

Orland Park Public Library
General Fund
Explanation of Variances for General Fund Activity
For The Month ended October 31, 2024

Revenues

Tax Revenue of \$ 129,577 came in for the month of October. While Interest Income continues to come in steadily for the month and year-to-date.

Expenditures

Total Operational Expenditures were under budget by \$ 50,848 for the month and under budget by \$ 638,952 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 \$ 2,528 for October and under budget by \$ 71,147 on a year-to-date basis.

Books-Physical is over budget by \$ 5,354 for the month, but under budget on a year-to-date basis.

The over budget amount relates to higher book purchases during this month.

Staff Training and Education is over budget by \$ 3,986 for October and over budget on a year-to-date basis.

This was due to expenses relating to the annual ILA Conference in Peoria, IL this month.

**Orland Park Public Library
Balance Sheet - All Funds
October 31, 2024**

	<u>General Fund</u>	<u>Special Reserve</u>	<u>Capital Campaign</u>	<u>Bond Capital Projects</u>	<u>Total</u>
<u>Assets</u>					
Cash - Marquette	122,559		26,849		149,408
Cash- Marquette E-Commerce	6,092				6,092
PMA Financial Investments	7,627,944	1,011,922		466,115	9,105,980
Tax Receipts - Marquette	175,833			-	175,833
Special Reserve - Marquette	-	1,814			1,814
PMA Construction Account	-			-	-
Construction Account - Marquette	319				319
PMA Capital Campaign			154,504		154,504
Bond Capital Project Fund-Marquette				3,566	3,566
Petty Cash	400				400
Interest Receivable	44,488	5,768	1,181	985	52,421
Property Taxes Receivable	-			-	-
Prepaid Expenses	237,784				237,784
Total Assets	<u>8,215,418</u>	<u>1,019,504</u>	<u>182,534</u>	<u>470,665</u>	<u>9,888,121</u>

Liabilities & Fund Balance

Garnishment W/H Payable	-	-	-	-	-
457 Plan W/H Payable	-	-	-	-	-
Term Group Ins Payable	-	-	-	-	-
Due to General Fund	-	-	-	-	-
Deferred Property Tax Revenue	-	-	-	-	-
Accounts Payable	29,319	-	-	-	29,319
Accrued Payroll	71,951	-	-	-	71,951
Due to Primary Government	-	-	-	-	-
Total Liabilities	101,270	-	-	-	101,270
<u>Beginning Unrestricted Fund Balance</u>	6,477,603	487,805	185,631	684,839	7,835,879
Fund Balance - Nonspendable	237,784	-	-	-	237,784
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	1,395,922	531,699	(3,097)	(214,174)	1,710,349
Ending Fund Balance	8,114,148	1,019,504	182,534	470,665	9,786,851
Total Liabilities & Fund Balance	8,215,418	1,019,504	182,534	470,665	9,888,121

Orland Park Public Library
General Fund
Statement of Revenue & Expenditures
For the Month Ended October 31, 2024

	Actual Month	Monthly Budget	% of Budget	Actual Y-T-D	Budget Y-T-D	% of Total Budget	Total Budget
Revenues							
Taxes	129,577	566,083	22.9%	6,782,419	5,660,833	99.8%	6,793,000
Impact Fees	0	1,508	0.0%	13,297	15,083	73.5%	18,100
Replacement Taxes	20,162	1,475	1366.9%	20,162	14,750	113.9%	17,700
State Grants	0	7,208	0.0%	87,174	72,083	100.8%	86,500
Non Resident Fees	175	692	25.3%	11,606	6,917	139.8%	8,300
Fines	2,485	700	355.0%	16,441	7,000	195.7%	8,400
Gifts	302	675	44.7%	7,459	6,750	92.1%	8,100
Copy Machine	907	658	137.8%	8,103	6,583	102.6%	7,900
Interest Income	29,107	20,083	144.9%	298,597	200,833	123.9%	241,000
Miscellaneous Income	198	250	79.0%	5,062	2,500	168.7%	3,000
Total Revenues	182,912	599,332	30.5%	7,250,318	5,993,332	100.8%	7,192,000
Expenditures							
Salaries	279,006	281,533	99.1%	2,744,183	2,815,333	81.2%	3,378,400
Salaries-Maintenance	16,026	15,503	103.4%	153,126	155,033	82.3%	186,040
Life/Health Insurance	50,437	60,258	83.7%	458,254	602,583	63.4%	723,100
Digital Media	24,116	21,667	111.3%	203,112	216,667	78.1%	260,000
Books-Physical	24,521	19,167	127.9%	158,783	191,667	69.0%	230,000
Electronic Databases	5,994	9,167	65.4%	86,956	91,667	79.1%	110,000
Periodicals	2,514	2,750	91.4%	25,289	27,500	76.6%	33,000
Physical-AV	9,188	7,083	129.7%	63,003	70,833	74.1%	85,000
Library of Things	115	500	23.0%	3,073	5,000	51.2%	6,000
Vehicles	1,313	333	394.3%	2,075	3,333	51.9%	4,000
HR and Payroll Systems	2,098	2,450	85.6%	26,467	24,500	90.0%	29,400
Insurance	7,834	6,567	119.3%	67,667	65,667	85.9%	78,800
Landscaping & Groundskeeping	0	3,750	0.0%	33,493	37,500	74.4%	45,000
Building Maintenance	12,667	23,250	54.5%	129,114	232,500	46.3%	279,000
Security System	0	1,167	0.0%	5,529	11,667	39.5%	14,000
Library Equipment	0	1,092	0.0%	-	10,917	0.0%	13,100
Legal	989	3,292	30.0%	24,260	32,917	61.4%	39,500
Library Consultant	0	2,042	0.0%	150	20,417	0.6%	24,500
Electricity	0	-	-	-	-	-	-
Water & Sewer	0	1,500	0.0%	10,133	15,000	56.3%	18,000
Natural Gas	2,692	2,667	101.0%	17,156	26,667	53.6%	32,000
Telephone	542	625	86.7%	2,205	6,250	29.4%	7,500
Voip Phone System	1,335	1,667	80.1%	10,892	16,667	54.5%	20,000
Building & Custodial Supplies	2,774	4,292	64.6%	32,881	42,917	63.8%	51,500
Building Repairs	1,645	1,408	116.8%	14,858	14,083	87.9%	16,900
Printer Lease	2,006	1,658	121.0%	16,696	16,583	83.9%	19,900

