

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

**Revenues**

Tax Revenue of \$ 460 came in for the month of November. While Interest Income continues to come in steadily for the month and year-to-date.

**Expenditures**

**Total Operational Expenditures** were under budget by \$ 75,799 for the month and under budget by \$ 714,747 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 \$ 9,105 for November and under budget by \$ 80,257 on a year-to-date basis.

**Water & Sewer** is over budget by \$ 2,772 for the month, but under budget on a year-to-date basis.

This overage is due to a bimonthly cycle of heavier sprinkler usage, including extra care for the new plantings on Ravinia Ave. and 149th St.

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

	<b>General Fund</b>	<b>Special Reserve</b>	<b>Capital Campaign</b>	<b>Bond Capital Projects</b>	<b>Total</b>
<b><u>Assets</u></b>					
Cash - Marquette	197,330		27,277		224,607
Cash- Marquette E-Commerce	4,961				4,961
PMA Financial Investments	7,315,463	1,012,989		287,268	8,615,719
Tax Receipts - Marquette	5,168			-	5,168
Special Reserve - Marquette	-	1,815			1,815
PMA Construction Account	-			-	-
Construction Account - Marquette	320				320
PMA Capital Campaign			154,616		154,616
Bond Capital Project Fund-Marquette				183,561	183,561
Petty Cash	400				400
Interest Receivable	54,543	8,652	1,771	1,477	66,443
Property Taxes Receivable	-			-	-
Prepaid Expenses	158,165				158,165
<b>Total Assets</b>	<b><u>7,736,349.60</u></b>	<b><u>1,023,455.63</u></b>	<b><u>183,663.97</u></b>	<b><u>472,306.07</u></b>	<b><u>9,415,775.27</u></b>

**Liabilities & Fund Balance**

Garnishment W/H Payable	-	-	-	-	-
457 Plan W/H Payable	-	-	-	-	-
Term Group Ins Payable	-	-	-	-	-
Due to General Fund	-	-	-	-	-
Accrued Expenses	2,098	-	-	-	2,098
Accounts Payable	41,990	-	-	-	41,990
Accrued Payroll	71,951	-	-	-	71,951
Due to Primary Government	-	-	-	-	-
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<b>Total Liabilities</b>	<b>116,039</b>	-	-	-	<b>116,039</b>
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<b><u>Beginning Unrestricted Fund Balance</u></b>	6,557,221	487,806	185,734	684,840	7,915,601
Fund Balance - Nonspendable	158,165	-	-	-	158,165
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	<b>902,086</b>	<b>535,650</b>	<b>(2,070)</b>	<b>(212,534)</b>	<b>1,223,132</b>
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<b>Ending Fund Balance</b>	<b>7,620,311</b>	<b>1,023,456</b>	<b>183,664</b>	<b>472,306</b>	<b>9,299,736</b>
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<b>Total Liabilities &amp; Fund Balance</b>	<b>7,736,349.60</b>	<b>1,023,455.63</b>	<b>183,663.97</b>	<b>472,306.07</b>	<b>9,415,775.27</b>
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Orland Park Public Library  
General Fund  
Statement of Revenue & Expenditures  
For the Month Ended November 30, 2024

	Actual Month	Monthly Budget	% of Budget	Actual Y-T-D	Budget Y-T-D	% of Total Budget	Total Budget
<b>Revenues</b>							
Taxes	460	566,083	0.1%	6,782,879	6,226,917	99.9%	6,793,000
Impact Fees	875	1,508	58.0%	14,172	16,592	78.3%	18,100
Replacement Taxes	0	1,475	0.0%	20,162	16,225	113.9%	17,700
State Grants	0	7,208	0.0%	87,174	79,292	100.8%	86,500
Non Resident Fees	482	692	69.6%	12,088	7,608	145.6%	8,300
Fines	585	700	83.6%	17,026	7,700	202.7%	8,400
Gifts	190	675	28.1%	7,648	7,425	94.4%	8,100
Copy Machine	764	658	116.1%	8,867	7,242	112.2%	7,900
Interest Income	26,165	20,083	130.3%	324,762	220,917	134.8%	241,000
Miscellaneous Income	178	250	71.3%	5,241	2,750	174.7%	3,000
<b>Total Revenues</b>	<b>29,699</b>	<b>599,332</b>	<b>5.0%</b>	<b>7,280,017</b>	<b>6,592,668</b>	<b>101.2%</b>	<b>7,192,000</b>
<b>Expenditures</b>							
Salaries	272,428	281,533	96.8%	3,016,610	3,096,867	89.3%	3,378,400
Salaries-Maintenance	14,767	15,503	95.3%	167,893	170,537	90.2%	186,040
Life/Health Insurance	49,027	60,258	81.4%	507,281	662,842	70.2%	723,100
Digital Media	19,706	21,667	90.9%	222,818	238,333	85.7%	260,000
Books-Physical	12,853	19,167	67.1%	171,636	210,833	74.6%	230,000
Electronic Databases	6,186	9,167	67.5%	93,142	100,833	84.7%	110,000
Periodicals	2,227	2,750	81.0%	27,516	30,250	83.4%	33,000
Physical-AV	5,408	7,083	76.3%	68,410	77,917	80.5%	85,000
Library of Things	0	500	0.0%	3,073	5,500	51.2%	6,000
Vehicles	143	333	43.1%	2,219	3,667	55.5%	4,000
HR and Payroll Systems	2,098	2,450	85.6%	28,565	26,950	97.2%	29,400
Insurance	7,834	6,567	119.3%	75,502	72,233	95.8%	78,800
Landscaping & Groundskeeping	844	3,750	22.5%	34,337	41,250	76.3%	45,000
Building Maintenance	12,481	23,250	53.7%	141,595	255,750	50.8%	279,000
Security System	1,056	1,167	90.5%	6,586	12,833	47.0%	14,000
Library Equipment	0	1,092	0.0%	7,256	12,008	55.4%	13,100
Legal	1,546	3,292	46.9%	22,856	36,208	57.9%	39,500
Library Consultant	0	2,042	0.0%	3,100	22,458	12.7%	24,500
Electricity	0	-	-	-	-	-	-
Water & Sewer	4,272	1,500	284.8%	14,405	16,500	80.0%	18,000
Natural Gas	3,034	2,667	113.7%	20,190	29,333	63.1%	32,000
Telephone	149	625	23.8%	2,354	6,875	31.4%	7,500
Voip Phone System	2,688	1,667	161.3%	13,580	18,333	67.9%	20,000
Building & Custodial Supplies	6,308	4,292	147.0%	39,189	47,208	76.1%	51,500
Building Repairs	1,313	1,408	93.2%	16,170	15,492	95.7%	16,900
Printer Lease	2,006	1,658	121.0%	18,703	18,242	94.0%	19,900

