

MEMO

To: White Plains Library Board of Trustees
From: Bill Deierlein, Business Manager
Subject: Monthly Budget Report
Date: June 4, 2012

The Budget Report as of June 4, 2012 is attached. All monthly revenues and expenditures are normal with the following exception:

Revenue Code 06698 (Refund Prior Year Expenditures) shows a refund of \$67,761. This figure represents CSEA retroactive pay that was budgeted but did not need to be paid out. This amount represents several years and is being adjusted during this fiscal year.

FOR 2012 11

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
201 LIBRARY FUND							

02 INTERGOVERNMENTAL							

02269 LIBRARY-OTHER LIBRARIES	-12,600	-12,600	-14,825.00	.00	.00	2,225.00	117.7%
TOTAL INTERGOVERNMENTAL	-12,600	-12,600	-14,825.00	.00	.00	2,225.00	117.7%
03 CHARGES FOR SERVICES							

03649 MISCELLANEOUS REIMBURSEMENTS	-3,900	-3,900	-2,741.34	.00	.00	-1,158.66	70.3%
03650 REPLACEMENT MATERIAL FEE	-3,000	-3,000	-2,706.48	-200.40	.00	-293.52	90.2%
TOTAL CHARGES FOR SERVICES	-6,900	-6,900	-5,447.82	-200.40	.00	-1,452.18	79.0%
06 MISCELLANEOUS							

06651 LIBRARY FINES	-115,000	-115,000	-71,890.32	-5,679.02	.00	-43,109.68	62.5%
06695 RENTAL LIBRARY SPACE	-3,500	-3,500	-4,277.50	-785.00	.00	-777.50	122.2%
06697 COMMISSION COIN MACHINE	-15,000	-15,000	-13,099.46	-680.40	.00	-1,900.54	87.3%
06698 REFUND PR YR EXPENDITURES	0	0	-101,018.13	-67,761.00	.00	101,018.13	100.0%
06699 OTHER	-6,000	-6,000	-3,306.50	-252.45	.00	-2,693.50	55.1%
06700 MEDICARE PART D REIMB	-16,000	-16,000	-12,734.34	-4,581.10	.00	-3,265.66	79.6%
TOTAL MISCELLANEOUS	-155,500	-155,500	-206,326.25	-79,738.97	.00	50,826.25	132.7%
09 OPERATING TRANSFERS							

09910 GENERAL FUND CONTRIBUTION	-5,533,380	-5,571,080	-4,311,117.46	.00	.00	-1,259,962.54	77.4%
TOTAL OPERATING TRANSFERS	-5,533,380	-5,571,080	-4,311,117.46	.00	.00	-1,259,962.54	77.4%
0A APPROP FUND BALANCE							

09999 APPROPRIATED FUND BALANCE	-25,338	-25,338	.00	.00	.00	-25,338.00	.0%
TOTAL APPROP FUND BALANCE	-25,338	-25,338	.00	.00	.00	-25,338.00	.0%

FOR 2012 11

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
TOTAL LIBRARY FUND	-5,733,718	-5,771,418	-4,537,716.53	-79,939.37	.00	-1,233,701.47	78.6%
GRAND TOTAL	-5,733,718	-5,771,418	-4,537,716.53	-79,939.37	.00	-1,233,701.47	78.6%

** END OF REPORT - Generated by Bill Deierlein **

FOR 2012 11

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
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201 LIBRARY FUND

 1. SALARIES & WAGES

1.100	141,000	141,000	127,494.28	10,804.60	.00	13,505.72	90.4%
1.150	167,086	140,086	123,476.14	13,303.35	.00	16,609.86	88.1%
1.153	600	600	.00	.00	.00	600.00	.0%
1.200	2,230,769	2,187,498	1,989,692.58	167,211.15	.00	197,805.42	91.0%
1.201	41,000	41,000	32,209.08	4,479.46	.00	8,790.92	78.6%
1.203	10,000	10,000	8,500.00	.00	.00	1,500.00	85.0%
1.800	165,000	180,000	159,139.38	9,972.15	.00	20,860.62	88.4%
TOTAL SALARIES & WAGES	2,755,455	2,700,184	2,440,511.46	205,770.71	.00	259,672.54	90.4%

2. EMPLOYEE BENEFITS

2.001	206,797	202,571	185,551.01	15,560.97	.00	17,019.99	91.6%
2.020	9,299	9,112	8,297.35	691.66	.00	814.65	91.1%
2.101	392,304	377,973	369,491.16	36,303.00	.00	8,481.84	97.8%
2.201	466,595	439,191	397,437.20	37,319.44	.00	41,753.80	90.5%
2.202	185,000	185,000	152,968.93	17,034.74	.00	32,031.07	82.7%
2.203	1,650	1,650	1,650.00	.00	.00	.00	100.0%
2.204	1,425	1,425	694.88	.00	.00	730.12	48.8%
2.205	46,000	46,000	36,338.30	.00	.00	9,661.70	79.0%
2.206	29,673	29,673	26,696.00	.00	.00	2,977.00	90.0%
2.301	41,651	39,075	37,962.96	3,469.20	.00	1,112.04	97.2%
2.407	10,584	11,382	10,221.40	977.20	.00	1,160.60	89.8%
2.501	2,600	2,600	1,797.93	226.08	.00	802.07	69.2%
2.601	732	732	40.00	.00	.00	692.00	5.5%
2.602	800	800	297.50	202.50	.00	502.50	37.2%
2.603	450	450	865.87	758.80	.00	-415.87	192.4%
2.703	350	350	190.50	.00	.00	159.50	54.4%
2.905	1,475	1,475	630.00	.00	.00	845.00	42.7%
TOTAL EMPLOYEE BENEFITS	1,397,385	1,349,459	1,231,130.99	113,096.79	.00	118,328.01	91.2%

