

Orland Park Public Library
General Fund
Explanation of Variances for General Fund Activity
For The Month Ended March 31, 2019

Revenues

Tax Receipts have been coming in strong in March, 2019. Interest Income was higher than budgeted due to Investments being set up with longer maturities providing higher rates of return.

Expenditures

Total Expenditures were \$ 361,729 under budget for the month and \$ 1,102,977 under budget on a year-to-date basis.

Salaries is under budget by \$ 15,400 for March and \$ 40,091 under budget on a year-to-date basis. There were a few open positions at this time.

Audio Visual Materials is over budget by \$ 1,393 for the month, but under budget year-to-date basis.

Legal is over budget by \$ 897 for March, but under budget on a year-to-date basis.

Automation - Maintenance is over budget by \$ 1,367 for the month and is over budget on a year-to-date basis.

Patron Programs & Events is over budget by \$ 3,208 for March and over budget on a year-to-date basis.

**Orland Park Public Library
Balance Sheet - All Funds
March 31, 2019**

	<u>General Fund</u>	<u>Special Reserve</u>	<u>Capital Campaign</u>	<u>Debt Service</u>	<u>Total</u>
Assets					
Cash - Marquette	313,125	0	72,026		385,151
Cash - Marquette E-Commerce	5,340				5,340
PMA Financial Investments	5,503,855	1,201,659		1,154,449	7,859,963
PMA Construction Account	2,387,328				2,387,328
Tax Receipts - Marquette	8,324			0	8,324
Special Reserve - Marquette	2	102,495			102,498
Cash - Harris Bank	0			0	0
Petty Cash	300				300
Interest Receivable	48,423	2,616		4,822	55,861
Interest Receivable - Construction Account	11,631				11,631
Property Taxes Receivable	2,475,151			438,368	2,913,519
Prepaid Expenses	210,636				210,636
Due from Debt Service	0	0	0	0	0
Total Assets	10,964,115	1,306,770	72,026	1,597,639	13,940,551
Liabilities & Fund Balance					
HSA W/H Payable	0	0	0	0	0
457 W/H Payable	425	0	0	0	425
Garnishment W/H Payable	0	0	0	0	0
Due to General Fund	0	0	0	0	0
Deferred Property Tax Revenue	2,475,151	0	0	438,368	2,913,519
Accounts Payable	36,236	0	0	0	36,236
Estimated Property Tax Refunds	0	0	0	0	0
Due to Primary Government	0	0	0	31,856	31,856
Total Liabilities	2,511,812	0	0	470,224	2,982,036
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	1,886,350	6,697	18	522,270	2,415,336
Ending Fund Balance	8,452,303	1,306,770	72,026	1,127,415	10,958,515
Total Liabilities & Fund Balance	10,964,115	1,306,770	72,026	1,597,639	13,940,551

**Orland Park Public Library
General Fund
Statement of Revenue & Expenditures
For The Month Ended March 31, 2019**

	Actual Month	Monthly Budget	% of Budget	Actual Y-T-D	Budget Y-T-D	% of Total Budget	Total Budget
<u>Revenues</u>							
Taxes	1,655,849	461,500	358.8%	3,062,849	1,384,500	55.3%	5,538,000
Impact Fees	-	417	0.0%	1,250	1,250	25.0%	5,000
Replacement Taxes	-	1,250	0.0%	1,586	3,750	10.6%	15,000
State Grants	-	16,250	0.0%	0	48,750	0.0%	195,000
Non Resident Fees	-	125	0.0%	0	375	0.0%	1,500
Fines	4,243	4,917	86.3%	14,552	14,750	24.7%	59,000
Gifts	50	833	6.0%	626	2,500	6.3%	10,000
Copy Machine	1,217	1,000	121.7%	3,323	3,000	27.7%	12,000
Interest Income	14,846	7,292	203.6%	34,253	21,875	39.1%	87,500
Miscellaneous Income	585	750	78.0%	1,692	2,250	18.8%	9,000
Total Revenues	1,676,790	494,334	339.2%	3,120,130	1,483,000	52.6%	5,932,000
<u>Expenditures</u>							
Salaries	215,909	231,309	93.3%	653,835	693,926	23.6%	2,775,706
Salaries-Maintenance	10,173	11,604	87.7%	33,557	34,813	24.1%	139,250
Life/Health Insurance	38,831	51,250	75.8%	113,147	153,750	18.4%	615,000
Books	22,400	30,593	73.2%	71,612	91,780	19.5%	367,120
Electronic Databases	7,681	9,167	83.8%	22,206	27,500	20.2%	110,000
Periodicals	2,897	3,000	96.6%	9,219	9,000	25.6%	36,000
Audio Visual Materials	16,393	15,000	109.3%	44,678	45,000	24.8%	180,000
Audio Visual Equipment	0	42	0.0%	0	125	0.0%	500
Book Rebinding	0	0	0.0%	0	0	0.0%	0
Accounting	1,018	1,050	97.0%	2,474	3,150	19.6%	12,600
Insurance	4,263	4,442	96.0%	12,742	13,325	23.9%	53,300
Landscaping & Groundskeeping	0	2,167	0.0%	1,546	6,500	5.9%	26,000
Building Maintenance	9,692	65,417	14.8%	30,817	196,250	3.9%	785,000
Security System	436	583	74.8%	1,436	1,750	20.5%	7,000
Library Office & Equipment	0	63	0.0%	0	188	0.0%	750
Legal	5,064	4,167	121.5%	9,761	12,500	19.5%	50,000
Library Consultant	0	3,500	0.0%	2,650	10,500	6.3%	42,000
Electricity	0	0	0.0%	0	0	0.0%	0
Water & Sewer	961	1,054	91.1%	1,948	3,163	15.4%	12,650
Natural Gas	2,128	3,350	63.5%	7,362	10,050	18.3%	40,200
Telephone	781	750	104.2%	1,782	2,250	19.8%	9,000
Purchase - New Equipment	0	1,000	0.0%	0	3,000	0.0%	12,000
Building & Custodial Supplies	2,956	3,250	90.9%	8,543	9,750	21.9%	39,000
Building Repairs	0	1,500	0.0%	1,066	4,500	5.9%	18,000
Lib. & Off. Eqpt Rep. & Maint	66	1,250	5.3%	2,456	3,750	16.4%	15,000
Machine Rental	0	100	0.0%	233	300	19.4%	1,200
Automation - Equipment	2,846	4,583	62.1%	10,334	13,750	18.8%	55,000
Automation - Line Costs	652	458	142.4%	2,462	1,375	44.8%	5,500
Automation - Consultant	2,608	2,500	104.3%	7,283	7,500	24.3%	30,000
Automation - Maintenance	9,284	7,917	117.3%	29,096	23,750	30.6%	95,000
Library Furniture	0	1,500	0.0%	0	4,500	0.0%	18,000
Outreach Services	1,494	3,625	41.2%	2,053	10,875	4.7%	43,500

