

Orland Park Public Library
General Fund
Explanation of Variances for General Fund Activity
For The Month ended June 30, 2024

Revenues

Tax Revenue of \$ 57,073 came in for the month of June, 2024. While Interest Income continues to come in steadily for the month and year-to-date.

Expenditures

Total Operational Expenditures were under budget by \$ 73,436 for the month and under budget by \$ 432,944 on a year-to-date basis. This is due to many of the expense lines being under budget for the month and year.

Salaries are under budget by \$ 13,357 for June and under budget by \$ 55,320 on a year-to-date basis.

Digital Media is over budget by \$ 1,659 for the month, but under budget on a year-to-date basis. June was another month of higher digital media usage by our patrons.

Books-Physical is over budget by \$ 3,519 for June, but under budget on a year-to-date basis. June was a busier month than usual for purchasing physical books from Ingram.

Insurance is over budget by \$ 1,266 for the month, but under budget on a year-to-date basis. June was the second month of our new insurance year with a 37% higher insurance premium cost for the new year.

Voip Phone System is over budget by \$ 1,622 for June, but under budget on a year-to-date basis. This represents a catch-up billing from Comcast for our new phone system (March 20 - May 31, 2024)

IT-Maintenance is over budget by \$ 2,148 for the month, but under budget on a year-to-date basis. This was due to a higher level of purchases and renewals during this month.

Library Furniture is over budget by \$ 3,612 for June, but under budget on a year-to-date basis. A mobile wall unit for Youth Services was purchased for \$ 5,700 that caused this account to be over budget for the month.

Patron Programs & Events is over budget by \$ 3,041 for the month and over budget on a year-to-date basis. This month had a higher level of programs and concert events that caused expenses to be over budget.

Tech Services Supplies is over budget by \$ 1,031 for June, but under budget on a year-to-date basis. Easels were purchased for displaying books in the Adult Services department.

**Orland Park Public Library
Balance Sheet - All Funds
June 30, 2024**

	General Fund	Special Reserve	Capital Campaign	Bond Capital Projects	Total
<u>Assets</u>					
Cash - Marquette	283,806		27,139		310,945
Cash- Marquette E-Commerce	6,531				6,531
PMA Financial Investments	6,567,972	753,191		474,482	7,795,645
Tax Receipts - Marquette	58,397			-	58,397
Special Reserve - Marquette	-	1,814			1,814
PMA Construction Account	-			-	-
Construction Account - Marquette	319				319
PMA Capital Campaign			150,000		150,000
Bond Capital Project Fund-Marquette				1,106	1,106
Petty Cash	400				400
Interest Receivable	30,834	-	3,151		33,985
Employee Advance	-				-
Property Taxes Receivable	2,414,887			-	2,414,887
Prepaid Expenses	247,933				247,933
Due from Debt Service	-				-
Total Assets	9,611,079	755,005	180,290	475,588	11,021,962

Liabilities & Fund Balance

Garnishment W/H Payable	-	-	-	-	-
457 Plan W/H Payable	325	-	-	-	325
Term Group Ins Payable	-	-	-	-	-
Due to General Fund	-	-	-	-	-
Deferred Property Tax Revenue	2,414,887	-	-	-	2,414,887
Accounts Payable	34,437	-	-	-	34,437
Estimated Property Tax Refunds	-	-	-	-	-
Due to Primary Government	-	-	-	-	-
Total Liabilities	2,449,649	-	-	-	2,449,649
<u>Beginning Unrestricted Fund Balance</u>	5,972,148	487,805	175,734	694,840	7,330,527
Fund Balance - Nonspendable	247,933	-	-	-	247,933
Fund Balance - Restricted by Donors	-	-	-	-	-
Fund Balance - Restricted by Statute	2,838	-	-	-	2,838
Fund Balance - Restricted by Budget	-	-	-	-	-
Transfers between Funds			-	-	-
Excess (Deficiency) of Revenues Over (Under) Expenditures	503,337	267,200	4,556	(219,252)	555,842
Ending Fund Balance	6,726,257	755,005	180,290	475,588	8,137,140
Total Liabilities & Fund Balance	9,175,906	755,005	180,290	475,588	10,586,789