3. MATERIALS & SUPPLIES

FOR 2012 11

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
3.001 OFFICE SUPPLIES	9,000	9,000	6,527.21	1,300.61	.00	2,472.79	72.5%
3.002 ADVERTISING	0	0	470.60	.00	.00	-470.60	100.0%
3.003 PRINTING	7,000	7,000	4,058.85	20.85	.00	2,941.15	58.0%
3.004 POSTAGE	9,000	9,000	4,106.36	21.47	.00	4,893.64	45.6%
3.005 BOOKS-PAMPHLETS-MOVIES	235,000	235,000	184,687.08	25,202.12	.00	50,312.92	78.6%
3.006 SUBSCRIPTIONS-PERIODICALS	14,238	14,238	13,305.26	942.58	.00	932.74	93.4%
3.009 BOOKBINDING	500	500	520.64	233.39	.00	-20.64	104.1%
3.010 NON-BOOK MATERIALS	45,000	45,000	56,739.41	7,649.97	.00	-11,739.41	126.1%
3.011 PROGRAM SUPPLIES	2,500	2,500	2,389.41	379.16	.00	110.59	95.6%
3.012 OFFICE EQUIPMENT MAINT	1,000	1,000	1,098.72	.00	.00	-98.72	109.9%
3.014 LIBRARY SUPPLIES	13,000	13,000	8,916.60	1,342.99	.00	1,666.71	87.2%
3.016 REPLACEMENT MATERIALS	3,000	3,000	2,998.44	.00	.00	1.56	99.9%
3.022 PC SOFTWARE	500	500	1,480.96	100.00	.00	-980.96	296.2%
3.301 BLDNG/FCLTY REPAIRS	12,000	12,000	17,365.75	.00	.00	-5,365.75	144.7%
3.302 BUITLD./FAC. EMERGCY REPRS	3,325	3,325	3,325.00	.00	.00	.00	100.0%
3.306 MAINTENANCE SUPPLIES	15,000	15,000	21,999.44	861.10	.00	-6,999.44	146.7%
3.601 ELECTRICITY	392,721	387,721	220,433.85	17,405.02	.00	167,287.15	56.9%
3.602 TELEPHONE	6,200	6,200	2,777.89	308.95	.00	3,422.11	44.8%
3.603 GAS	87,290	87,290	41,262.32	4,795.00	.00	46,027.68	47.3%
3.604 WATER	4,000	4,000	3,462.90	.00	.00	537.10	86.6%
3.703 EQUIPMENT RENTAL	2,625	2,625	2,041.92	26.72	.00	583.08	77.8%
3.704 COPIER RENTAL	10,190	10,190	9,339.00	849.00	.00	851.00	91.6%
TOTAL MATERIALS & SUPPLIES	873,089	868,089	609,307.61	61,438.93	2,416.69	256,364.70	70.5%
4. DIRECT COSTS							
4.005 FINANCIAL/ AUDITING COSTS	4,018	4,018	4,018.00	.00	.00	.00	100.0%
4.015 SERVICE CONTRACTS	148,418	148,418	109,233.52	10,878.55	.00	27,248.91	81.6%
4.016 SECURITY GUARDS	92,604	92,604	77,126.50	10,887.25	.00	15,477.50	83.3%
4.023 PROGRAM SERVICES	31,500	31,500	36,463.50	5,476.00	.00	-4,963.50	115.8%
4.025 EXTERMINATING SERVICES	240	240	80.00	.00	.00	160.00	33.3%
4.058 ON LINE SUBSCRIPTION SRVC	59,200	54,200	16,085.12	706.90	.00	38,114.88	29.7%
4.602 SIF CONTRIBUTION	45,692	45,692	45,692.00	.00	.00	.00	100.0%
4.709 LIBRARY PRGM ACTIVITIES	5,000	5,000	3,770.00	1,610.00	.00	1,230.00	75.4%
TOTAL DIRECT COSTS	386,672	381,672	292,468.64	29,558.70	11,935.57	77,267.79	79.8%
5. EQUIPMENT							

FOR 2012 11

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
5.210 PERSONAL COMPUTERS	0	8,500	.00	.00	.00	8,500.00	.0%
5.301 VIDEO/RECORDING EQUIPMENT	0	1,500	.00	.00	1,365.00	135.00	91.0%
TOTAL EQUIPMENT	0	10,000	.00	.00	1,365.00	8,635.00	13.7%
9. OTHER FINANCIAL USES							
9.302 TO DSF-LIBRARY FUND CONTR	321,117	321,117	321,117.46	.00	.00	.46	100.0%
9.990 RESERVE FOR FINANCING	0	140,897	.00	.00	.00	140,897.00	.0%
TOTAL OTHER FINANCIAL USES	321,117	462,014	321,117.46	.00	.00	140,896.54	69.5%
TOTAL LIBRARY FUND	5,733,718	5,771,418	4,894,536.16	409,865.13	15,717.26	861,164.58	85.1%
GRAND TOTAL	5,733,718	5,771,418	4,894,536.16	409,865.13	15,717.26	861,164.58	85.1%

** END OF REPORT - Generated by Bill Deierlein **