

MEMO

To: White Plains Library Board of Trustees
From: Bill Deierlein, Business Manager
Subject: Monthly Budget Report
Date: May 7, 2014

The Budget Report as of April 30, 2014. All monthly revenues and expenditures are normal with the following notation:

Expenditure Code 3.601 (Electricity): adjustments were made in the electricity cost for January 2014. This was due to the extreme cold weather and has affected the electricity costs for all City agencies

Expenditure Code 3.603 (Gas): increase costs have affected all City agencies gas costs during the most recent winter.

FOR 2014 10

ORIGINAL APPROP 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	120,841.50	11,241.06	.00	25,854.50	82.4%
1.150	MANAGERIAL SALARIES	201,871	201,871	166,314.51	15,469.33	.00	35,556.49	82.4%
1.153	M/C ATTENDANCE BONUS	500	500	500.00	.00	.00	.00	100.0%
1.200	CSEA SALARIES AND WAGES	2,237,129	2,209,565	1,832,114.40	167,316.20	.00	377,450.60	82.9%
1.201	CSEA OVERTIME	41,000	41,000	35,300.34	4,102.97	.00	5,699.66	86.1%
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	170,870.40	18,698.50	.00	64,129.60	72.7%

TOTAL SALARIES & WAGES 2,872,196 2,844,632 2,333,941.15 216,828.06 .00 510,690.85 82.0%

2. EMPLOYEE BENEFITS

2.001	SOCIAL SECURITY	218,377	216,269	176,591.63	16,371.19	.00	39,677.37	81.7%
2.020	MTA PAYROLL TAX	9,802	9,708	7,934.47	727.62	.00	1,773.53	81.7%
2.101	NYS EMPLOYEE PENSION	575,866	564,108	457,226.99	40,673.00	.00	106,881.01	81.1%
2.201	EMPLOYEE ACTIVE HEALTH INS	482,179	485,827	408,223.84	40,649.74	.00	77,603.16	84.0%
2.202	RETIRES HEALTH INSURANCE	186,075	186,075	161,261.14	17,538.86	.00	24,813.86	86.7%
2.203	RETIRES HEALTH INS BUYOUT	3,150	3,150	3,150.00	.00	.00	.00	100.0%
2.204	NYS HEALTH INS ADMN CHRGE	1,390	1,390	727.22	.00	.00	662.78	52.3%
2.205	RETIRES MEDICARE PAYMENT	52,210	52,210	30,925.00	.00	.00	21,285.00	59.2%
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	40,821	33,952.60	3,390.20	.00	6,868.40	83.2%
2.407	OPTICAL INSURANCE	11,628	11,500	9,561.77	954.76	.00	1,938.23	83.1%
2.501	GROUP LIFE INS-MANAGEMENT	2,975	2,975	2,508.00	250.80	.00	467.00	84.3%
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	864.72	.00	.00	285.28	75.2%
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	1,257.50	.00	.00	-19.50	101.6%

TOTAL EMPLOYEE BENEFITS 1,620,700 1,601,710 1,317,836.97 120,556.17 .00 283,873.03 82.3%

3. MATERIALS & SUPPLIES

FOR 2014 10

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
3.001 OFFICE SUPPLIES	8,000	8,000	7,514.02	252.76	.00	485.98	93.9%
3.003 PRINTING	4,000	4,000	2,459.19	.00	.00	1,540.81	61.5%
3.004 POSTAGE	1,000	1,000	23.68	.00	.00	976.32	2.4%
3.005 BOOKS-PAMPHLETS-MOVIES	204,000	204,000	131,475.73	4,098.02	.00	72,524.27	64.4%
3.006 SUBSCRIPTIONS-PERIODICALS	14,238	14,238	12,874.77	648.58	.00	1,363.23	90.4%
3.010 NON-BOOK MATERIALS	100,000	100,000	115,543.51	2,416.65	.00	-15,543.51	115.5%
3.011 PROGRAM SUPPLIES	2,500	2,500	2,659.71	34.20	.00	-159.71	106.4%
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	9,925.49	289.92	.00	74.51	99.3%
3.016 REPLACEMENT MATERIALS	3,000	110	.00	.00	.00	110.00	.0%
3.022 PC SOFTWARE	900	900	3,218.93	110.93	.00	-2,318.93	357.7%
3.301 BIDDNG/FCLITY REPAIRS	12,000	12,000	12,564.34	5,300.00	.00	-564.34	104.7%
3.302 BUILD./FAC. EMERGCY REPRS	3,325	3,325	4,795.00	.00	.00	-1,470.00	144.2%
3.306 MAINTENANCE SUPPLIES	15,000	15,000	23,975.19	5,605.55	.00	-9,775.19	165.2%
3.601 ELECTRICITY	372,721	372,721	298,296.10	51,457.63	800.00	74,424.90	80.0%
3.602 TELEPHONE	4,500	4,500	2,657.83	319.19	.00	1,842.17	59.1%
3.603 GAS	65,500	65,500	55,490.98	16,218.71	.00	10,009.02	84.7%
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	1,432.52	23.38	.00	192.48	88.2%
3.704 COPIER RENTAL	6,701	6,701	5,583.10	558.31	.00	1,117.90	83.3%
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	741,718.55	87,333.83	800.00	137,355.45	84.4%

