

MEMO

To: White Plains Library Board of Trustees
From: Bill Deierlein, Business Manager
Subject: Monthly Budget Report
Date: September 27, 2013

The Budget Report as of September 27, 2013 is attached. All monthly revenues and expenditures are normal.

FOR 2014 03

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
201 LIBRARY FUND							
1. SALARIES & WAGES							
1.100	146,696	146,696	36,533.50	11,241.07	.00	110,162.50	24.9%
1.150	201,871	201,871	50,294.54	15,469.33	.00	151,576.46	24.9%
1.153	500	500	.00	.00	.00	500.00	.0%
1.200	2,237,129	2,188,077	550,833.33	169,397.10	.00	1,637,243.67	25.2%
1.201	41,000	41,000	4,013.03	1,943.90	.00	36,986.97	9.8%
1.203	10,000	10,000	.00	.00	.00	10,000.00	.0%
1.800	235,000	235,000	41,387.58	16,150.49	.00	193,612.42	17.6%
TOTAL SALARIES & WAGES	2,872,196	2,823,144	683,061.98	214,201.89	.00	2,140,082.02	24.2%
2. EMPLOYEE BENEFITS							
2.001	218,377	214,625	51,571.60	16,183.27	.00	163,053.40	24.0%
2.020	9,802	9,635	2,292.20	719.32	.00	7,342.80	23.8%
2.101	575,866	562,393	136,320.11	42,283.85	.00	426,072.89	24.2%
2.201	482,179	481,211	121,724.20	40,293.64	.00	359,486.80	25.3%
2.202	186,075	186,075	38,871.28	.00	.00	147,203.72	20.9%
2.203	3,150	3,150	.00	.00	.00	3,150.00	.0%
2.204	1,390	1,390	.00	.00	.00	1,390.00	.0%
2.205	52,210	52,210	.00	.00	.00	52,210.00	.0%
2.206	31,994	23,899	.00	.00	.00	23,899.00	.0%
2.301	41,276	40,062	10,069.40	3,339.60	.00	29,992.60	25.1%
2.407	11,628	11,286	2,835.75	940.50	.00	8,450.25	25.1%
2.501	2,975	2,975	501.60	240.00	.00	2,473.40	16.9%
2.601	40	40	975.00	.00	.00	-935.00	2437.5%
2.602	1,150	1,150	600.00	.00	.00	550.00	52.2%
2.603	1,000	1,000	31.08	31.08	.00	968.92	3.1%
2.703	350	350	.00	.00	.00	350.00	.0%
2.905	1,238	1,238	577.50	.00	.00	660.50	46.6%
TOTAL EMPLOYEE BENEFITS	1,620,700	1,592,689	366,369.72	104,031.26	.00	1,226,319.28	23.0%