**Orland Park Public Library
General Fund
Statement of Revenue & Expenditures
For The Month Ended March 31, 2019**

	Actual Month	Monthly Budget	% of Budget	Actual Y-T-D	Budget Y-T-D	% of Total Budget	Total Budget
Board Training & Education	150	500	30.0%	585	1,500	9.8%	6,000
Staff Training & Education	881	1,750	50.4%	3,891	5,250	18.5%	21,000
Conference Fees	1,075	600	179.2%	1,900	1,800	26.4%	7,200
Patron Programs & Events	6,791	3,583	189.5%	11,163	10,750	26.0%	43,000
Association Dues & Fees	433	500	86.7%	1,482	1,500	24.7%	6,000
Public Information	964	3,583	26.9%	1,462	10,750	3.4%	43,000
Library Supplies	1,323	3,750	35.3%	6,327	11,250	14.1%	45,000
Office Supplies	310	500	61.9%	796	1,500	13.3%	6,000
Postage	508	1,417	35.9%	1,518	4,250	8.9%	17,000
Printing	0	917	0.0%	0	2,750	0.0%	11,000
Contingency	0	0	0.0%	0	0	0.0%	0
Contribution to IMRF	16,909	20,746	81.5%	51,329	62,237	20.6%	248,946
Contribution to FICA	16,933	18,498	91.5%	51,398	55,495	23.2%	221,978
Audit	500	1,250	40.0%	1,007	3,750	6.7%	15,000
Liability Ins.-D&O,Bonds,WC	2,371	4,917	48.2%	7,112	14,750	12.1%	59,000
Unemployment Compensation	0	167	0.0%	0	500	0.0%	2,000
Bank Charges	14	54		14	150	2.3%	600
Building Renovations	9,500	250,000	3.8%	9,500	750,000	0.3%	3,000,000
Total Expenditures	417,194	778,923	53.6%	1,233,780	2,336,757	13.2%	9,347,000
Excess (Deficiency) of Revenues Over (Under) Expenditures	1,259,596	(284,589)		1,886,350	(853,757)		(3,415,000)
Interfund Transfers In / (Out)	-	0		0	0		0
Net Change in Fund Balance	1,259,596	(284,589)		1,886,350	(853,757)		(3,415,000)

**Orland Park Public Library
Other Funds
Statement of Revenue & Expenditures
For The Month Ended March 31, 2019**

	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	293,126	542,199
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	2,314	6,707	6	18	1,629	3,963
Capital Campaign	0	0	0	0	0	0
Miscellaneous Income	0	0	0	0	0	0
Total Revenues	2,314	6,707	6	18	294,755	546,162
Expenditures						
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	0	10	0	0	0	0
Debt Service Repaid to Village	0	0	0	0	7,964	23,892
Total Expenditures	0	10	0	0	7,964	23,892
Excess (Deficiency) of Revenues Over (Under) Expenditures	2,314	6,697	6	18	286,791	522,270
Interfund Transfers In / (Out)	0	0	0	0	0	0
Net Change in Fund Balance	2,314	6,697	6	18	286,791	522,270