4. DIRECT COSTS							
4.004 CONSULTANTS	0	675	775.00	100.00	.00	-100.00	114.8%
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	109,172.56	8,471.31	.00	2,441.02	98.1%
4.016 SECURITY GUARDS	111,552	111,552	83,479.77	6,727.71	.00	28,072.23	74.8%
4.023 PROGRAM SERVICES	56,500	56,500	35,783.00	3,280.50	.00	20,717.00	63.3%
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	11,450.00	1,050.00	.00	-6,450.00	229.0%
TOTAL DIRECT COSTS	371,635	366,691	294,687.35	19,629.52	19,985.42	52,018.23	85.8%

5. EQUIPMENT							
5.201 FURNITURE AND FIXTURES	0	2,054	.00	.00	2,054.00	.00	100.0%

FOR 2014 10

	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	356,763.64	.00	.00	67,323.36	84.1%
9.990 RESERVE FOR FINANCING	0	46,554	.00	.00	.00	46,554.00	.0%
TOTAL OTHER FINANCIAL USES	424,087	470,641	356,763.64	.00	.00	113,877.36	75.8%
TOTAL LIBRARY FUND	6,171,382	6,171,382	5,050,726.62	444,347.58	22,839.42	1,097,815.96	82.2%
GRAND TOTAL	6,171,382	6,171,382	5,050,726.62	444,347.58	22,839.42	1,097,815.96	82.2%

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

FOR 2014 10

	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	-24,508.00	.00	.00	9,323.00	161.4%
TOTAL INTERGOVERNMENTAL	-15,185	-15,185	-24,508.00	.00	.00	9,323.00	161.4%

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	-2,546.00	-296.67	.00	-454.00	84.9%
TOTAL CHARGES FOR SERVICES	-4,500	-4,500	-4,340.64	-296.67	.00	-159.36	96.5%

06 MISCELLANEOUS							
06651 LIBRARY FINES	-100,000	-100,000	-66,887.73	-5,887.76	.00	-33,112.27	66.9%
06695 RENTAL LIBRARY SPACE	-6,000	-6,000	-2,177.00	-420.00	.00	-3,823.00	36.3%
06697 COMMISSION COIN MACHINE	-15,000	-15,000	-13,721.96	-1,154.00	.00	-1,278.04	91.5%
06698 REFUND PR YR EXPENDITURES	0	0	-407.64	.00	.00	407.64	100.0%
06699 OTHER	-4,500	-4,500	-2,312.04	-223.76	.00	-2,187.96	51.4%
TOTAL MISCELLANEOUS	-125,500	-125,500	-85,506.37	-7,685.52	.00	-39,993.63	68.1%

09 OPERATING TRANSFERS							
09910 GENERAL FUND CONTRIBUTION	-5,979,197	-5,979,197	-4,921,763.64	-400,000.00	.00	-1,057,433.36	82.3%
TOTAL OPERATING TRANSFERS	-5,979,197	-5,979,197	-4,921,763.64	-400,000.00	.00	-1,057,433.36	82.3%

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%

FOR 2014 10

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
TOTAL LIBRARY FUND	-6,171,382	-6,171,382	-5,036,118.65	-407,982.19	.00	-1,135,263.35	81.6%
GRAND TOTAL	-6,171,382	-6,171,382	-5,036,118.65	-407,982.19	.00	-1,135,263.35	81.6%

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