

MEMO

To: White Plains Library Board of Trustees
From: Bill Deierlein, Business Manager
Subject: Monthly Budget Report
Date: March 5, 2014

The Budget Report as of Feb 28, 2014. All monthly revenues and expenditures are normal.

You will note under the Revenue code 02269 that we did receive the final 10% (\$1,589.20) of our Local Library State Aid.

FOR 2014 08

	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	98,359.37	11,241.06	.00	48,336.63	67.0%
1.150 MANAGERIAL SALARIES	201,871	201,871	135,375.85	15,469.33	.00	66,495.15	67.1%
1.153 M/C ATTENDANCE BONUS	500	500	500.00	.00	.00	.00	100.0%
1.200 CSEA SALARIES AND WAGES	2,237,129	2,218,244	1,493,729.66	166,675.64	.00	724,514.34	67.3%
1.201 CSEA OVERTIME	41,000	41,000	27,471.51	3,332.47	.00	13,528.49	67.0%
1.203 CSEA ATTENDANCE BONUS	10,000	10,000	8,000.00	.00	.00	2,000.00	80.0%
1.800 PART-TIME/HOURLY WAGES	235,000	235,000	133,054.88	17,056.52	.00	101,945.12	56.6%
TOTAL SALARIES & WAGES	2,872,196	2,853,311	1,896,491.27	213,775.02	.00	956,819.73	66.5%
2. EMPLOYEE BENEFITS							
2.001 SOCIAL SECURITY	218,377	216,933	143,581.11	16,144.99	.00	73,351.89	66.2%
2.020 MTA PAYROLL TAX	9,802	9,738	6,467.23	717.59	.00	3,270.77	66.4%
2.101 NYS EMPLOYEE PENSION	575,866	565,983	373,697.00	41,759.99	.00	192,286.00	66.0%
2.201 EMPLOYEE ACTIVE HEALTH INS	482,179	486,671	325,210.16	39,792.64	.00	161,460.84	66.8%
2.202 RETIREEES HEALTH INSURANCE	186,075	186,075	120,984.09	-3,290.73	.00	65,090.91	65.0%
2.203 RETIREEES HEALTH INS BUYOUT	3,150	3,150	3,150.00	.00	.00	.00	100.0%
2.204 NYS HEALTH INS ADMN CHRG	1,390	1,390	727.22	.00	.00	662.78	52.3%
2.205 RETIREEES MEDICARE PAYMENT	52,210	52,210	20,140.80	.00	.00	32,069.20	38.6%
2.206 ACTIVE HEALTH INS BUYOUT	31,994	23,899	22,249.00	.00	.00	1,650.00	93.1%
2.301 DENTAL INSURANCE PLAN	41,276	40,872	27,071.00	.00	.00	13,801.00	66.2%
2.407 OPTICAL INSURANCE	11,628	11,514	7,623.75	3,339.60	.00	3,890.25	66.2%
2.501 GROUP LIFE INS-MANAGEMENT	2,975	2,975	2,006.40	501.60	.00	968.60	67.4%
2.601 MEMBERSHIPS-FEES-DUES	40	40	1,135.00	.00	.00	-1,095.00	2837.5%
2.602 EDUCATION-TRAINING FEES	1,150	1,150	814.72	25.00	.00	335.28	70.8%
2.603 TRAVEL AND TRANSPORTATION	1,000	1,000	268.09	.00	.00	731.91	26.8%
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	1,605,188	1,055,703.07	99,931.18	.00	549,484.93	65.8%

