

MEMO

To: White Plains Library Board of Trustees
From: Bill Deierlein, Business Manager
Subject: Monthly Budget Report
Date: November 5, 2012

The Budget Report as of November 5, 2012 is attached. All monthly revenues and expenditures are normal.

FOR 2013 04

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

02 INTERGOVERNMENTAL							

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

03649 MISCELLANEOUS REIMBURSEMENTS	-1,971	-1,971	-1,601.08	-1,601.08	.00	-369.92	81.2%
03650 REPLACEMENT MATERIAL FEE	-3,032	-3,032	-1,228.38	-427.48	.00	-1,803.62	40.5%
TOTAL CHARGES FOR SERVICES	-5,003	-5,003	-2,829.46	-2,028.56	.00	-2,173.54	56.6%
06 MISCELLANEOUS							

06651 LIBRARY FINES	-100,000	-100,000	-27,029.39	-8,242.12	.00	-72,970.61	27.0%
06653 LIBRARY OVERTIME CHARGES	0	0	-469.55	-469.55	.00	469.55	100.0%
06695 RENTAL LIBRARY SPACE	-4,500	-4,500	-860.00	-135.00	.00	-3,640.00	19.1%
06697 COMMISSION COIN MACHINE	-15,000	-15,000	-3,622.45	-502.65	.00	-11,377.55	24.1%
06699 OTHER	-4,500	-4,500	-1,575.82	-344.31	.00	-2,924.18	35.0%
06700 MEDICARE PART D REIMB	-15,250	-15,250	-4,763.56	-4,763.56	.00	-10,486.44	31.2%
TOTAL MISCELLANEOUS	-139,250	-139,250	-38,320.77	-14,457.19	.00	-100,929.23	27.5%
09 OPERATING TRANSFERS							

09910 GENERAL FUND CONTRIBUTION	-5,701,249	-5,740,121	-1,382,278.05	-1,180.00	.00	-4,357,842.95	24.1%
TOTAL OPERATING TRANSFERS	-5,701,249	-5,740,121	-1,382,278.05	-1,180.00	.00	-4,357,842.95	24.1%
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%

FOR 2013 04

	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
TOTAL LIBRARY FUND	-5,890,326	-5,929,198	-1,438,577.28	-17,665.75	.00	-4,490,620.72	24.3%
TOTAL REVENUES	-5,890,326	-5,929,198	-1,438,577.28	-17,665.75	.00	-4,490,620.72	
GRAND TOTAL	-5,890,326	-5,929,198	-1,438,577.28	-17,665.75	.00	-4,490,620.72	24.3%

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

FOR 2013 04

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	47,018.09	11,063.08	.00	96,801.91	32.7%
1.150 MANAGERIAL SALARIES	187,494	187,494	61,315.30	14,422.62	.00	126,178.70	32.7%
1.151 MANAGERIAL OVERTIME	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	2,171,837	733,259.75	164,897.88	.00	1,438,577.25	33.8%
1.201 CSEA OVERTIME	41,000	41,000	8,711.83	3,102.65	.00	32,288.17	21.2%
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	47,743.70	14,612.42	.00	147,256.30	24.5%
TOTAL SALARIES & WAGES	2,800,766	2,749,751	898,169.71	208,098.65	.00	1,851,581.29	32.7%

2. EMPLOYEE BENEFITS

2.001 SOCIAL SECURITY	212,635	208,733	67,404.38	15,189.64	.00	141,328.62	32.3%
2.020 MTA PAYROLL TAX	9,535	9,363	3,020.54	699.86	.00	6,342.46	32.3%
2.101 NYS EMPLOYEE PENSION	483,377	478,584	158,786.27	36,904.62	.00	319,797.73	33.2%
2.201 EMPLOYEE ACTIVE HEALTH INS	459,521	445,437	147,139.48	35,893.92	.00	298,297.52	33.0%
2.202 RETIREEES HEALTH INSURANCE	181,000	181,000	51,104.22	.00	.00	129,895.78	28.2%
2.203 RETIREEES HEALTH INS BUYOUT	1,650	1,650	.00	.00	.00	1,650.00	.0%
2.204 NYS HEALTH INS ADMN CHRGR	1,375	1,375	.00	.00	.00	1,375.00	.0%
2.205 RETIREEES MEDICARE PAYMENT	49,500	49,500	10,489.50	.00	.00	39,010.50	21.2%
2.206 ACTIVE HEALTH INS BUYOUT	29,883	29,883	.00	.00	.00	29,883.00	.0%
2.301 DENTAL INSURANCE PLAN	41,615	39,732	13,579.44	3,270.96	.00	26,152.56	34.2%
2.407 OPTICAL INSURANCE	11,865	11,328	3,871.62	932.58	.00	7,456.38	34.2%
2.501 GROUP LIFE INS-MANAGEMENT	2,659	2,659	706.32	.00	.00	1,952.68	26.6%
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	.00	.00	970.03	3.0%
2.703 UNIFORMS	1,350	1,350	104.22	.00	.00	245.78	29.8%
2.905 EMPLOYEE ASSISTANCE PROG.	1,225	1,225	612.50	.00	.00	612.50	50.0%
TOTAL EMPLOYEE BENEFITS	1,488,481	1,463,110	456,848.46	92,891.58	.00	1,006,261.54	31.2%