Orland Park Public Library
General Fund
Statement of Revenue & Expenditures
For the Month Ended June 30, 2024

	Actual Month	Monthly Budget	% of Budget	Actual Y-T-D	Budget Y-T-D	% of Total Budget	Total Budget
Taxes	57,073	566,083	10.1%	3,708,879	3,396,500	54.6%	6,793,000
Impact Fees	0	1,508	0.0%	-	9,950	0.0%	18,100
Replacement Taxes	0	1,475	0.0%	-	8,850	0.0%	17,700
State Grants	0	7,208	0.0%	-	43,250	0.0%	86,500
Non Resident Fees	936	692	135.3%	7,808	4,150	94.1%	8,300
Fines	1,504	700	214.9%	9,458	4,200	112.6%	8,400
Gifts	0	675	0.0%	4,807	4,050	59.3%	8,100
Copy Machine	789	658	119.9%	4,873	3,950	61.7%	7,900
Interest Income	30,219	20,083	150.5%	176,420	120,500	73.2%	241,000
Miscellaneous Income	208	250	83.2%	4,163	1,500	138.8%	3,000
Total Revenues	90,730	599,332	15.1%	3,916,407	3,596,000	54.5%	7,192,000
Expenditures							
Salaries	268,176	281,533	95.3%	1,633,880	1,689,200	48.4%	3,378,400
Salaries-Maintenance	14,485	15,503	93.4%	92,533	93,020	49.7%	186,040
Life/Health Insurance	46,431	60,258	77.1%	268,626	361,550	37.1%	723,100
Digital Media	23,326	21,667	107.7%	122,012	130,000	46.9%	260,000
Books-Physical	22,686	19,167	118.4%	105,295	115,000	45.8%	230,000
Electronic Databases	7,851	9,167	85.6%	49,666	55,000	45.2%	110,000
Periodicals	2,776	2,750	101.0%	16,121	16,500	48.9%	33,000
Physical-AV	5,065	7,083	71.5%	34,328	42,500	40.4%	85,000
Library of Things	1,316	500	263.2%	2,697	3,000	45.0%	6,000
Vehicles	112	333	33.7%	434	2,000	10.9%	4,000
HR and Payroll Systems	2,019	2,450	82.4%	11,616	14,700	39.5%	29,400
Insurance	7,833	6,567	119.3%	36,332	39,400	46.1%	78,800
Landscaping & Groundskeeping	294	3,750	7.8%	22,073	22,500	49.1%	45,000
Building Maintenance	9,157	23,250	39.4%	74,493	139,500	26.7%	279,000
Security System	500	1,167	42.8%	3,940	7,000	28.1%	14,000
Library Equipment	-	1,092	0.0%	-	6,550	0.0%	13,100
Legal	3,406	3,292	103.5%	14,593	19,750	36.9%	39,500
Library Consultant	-	2,042	0.0%	150	12,250	0.6%	24,500
Electricity	-	-	-	-	-	-	-
Water & Sewer	-	1,500	0.0%	3,660	9,000	20.3%	18,000
Natural Gas	1,195	2,667	44.8%	11,092	16,000	34.7%	32,000
Telephone	-	625	0.0%	1,217	3,750	16.2%	7,500
Voip Phone System	3,289	1,867	197.3%	6,287	10,000	31.4%	20,000
Building & Custodial Supplies	4,064	4,292	94.7%	18,151	25,750	35.2%	51,500
Building Repairs	-	1,408	0.0%	2,876	8,450	17.0%	16,900
Printer Lease	1,852	1,658	111.7%	8,671	9,950	43.6%	19,900
Postage Machine Rental	-	105	0.0%	445	630	35.3%	1,260

Orland Park Public Library
General Fund
Statement of Revenue & Expenditures
For the Month Ended June 30, 2024

