

**Orland Park Public Library**  
**General Fund**  
**Explanation of Variances for General Fund Activity**  
**For The Month Ended July 31, 2018**

**Revenues**

Tax Revenues are at **78.5%** 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 **78%** of year-to-date budget.

**Expenditures**

**Total Expenditures** were \$ 83,698 under budget for the month and \$ 519,375 under budget on a year-to-date basis.

**Salaries** is under budget by \$ 44 for July and \$ 55,296 under budget on a year-to-date basis. There are a few open positions at this time.

**Water & Sewer** is over budget by \$591 for the month, but under budget on a year-to-date basis.

**Building & Custodial Supplies** is over budget by \$ 678 for July, but under budget on a year-to-date basis.

**Orland Park Public Library  
Balance Sheet - All Funds  
July 31, 2018**

	<u>General Fund</u>	<u>Special Reserve</u>	<u>Capital Campaign</u>	<u>Debt Service</u>	<u>Total</u>
<b>Assets</b>					
Cash - Marquette	240,007	0	71,106		311,113
Cash - Marquette E-Commerce	5,439				5,439
PMA Financial Investments	7,074,625	1,183,579		1,914,987	10,173,191
Tax Receipts - Marquette	8,748			0	8,748
Special Reserve - Marquette	1	102,520			102,521
Cash - Harris Bank	0			0	0
Petty Cash	300				300
Interest Receivable	53,092	3,897		9,828	66,817
Property Taxes Receivable	1,089,479			270,461	1,359,940
Prepaid Expenses	208,221				208,221
Due from Debt Service	0	0	0	0	0
<b>Total Assets</b>	<b><u>8,679,914</u></b>	<b><u>1,289,997</u></b>	<b><u>71,106</u></b>	<b><u>2,195,276</u></b>	<b><u>12,236,292</u></b>
<b>Liabilities &amp; Fund Balance</b>					
Health Insurance W/H Payable	0	0	0	0	0
457 W/H Payable	0	0	0	0	0
Garnishment W/H Payable	154	0	0	0	154
Due to General Fund	0	0	0	0	0
Deferred Property Tax Revenue	1,089,479	0	0	270,461	1,359,940
Accounts Payable	22,269	0	0	0	22,269
Estimated Property Tax Refunds	0	0	0	0	0
Due to Primary Government	0	0	0	24,161	24,161
<b>Total Liabilities</b>	<b><u>1,111,903</u></b>	<b><u>0</u></b>	<b><u>0</u></b>	<b><u>294,622</u></b>	<b><u>1,406,525</u></b>
<b>Beginning Unrestricted Fund Balance</b>	<b>6,143,003</b>	<b>1,081,040</b>	<b>70,379</b>	<b>580,512</b>	<b>7,874,934</b>
<b>Fund Balance - Nonspendable</b>	<b>208,221</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>208,221</b>
<b>Fund Balance - Restricted by Donors</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Fund Balance - Restricted by Statute</b>	<b>13,597</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>13,597</b>
<b>Fund Balance - Restricted by Budget</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Transfers between Funds</b>	<b>-200,000</b>	<b>200,000</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Excess (Deficiency) of Revenues Over (Under) Expenditures</b>	<b><u>1,403,190</u></b>	<b><u>208,957</u></b>	<b><u>727</u></b>	<b><u>1,320,143</u></b>	<b><u>2,933,016</u></b>
<b>Ending Fund Balance</b>	<b><u>7,568,011</u></b>	<b><u>1,489,997</u></b>	<b><u>71,106</u></b>	<b><u>1,900,654</u></b>	<b><u>11,029,768</u></b>
<b>Total Liabilities &amp; Fund Balance</b>	<b><u>8,679,914</u></b>	<b><u>1,489,997</u></b>	<b><u>71,106</u></b>	<b><u>2,195,276</u></b>	<b><u>12,436,293</u></b>