3. MATERIALS & SUPPLIES

FOR 2013 04

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
3.001 OFFICE SUPPLIES	8,000	8,000	5,985.61	4,895.29	.00	2,014.39	74.8%
3.003 PRINTING	6,000	6,000	940.00	940.00	.00	5,060.00	15.7%
3.004 POSTAGE	4,000	4,000	.00	.00	.00	4,000.00	.0%
3.005 BOOKS-PAMPHLETS-MOVIES	259,000	259,000	63,647.43	26,148.88	.00	195,352.57	24.6%
3.006 SUBSCRIPTIONS-PERIODICALS	14,238	14,238	1,107.80	83.75	.00	13,130.20	7.8%
3.009 BOOKBINDING	500	500	.00	.00	.00	500.00	.0%
3.010 NON-BOOK MATERIALS	45,000	45,000	29,796.82	11,591.28	.00	15,203.18	66.2%
3.011 PROGRAM SUPPLIES	2,500	2,500	809.73	321.23	.00	1,690.27	32.4%
3.012 OFFICE EQUIPMENT MAINT	1,000	1,000	125.00	125.00	.00	875.00	12.5%
3.014 LIBRARY SUPPLIES	10,000	10,000	4,547.15	636.22	.00	5,452.85	45.5%
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/FCLITY REPAIRS	12,000	12,000	2,277.00	1,584.00	.00	9,223.00	23.1%
3.302 BUID./EAC. EMERGCY REPRRS	3,325	3,325	.00	.00	.00	3,325.00	.0%
3.306 MAINTENANCE SUPPLIES	15,000	15,000	4,510.24	1,094.14	.00	10,149.76	32.3%
3.601 ELECTRICITY	392,721	392,721	37,136.81	23,196.01	.00	355,584.19	9.5%
3.602 TELEPHONE	4,500	4,500	413.79	52.62	.00	4,086.21	9.2%
3.603 GAS	87,290	87,290	252.46	84.95	.00	87,037.54	.3%
3.604 WATER	4,000	4,000	.00	.00	.00	4,000.00	.0%
3.703 EQUIPMENT RENTAL	2,625	2,625	682.88	602.72	.00	1,942.12	26.0%
3.704 COPIER RENTAL	10,190	10,190	2,547.00	849.00	.00	7,643.00	25.0%
TOTAL MATERIALS & SUPPLIES	885,389	885,389	155,959.72	72,205.09	840.00	728,589.28	17.7%
4. DIRECT COSTS							
4.005 FINANCIAL/ AUDITTING COSTS	4,018	4,018	.00	.00	.00	4,018.00	.0%
4.015 SERVICE CONTRACTS	141,018	141,018	57,350.27	6,230.00	.00	41,007.73	70.9%
4.016 SECURITY GUARDS	106,402	106,402	27,427.73	10,199.42	.00	78,974.27	25.8%
4.023 PROGRAM SERVICES	31,500	31,500	14,262.50	6,327.50	.00	17,237.50	45.3%
4.058 ON LINE SUBSCRIPTION SRVC	27,451	27,451	12,216.85	592.90	.00	15,234.15	44.5%
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	675.00	425.00	.00	4,325.00	13.5%
TOTAL DIRECT COSTS	360,155	360,155	156,698.35	23,774.82	42,660.00	160,796.65	55.4%
9. OTHER FINANCIAL USES							
9.302 TO DSG-LIBRARY FUND CONTR	355,535	355,535	82,278.05	1,180.00	.00	273,256.95	23.1%
9.990 RESERVE FOR FINANCING	0	115,258	.00	.00	.00	115,258.00	.0%
TOTAL OTHER FINANCIAL USES	355,535	470,793	82,278.05	1,180.00	.00	388,514.95	17.5%

FOR 2013 04

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
TOTAL LIBRARY FUND	5,890,326	5,929,198	1,749,954.29	398,150.14	43,500.00	4,135,743.71	30.2%
GRAND TOTAL	5,890,326	5,929,198	1,749,954.29	398,150.14	43,500.00	4,135,743.71	30.2%

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