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

	Actual Month	Monthly Budget	% of Budget	Actual Y-T-D	Budget Y-T-D	% of Total Budget	Total Budget
Postage Machine Rental	0	105	0.0%	890	1,155	70.6%	1,260
IT - Equipment	11,488	10,414	110.3%	118,928	114,556	95.2%	124,970
IT - Line Costs	2,534	1,320	192.0%	10,298	14,520	65.0%	15,840
IT - Consultant	3,434	4,608	74.5%	39,568	50,692	71.6%	55,300
IT - Maintenance	10,103	11,417	88.5%	115,418	125,583	84.2%	137,000
Library Furniture	0	2,500	0.0%	12,152	27,500	40.5%	30,000
Outreach Services	155	417	37.3%	4,742	4,583	94.8%	5,000
Board Training & Education	0	542	0.0%	4,761	5,958	73.3%	6,500
Staff Training & Education	1,890	2,958	63.9%	34,918	32,542	98.4%	35,500
Patron Programs & Events	6,423	7,375	87.1%	84,275	81,125	95.2%	88,500
Library Committees	1,622	1,667	97.3%	10,518	18,333	52.6%	20,000
Association Dues & Fees	387	625	61.9%	7,056	6,875	94.1%	7,500
Special Events	875	667		7,386	7,333	92.3%	8,000
Public Information	395	4,958	8.0%	43,012	54,542	72.3%	59,500
Tech Services Supplies	977	3,075	31.8%	14,015	33,825	38.0%	36,900
Office Supplies	405	383	105.7%	4,738	4,217	103.0%	4,600
Postage	0	1,500	0.0%	10,924	16,500	60.7%	18,000
Printing	0	1,250	0.0%	7,316	13,750	48.8%	15,000
Contribution to IMRF	31,020	36,102	85.9%	341,346	397,123	78.8%	433,225
Contribution to FICA	21,335	22,696	94.0%	236,682	249,659	86.9%	272,355
Audit	0	1,758	0.0%	17,660	19,342	83.7%	21,100
Liability Ins.-D&O,Bonds,WC	2,093	6,710	31.2%	25,995	73,810	32.3%	80,520
Unemployment Compensation	0	849	0.0%	-	9,341	0.0%	10,190
Bank Charges	27	50	54.4%	338	552	56.4%	600
Building Renovations	0	-		-	-		-
2024 Building Improvements (CP Fund)	0	41,667	0.0%	-	458,333	0.0%	500,000
<b>Total Expenditures</b>	<b>523,535</b>	<b>641,001</b>		<b>5,877,921</b>	<b>7,051,001</b>		<b>7,692,000</b>
<b>Total Operating Expenditures</b>	<b>523,535</b>	<b>599,334</b>		<b>5,877,921</b>	<b>6,592,668</b>		<b>7,192,000</b>
Excess (Deficiency) of Revenues Over (Under) Expenditures	(493,836)	(41,669)		1,402,096	(458,333)		(500,000)
Interfund Transfers In / (Out)		-		(500,010)			-
<b>Net Change in Fund Balance</b>	<b>(493,836)</b>	<b>(41,669)</b>		<b>902,086</b>	<b>(458,333)</b>		<b>(500,000)</b>

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

	<b>Special Reserve Month</b>	<b>Special Reserve Y-T-D</b>	<b>Capital Campaign Month</b>	<b>Capital Campaign Y-T-D</b>	<b>Bond Capital Projects Month</b>	<b>Bond Capital Projects Y-T-D</b>
<b><u>Revenues</u></b>						
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	3,951	35,774	802	7,027	1,645	26,915
Capital Campaign	0	0	225	1,600	0	0
Miscellaneous Income	0	0	0	0	0	0
<b>Total Revenue</b>	<b>3,951</b>	<b>35,774</b>	<b>1,027</b>	<b>8,627</b>	<b>1,645</b>	<b>26,915</b>
<b><u>Expenditures</u></b>						
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	45
Debt Service Repaid to Village	0	0	0	0	0	0
<b>Total Expenditures</b>	<b>0</b>	<b>124</b>	<b>0</b>	<b>10,696</b>	<b>5</b>	<b>239,449</b>
Excess (Deficiency) of Revenues Over (Under) Expenditures	<b>3,951</b>	<b>35,650</b>	<b>1,027</b>	<b>-2,070</b>	<b>1,640</b>	<b>-212,534</b>
Interfund Transfers In / (Out)	0	500,000	0	0	0	0
<b>Net Change in Fund Balance</b>	<b>3,951</b>	<b>535,650</b>	<b>1,027</b>	<b>-2,070</b>	<b>1,640</b>	<b>-212,534</b>