

MEMO

To: White Plains Library Board of Trustees
From: Bill Deierlein, Business Manager
Subject: Monthly Budget Report
Date: October 1, 2012

The Budget Report as of October 1, 2012 is attached. All monthly revenues and expenditures are normal.

FOR 2013 03

201 LIBRARY FUND

1. SALARIES & WAGES

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
1.100 APPTD OFFICIALS SALARIES	143,820	143,820	35,955.01	11,063.08	.00	107,864.99	25.0%
1.150 MANAGERIAL SALARIES	187,494	187,494	46,892.68	14,422.60	.00	140,601.32	25.0%
1.151 M/C ATTENDANCE BONUS	0	0	121.04	.00	.00	-121.04	100.0%
1.153 M/C ATTENDANCE BONUS	600	600	.00	.00	.00	600.00	.0%
1.200 CSEA SALARIES AND WAGES	2,222,852	2,211,734	568,361.87	173,709.14	.00	1,643,372.13	25.7%
1.201 CSEA OVERTIME	41,000	41,000	5,609.18	3,305.83	.00	35,390.82	13.7%
1.203 CSEA ATTENDANCE BONUS	10,000	10,000	.00	.00	.00	10,000.00	.0%
1.800 PART-TIME/HOURLY WAGES	195,000	195,000	33,131.28	12,067.84	.00	161,868.72	17.0%
TOTAL SALARIES & WAGES	2,800,766	2,789,648	690,071.06	214,568.49	.00	2,099,576.94	24.7%

2. EMPLOYEE BENEFITS

2.001 SOCIAL SECURITY	212,635	211,785	52,214.74	16,241.52	.00	159,570.26	24.7%
2.020 MTA PAYROLL TAX	9,535	9,499	2,320.68	721.88	.00	7,178.32	24.4%
2.101 NYS EMPLOYEE PENSION	483,377	481,264	121,881.65	37,227.62	.00	359,382.35	25.3%
2.201 EMPLOYEE ACTIVE HEALTH INS	459,521	452,108	111,245.56	36,606.68	.00	340,862.44	24.6%
2.202 RETIREES HEALTH INSURANCE	181,000	181,000	34,069.48	.00	.00	146,930.52	18.8%
2.203 RETIREES HEALTH INS BUYOUT	1,650	1,650	.00	.00	.00	1,650.00	.0%
2.204 NYS HEALTH INS ADMN CHRG	1,375	1,375	.00	.00	.00	1,375.00	.0%
2.205 RETIREES MEDICARE PAYMENT	49,500	49,500	9,290.70	9,290.70	.00	40,209.30	18.8%
2.206 ACTIVE HEALTH INS BUYOUT	29,883	29,883	.00	.00	.00	29,883.00	.0%
2.301 DENTAL INSURANCE PLAN	41,615	40,624	10,308.48	3,370.08	.00	30,315.52	25.4%
2.407 OPTICAL INSURANCE	11,865	11,582	2,939.04	960.84	.00	8,642.96	25.4%
2.501 GROUP LIFE INS-MANAGEMENT	2,659	2,659	470.88	.00	.00	2,188.12	17.7%
2.601 MEMBERSHIPS-FEES-DUES	141	141	.00	.00	.00	141.00	.0%
2.602 EDUCATION-TRAINING FEES	1,150	1,150	.00	.00	.00	1,150.00	.0%
2.603 TRAVEL AND TRANSPORTATION	1,000	1,000	29.97	29.97	.00	970.03	3.0%
2.703 UNIFORMS	1,350	1,350	104.22	.00	.00	245.78	29.8%
2.905 EMPLOYEE ASSISTANCE PRG.	1,225	1,225	612.50	.00	.00	612.50	50.0%
TOTAL EMPLOYEE BENEFITS	1,488,481	1,476,795	345,487.90	104,449.29	.00	1,131,307.10	23.4%