**Orland Park Public Library  
General Fund  
Statement of Revenue & Expenditures  
For The Month Ended July 31, 2018**

	<b>Actual Month</b>	<b>Monthly Budget</b>	<b>% of Budget</b>	<b>Actual Y-T-D</b>	<b>Budget Y-T-D</b>	<b>% of Total Budget</b>	<b>Total Budget</b>
<b><u>Revenues</u></b>							
Taxes	1,366,997	443,750	308.06%	4,183,522	3,106,250	78.56%	5,325,000
Impact Fees	1,250	833	150.06%	3,625	5,833	36.25%	10,000
Replacement Taxes	1,287	1,667	77.18%	9,504	11,667	47.52%	20,000
State Grants	0	3,333	0.00%	2,313	23,333	5.78%	40,000
Non Resident Fees	0	417	0.00%	777	2,917	15.54%	5,000
Fines	5,542	4,583	120.92%	36,403	32,083	66.19%	55,000
Gifts	0	833	0.00%	4,322	5,833	43.22%	10,000
Copy Machine	1,021	1,000	102.13%	8,012	7,000	66.77%	12,000
Interest Income	9,228	3,833	240.76%	61,141	26,833	132.92%	46,000
Miscellaneous Income	1,200	750	160.05%	5,366	5,250	59.63%	9,000
<b>Total Revenues</b>	<b>1,386,526</b>	<b>461,000</b>	<b>300.76%</b>	<b>4,314,986</b>	<b>3,227,000</b>	<b>78.00%</b>	<b>5,532,000</b>
<b><u>Expenditures</u></b>							
Salaries	221,778	221,822	99.98%	1,497,454	1,552,750	56.26%	2,661,859
Salaries-Maintenance	10,644	10,295	103.39%	70,811	72,066	57.32%	123,541
Life/Health Insurance	42,901	43,333	99.00%	285,818	303,333	54.96%	520,000
Books	20,711	30,667	67.53%	156,754	214,667	42.60%	368,000
Electronic Databases	5,998	8,167	73.44%	43,030	57,167	43.91%	98,000
Periodicals	2,835	3,250	87.24%	20,976	22,750	53.78%	39,000
Audio Visual Materials	13,015	13,333	97.61%	95,564	93,333	59.73%	160,000
Audio Visual Equipment	0	63	0.00%	0	438	0.00%	750
Book Rebinding	0	0	0.00%	0	0	0.00%	0
Accounting	1,117	1,021	109.45%	7,152	7,146	58.39%	12,250
Insurance	4,215	4,292	98.20%	29,031	30,042	56.37%	51,500
Landscaping & Groundskeeping	773	2,000	38.65%	13,149	14,000	54.79%	24,000
Building Maintenance	7,500	40,417	18.56%	86,221	282,917	17.78%	485,000
Security System	781	6,250	12.50%	10,340	43,750	13.79%	75,000
Library Office & Equipment	0	63	0.00%	185	438	24.65%	750
Legal	5,271	6,250	84.34%	19,921	43,750	26.56%	75,000
Library Consultant	0	1,333	0.00%	0	9,333	0.00%	16,000
Electricity	0	0	0.00%	0	0	0.00%	0
Water & Sewer	1,424	833	170.91%	4,875	5,833	48.75%	10,000
Natural Gas	179	3,292	5.44%	15,506	23,042	39.26%	39,500
Telephone	629	750	83.84%	4,302	5,250	47.80%	9,000
Purchase - New Equipment	0	1,250	0.00%	0	8,750	0.00%	15,000
Building & Custodial Supplies	3,803	3,125	121.69%	19,159	21,875	51.09%	37,500
Building Repairs	715	1,500	47.67%	2,934	10,500	16.30%	18,000
Lib. & Off. Eqpt Rep. & Maint	957	1,500	63.78%	8,100	10,500	45.00%	18,000
Machine Rental	0	200	0.00%	466	1,400	19.42%	2,400
Automation - Equipment	1,951	6,167	31.64%	41,828	43,167	56.52%	74,000
Automation - Line Costs	297	458	64.75%	2,064	3,208	37.52%	5,500
Automation - Consultant	6,113	6,250	97.81%	40,862	43,750	54.48%	75,000
Automation - Maintenance	6,338	7,500	84.50%	45,717	52,500	50.80%	90,000
Library Furniture	0	3,333	0.00%	1,921	23,333	4.80%	40,000
Outreach Services	403	625	64.51%	6,599	4,375	87.98%	7,500

