

MEMO

To: White Plains Library Board of Trustees
From: Bill Deierlein, Business Manager
Subject: Monthly Budget Report
Date: November 6, 2013

The Budget Report as of November 6, 2013 is attached. All monthly revenues and expenditures are normal.

FOR 2014 04

ORIGINAL APPROP REVISED BUDGET YTD EXPENDED MTD EXPENDED ENCUMBRANCES AVAILABLE BUDGET PCT USED

201 LIBRARY FUND

1. SALARIES & WAGES

1.100	APPTD OFFICIALS SALARIES	146,696	146,696	47,774.57	11,241.07	.00	98,921.43	32.6%
1.150	MANAGERIAL SALARIES	201,871	201,871	65,763.87	15,469.33	.00	136,107.13	32.6%
1.153	M/C ATTENDANCE BONUS	500	500	.00	.00	.00	500.00	.0%
1.200	CSEA SALARIES AND WAGES	2,237,129	2,218,244	723,368.54	172,535.21	.00	1,494,875.46	32.6%
1.201	CSEA OVERTIME	41,000	41,000	7,024.29	3,011.26	.00	33,975.71	17.1%
1.203	CSEA ATTENDANCE BONUS	10,000	10,000	.00	.00	.00	10,000.00	.0%
1.800	PART-TIME/HOURLY WAGES	235,000	235,000	59,161.81	17,774.23	.00	175,838.19	25.2%
	TOTAL SALARIES & WAGES	2,872,196	2,853,311	903,093.08	220,031.10	.00	1,950,217.92	31.7%

2. EMPLOYEE BENEFITS

2.001	SOCIAL SECURITY	218,377	216,933	67,842.86	16,271.26	.00	149,090.14	31.3%
2.020	MTA PAYROLL TAX	9,802	9,738	3,031.31	739.11	.00	6,706.69	31.1%
2.101	NYS EMPLOYEE PENSION	575,866	565,983	179,220.59	42,900.48	.00	386,762.41	31.7%
2.201	EMPLOYEE ACTIVE HEALTH INS	482,179	486,642	162,017.84	40,293.64	.00	324,624.16	33.3%
2.202	RETIRES HEALTH INSURANCE	186,075	186,075	74,946.86	18,037.79	.00	111,128.14	40.3%
2.203	RETIRES HEALTH INS BUYOUT	3,150	3,150	.00	.00	.00	3,150.00	.0%
2.204	NYS HEALTH INS ADMN CHRG	1,390	1,390	.00	.00	.00	1,390.00	.0%
2.205	RETIRES MEDICARE PAYMENT	52,210	52,210	10,385.10	.00	.00	41,824.90	19.9%
2.206	ACTIVE HEALTH INS BUYOUT	31,994	23,899	.00	.00	.00	23,899.00	.0%
2.301	DENTAL INSURANCE PLAN	41,276	40,872	13,409.00	3,339.60	.00	27,463.00	32.8%
2.407	OPTICAL INSURANCE	11,628	11,514	3,776.25	940.50	.00	7,737.75	32.8%
2.501	GROUP LIFE INS-MANAGEMENT	2,975	2,975	752.40	.00	.00	2,222.60	25.3%
2.601	MEMBERSHIPS-FEES-DUES	40	40	975.00	.00	.00	-935.00	2437.5%
2.602	EDUCATION-TRAINING FEES	1,150	1,150	600.00	.00	.00	550.00	52.2%
2.603	TRAVEL AND TRANSPORTATION	1,000	1,000	31.08	.00	.00	968.92	3.1%
2.703	UNIFORMS	350	350	.00	.00	.00	350.00	.0%
2.905	EMPLOYEE ASSISTANCE PROG.	1,238	1,238	577.50	.00	.00	660.50	46.6%
	TOTAL EMPLOYEE BENEFITS	1,620,700	1,605,159	517,565.79	122,522.38	.00	1,087,593.21	32.2%

