

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

Revenues

Tax Revenues are at 75.4% of budget on a year-to-date basis. Interest Income continues to be higher than budgeted due to investments being set up with longer maturities providing higher rates of return. **Total Revenues** are at 74.7% of year-to-date budget.

Expenditures

Total Expenditures were \$ 50,192 under budget for the month and \$ 375,215 under budget year-to-date.

Salaries is under budget by \$ 8,963 for July and \$ 90,798 under budget year-to-date. There are a few open positions at this time.

Life/Health Insurance is over budget for the month by \$ 2,481, but under budget on a year-to-date basis.

Electronic Databases is over budget by \$ 1,466 for July and over budget on a year-to-date basis.

Periodicals is over budget for the month by \$ 913 and over budget on a year-to-date basis.

Landscaping & Groundskeeping is over budget by \$ 3,479 for July and over budget on a year-to-date basis.

Water & Sewer is over budget by \$ 690 for the month, but under budget on a year-to-date basis.

Natural Gas is over budget by \$ 1,202 for July and over budget on a year-to-date basis.

Library Furniture is over budget for the month by \$ 22,877 and over budget on a year-to-date basis.

Staff Training & Education is over budget by \$ 1,566 for July, but under budget on a year-to-date basis.

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

	<u>General Fund</u>	<u>Special Reserve</u>	<u>Capital Campaign</u>	<u>Debt Service</u>	<u>Total</u>
Assets					
Cash - Marquette	230,318.93	0.00	69,499.74		299,818.67
Cash - Marquette E-Commerce	2,769.81				2,769.81
PMA Financial Investments	6,023,954.11	1,072,794.52		1,444,981.98	8,541,730.61
Tax Receipts - Marquette	796,954.28			261,637.24	1,058,591.52
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	30,774.67	1,075.87		4,946.26	36,796.80
Property Taxes Receivable	1,305,865.88			403,936.95	1,709,802.83
Prepaid Expenses	197,460.35				197,460.35
Due from Debt Service	0.00	0.00	0.00	0.00	0.00
Total Assets	<u>8,588,399.03</u>	<u>1,076,410.80</u>	<u>69,499.74</u>	<u>2,115,502.43</u>	<u>11,849,812.00</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
Garnishment 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	1,305,865.88	0.00	0.00	403,936.95	1,709,802.83
Accounts Payable	47,251.44	0.00	0.00	0.00	47,251.44
Estimated Property Tax Refunds	0.00	0.00	0.00	0.00	0.00
Due to Primary Government	0.00	0.00	0.00	32,232.10	32,232.10
Total Liabilities	<u>1,353,117.32</u>	<u>0.00</u>	<u>0.00</u>	<u>436,169.05</u>	<u>1,789,286.37</u>
Beginning Unrestricted Fund Balance	6,228,133.01	773,095.83	68,284.75	533,848.88	7,603,362.47
Fund Balance - Nonspendable	197,460.35	0.00	0.00	0.00	197,460.35
Fund Balance - Restricted by Donors	0.00	0.00	0.00	0.00	0.00
Fund Balance - Restricted by Statute	13,597.41	0.00	0.00	0.00	13,597.41
Fund Balance - Restricted by Budget	0.00	0.00	0.00	0.00	0.00
Transfers between Funds	(300,000.00)	300,000.00	0.00	0.00	0.00
Excess (Deficiency) of Revenues Over (Under) Expenditures	<u>1,096,090.94</u>	<u>3,314.97</u>	<u>1,214.99</u>	<u>1,145,484.50</u>	<u>2,246,105.40</u>
Ending Fund Balance	<u>7,235,281.71</u>	<u>1,076,410.80</u>	<u>69,499.74</u>	<u>1,679,333.38</u>	<u>10,060,525.63</u>
Total Liabilities & Fund Balance	<u>8,588,399.03</u>	<u>1,076,410.80</u>	<u>69,499.74</u>	<u>2,115,502.43</u>	<u>11,849,812.00</u>

