

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

Revenues

Tax Revenues are at 95.9% 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 96.4% of year-to-date budget.

Expenditures

Total Expenditures were \$ 53,230 under budget for the month and \$ 572,602 under budget on a year-to-date basis.

Salaries is under budget by \$ 3,512 for August and \$ 58,808 under budget on a year-to-date basis. There are a few open positions at this time.

Security System is over budget by \$ 4,506 for the month, but under budget on a year-to-date basis.

Conference fees is over budget by \$ 745 for August, but under budget on a year-to-date basis.

Public Information is over budget by \$ 3,211 for the month, but under budget on a year-to-date basis.

Postage is over budget by \$ 780 for August, but under budget on a year-to-date basis.

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

	<u>General Fund</u>	<u>Special Reserve</u>	<u>Capital Campaign</u>	<u>Debt Service</u>	<u>Total</u>
Assets					
Cash - Marquette	115,131	0	71,262		186,393
Cash - Marquette E-Commerce	5,352				5,352
PMA Financial Investments	7,756,427	1,185,301		2,153,200	11,094,927
Tax Receipts - Marquette	61,703			12,547	74,251
Special Reserve - Marquette	1	102,505			102,506
Cash - Harris Bank	0			0	0
Petty Cash	300				300
Interest Receivable	56,385	4,082		11,520	71,987
Property Taxes Receivable	165,700			21,045	186,745
Prepaid Expenses	186,236				186,236
Due from Debt Service	0	0	0	0	0
Total Assets	<u>8,347,234</u>	<u>1,291,888</u>	<u>71,262</u>	<u>2,198,313</u>	<u>11,908,697</u>
Liabilities & Fund Balance					
Health Insurance W/H Payable	0	0	0	0	0
457 W/H Payable	0	0	0	0	0
Garnishment W/H Payable	201	0	0	0	201
Due to General Fund	0	0	0	0	0
Deferred Property Tax Revenue	165,700	0	0	21,045	186,745
Accounts Payable	33,581	0	0	0	33,581
Estimated Property Tax Refunds	0	0	0	0	0
Due to Primary Government	0	0	0	36,242	36,242
Total Liabilities	<u>199,482</u>	<u>0</u>	<u>0</u>	<u>57,287</u>	<u>256,769</u>
Beginning Unrestricted Fund Balance	6,164,987	1,081,040	70,379	580,512	7,896,918
Fund Balance - Nonspendable	186,236	0	0	0	186,236
Fund Balance - Restricted by Donors	0	0	0	0	0
Fund Balance - Restricted by Statute	13,597	0	0	0	13,597
Fund Balance - Restricted by Budget	0	0	0	0	0
Transfers between Funds	-200,000	200,000	0	0	0
Excess (Deficiency) of Revenues Over (Under) Expenditures	<u>1,982,932</u>	<u>10,849</u>	<u>883</u>	<u>1,560,514</u>	<u>3,555,177</u>
Ending Fund Balance	<u>8,147,752</u>	<u>1,291,888</u>	<u>71,262</u>	<u>2,141,026</u>	<u>11,651,928</u>
Total Liabilities & Fund Balance	<u>8,347,234</u>	<u>1,291,888</u>	<u>71,262</u>	<u>2,198,313</u>	<u>11,908,697</u>