**Orland Park Public Library  
General Fund  
Statement of Revenue & Expenditures  
For The Month Ended July 31, 2018**

	<b>Actual Month</b>	<b>Monthly Budget</b>	<b>% of Budget</b>	<b>Actual Y-T-D</b>	<b>Budget Y-T-D</b>	<b>% of Total Budget</b>	<b>Total Budget</b>
Board Training & Education	128	667	19.19%	1,169	4,667	14.61%	8,000
Staff Training & Education	167	2,000	8.37%	10,151	14,000	42.30%	24,000
Conference Fees	0	500	0.00%	1,875	3,500	31.25%	6,000
Patron Programs & Events	3,349	3,583	93.47%	31,389	25,083	73.00%	43,000
Association Dues & Fees	108	583	18.58%	1,765	4,083	25.22%	7,000
Public Information	335	3,333	10.04%	17,836	23,333	44.59%	40,000
Library Supplies	120	3,750	3.19%	20,271	26,250	45.05%	45,000
Office Supplies	289	500	57.88%	2,139	3,500	35.65%	6,000
Postage	575	1,167	49.24%	7,323	8,167	52.30%	14,000
Printing	0	583	0.00%	8,460	4,083	120.86%	7,000
Contingency	0	0	0.00%	0	0	0.00%	0
Contribution to IMRF	20,241	20,250	99.96%	137,390	141,750	56.54%	243,000
Contribution to FICA	17,353	17,750	97.76%	117,340	124,250	55.09%	213,000
Audit	1,085	1,029	105.46%	6,374	7,204	51.61%	12,350
Liability Ins.-D&O,Bonds,WC	2,367	4,750	49.82%	17,399	33,250	30.52%	57,000
Unemployment Compensation	0	337	0.00%	0	2,333	0.00%	4,000
Bank Charges	8	50	16.00%	176	350	29.34%	600
<b>Total Expenditures</b>	<b>406,473</b>	<b>490,171</b>	<b>82.92%</b>	<b>2,911,796</b>	<b>3,431,171</b>	<b>49.50%</b>	<b>5,882,000</b>
<b>Excess (Deficiency) of Revenues Over (Under) Expenditures</b>	<b>980,054</b>	<b>(29,171)</b>		<b>1,403,190</b>	<b>(204,166)</b>		<b>(350,000)</b>
<b>Interfund Transfers In / (Out)</b>	<b>(200,000)</b>	<b>0</b>		<b>(200,000)</b>	<b>0</b>		<b>0</b>
<b>Net Change in Fund Balance</b>	<b>780,054</b>	<b>(29,171)</b>		<b>1,203,190</b>	<b>(204,166)</b>		<b>(350,000)</b>

Orland Park Public Library  
Other Funds  
Statement of Revenue & Expenditures  
For The Month Ended July 31, 2018

	Special Reserve Month	Special Reserve Y-T-D	Capital Campaign Month	Capital Campaign Y-T-D	Debt Service Month	Debt Service Y-T-D
<b>Revenues</b>						
Taxes	0	0	0	0	453,947	1,394,507
Impact Fees	0	0	0	0	0	0
Replacement Taxes	0	0	0	0	0	0
State Grants	0	0	0	0	0	0
Non Resident Fees	0	0	0	0	0	0
Fines	0	0	0	0	0	0
Gifts	0	0	0	0	0	0
Copy Machine	0	0	0	0	0	0
Interest Income	1,337	8,977	6	41	2,135	10,200
Capital Campaign	0	0	575	1,100	0	0
Miscellaneous Income	0	0	0	0	0	0
<b>Total Revenues</b>	<b>1,337</b>	<b>8,977</b>	<b>581</b>	<b>1,141</b>	<b>456,082</b>	<b>1,404,707</b>
<b>Expenditures</b>						
Building Repairs	0	0	0	414	0	0
Audio Visual Equipment	0	0	0	0	0	0
Automation - Equipment	0	0	0	0	0	0
Automation - Consultant	0	0	0	0	0	0
Library Furniture	0	0	0	0	0	0
Library Supplies	0	0	0	0	0	0
Bank Charges	20	20	0	0	0	0
Debt Service Repaid to Village	0	0	0	0	12,081	84,564
<b>Total Expenditures</b>	<b>20</b>	<b>20</b>	<b>0</b>	<b>414</b>	<b>12,081</b>	<b>84,564</b>
<b>Excess (Deficiency) of Revenues Over (Under) Expenditures</b>	<b>1,317</b>	<b>8,957</b>	<b>581</b>	<b>727</b>	<b>444,001</b>	<b>1,320,143</b>
<b>Interfund Transfers In / (Out)</b>	<b>200,000</b>	<b>200,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Net Change in Fund Balance</b>	<b>201,317</b>	<b>208,957</b>	<b>581</b>	<b>727</b>	<b>444,001</b>	<b>1,320,143</b>