

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

**Revenues**

Tax Revenues of \$ 1,107 came in for the month of December resulting in being at 99.9% of 2024 total budget. While Interest Income continues to come in steadily for the month and year-to-date.

**Expenditures**

**Total Operational Expenditures** were under budget by \$ 5,969 for the month and under budget by \$ 724,030 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 \$ 5,635 for December and under budget by \$ 85,892 on a year-to-date basis.

**Digital Media** is over budget by \$ 17,876 for the month and over budget on a year-to-date basis.

The overage is due to higher pricing and heavy usage of digital media at the end of the year.

**Books-Physical** is over budget by \$ 12,611 for December, but under budget on a year-to-date basis.

The overage is due to higher purchasing of print books near the end of the year.

**Landscaping & Groundskeeping** is over budget by \$ 5,041 for the month, but under budget on a year-to-date basis.

The overage is due to near year-end tree trimming and fertilizing by Aspen Tree & Turf Care.

**Library Furniture** is over budget by \$ 4,262 for the month, but under budget on a year-to-date basis.

The overage is due to the purchasing of 13 chairs from Midwest Office Interiors

**Public Information** is over budget by \$ 10,419 for the month, but under budget on a year-to-date basis.

The overage relates to Grasso Graphics, Inc. for printing cost relating to the January - April, 2025 Newsletter

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

	<u>General Fund</u>	<u>Special Reserve</u>	<u>Capital Campaign</u>	<u>Bond Capital Projects</u>	<u>Total</u>
<b><u>Assets</u></b>					
Cash - Marquette	171,700		27,977		199,678
Cash- Marquette E-Commerce	5,976				5,976
PMA Financial Investments	6,804,762	1,014,059		287,788	8,106,608
Tax Receipts - Marquette	6,260			-	6,260
Special Reserve - Marquette	-	1,814			1,814
PMA Construction Account	-			-	-
Construction Account - Marquette	320				320
PMA Capital Campaign			154,728		154,728
Bond Capital Project Fund-Marquette				2,275	2,275
Petty Cash	400				400
Interest Receivable	64,598	11,536	2,361	1,970	80,465
Property Taxes Receivable	-			-	-
Prepaid Expenses	130,775				130,775
<b>Total Assets</b>	<b><u>7,184,791.48</u></b>	<b><u>1,027,409.24</u></b>	<b><u>185,066.22</u></b>	<b><u>292,033.02</u></b>	<b><u>8,689,299.96</u></b>

**Liabilities & Fund Balance**

Garnishment W/H Payable	-	-	-	-	-
457 Plan W/H Payable	325	-	-	-	325
Term Group Ins Payable	-	-	-	-	-
Due to General Fund	-	-	-	-	-
Accrued Expenses	4,444	-	-	-	4,444
Accounts Payable	41,876	-	-	-	41,876
Accrued Payroll	71,951	-	-	-	71,951
Due to Primary Government	-	-	-	-	-
<b>Total Liabilities</b>	<b>118,596</b>	-	-	-	<b>118,596</b>
<b><u>Beginning Unrestricted Fund Balance</u></b>	<b>6,584,611</b>	<b>487,805</b>	<b>185,734</b>	<b>684,840</b>	<b>7,942,990</b>
Fund Balance - Nonspendable	130,775	-	-	-	130,775
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>347,970</b>	<b>539,604</b>	<b>(668)</b>	<b>(392,807)</b>	<b>494,100</b>
<b>Ending Fund Balance</b>	<b>7,066,195</b>	<b>1,027,409</b>	<b>185,066</b>	<b>292,033</b>	<b>8,570,704</b>
<b>Total Liabilities &amp; Fund Balance</b>	<b>7,184,791.48</b>	<b>1,027,409.24</b>	<b>185,066.22</b>	<b>292,033.02</b>	<b>8,689,299.96</b>