3. MATERIALS & SUPPLIES

FOR 2014 08

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
3.001 OFFICE SUPPLIES	8,000	8,000	7,079.45	426.63	.00	920.55	88.5%
3.003 PRINTING	4,000	4,000	2,389.19	1,194.80	.00	1,610.81	59.7%
3.004 POSTAGE	1,000	1,000	.00	.00	.00	1,000.00	.0%
3.005 BOOKS-PAMPHLETS-MOVIES	204,000	204,000	116,745.39	11,082.53	.00	87,254.61	57.2%
3.006 SUBSCRIPTIONS-PERIODICALS	14,238	14,238	11,746.19	522.50	.00	2,491.81	82.5%
3.010 NON-BOOK MATERIALS	100,000	100,000	105,877.47	12,648.73	.00	-5,877.47	105.9%
3.011 PROGRAM SUPPLIES	2,500	2,500	2,428.94	390.62	.00	71.06	97.2%
3.012 OFFICE EQUIPMENT MAINT	1,000	1,000	800.00	.00	.00	200.00	80.0%
3.014 LIBRARY SUPPLIES	10,000	10,000	9,043.83	131.93	.00	956.17	90.4%
3.016 REPLACEMENT MATERIALS	3,000	110	.00	.00	.00	110.00	.0%
3.022 PC SOFTWARE	900	900	1,908.00	.00	.00	-1,008.00	212.0%
3.301 BLDNG/FCLITY REPAIRS	12,000	12,000	6,454.34	.00	.00	5,545.66	53.8%
3.302 BUID./FAC. EMERGCY REPRRS	3,325	3,325	4,795.00	4,600.00	.00	-1,470.00	144.2%
3.306 MAINTENANCE SUPPLIES	15,000	15,000	12,803.97	1,324.09	.00	2,196.03	85.4%
3.601 ELECTRICITY	372,721	372,721	215,516.99	31,147.69	.00	157,204.01	57.8%
3.602 TELEPHONE	4,500	4,500	1,865.80	201.34	.00	2,634.20	41.5%
3.603 GAS	65,500	65,500	23,711.43	11,487.05	.00	41,788.57	36.2%
3.604 WATER	4,000	4,000	2,705.36	.00	.00	1,294.64	67.6%
3.703 EQUIPMENT RENTAL	1,625	1,625	1,385.76	26.72	.00	239.24	85.3%
3.704 COPIER RENTAL	6,701	6,701	4,466.48	558.31	.00	2,234.52	66.7%
3.716 LIBRARY SOFTWARE LEASE	48,754	48,754	47,723.10	.00	.00	1,030.90	97.9%
TOTAL MATERIALS & SUPPLIES	882,764	879,874	579,446.69	75,742.94	.00	300,427.31	65.9%
4. DIRECT COSTS							
4.004 CONSULTANTS	0	675	675.00	675.00	.00	.00	100.0%
4.005 FINANCIAL/ AUDITING COSTS	4,018	4,018	4,018.00	.00	.00	.00	100.0%
4.015 SERVICE CONTRACTS	133,653	131,599	94,771.73	13,074.74	.22	8,083.05	93.9%
4.016 SECURITY GUARDS	111,552	111,552	66,695.09	10,626.77	.00	44,856.91	59.8%
4.023 PROGRAM SERVICES	56,500	56,500	29,317.50	3,329.50	.00	27,182.50	51.9%
4.058 ON LINE SUBSCRIPTION SRVC	19,800	16,235	8,897.02	.00	.00	7,337.98	54.8%
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	8,400.00	900.00	.00	-3,400.00	168.0%
TOTAL DIRECT COSTS	371,635	366,691	253,886.34	28,606.01	.22	84,060.44	77.1%
5. EQUIPMENT							
5.201 FURNITURE AND FIXTURES	0	2,054	.00	.00	.00	2,054.00	100.0%

FOR 2014 08

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
5.207 COMPUTER PERIPHERAL EQUIP	0	5,780	5,778.96	.00	.00	1.04	100.0%
TOTAL EQUIPMENT	0	7,834	5,778.96	.00	2,054.00	1.04	100.0%
9. OTHER FINANCIAL USES							
9.302 TO DSF-LIBRARY FUND CONTR	424,087	424,087	347,778.63	228,035.70	.00	76,308.37	82.0%
9.990 RESERVE FOR FINANCING	0	34,397	.00	.00	.00	34,397.00	.0%
TOTAL OTHER FINANCIAL USES	424,087	458,484	347,778.63	228,035.70	.00	110,705.37	75.9%
TOTAL LIBRARY FUND	6,171,382	6,171,382	4,139,084.96	646,090.85	30,798.22	2,001,498.82	67.6%
GRAND TOTAL	6,171,382	6,171,382	4,139,084.96	646,090.85	30,798.22	2,001,498.82	67.6%

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

FOR 2014 08

	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	-15,892.00	-1,589.20	.00	707.00	104.7%
TOTAL INTERGOVERNMENTAL	-15,185	-15,185	-15,892.00	-1,589.20	.00	707.00	104.7%

03 CHARGES FOR SERVICES							

03649 MISCELLANEOUS REIMBURSEMENTS	-1,500	-1,500	-1,794.64	.00	.00	294.64	119.6%
03650 REPLACEMENT MATERIAL FEE	-3,000	-3,000	-2,065.93	-195.45	.00	-934.07	68.9%
TOTAL CHARGES FOR SERVICES	-4,500	-4,500	-3,860.57	-195.45	.00	-639.43	85.8%

06 MISCELLANEOUS							

06651 LIBRARY FINES	-100,000	-100,000	-54,003.32	-5,732.21	.00	-45,996.68	54.0%
06695 RENTAL LIBRARY SPACE	-6,000	-6,000	-1,532.00	-210.00	.00	-4,468.00	25.5%
06697 COMMISSION COIN MACHINE	-15,000	-15,000	-11,187.91	-1,287.10	.00	-3,812.09	74.6%
06698 REFUND PR YR EXPENDITURES	0	0	-502.64	-179.70	.00	502.64	100.0%
06699 OTHER	-4,500	-4,500	-1,797.05	-198.55	.00	-2,702.95	39.9%
TOTAL MISCELLANEOUS	-125,500	-125,500	-69,022.92	-7,607.56	.00	-56,477.08	55.0%

09 OPERATING TRANSFERS							

09910 GENERAL FUND CONTRIBUTION	-5,979,197	-5,979,197	-3,562,778.63	-528,035.70	.00	-2,416,418.37	59.6%
TOTAL OPERATING TRANSFERS	-5,979,197	-5,979,197	-3,562,778.63	-528,035.70	.00	-2,416,418.37	59.6%

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%

FOR 2014 08

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
TOTAL LIBRARY FUND	-6,171,382	-6,171,382	-3,651,554.12	-537,427.91	.00	-2,519,827.88	59.2%
GRAND TOTAL	-6,171,382	-6,171,382	-3,651,554.12	-537,427.91	.00	-2,519,827.88	59.2%

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