.70	5,000	47.75%	12,000
Interest Income	7,458.70	2,000	372.94%	20,673.29	10,000	86.14%	24,000
Miscellaneous Income	808.44	750	107.79%	3,913.67	3,750	43.49%	9,000
Total Revenues	52,888.58	448,270	11.80%	2,805,168.98	2,241,349	52.15%	5,379,234
<u>Expenditures</u>							
Salaries	199,508.91	208,999	95.46%	967,825.49	1,044,996	38.59%	2,507,992
Salaries-Maintenance	9,173.94	9,476	96.81%	44,390.56	47,380	39.04%	113,711
Life/Health Insurance	36,319.23	40,000	90.80%	197,659.86	200,000	41.18%	480,000
Books	40,832.76	34,000	120.10%	137,214.65	170,000	33.63%	408,000
Electronic Databases	6,382.62	6,083	104.93%	30,727.74	30,417	42.09%	73,000
Periodicals	4,393.06	3,167	138.71%	15,948.59	15,833	41.97%	38,000
Audio Visual Materials	10,940.75	13,750	79.57%	53,434.45	68,750	32.38%	165,000
Audio Visual Equipment	0.00	83	0.00%	52.38	417	5.24%	1,000
Book Rebinding	0.00	0	0.00%	0.00	0	0.00%	0
Accounting	1,191.05	1,158	102.85%	6,256.91	5,792	45.01%	13,900
Insurance	4,096.50	4,083	100.33%	19,162.82	20,417	39.11%	49,000
Landscaping & Groundskeeping	1,224.13	2,000	61.21%	3,731.92	10,000	15.55%	24,000
Building Maintenance	120,130.21	33,833	355.07%	171,042.06	169,167	42.13%	406,000
Security System	0.00	1,000	0.00%	1,375.11	5,000	11.46%	12,000
Library Office & Equipment	0.00	83	0.00%	0.00	417	0.00%	1,000
Legal	3,701.38	9,583	38.62%	24,839.08	47,917	21.60%	115,000
Library Consultant	2,000.00	833	0.00%	2,000.00	4,167	0.00%	10,000
Electricity	0.00	0	0.00%	0.00	0	0.00%	0
Water & Sewer	1,117.05	750	148.94%	3,496.05	3,750	38.85%	9,000
Natural Gas	3,353.38	3,000	111.78%	15,760.63	15,000	43.78%	36,000
Telephone	741.60	800	92.70%	3,310.77	4,000	34.49%	9,600
Purchase - New Equipment	0.00	1,667	0.00%	0.00	8,333	0.00%	20,000
Building & Custodial Supplies	3,042.64	3,000	101.42%	13,276.02	15,000	36.88%	36,000
Building Repairs	2,775.71	1,833	151.43%	6,858.21	9,167	31.17%	22,000
Lib. & Off. Eqpt Rep. & Maint	2,600.73	1,500	173.38%	6,632.23	7,500	36.85%	18,000
Machine Rental	233.01	333	69.97%	466.02	1,667	11.65%	4,000
Automation - Equipment	2,594.28	6,667	38.91%	22,310.67	33,333	27.89%	80,000
Automation - Line Costs	327.97	625	52.48%	1,646.65	3,125	21.96%	7,500
Automation - Consultant	7,985.25	12,083	66.09%	37,322.50	60,417	25.74%	145,000
Automation - Maintenance	7,181.68	7,083	101.39%	25,739.89	35,417	30.28%	85,000
Library Furniture	0.00	5,417	0.00%	1,638.84	27,083	2.52%	65,000
Outreach Services	364.95	583	62.60%	4,149.68	2,917	59.28%	7,000

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

	Actual Month	Monthly Budget	% of Budget	Actual Y-T-D	Budget Y-T-D	% of Total Budget	Total Budget
Board Training & Education	205.00	583	35.16%	1,917.34	2,917	27.39%	7,000
Staff Training & Education	402.74	1,984	20.30%	3,778.77	9,918	15.87%	23,804
Conference Fees	1,925.00	500	385.00%	4,175.00	2,500	69.58%	6,000
Patron Programs & Events	4,270.05	3,500	122.00%	16,074.69	17,500	38.27%	42,000
Association Dues & Fees	1,706.00	750	227.47%	2,501.00	3,750	27.79%	9,000
Public Information	6,298.65	3,250	193.80%	15,536.77	16,250	39.84%	39,000
Library Supplies	5,538.44	3,500	158.24%	16,329.21	17,500	38.88%	42,000
Office Supplies	232.52	750	31.00%	1,907.85	3,750	21.20%	9,000
Postage	622.86	1,250	49.83%	6,241.62	6,250	41.61%	15,000
Printing	0.00	750	0.00%	2,891.26	3,750	32.13%	9,000
Contingency	0.00	0	0.00%	0.00	0	0.00%	0
Contribution to IMRF	17,563.56	18,018	97.48%	84,708.51	90,092	39.18%	216,221
Contribution to FICA	15,596.24	16,713	93.32%	75,757.67	83,567	37.77%	200,560
Audit	658.22	942	69.87%	4,444.44	4,708	39.33%	11,300
Liability Ins.-D&O,Bonds,WC	2,501.00	4,250	58.85%	17,687.00	21,250	34.68%	51,000
Unemployment Compensation	13.00	337	3.86%	0.00	1,667	0.00%	4,000
Bank Charges	0.00	250	0.00%	405.77	1,250	13.53%	3,000
Total Expenditures	529,746.07	470,799	112.52%	2,072,626.68	2,354,003	36.69%	5,649,588
Excess (Deficiency) of Revenues Over (Under) Expenditures	(476,857.49)	(22,529)		732,542.30	(112,647)		(270,354)
Interfund Transfers In / (Out)	0	0		0	0		0
Net Change in Fund Balance	(476,857.49)	(22,529)		732,542.30	(112,647)		(270,354)

Orland Park Public Library
Other Funds
Statement of Revenue & Expenditures
May 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	12,624.79	861,347.63
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	466.35	2,265.36	5.88	28.38	901.08	2,964.09
Capital Campaign	0.00	0.00	575.00	1,175.00	0.00	0.00
Miscellaneous Income	0.00	0.00	0.00	0.00	0.00	0.00
Total Revenues	466.35	2,265.36	580.88	1,203.38	13,525.87	864,311.72
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	17.00	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	33.00	0.00	0.00	0.00	0.00
Debt Service Repaid to Village	0.00	0.00	0.00	0.00	16,116.05	80,580.21
Total Expenditures	0.00	50.00	0.00	0.00	16,116.05	80,580.21
Excess (Deficiency) of Revenues Over (Under) Expenditures	466.35	2,215.36	580.88	1,203.38	(2,590.18)	783,731.51
Interfund Transfers In / (Out)	0.00	0.00	0.00	0.00	0.00	0.00
Net Change in Fund Balance	466.35	2,215.36	580.88	1,203.38	(2,590.18)	783,731.51