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

	Actual Month	Monthly Budget	% of Budget	Actual Y-T-D	Budget Y-T-D	% of Total Budget	Total Budget
<b>Revenues</b>							
Taxes	1,107	566,083	0.2%	6,783,986	6,793,000	99.9%	6,793,000
Impact Fees	0	1,508	0.0%	14,172	18,100	78.3%	18,100
Replacement Taxes	0	1,475	0.0%	20,162	17,700	113.9%	17,700
State Grants	0	7,208	0.0%	87,174	86,500	100.8%	86,500
Non Resident Fees	155	692	22.4%	12,243	8,300	147.5%	8,300
Fines	1,135	700	162.2%	18,161	8,400	216.2%	8,400
Gifts	7,750	675	1148.1%	15,398	8,100	190.1%	8,100
Copy Machine	623	658	94.6%	9,489	7,900	120.1%	7,900
Interest Income	24,944	20,083	124.2%	349,706	241,000	145.1%	241,000
Miscellaneous Income	221	250	88.2%	5,461	3,000	182.0%	3,000
<b>Total Revenues</b>	<b>35,935</b>	<b>599,332</b>	<b>6.0%</b>	<b>7,315,952</b>	<b>7,192,000</b>	<b>101.7%</b>	<b>7,192,000</b>
<b>Expenditures</b>							
Salaries	275,898	281,533	98.0%	3,292,508	3,378,400	97.5%	3,378,400
Salaries-Maintenance	17,268	15,503	111.4%	185,161	186,040	99.5%	186,040
Life/Health Insurance	46,118	60,258	76.5%	552,354	723,100	76.4%	723,100
Digital Media	39,543	21,667	182.5%	262,360	260,000	100.9%	260,000
Books-Physical	31,778	19,167	165.8%	203,414	230,000	88.4%	230,000
Electronic Databases	5,995	9,167	65.4%	99,137	110,000	90.1%	110,000
Periodicals	2,272	2,750	82.6%	29,788	33,000	90.3%	33,000
Physical-AV	7,010	7,083	99.0%	75,421	85,000	88.7%	85,000
Library of Things	79	500	15.9%	3,152	6,000	52.5%	6,000
Vehicles	18	333	5.5%	2,237	4,000	55.9%	4,000
HR and Payroll Systems	2,346	2,450	95.8%	30,911	29,400	105.1%	29,400
Insurance	7,834	6,567	119.3%	83,336	78,800	105.8%	78,800
Landscaping & Groundskeeping	8,791	3,750	234.4%	43,128	45,000	95.8%	45,000
Building Maintenance	16,188	23,250	69.6%	158,248	279,000	56.7%	279,000
Security System	517	1,167	44.3%	7,103	14,000	50.7%	14,000
Library Equipment	0	1,092	0.0%	7,256	13,100	55.4%	13,100
Legal	3,123	3,292	94.9%	25,979	39,500	65.8%	39,500
Library Consultant	0	2,042	0.0%	3,100	24,500	12.7%	24,500
Electricity	0	-	-	-	-	-	-
Water & Sewer	0	1,500	0.0%	14,406	18,000	80.0%	18,000
Natural Gas	3,264	2,667	122.4%	23,454	32,000	73.3%	32,000
Telephone	0	625	0.0%	2,354	7,500	31.4%	7,500
Voip Phone System	0	1,667	0.0%	13,581	20,000	67.9%	20,000
Building & Custodial Supplies	1,682	4,292	39.2%	40,871	51,500	79.4%	51,500
Building Repairs	0	1,408	0.0%	15,706	16,900	92.9%	16,900
Printer Lease	2,006	1,658	121.0%	20,709	19,900	104.1%	19,900