Orland Park Public Library
General Fund
Statement of Revenue & Expenditures
For the Month Ended October 31, 2024

	Actual Month	Monthly Budget	% of Budget	Actual Y-T-D	Budget Y-T-D	% of Total Budget	Total Budget
Postage Machine Rental	222	105	211.8%	890	1,050	70.6%	1,260
IT - Equipment	6,666	10,414	64.0%	107,441	104,142	86.0%	124,970
IT - Line Costs	749	1,320	56.8%	7,764	13,200	49.0%	15,840
IT - Consultant	3,528	4,608	76.6%	36,135	46,083	65.3%	55,300
IT - Maintenance	9,881	11,417	86.5%	105,315	114,167	76.9%	137,000
Library Furniture	0	2,500	0.0%	19,408	25,000	64.7%	30,000
Outreach Services	40	417	9.7%	4,586	4,167	91.7%	5,000
Board Training & Education	1,604	542	295.9%	4,761	5,417	73.3%	6,500
Staff Training & Education	6,944	2,958	234.7%	33,028	29,583	93.0%	35,500
Patron Programs & Events	9,160	7,375	124.2%	77,852	73,750	88.0%	88,500
Library Committees	3,235	1,667	194.1%	8,896	16,667	44.5%	20,000
Association Dues & Fees	180	625	28.8%	6,669	6,250	88.9%	7,500
Special Events	156	667		6,511	6,667	81.4%	8,000
Public Information	395	4,958	8.0%	42,618	49,583	71.6%	59,500
Tech Services Supplies	1,581	3,075	51.4%	13,038	30,750	35.3%	36,900
Office Supplies	11	383	2.8%	4,333	3,833	94.2%	4,600
Postage	365	1,500	24.3%	10,924	15,000	60.7%	18,000
Printing	401	1,250	32.1%	7,316	12,500	48.8%	15,000
Contribution to IMRF	31,207	36,102	86.4%	310,325	361,021	71.6%	433,225
Contribution to FICA	21,948	22,696	96.7%	215,346	226,963	79.1%	272,355
Audit	0	1,758	0.0%	17,660	17,583	83.7%	21,100
Liability Ins.-D&O,Bonds,WC	2,402	6,710	35.8%	23,902	67,100	29.7%	80,520
Unemployment Compensation	0	849	0.0%	-	8,492	0.0%	10,190
Bank Charges	0	50	0.0%	311	502	51.9%	600
Building Renovations	0	-		-	-		-
2024 Building Improvements (CP Fund)	0	41,667	0.0%	-	416,667	0.0%	500,000
Total Expenditures	548,486	641,001		5,354,386	6,410,005		7,692,000
Total Operating Expenditures	548,486	599,334		5,354,386	5,993,338		7,192,000
Excess (Deficiency) of Revenues Over (Under) Expenditures	(365,574)	(41,669)		1,895,932	(416,673)		(500,000)
Interfund Transfers In / (Out)				(500,010)			-
Net Change in Fund Balance	(365,574)	(41,669)		1,395,922	(416,673)		(500,000)

**Orland Park Public Library
Other Funds
Statement of Revenue & Expenditures
For The Month Ended October 31, 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
Revenues						
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	4,017	31,823	812	6,224	1,765	25,270
Capital Campaign	0	0	0	1,375	0	0
Miscellaneous Income	0	0	0	0	0	0
Total Revenue	4,017	31,823	812	7,599	1,765	25,270
Expenditures						
Building Repairs	0	0	0	10,043	0	239,404
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	654	0	0
Public Information	0	0	0	0	0	0
Library Supplies	0	0	0	0	0	0
Bank Charges	0	0	0	0	5	40
Debt Service Repaid to Village	0	0	0	0	0	0
Total Expenditures	0	124	0	10,696	5	239,444
Excess (Deficiency) of Revenues Over (Under) Expenditures	4,017	31,699	812	-3,097	1,760	-214,174
Interfund Transfers In / (Out)	0	500,000	0	0	0	0
Net Change in Fund Balance	4,017	531,699	812	-3,097	1,760	-214,174