**Orland Park Public Library
General Fund
Statement of Revenue & Expenditures
For The Month Ended July 31, 2017**

	Actual Month	Monthly Budget	% of Budget	Actual Y-T-D	Budget Y-T-D	% of Total Budget	Total Budget
Revenues							
Taxes	1,156,865.87	432,853	267.27%	3,916,386.69	3,029,970	75.40%	5,194,234
Impact Fees	0.00	1,500	0.00%	2,250.00	10,500	12.50%	18,000
Replacement Taxes	2,407.55	1,000	240.76%	12,087.17	7,000	100.73%	12,000
State Grants	0.00	3,333	0.00%	0.00	23,333	0.00%	40,000
Non Resident Fees	975.85	500	195.17%	3,062.88	3,500	51.05%	6,000
Fines	4,987.89	4,583	108.83%	33,095.62	32,083	60.17%	55,000
Gifts	80.00	750	10.67%	5,902.07	5,250	65.58%	9,000
Copy Machine	1,125.50	1,000	112.55%	7,855.20	7,000	65.46%	12,000
Interest Income	4,692.91	2,000	234.65%	29,963.06	14,000	124.85%	24,000
Miscellaneous Income	555.79	750	74.11%	5,866.10	5,250	65.18%	9,000
Total Revenues	1,171,691.36	448,270	261.38%	4,016,468.79	3,137,887	74.67%	5,379,234
Expenditures							
Salaries	200,035.93	208,999	95.71%	1,372,195.82	1,462,994	54.71%	2,507,992
Salaries-Maintenance	8,766.19	9,476	92.51%	63,396.15	66,331	55.75%	113,711
Life/Health Insurance	42,481.37	40,000	106.20%	277,672.97	280,000	57.85%	480,000
Books	20,600.69	34,000	60.59%	179,620.78	238,000	44.02%	408,000
Electronic Databases	7,548.63	6,083	124.09%	44,659.04	42,583	61.18%	73,000
Periodicals	4,080.13	3,167	128.83%	23,339.99	22,167	61.42%	38,000
Audio Visual Materials	12,159.42	13,750	88.43%	76,766.95	96,250	46.53%	165,000
Audio Visual Equipment	0.00	83	0.00%	51.97	583	5.20%	1,000
Book Rebinding	0.00	0	0.00%	0.00	0	0.00%	0
Accounting	1,094.65	1,158	94.53%	8,467.16	8,108	60.91%	13,900
Insurance	4,096.50	4,083	100.33%	27,355.82	28,583	55.83%	49,000
Landscaping & Groundskeeping	5,479.44	2,000	273.97%	14,175.49	14,000	59.06%	24,000
Building Maintenance	9,441.52	33,833	27.91%	191,429.47	236,833	47.15%	406,000
Security System	0.00	1,000	0.00%	1,789.11	7,000	14.91%	12,000
Library Office & Equipment	0.00	83	0.00%	0.00	583	0.00%	1,000
Legal	3,678.89	9,583	38.39%	33,391.13	67,083	29.04%	115,000
Library Consultant	333.33	833	0.00%	2,333.33	5,833	0.00%	10,000
Electricity	0.00	0	0.00%	0.00	0	0.00%	0
Water & Sewer	1,439.61	750	191.95%	4,935.66	5,250	54.84%	9,000
Natural Gas	4,202.10	3,000	140.07%	21,603.08	21,000	60.01%	36,000
Telephone	560.74	800	70.09%	4,431.95	5,600	46.17%	9,600
Purchase - New Equipment	0.00	1,667	0.00%	0.00	11,667	0.00%	20,000
Building & Custodial Supplies	2,756.42	3,000	91.88%	23,365.21	21,000	64.90%	36,000
Building Repairs	0.00	1,833	0.00%	7,860.64	12,833	35.73%	22,000
Lib. & Off. Eqpt Rep. & Maint	652.65	1,500	43.51%	9,352.68	10,500	51.96%	18,000
Machine Rental	0.00	333	0.00%	466.02	2,333	11.65%	4,000
Automation - Equipment	715.66	6,667	10.73%	26,056.65	46,667	32.57%	80,000
Automation - Line Costs	408.06	625	65.29%	2,302.69	4,375	30.70%	7,500
Automation - Consultant	5,382.00	12,083	44.54%	49,841.47	84,583	34.37%	145,000
Automation - Maintenance	5,333.39	7,083	75.30%	42,060.86	49,583	49.48%	85,000
Library Furniture	28,294.07	5,417	522.32%	54,271.99	37,917	83.50%	65,000
Outreach Services	40.00	583	6.86%	4,280.59	4,083	61.15%	7,000

