

MEMO

To: White Plains Library Board of Trustees
From: Bill Deierlein, Business Manager
Subject: Monthly Budget Report
Date: July 3, 2014

In the Budget Report as of June 30, 2014, all monthly revenues and expenditures are normal.

There will be an ordinance before the Common Council July meeting to increase our General Fund Contribution by \$34,430. This increase will help offset the unexpected increase in Electricity during the unusually harsh winter. This request is being made on a City wide basis, as all Departments within the City have been affected.

FOR 2014 12

	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	146,695.97	14,613.40	.00	.03	100.0%
1.150 MANAGERIAL SALARIES	201,871	201,909	201,908.60	20,124.77	.00	.40	100.0%
1.153 M/C ATTENDANCE BONUS	500	500	500.00	.00	.00	.00	100.0%
1.200 CSEA SALARIES AND WAGES	2,237,129	2,217,920	2,217,919.89	219,168.41	.00	.11	100.0%
1.201 CSEA OVERTIME	41,000	41,000	45,310.65	6,417.40	.00	-4,310.65	110.5%
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	240,000	222,344.73	33,445.83	.00	17,655.27	92.6%
TOTAL SALARIES & WAGES	2,872,196	2,858,025	2,842,679.84	293,769.81	.00	15,345.16	99.5%
2. EMPLOYEE BENEFITS							
2.001 SOCIAL SECURITY	218,377	215,346	215,077.96	22,250.00	.00	268.04	99.9%
2.020 MTA PAYROLL TAX	9,802	9,667	9,645.03	988.92	.00	21.97	99.8%
2.101 NYS EMPLOYEE PENSION	575,866	551,676	551,675.31	54,117.31	.00	.69	100.0%
2.201 EMPLOYEE ACTIVE HEALTH INS	482,179	488,666	488,666.22	40,649.74	.00	-.22	100.0%
2.202 RETIREES HEALTH INSURANCE	186,075	195,613	195,613.32	17,176.09	.00	-.32	100.0%
2.203 RETIREES HEALTH INS BUYOUT	3,150	3,150	3,150.00	.00	.00	.00	100.0%
2.204 NYS HEALTH INS ADMN CHRGS	1,390	1,390	727.22	.00	.00	662.78	52.3%
2.205 RETIREES MEDICARE PAYMENT	52,210	42,672	40,575.80	9,650.80	.00	2,096.20	95.1%
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	40,568	40,682.40	3,390.20	.00	-.28	100.2%
2.407 OPTICAL INSURANCE	11,628	11,429	11,457.03	954.76	.00	-114.40	100.3%
2.501 GROUP LIFE INS-MANAGEMENT	2,975	2,975	3,009.60	250.80	.00	-114.40	100.3%
2.601 MEMBERSHIPS-FEES-DUES	40	40	1,135.00	.00	.00	-34.60	101.2%
2.602 EDUCATION-TRAINING FEES	1,150	1,150	1,038.72	174.00	.00	-1,095.00	2837.5%
2.603 TRAVEL AND TRANSPORTATION	1,000	1,000	296.59	28.50	.00	111.28	90.3%
2.703 UNIFORMS	350	350	.00	.00	.00	703.41	29.7%
2.905 EMPLOYEE ASSISTANCE PROG.	1,238	1,238	1,257.50	.00	.00	350.00	.0%
TOTAL EMPLOYEE BENEFITS	1,620,700	1,590,829	1,586,256.70	149,631.12	.00	4,572.30	99.7%
3. MATERIALS & SUPPLIES							

