

Orland Park Public Library
General Fund
Explanation of Variances for General Fund Activity
For The Month Ended February 28, 2019

Revenues

Tax Receipts have started to come in February, 2019. Interest Income was higher than budgeted due to Investments being set up with longer maturities providing higher rates of returns.

Expenditures

Total Expenditures were \$ 380,529 under budget for the month and \$ 741,249 under budget on a year-to-date basis.

Salaries is under budget by \$ 18,237 for February and \$ 24,690 under budget on a year-to-date basis. There were a few open positions at this time.

Natural Gas is over budget by \$ 568 for the month, but under budget on a year-to-date basis.

**Orland Park Public Library
Balance Sheet - All Funds
February 28, 2019**

	<u>General Fund</u>	<u>Special Reserve</u>	<u>Capital Campaign</u>	<u>Debt Service</u>	<u>Total</u>
Assets					
Cash - Marquette	271,878	0	72,020		343,899
Cash - Marquette E-Commerce	5,533				5,533
PMA Financial Investments	4,297,885	1,199,194		738,038	6,235,118
PMA Construction Account	1,677,003				1,677,003
Tax Receipts - Marquette	694,960			122,829	817,788
Special Reserve - Marquette	2	102,495			102,497
Cash - Harris Bank	0			0	0
Petty Cash	300				300
Interest Receivable	45,056	2,767		3,649	51,471
Interest Receivable - Construction Account	24,004				24,004
Property Taxes Receivable	4,131,000			731,494	4,862,494
Prepaid Expenses	224,760				224,760
Due from Debt Service	0	0	0	0	0
Total Assets	11,372,381	1,304,456	72,020	1,596,010	14,344,867
Liabilities & Fund Balance					
HSA W/H Payable	0	0	0	0	0
457 W/H Payable	0	0	0	0	0
Garnishment W/H Payable	0	0	0	0	0
Due to General Fund	0	0	0	0	0
Deferred Property Tax Revenue	4,131,000	0	0	731,494	4,862,494
Accounts Payable	48,674	0	0	0	48,674
Estimated Property Tax Refunds	0	0	0	0	0
Due to Primary Government	0	0	0	23,892	23,892
Total Liabilities	4,179,674	0	0	755,386	4,935,060
Beginning Unrestricted Fund Balance	6,327,596	1,300,073	72,009	605,145	8,304,822
Fund Balance - Nonspendable	224,760	0	0	0	224,760
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			0	0	0
Excess (Deficiency) of Revenues Over (Under) Expenditures	626,754	4,383	11	235,479	866,628
Ending Fund Balance	7,192,707	1,304,456	72,020	840,624	9,409,808
Total Liabilities & Fund Balance	11,372,381	1,304,456	72,020	1,596,010	14,344,867

**Orland Park Public Library
General Fund
Statement of Revenue & Expenditures
For The Month Ended February 28, 2019**

	Actual Month	Monthly Budget	% of Budget	Actual Y-T-D	Budget Y-T-D	% of Total Budget	Total Budget
<u>Revenues</u>							
Taxes	1,407,000	461,500	304.9%	1,407,000	923,000	25.4%	5,538,000
Impact Fees	-	417	0.0%	1,250	833	25.0%	5,000
Replacement Taxes	-	1,250	0.0%	1,586	2,500	10.6%	15,000
State Grants	-	16,250	0.0%	0	32,500	0.0%	195,000
Non Resident Fees	-	125	0.0%	0	250	0.0%	1,500
Fines	4,943	4,917	100.5%	10,309	9,833	17.5%	59,000
Gifts	35	833	4.2%	576	1,667	5.8%	10,000
Copy Machine	1,259	1,000	125.9%	2,106	2,000	17.6%	12,000
Interest Income	8,902	7,292	122.1%	19,406	14,583	22.2%	87,500
Miscellaneous Income	745	750	99.3%	1,107	1,500	12.3%	9,000
Total Revenues	1,422,884	494,334	287.8%	1,443,340	988,666	24.3%	5,932,000
<u>Expenditures</u>							
Salaries	213,072	231,309	92.1%	437,927	462,617	15.8%	2,775,706
Salaries-Maintenance	10,767	11,604	92.8%	23,384	23,208	16.8%	139,250
Life/Health Insurance	38,128	51,250	74.4%	74,316	102,500	12.1%	615,000
Books	26,236	30,593	85.8%	49,211	61,187	13.4%	367,120
Electronic Databases	7,263	9,167	79.2%	14,526	18,333	13.2%	110,000
Periodicals	3,178	3,000	105.9%	6,321	6,000	17.6%	36,000
Audio Visual Materials	10,634	15,000	70.9%	28,285	30,000	15.7%	180,000
Audio Visual Equipment	0	42	0.0%	0	83	0.0%	500
Book Rebinding	0	0	0.0%	0	0	0.0%	0
Accounting	981	1,050	93.4%	1,456	2,100	11.6%	12,600
Insurance	4,263	4,442	96.0%	8,478	8,883	15.9%	53,300
Landscaping & Groundskeeping	773	2,167	35.7%	1,546	4,333	5.9%	26,000
Building Maintenance	10,641	65,417	16.3%	21,125	130,833	2.7%	785,000
Security System	304	583	52.2%	1,000	1,167	14.3%	7,000
Library Office & Equipment	0	63	0.0%	0	125	0.0%	750
Legal	2,967	4,167	71.2%	4,697	8,333	9.4%	50,000
Library Consultant	0	3,500	0.0%	2,650	7,000	6.3%	42,000
Electricity	0	0	0.0%	0	0	0.0%	0
Water & Sewer	0	1,054	0.0%	987	2,108	7.8%	12,650
Natural Gas	3,918	3,350	117.0%	5,234	6,700	13.0%	40,200
Telephone	385	750	51.4%	1,001	1,500	11.1%	9,000
Purchase - New Equipment	0	1,000	0.0%	0	2,000	0.0%	12,000
Building & Custodial Supplies	3,357	3,250	103.3%	5,587	6,500	14.3%	39,000
Building Repairs	1,066	1,500	71.1%	1,066	3,000	5.9%	18,000
Lib. & Off. Eqpt Rep. & Maint	1,255	1,250	100.4%	2,390	2,500	15.9%	15,000
Machine Rental	233	100	233.0%	233	200	19.4%	1,200
Automation - Equipment	1,773	4,583	38.7%	7,488	9,167	13.6%	55,000
Automation - Line Costs	700	458	152.7%	1,809	917	32.9%	5,500
Automation - Consultant	2,226	2,500	89.0%	4,675	5,000	15.6%	30,000
Automation - Maintenance	7,395	7,917	93.4%	19,813	15,833	20.9%	95,000
Library Furniture	0	1,500	0.0%	0	3,000	0.0%	18,000
Outreach Services	111	3,625	3.1%	559	7,250	1.3%	43,500