	Actual Month	Monthly Budget	% of Budget	Actual Y-T-D	Budget Y-T-D	% of Total Budget	Total Budget
IT - Equipment	505	10,414	4.9%	35,796	62,485	28.6%	124,970
IT - Line Costs	1,080	1,320	81.8%	3,974	7,920	25.1%	15,840
IT - Consultant	3,901	4,608	84.6%	24,637	27,650	44.6%	55,300
IT - Maintenance	13,565	11,417	118.8%	64,651	68,500	47.2%	137,000
Library Furniture	6,112	2,500	244.5%	13,708	15,000	45.7%	30,000
Outreach Services	42	417	10.0%	1,306	2,500	26.1%	5,000
Board Training & Education	259	542	47.8%	2,000	3,250	30.8%	6,500
Staff Training & Education	382	2,958	12.9%	17,805	17,750	50.2%	35,500
Patron Programs & Events	10,416	7,375	141.2%	48,570	44,250	54.9%	88,500
Library Committees	1,268	1,667	76.1%	3,209	10,000	16.0%	20,000
Association Dues & Fees	442	625	70.8%	4,582	3,750	61.1%	7,500
Special Events	3,925	867	450.3%	4,070	4,000	50.9%	8,000
Public Information	1,047	4,958	21.1%	28,994	29,750	48.7%	59,500
Tech Services Supplies	4,106	3,075	133.5%	6,857	18,450	18.6%	36,900
Office Supplies	342	383	89.2%	3,487	2,300	75.8%	4,600
Postage	-	1,500	0.0%	6,439	9,000	35.8%	18,000
Printing	-	1,250	0.0%	4,756	7,500	31.7%	15,000
Contribution to IMRF	30,195	36,102	83.6%	185,752	216,613	42.9%	433,225
Contribution to FICA	21,004	22,696	92.5%	128,248	136,178	47.1%	272,355
Audit	-	1,758	0.0%	17,660	10,550	83.7%	21,100
Liability Ins.-D&O,Bonds,WC	1,361	6,710	20.3%	15,136	40,260	18.8%	80,520
Unemployment Compensation	-	849	0.0%	-	5,095	0.0%	10,190
Bank Charges	111	50	222.9%	235	302	39.1%	600
Building Renovations	-	-	-	-	-	-	-
2024 Building Improvements (CP Fund)	-	41,667	0.0%	-	250,000	0.0%	500,000
Total Expenditures	525,898	641,001		3,163,059	3,846,003		7,692,000
Total Operating Expenditures	525,898	599,334		3,163,059	3,596,003		7,192,000
Excess (Deficiency) of Revenues Over (Under) Expenditures	(435,168)	(41,669)		753,347	(250,003)		(500,000)
Interfund Transfers In / (Out)	-	-		(250,010)	-		-
Net Change in Fund Balance	(435,168)	(41,669)		503,337	(250,003)		(500,000)

**Orland Park Public Library
Other Funds
Statement of Revenue & Expenditures
For The Month Ended June 30, 2024**

	Special Reserve Month	Special Reserve Y-T-D	Capital Campaign Month	Capital Campaign Y-T-D	Bond Capital Projects Month	Bond Capital Projects Y-T-D
<u>Revenues</u>						
Taxes	0	0	0	0	0	0
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	3,211	17,324	730	3,293	2,399	17,652
Capital Campaign	0	0	0	1,375	0	0
Miscellaneous Income	0	0	0	0	0	0
Total Revenue	3,211	17,324	730	4,668	2,399	17,652
<u>Expenditures</u>						
Building Repairs	0	0	0	43	236,904	236,904
Audio Visual Equipment	0	0	0	0	0	0
IT-Equipment	0	0	0	0	0	0
IT-Consultant	0	0	0	0	0	0
Library Furniture	0	124	0	69	0	0
Public Information	0	0	0	0	0	0
Library Supplies	0	0	0	0	0	0
Bank Charges	0	0	0	0	0	0
Debt Service Repaid to Village	0	0	0	0	0	0
Total Expenditures	0	124	0	112	236,904	236,904
Excess (Deficiency) of Revenues Over (Under) Expenditures	3,211	17,200	730	4,556	-234,505	-219,252
Interfund Transfers In / (Out)		250,000	0	0	0	0
Net Change in Fund Balance	3,211	267,200	730	4,556	-234,505	-219,252