FOR 2014 12

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
3.001 OFFICE SUPPLIES	8,000	8,000	7,867.06	223.19	.00	132.94	98.3%
3.003 PRINTING	4,000	4,000	3,159.19	700.00	.00	840.81	79.0%
3.004 POSTAGE	1,000	1,000	23.68	.00	.00	976.32	2.4%
3.005 BOOKS-PAMPHLETS-MOVIES	204,000	204,000	152,961.60	5,644.33	.00	51,038.40	75.0%
3.006 SUBSCRIPTIONS-PERIODICALS	14,238	14,238	13,925.27	531.50	.00	312.73	97.8%
3.010 NON-BOOK MATERIALS	100,000	100,000	120,906.40	2,581.18	.00	-20,906.40	120.9%
3.011 PROGRAM SUPPLIES	2,500	2,500	3,436.69	33.20	.00	-936.69	137.5%
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	10,046.10	.00	.00	-46.10	100.5%
3.016 REPLACEMENT MATERIALS	3,000	3,000	110	.00	.00	110.00	.0%
3.022 PC SOFTWARE	900	900	3,218.93	.00	.00	-2,318.93	357.7%
3.301 BLDNG/FCLITY REPAIRS	12,000	12,000	12,564.34	.00	.00	-564.34	104.7%
3.302 BULD./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	24,276.34	.00	.00	-10,076.34	167.2%
3.601 ELECTRICITY	372,721	372,721	371,968.61	171.70	.00	752.39	99.8%
3.602 TELEPHONE	4,500	4,500	3,460.04	447.47	.00	1,039.96	76.9%
3.603 GAS	65,500	65,500	70,078.87	4,011.08	.00	-4,578.87	107.0%
3.604 WATER	4,000	4,000	4,293.48	1,588.12	.00	-293.48	107.3%
3.703 EQUIPMENT RENTAL	1,625	1,625	1,479.28	23.38	.00	145.72	91.0%
3.704 COPIER RENTAL	6,701	6,701	6,699.72	558.31	.00	1.28	100.0%
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	863,683.70	51,695.47	800.00	15,390.30	98.3%
4. DIRECT COSTS							
4.004 CONSULTANTS	0	675	775.00	.00	.00	-100.00	114.8%
4.005 FINANCIAL/ AUDITTING COSTS	4,018	4,018	4,018.00	.00	.00	.00	100.0%
4.015 SERVICE CONTRACTS	133,653	131,599	121,321.60	9,153.92	.00	750.78	99.4%
4.016 SECURITY GUARDS	111,552	111,552	98,738.20	6,727.71	.00	12,813.80	88.5%
4.023 PROGRAM SERVICES	56,500	56,500	40,956.90	2,773.40	.00	15,543.10	72.5%
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	11,750.00	150.00	.00	-6,750.00	235.0%
TOTAL DIRECT COSTS	371,635	366,691	327,568.72	18,805.03	9,526.62	29,595.66	91.9%
5. EQUIPMENT							
5.201 FURNITURE AND FIXTURES	0	2,054	2,054.00	2,054.00	.00	.00	100.0%

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5.207 COMPUTER PERIPHERAL EQUIP	0	5,780	5,778.96	.00	.00	1.04	100.0%
TOTAL EQUIPMENT	0	7,834	7,832.96	2,054.00	.00	1.04	100.0%
9. OTHER FINANCIAL USES							
9.302 TO DSF-LIBRARY FUND CONTR	424,087	424,087	424,943.46	68,179.82	.00	-856.46	100.2%
9.990 RESERVE FOR FINANCING	0	44,042	.00	.00	.00	44,042.00	.0%
TOTAL OTHER FINANCIAL USES	424,087	468,129	424,943.46	68,179.82	.00	43,185.54	90.8%
TOTAL LIBRARY FUND	6,171,382	6,171,382	6,052,965.38	584,135.25	10,326.62	108,090.00	98.2%
GRAND TOTAL	6,171,382	6,171,382	6,052,965.38	584,135.25	10,326.62	108,090.00	98.2%

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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	-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	-2,919.62	-250.48	.00	-80.38	97.3%
TOTAL CHARGES FOR SERVICES	-4,500	-4,500	-4,714.26	-250.48	.00	214.26	104.8%
06 MISCELLANEOUS							
06651 LIBRARY FINES	-100,000	-100,000	-77,317.14	-4,813.88	.00	-22,682.86	77.3%
06695 RENTAL LIBRARY SPACE	-6,000	-6,000	-2,557.00	-380.00	.00	-3,443.00	42.6%
06697 COMMISSION COIN MACHINE	-15,000	-15,000	-17,118.70	-1,144.10	.00	2,118.70	114.1%
06698 REFUND PR YR EXPENDITURES	0	0	-407.64	.00	.00	407.64	100.0%
06699 OTHER	-4,500	-4,500	-2,718.49	-186.25	.00	-1,781.51	60.4%
TOTAL MISCELLANEOUS	-125,500	-125,500	-100,118.97	-6,524.23	.00	-25,381.03	79.8%
09 OPERATING TRANSFERS							
09910 GENERAL FUND CONTRIBUTION	-5,979,197	-5,979,197	-5,789,943.46	-468,179.82	.00	-189,253.54	96.8%
TOTAL OPERATING TRANSFERS	-5,979,197	-5,979,197	-5,789,943.46	-468,179.82	.00	-189,253.54	96.8%
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	-5,919,284.69	-474,954.53	.00	-252,097.31	95.9%
GRAND TOTAL	-6,171,382	-6,171,382	-5,919,284.69	-474,954.53	.00	-252,097.31	95.9%

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