3. MATERIALS & SUPPLIES

FOR 2014 03

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
3.001 OFFICE SUPPLIES	8,000	8,000	1,641.63	.00	499.37	5,859.00	26.8%
3.003 PRINTING	4,000	4,000	70.00	.00	770.00	3,160.00	21.0%
3.004 POSTAGE	1,000	1,000	.00	.00	.00	1,000.00	.0%
3.005 BOOKS-PAMPHLETS-MOVIES	204,000	204,000	32,086.56	9,761.99	.00	171,913.44	15.7%
3.006 SUBSCRIPTIONS-PERIODICALS	14,238	14,238	996.00	500.00	.00	13,242.00	7.0%
3.010 NON-BOOK MATERIALS	100,000	100,000	26,048.08	11,026.48	.00	73,951.92	26.0%
3.011 PROGRAM SUPPLIES	2,500	2,500	646.04	13.35	.00	1,853.96	25.8%
3.012 OFFICE EQUIPMENT MAINT	1,000	1,000	305.00	305.00	.00	695.00	30.5%
3.014 LIBRARY SUPPLIES	10,000	10,000	1,164.28	309.60	.00	7,564.54	24.4%
3.016 REPLACEMENT MATERIALS	3,000	3,000	.00	.00	1,271.18	3,000.00	.0%
3.022 PC SOFTWARE	900	900	1,080.00	.00	.00	-180.00	120.0%
3.301 BLDNG/FCLTY REPAIRS	12,000	12,000	423.00	.00	.00	11,577.00	3.5%
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	5,895.85	383.70	.00	9,104.15	39.3%
3.601 ELECTRICITY	372,721	372,721	16,554.66	.00	.00	356,166.34	4.4%
3.602 TELEPHONE	4,500	4,500	613.23	255.52	.00	3,886.77	13.6%
3.603 GAS	4,500	4,500	312.77	.00	.00	4,187.23	.5%
3.604 WATER	4,000	4,000	.00	.00	.00	4,000.00	.0%
3.703 EQUIPMENT RENTAL	1,625	1,625	53.44	.00	.00	1,571.56	3.3%
3.704 COPIER RENTAL	6,701	6,701	1,674.93	558.31	.00	5,026.07	25.0%
3.716 LIBRARY SOFTWARE LEASE	48,754	48,754	17,463.43	.00	.00	31,290.57	35.8%
TOTAL MATERIALS & SUPPLIES	882,764	882,764	107,028.90	23,113.95	2,540.55	773,194.55	12.4%
4. DIRECT COSTS							
4.005 FINANCIAL/ AUDITING COSTS	4,018	4,018	.00	.00	.00	4,018.00	.0%
4.015 SERVICE CONTRACTS	133,653	133,653	34,162.88	4,999.52	.00	53,896.12	59.7%
4.016 SECURITY GUARDS	111,552	111,552	17,293.43	2,205.94	.00	94,258.57	15.5%
4.023 PROGRAM SERVICES	56,500	56,500	7,857.00	3,342.00	.00	48,643.00	13.9%
4.058 ON LINE SUBSCRIPTION SRVC	19,800	19,800	3,179.52	.00	.00	16,620.48	16.1%
4.602 SIF CONTRIBUTION	41,112	41,112	41,112.00	.00	.00	.00	100.0%
4.709 LIBRARY PRGM ACTIVITIES	5,000	5,000	2,450.00	1,400.00	.00	2,550.00	49.0%
TOTAL DIRECT COSTS	371,635	371,635	106,054.83	11,947.46	45,594.00	219,986.17	40.8%
9. OTHER FINANCIAL USES							
9.302 TO DSF-LIBRARY FUND CONTR	424,087	424,087	47,267.22	.00	.00	376,819.78	11.1%
9.990 RESERVE FOR FINANCING	0	77,063	.00	.00	.00	77,063.00	.0%
TOTAL OTHER FINANCIAL USES	424,087	501,150	47,267.22	.00	.00	453,882.78	9.4%

FOR 2014 03

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
TOTAL LIBRARY FUND	6,171,382	6,171,382	1,309,782.65	353,294.56	48,134.55	4,813,464.80	22.0%
GRAND TOTAL	6,171,382	6,171,382	1,309,782.65	353,294.56	48,134.55	4,813,464.80	22.0%

** 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	-15,185	-15,185	.00	.00	.00	-15,185.00	.0%
TOTAL INTERGOVERNMENTAL	-15,185	-15,185	.00	.00	.00	-15,185.00	.0%
03 CHARGES FOR SERVICES							
06 MISCELLANEOUS							
03649 MISCELLANEOUS REIMBURSEMENTS	-1,500	-1,500	-31.04	.00	.00	-1,468.96	2.1%
03650 REPLACEMENT MATERIAL FEE	-3,000	-3,000	-854.95	-278.08	.00	-2,145.05	28.5%
TOTAL CHARGES FOR SERVICES	-4,500	-4,500	-885.99	-278.08	.00	-3,614.01	19.7%
06 MISCELLANEOUS							
09 OPERATING TRANSFERS							
06651 LIBRARY FINES	-100,000	-100,000	-19,245.15	-5,256.83	.00	-80,754.85	19.2%
06695 RENTAL LIBRARY SPACE	-6,000	-6,000	-549.66	-210.00	.00	-5,450.34	9.2%
06697 COMMISSION COIN MACHINE	-15,000	-15,000	-3,884.26	-756.85	.00	-11,115.74	25.9%
06699 OTHER	-4,500	-4,500	-742.88	-152.78	.00	-3,757.12	16.5%
TOTAL MISCELLANEOUS	-125,500	-125,500	-24,421.95	-6,376.46	.00	-101,078.05	19.5%
09 OPERATING TRANSFERS							
09910 GENERAL FUND CONTRIBUTION	-5,979,197	-5,979,197	-797,267.22	-400,000.00	.00	-5,181,929.78	13.3%
TOTAL OPERATING TRANSFERS	-5,979,197	-5,979,197	-797,267.22	-400,000.00	.00	-5,181,929.78	13.3%
0A APPROP FUND BALANCE							
09999 APPROPRIATED FUND BALANCE	-47,000	-47,000	.00	.00	.00	-47,000.00	.0%
TOTAL APPROP FUND BALANCE	-47,000	-47,000	.00	.00	.00	-47,000.00	.0%

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	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
TOTAL LIBRARY FUND	-6,171,382	-6,171,382	-822,575.16	-406,654.54	.00	-5,348,806.84	13.3%
GRAND TOTAL	-6,171,382	-6,171,382	-822,575.16	-406,654.54	.00	-5,348,806.84	13.3%

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