3. MATERIALS & SUPPLIES

FOR 2014 04

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
3.001 OFFICE SUPPLIES	8,000	8,000	3,122.01	1,113.33	.00	4,877.99	39.0%
3.003 PRINTING	4,000	4,000	70.00	.00	.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	49,445.57	17,359.01	.00	154,554.43	24.2%
3.006 SUBSCRIPTIONS-PERIODICALS	14,238	14,238	1,476.00	480.00	.00	12,762.00	10.4%
3.010 NON-BOOK MATERIALS	100,000	100,000	46,019.81	19,957.04	.00	53,980.19	46.0%
3.011 PROGRAM SUPPLIES	2,500	2,500	1,126.73	480.69	.00	1,373.27	45.1%
3.012 OFFICE EQUIPMENT MAINT	1,000	1,000	440.00	135.00	.00	560.00	44.0%
3.014 LIBRARY SUPPLIES	10,000	10,000	5,710.02	3,274.56	.00	4,289.98	57.1%
3.016 REPLACEMENT MATERIALS	3,000	3,000	.00	.00	.00	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	1,421.84	998.84	.00	10,578.16	11.8%
3.302 BUILD./FAC. EMERGENCY REPRS	3,325	3,325	.00	.00	.00	3,325.00	.0%
3.306 MAINTENANCE SUPPLIES	15,000	15,000	6,482.83	202.46	.00	8,517.17	43.2%
3.601 ELECTRICITY	372,721	372,721	99,692.49	34,805.39	.00	273,028.51	26.7%
3.602 TELEPHONE	4,500	4,500	851.40	186.09	.00	3,648.60	18.9%
3.603 GAS	65,500	65,500	312.77	.00	.00	65,187.23	.5%
3.604 WATER	4,000	4,000	.00	.00	.00	4,000.00	.0%
3.703 EQUIPMENT RENTAL	1,625	1,625	682.88	53.44	.00	942.12	42.0%
3.704 COPIER RENTAL	6,701	6,701	2,233.24	558.31	.00	4,467.76	33.3%
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	237,631.02	79,604.16	770.00	644,362.98	27.0%

4. DIRECT COSTS

4.005 FINANCIAL/ AUDITING COSTS	4,018	4,018	4,018.00	4,018.00	.00	.00	100.0%
4.015 SERVICE CONTRACTS	133,653	133,653	44,165.10	5,388.12	.00	48,948.30	63.4%
4.016 SECURITY GUARDS	111,552	111,552	32,140.79	14,847.36	.00	79,411.21	28.8%
4.023 PROGRAM SERVICES	56,500	56,500	12,446.50	4,589.50	.00	44,053.50	22.0%
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	3,350.00	900.00	.00	1,650.00	67.0%
TOTAL DIRECT COSTS	371,635	371,635	140,411.91	29,742.98	40,539.60	190,683.49	48.7%

9. OTHER FINANCIAL USES

9.302 TO DSF-LIBRARY FUND CONTR	424,087	424,087	104,732.30	2,244.29	.00	319,354.70	24.7%
9.990 RESERVE FOR FINANCING	0	34,426	.00	.00	.00	34,426.00	.0%
TOTAL OTHER FINANCIAL USES	424,087	458,513	104,732.30	2,244.29	.00	353,780.70	22.8%

FOR 2014 04

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
TOTAL LIBRARY FUND	6,171,382	6,171,382	1,903,434.10	454,144.91	41,309.60	4,226,638.30	31.5%
GRAND TOTAL	6,171,382	6,171,382	1,903,434.10	454,144.91	41,309.60	4,226,638.30	31.5%

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

FOR 2014 04

	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							
03649 MISCELLANEOUS REIMBURSEMENTS	-1,500	-1,500	-31.04	.00	.00	-1,468.96	2.1%
03650 REPLACEMENT MATERIAL FEE	-3,000	-3,000	-1,142.18	-269.64	.00	-1,857.82	38.1%
TOTAL CHARGES FOR SERVICES	-4,500	-4,500	-1,173.22	-269.64	.00	-3,326.78	26.1%
06 MISCELLANEOUS							
06651 LIBRARY FINES	-100,000	-100,000	-28,131.16	-6,596.07	.00	-71,868.84	28.1%
06695 RENTAL LIBRARY SPACE	-6,000	-6,000	-1,094.50	-244.99	.00	-4,905.50	18.2%
06697 COMMISSION COIN MACHINE	-15,000	-15,000	-5,638.01	-1,753.75	.00	-9,361.99	37.6%
06699 OTHER	-4,500	-4,500	-972.31	-180.18	.00	-3,527.69	21.6%
TOTAL MISCELLANEOUS	-125,500	-125,500	-35,835.98	-8,774.99	.00	-89,664.02	28.6%
09 OPERATING TRANSFERS							
09910 GENERAL FUND CONTRIBUTION	-5,979,197	-5,979,197	-1,934,732.30	-502,244.29	.00	-4,044,464.70	32.4%
TOTAL OPERATING TRANSFERS	-5,979,197	-5,979,197	-1,934,732.30	-502,244.29	.00	-4,044,464.70	32.4%
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	-1,971,741.50	-511,288.92	.00	-4,199,640.50	31.9%
GRAND TOTAL	-6,171,382	-6,171,382	-1,971,741.50	-511,288.92	.00	-4,199,640.50	31.9%

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