Orland Park Public Library  
General Fund  
Statement of Revenue & Expenditures  
For the Month Ended December 31, 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	1,260	70.6%	1,260
IT - Equipment	3,212	10,414	30.8%	122,140	124,970	97.7%	124,970
IT - Line Costs	3,209	1,320	243.1%	13,506	15,840	85.3%	15,840
IT - Consultant	4,316	4,608	93.7%	43,884	55,300	79.4%	55,300
IT - Maintenance	11,804	11,417	103.4%	127,221	137,000	92.9%	137,000
Library Furniture	6,762	2,500	270.5%	18,915	30,000	63.0%	30,000
Outreach Services	453	417	108.6%	5,195	5,000	103.9%	5,000
Board Training & Education	0	542	0.0%	4,761	6,500	73.3%	6,500
Staff Training & Education	609	2,958	20.6%	34,092	35,500	96.0%	35,500
Patron Programs & Events	6,809	7,375	92.3%	90,249	88,500	102.0%	88,500
Library Committees	2,532	1,667	151.9%	13,050	20,000	65.3%	20,000
Association Dues & Fees	375	625	60.0%	7,431	7,500	99.1%	7,500
Special Events	2,711	667		10,097	8,000	126.2%	8,000
Public Information	15,377	4,958	310.1%	58,389	59,500	98.1%	59,500
Tech Services Supplies	2,060	3,075	67.0%	16,073	36,900	43.6%	36,900
Office Supplies	2,388	383	623.5%	7,126	4,600	154.9%	4,600
Postage	3,122	1,500	208.1%	14,046	18,000	78.0%	18,000
Printing	0	1,250	0.0%	7,316	15,000	48.8%	15,000
Contribution to IMRF	31,978	36,102	88.6%	373,324	433,225	86.2%	433,225
Contribution to FICA	21,810	22,696	96.1%	258,492	272,355	94.9%	272,355
Audit	0	1,758	0.0%	17,660	21,100	83.7%	21,100
Liability Ins.-D&O,Bonds,WC	2,093	6,710	31.2%	28,068	80,520	34.9%	80,520
Unemployment Compensation	0	849	0.0%	-	10,190	0.0%	10,190
Bank Charges	15	50	30.0%	352	602	58.7%	600
Building Renovations	0	-		-	-		-
2024 Building Improvements (CP Fund)	0	41,667	0.0%	-	500,000	0.0%	500,000
<b>Total Expenditures</b>	<b>593,365</b>	<b>641,001</b>		<b>6,467,972</b>	<b>7,692,002</b>		<b>7,692,000</b>
<b>Total Operating Expenditures</b>	<b>593,365</b>	<b>599,334</b>		<b>6,467,972</b>	<b>7,192,002</b>		<b>7,192,000</b>
Excess (Deficiency) of Revenues Over (Under) Expenditures	(557,431)	(41,669)		847,980	(500,002)		(500,000)
Interfund Transfers In / (Out)	0	-		(500,010)			-
<b>Net Change in Fund Balance</b>	<b>(557,431)</b>	<b>(41,669)</b>		<b>347,970</b>	<b>(500,002)</b>		<b>(500,000)</b>

**Orland Park Public Library  
Other Funds  
Statement of Revenue & Expenditures  
For The Month Ended December 31, 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	3,955	39,728	808	7,835	1,013	27,928
Capital Campaign	0	0	594	2,194	0	0
Miscellaneous Income	0	0	0	0	0	0
<b>Total Revenue</b>	<b>3,955</b>	<b>39,728</b>	<b>1,402</b>	<b>10,029</b>	<b>1,013</b>	<b>27,928</b>
<b><u>Expenditures</u></b>						
Building Repairs	0	0	0	10,043	181,261	420,665
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	25	70
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>181,286</b>	<b>420,735</b>
Excess (Deficiency) of Revenues Over (Under) Expenditures	<b>3,955</b>	<b>39,604</b>	<b>1,402</b>	<b>-668</b>	<b>-180,273</b>	<b>-392,807</b>
Interfund Transfers In / (Out)	0	500,000	0	0	0	0
<b>Net Change in Fund Balance</b>	<b>3,955</b>	<b>539,604</b>	<b>1,402</b>	<b>-668</b>	<b>-180,273</b>	<b>-392,807</b>