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

	Actual Month	Monthly Budget	% of Budget	Actual Y-T-D	Budget Y-T-D	% of Total Budget	Total Budget
<u>Revenues</u>							
Taxes	923,779	443,750	208.18%	5,107,300	3,550,000	95.91%	5,325,000
Impact Fees	0	833	0.00%	3,625	6,667	36.25%	10,000
Replacement Taxes	2,353	1,667	141.16%	11,857	13,333	59.29%	20,000
State Grants	70,959	3,333	2128.98%	73,272	26,667	183.18%	40,000
Non Resident Fees	303	417	72.74%	1,080	3,333	21.61%	5,000
Fines	5,101	4,583	111.31%	41,505	36,667	75.46%	55,000
Gifts	20	833	2.40%	4,342	6,667	43.42%	10,000
Copy Machine	1,391	1,000	139.13%	9,403	8,000	78.36%	12,000
Interest Income	11,984	3,833	312.65%	73,125	30,667	158.97%	46,000
Miscellaneous Income	792	750	105.56%	6,158	6,000	68.42%	9,000
Total Revenues	1,016,682	461,000	220.54%	5,331,668	3,688,002	96.38%	5,532,000
<u>Expenditures</u>							
Salaries	218,310	221,822	98.42%	1,715,764	1,774,572	64.46%	2,661,859
Salaries-Maintenance	10,491	10,295	101.90%	81,302	82,361	65.81%	123,541
Life/Health Insurance	36,371	43,333	83.93%	322,189	346,667	61.96%	520,000
Books	25,621	30,667	83.55%	182,375	245,333	49.56%	368,000
Electronic Databases	7,480	8,167	91.58%	50,510	65,333	51.54%	98,000
Periodicals	3,110	3,250	95.68%	24,086	26,000	61.76%	39,000
Audio Visual Materials	8,251	13,333	61.89%	103,816	106,667	64.88%	160,000
Audio Visual Equipment	0	63	0.00%	0	500	0.00%	750
Book Rebinding	0	0	0.00%	0	0	0.00%	0
Accounting	168	1,021	16.46%	7,320	8,167	59.76%	12,250
Insurance	4,215	4,292	98.20%	33,246	34,333	64.55%	51,500
Landscaping & Groundskeeping	1,113	2,000	55.65%	14,262	16,000	59.43%	24,000
Building Maintenance	25,152	40,417	62.23%	111,373	323,333	22.96%	485,000
Security System	10,756	6,250	172.10%	21,095	50,000	28.13%	75,000
Library Office & Equipment	0	63	0.00%	185	500	24.65%	750
Legal	3,941	6,250	63.06%	23,863	50,000	31.82%	75,000
Library Consultant	3,250	1,333	0.00%	3,250	10,667	0.00%	16,000
Electricity	0	0	0.00%	0	0	0.00%	0
Water & Sewer	0	833	0.00%	4,875	6,667	48.75%	10,000
Natural Gas	2,086	3,292	63.37%	17,592	26,333	44.54%	39,500
Telephone	401	750	53.45%	4,703	6,000	52.26%	9,000
Purchase - New Equipment	0	1,250	0.00%	0	10,000	0.00%	15,000
Building & Custodial Supplies	3,030	3,125	96.98%	22,189	25,000	59.17%	37,500
Building Repairs	140	1,500	9.30%	3,073	12,000	17.07%	18,000
Lib. & Off. Eqpt Rep. & Maint	1,375	1,500	91.66%	9,475	12,000	52.64%	18,000
Machine Rental	233	200	116.51%	699	1,600	29.13%	2,400
Automation - Equipment	3,967	6,167	64.32%	45,794	49,333	61.88%	74,000
Automation - Line Costs	287	458	62.75%	2,351	3,667	42.74%	5,500
Automation - Consultant	6,581	6,250	105.30%	47,444	50,000	63.26%	75,000
Automation - Maintenance	6,997	7,500	93.29%	52,714	60,000	58.57%	90,000
Library Furniture	0	3,333	0.00%	1,921	26,667	4.80%	40,000
Outreach Services	166	625	26.64%	6,765	5,000	90.20%	7,500

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

	Actual Month	Monthly Budget	% of Budget	Actual Y-T-D	Budget Y-T-D	% of Total Budget	Total Budget
Board Training & Education	175	667	26.24%	1,344	5,333	16.80%	8,000
Staff Training & Education	875	2,000	43.75%	11,026	16,000	45.94%	24,000
Conference Fees	1,245	500	249.00%	3,120	4,000	52.00%	6,000
Patron Programs & Events	722	3,583	20.14%	32,111	28,667	74.68%	43,000
Association Dues & Fees	378	583	64.89%	2,144	4,667	30.62%	7,000
Public Information	6,544	3,333	196.35%	24,381	26,667	60.95%	40,000
Library Supplies	862	3,750	23.00%	21,133	30,000	46.96%	45,000
Office Supplies	169	500	33.84%	2,308	4,000	38.47%	6,000
Postage	1,947	1,167	166.82%	9,269	9,333	66.21%	14,000
Printing	0	583	0.00%	8,460	4,667	120.86%	7,000
Contingency	0	0	0.00%	0	0	0.00%	0
Contribution to IMRF	19,984	20,250	98.68%	157,374	162,000	64.76%	243,000
Contribution to FICA	17,173	17,750	96.75%	134,512	142,000	63.15%	213,000
Audit	1,085	1,029	105.46%	7,459	8,233	60.40%	12,350
Liability Ins.-D&O,Bonds,WC	2,244	4,750	47.25%	19,643	38,000	34.46%	57,000
Unemployment Compensation	0	337	0.00%	0	2,667	0.00%	4,000
Bank Charges	45	50	90.00%	221	400	36.84%	600
Total Expenditures	436,941	490,171	89.14%	3,348,737	3,921,339	56.93%	5,882,000
Excess (Deficiency) of Revenues Over (Under) Expenditures	579,742	(29,171)		1,982,931	(233,332)		(350,000)
Interfund Transfers In / (Out)	(200,000)	0		(200,000)	0		0
Net Change in Fund Balance	379,742	(29,171)		1,782,931	(233,332)		(350,000)

Orland Park Public Library
Other Funds
Statement of Revenue & Expenditures
For The Month Ended August 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
Revenues						
Taxes	0	0	0	0	249,416	1,643,923
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	1,906	10,883	6	47	3,037	13,236
Capital Campaign	0	0	150	1,250	0	0
Miscellaneous Income	0	0	0	0	0	0
Total Revenues	1,906	10,883	156	1,297	252,452	1,657,159
Expenditures						
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	15	35	0	0	0	0
Debt Service Repaid to Village	0	0	0	0	12,081	96,645
Total Expenditures	15	35	0	414	12,081	96,645
Excess (Deficiency) of Revenues Over (Under) Expenditures	1,891	10,848	156	883	240,372	1,560,514
Interfund Transfers In / (Out)	0	0	0	0	0	0
Net Change in Fund Balance	1,891	10,848	156	883	240,372	1,560,514