**Orland Park Public Library
General Fund
Statement of Revenue & Expenditures
For The Month Ended February 28, 2019**

	Actual Month	Monthly Budget	% of Budget	Actual Y-T-D	Budget Y-T-D	% of Total Budget	Total Budget
Board Training & Education	385	500	77.0%	435	1,000	7.3%	6,000
Staff Training & Education	2,020	1,750	115.4%	3,010	3,500	14.3%	21,000
Conference Fees	825	600	137.5%	825	1,200	11.5%	7,200
Patron Programs & Events	2,252	3,583	62.8%	4,372	7,167	10.2%	43,000
Association Dues & Fees	410	500	82.1%	1,049	1,000	17.5%	6,000
Public Information	128	3,583	3.6%	499	7,167	1.2%	43,000
Library Supplies	3,804	3,750	101.4%	5,004	7,500	11.1%	45,000
Office Supplies	113	500	22.6%	486	1,000	8.1%	6,000
Postage	500	1,417	35.3%	1,009	2,833	5.9%	17,000
Printing	0	917	0.0%	0	1,833	0.0%	11,000
Contingency	0	0	0.0%	0	0	0.0%	0
Contribution to IMRF	16,767	20,746	80.8%	34,420	41,491	13.8%	248,946
Contribution to FICA	16,693	18,498	90.2%	34,465	36,996	15.5%	221,978
Audit	500	1,250	40.0%	507	2,500	3.4%	15,000
Liability Ins.-D&O,Bonds,WC	2,371	4,917	48.2%	4,741	9,833	8.0%	59,000
Unemployment Compensation	0	167	0.0%	0	333	0.0%	2,000
Bank Charges	0	54	0.0%	0	100	0.0%	600
Building Renovations	0	250,000	0.0%	0	500,000	0.0%	3,000,000
Total Expenditures	398,394	778,923	51.1%	816,586	1,557,835	8.7%	9,347,000
Excess (Deficiency) of Revenues Over (Under) Expenditures	1,024,490	(284,589)		626,754	(569,169)		(3,415,000)
Interfund Transfers In / (Out)	-	0		0	0		0
Net Change in Fund Balance	1,024,490	(284,589)		626,754	(569,169)		(3,415,000)

**Orland Park Public Library
Other Funds
Statement of Revenue & Expenditures
For The Month Ended February 28, 2019**

	<u>Special Reserve Month</u>	<u>Special Reserve Y-T-D</u>	<u>Capital Campaign Month</u>	<u>Capital Campaign Y-T-D</u>	<u>Debt Service Month</u>	<u>Debt Service Y-T-D</u>
<u>Revenues</u>						
Taxes	0	0	0	0	249,074	249,074
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	2,105	4,393	6	11	1,108	2,333
Capital Campaign	0	0	0	0	0	0
Miscellaneous Income	0	0	0	0	0	0
Total Revenues	2,105	4,393	6	11	250,182	251,407
<u>Expenditures</u>						
Building Repairs	0	0	0	0	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	10	10	0	0	0	0
Debt Service Repaid to Village	0	0	0	0	7,964	15,928
Total Expenditures	10	10	0	0	7,964	15,928
Excess (Deficiency) of Revenues Over (Under) Expenditures	2,095	4,383	6	11	242,218	235,479
Interfund Transfers In / (Out)	0	0	0	0	0	0
Net Change in Fund Balance	2,095	4,383	6	11	242,218	235,479