3. MATERIALS & SUPPLIES

FOR 2013 03

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
3.001 OFFICE SUPPLIES	8,000	8,000	651.80	318.31	4,747.24	2,600.96	67.5%
3.003 PRINTING	6,000	6,000	.00	.00	.00	6,000.00	.0%
3.004 POSTAGE	4,000	4,000	.00	.00	.00	4,000.00	.0%
3.005 BOOKS-PAMPHLETS-MOVIES	259,000	259,000	37,498.55	14,575.59	.00	221,501.45	14.5%
3.006 SUBSCRIPTIONS-PERIODICALS	14,238	14,238	1,024.05	596.15	.00	13,213.95	7.2%
3.009 BOOKBINDING	500	500	.00	.00	.00	500.00	.0%
3.010 NON-BOOK MATERIALS	45,000	45,000	18,205.54	7,733.21	.00	26,794.46	40.5%
3.011 PROGRAM SUPPLIES	2,500	2,500	488.50	22.00	.00	2,011.50	19.5%
3.012 OFFICE EQUIPMENT MAINT	1,000	1,000	.00	.00	.00	1,000.00	.0%
3.014 LIBRARY SUPPLIES	10,000	10,000	3,910.93	2,132.28	.00	6,089.07	39.1%
3.016 REPLACEMENT MATERIALS	3,000	3,000	.00	.00	.00	3,000.00	.0%
3.022 PC SOFTWARE	500	500	1,180.00	.00	.00	-680.00	236.0%
3.301 BLDNG/FCLTY REPAIRS	12,000	12,000	693.00	54.00	500.00	10,807.00	9.9%
3.302 BUID./FAC. EMERGCY REPRS	3,325	3,325	.00	.00	.00	3,325.00	.0%
3.306 MAINTENANCE SUPPLIES	15,000	15,000	3,363.57	633.67	340.00	11,296.43	24.7%
3.601 ELECTRICITY	392,721	392,721	13,940.80	12,774.09	.00	378,780.20	3.5%
3.602 TELEPHONE	4,500	4,500	361.17	52.85	.00	4,138.83	8.0%
3.603 GAS	87,290	87,290	.00	.00	.00	87,290.00	.0%
3.604 WATER	4,000	4,000	.00	.00	.00	4,000.00	.0%
3.703 EQUIPMENT RENTAL	2,625	2,625	80.16	26.72	.00	2,544.84	3.1%
3.704 COPIER RENTAL	10,190	10,190	1,698.00	849.00	.00	8,492.00	16.7%
TOTAL MATERIALS & SUPPLIES	885,389	885,389	83,096.07	39,767.87	5,587.24	796,705.69	10.0%
4. DIRECT COSTS							
4.005 FINANCIAL/ AUDITING COSTS	4,018	4,018	.00	.00	.00	4,018.00	.0%
4.015 SERVICE CONTRACTS	141,018	141,018	51,120.27	4,840.00	.00	42,397.73	69.9%
4.016 SECURITY GUARDS	106,402	106,402	17,228.31	5,396.82	.00	89,173.69	16.2%
4.023 PROGRAM SERVICES	31,500	31,500	7,935.00	4,508.00	.00	23,565.00	25.2%
4.058 ON LINE SUBSCRIPTION SRVC	27,451	27,451	11,623.95	573.90	.00	15,827.05	42.3%
4.602 SIF CONTRIBUTION	44,766	44,766	44,766.00	.00	.00	.00	100.0%
4.709 LIBRARY PRGM ACTIVITIES	5,000	5,000	250.00	250.00	.00	4,750.00	5.0%
TOTAL DIRECT COSTS	360,155	360,155	132,923.53	15,568.72	47,500.00	179,731.47	50.1%
9. OTHER FINANCIAL USES							
9.302 TO DSF-LIBRARY FUND CONTR	355,535	355,535	26,328.88	.00	.00	329,206.12	7.4%
9.990 RESERVE FOR FINANCING	0	61,676	.00	.00	.00	61,676.00	.0%
TOTAL OTHER FINANCIAL USES	355,535	417,211	26,328.88	.00	.00	390,882.12	6.3%

FOR 2013 03

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
TOTAL LIBRARY FUND	5,890,326	5,929,198	1,277,907.44	374,354.37	53,087.24	4,598,203.32	22.4%
GRAND TOTAL	5,890,326	5,929,198	1,277,907.44	374,354.37	53,087.24	4,598,203.32	22.4%

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

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

02 INTERGOVERNMENTAL							

02269 LIBRARY-OTHER LIBRARIES	-14,824	-14,824	-15,149.00	-15,149.00	.00	325.00	102.2%
TOTAL INTERGOVERNMENTAL	-14,824	-14,824	-15,149.00	-15,149.00	.00	325.00	102.2%
03 CHARGES FOR SERVICES							

03649 MISCELLANEOUS REIMBURSEMENTS	-1,971	-1,971	.00	.00	.00	-1,971.00	.0%
03650 REPLACEMENT MATERIAL FEE	-3,032	-3,032	-793.90	-104.95	.00	-2,238.10	26.2%
TOTAL CHARGES FOR SERVICES	-5,003	-5,003	-793.90	-104.95	.00	-4,209.10	15.9%
06 MISCELLANEOUS							

06651 LIBRARY FINES	-100,000	-100,000	-18,419.37	-5,550.29	.00	-81,580.63	18.4%
06695 RENTAL LIBRARY SPACE	-4,500	-4,500	-725.00	-330.00	.00	-3,775.00	16.1%
06697 COMMISSION COIN MACHINE	-15,000	-15,000	-3,119.80	-745.20	.00	-11,880.20	20.8%
06699 OTHER	-4,500	-4,500	-1,214.76	-195.11	.00	-3,285.24	27.0%
06700 MEDICARE PART D REIMB	-15,250	-15,250	.00	.00	.00	-15,250.00	.0%
TOTAL MISCELLANEOUS	-139,250	-139,250	-23,478.93	-6,820.60	.00	-115,771.07	16.9%
09 OPERATING TRANSFERS							

09910 GENERAL FUND CONTRIBUTION	-5,701,249	-5,740,121	-426,328.88	.00	.00	-5,313,792.12	7.4%
TOTAL OPERATING TRANSFERS	-5,701,249	-5,740,121	-426,328.88	.00	.00	-5,313,792.12	7.4%
0A APPROP FUND BALANCE							

09999 APPROPRIATED FUND BALANCE	-30,000	-30,000	.00	.00	.00	-30,000.00	.0%
TOTAL APPROP FUND BALANCE	-30,000	-30,000	.00	.00	.00	-30,000.00	.0%

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	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
TOTAL LIBRARY FUND	-5,890,326	-5,929,198	-465,750.71	-22,074.55	.00	-5,463,447.29	7.9%
GRAND TOTAL	-5,890,326	-5,929,198	-465,750.71	-22,074.55	.00	-5,463,447.29	7.9%

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