**Orland Park Public Library
General Fund
Statement of Revenue & Expenditures
For The Month Ended July 31, 2017**

	Actual Month	Monthly Budget	% of Budget	Actual Y-T-D	Budget Y-T-D	% of Total Budget	Total Budget
Board Training & Education	150.00	583	25.73%	2,178.09	4,083	31.12%	7,000
Staff Training & Education	3,549.47	1,984	178.90%	5,672.70	13,886	23.83%	23,804
Conference Fees	0.00	500	0.00%	4,175.00	3,500	69.58%	6,000
Patron Programs & Events	3,906.81	3,500	111.62%	21,863.32	24,500	52.06%	42,000
Association Dues & Fees	350.00	750	46.67%	2,851.00	5,250	31.68%	9,000
Public Information	2,127.50	3,250	65.46%	18,403.40	22,750	47.19%	39,000
Library Supplies	2,315.51	3,500	66.16%	26,565.38	24,500	63.25%	42,000
Office Supplies	1,132.00	750	150.93%	3,198.40	5,250	35.54%	9,000
Postage	481.36	1,250	38.51%	7,593.00	8,750	50.62%	15,000
Printing	0.00	750	0.00%	2,891.26	5,250	32.13%	9,000
Contingency	0.00	0	0.00%	0.00	0	0.00%	0
Contribution to IMRF	17,935.59	18,018	99.54%	120,619.88	126,129	55.79%	216,221
Contribution to FICA	15,603.01	16,713	93.36%	107,406.78	116,993	53.55%	200,560
Audit	972.22	942	103.21%	6,388.88	6,592	56.54%	11,300
Liability Ins.-D&O,Bonds,WC	2,501.66	4,250	58.86%	22,690.32	29,750	44.49%	51,000
Unemployment Compensation	0.00	337	0.00%	0.00	2,333	0.00%	4,000
Bank Charges	(0.02)	250	-0.01%	405.77	1,750	13.53%	3,000
Total Expenditures	420,606.50	470,799	89.34%	2,920,377.85	3,295,593	51.69%	5,649,588
Excess (Deficiency) of Revenues Over (Under) Expenditures	751,084.86	(22,529)		1,096,090.94	(157,706)		(270,354)
Interfund Transfers In / (Out)	0	0		0	0		0
Net Change in Fund Balance	751,084.86	(22,529)		1,096,090.94	(157,706)		(270,354)

**Orland Park Public Library
Other Funds
Statement of Revenue & Expenditures
For The Month Ended July 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	385,621.96	1,253,606.49
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	596.07	3,364.97	5.90	39.99	878.32	4,690.32
Capital Campaign	0.00	0.00	0.00	1,175.00	0.00	0.00
Miscellaneous Income	0.00	0.00	0.00	0.00	0.00	0.00
Total Revenues	596.07	3,364.97	5.90	1,214.99	386,500.28	1,258,296.81
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	112,812.31
Total Expenditures	0.00	50.00	0.00	0.00	16,116.05	112,812.31
Excess (Deficiency) of Revenues Over (Under) Expenditures	596.07	3,314.97	5.90	1,214.99	370,384.23	1,145,484.50
Interfund Transfers In / (Out)	0.00	0.00	0.00	0.00	0.00	0.00
Net Change in Fund Balance	596.07	3,314.97	5.90	1,214.99	370,384.23	1,145,484.50