

MEMO

To: White Plains Library Board of Trustees
From: Bill Deierlein, Business Manager
Subject: Monthly Budget Report
Date: December 2, 2014

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

FOR 2015 05

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	149,630	59,622.74	11,465.92	.00	90,007.26	39.8%
1.150	MANAGERIAL SALARIES	212,625	212,625	84,713.57	16,293.44	.00	127,911.43	39.8%
1.153	M/C ATTENDANCE BONUS	600	600	.00	.00	.00	600.00	.0%
1.200	CSEA SALARIES AND WAGES	2,291,248	2,211,756	885,378.03	169,015.19	.00	1,326,377.97	40.0%
1.201	CSEA OVERTIME	46,000	46,000	14,261.37	4,497.89	.00	31,738.63	31.0%
1.203	CSEA ATTENDANCE BONUS	10,000	10,000	.00	.00	.00	10,000.00	.0%
1.800	PART-TIME/HOURLY WAGES	235,000	255,000	83,828.91	18,134.16	.00	171,171.09	32.9%
	TOTAL SALARIES & WAGES	2,942,169	2,885,611	1,127,804.62	219,406.60	.00	1,757,806.38	39.1%

2. EMPLOYEE BENEFITS

2.001	SOCIAL SECURITY	222,605	218,272	84,214.17	15,892.98	.00	134,057.83	38.6%
2.020	MTA PAYROLL TAX	9,997	9,813	3,786.58	737.20	.00	6,026.42	38.6%
2.101	NYS EMPLOYEE PENSION	549,140	529,353	209,606.78	40,870.76	.00	319,746.22	39.6%
2.201	EMPLOYEE ACTIVE HEALTH INS	518,006	468,553	187,478.66	36,278.68	.00	281,074.34	40.0%
2.202	RETIRES HEALTH INSURANCE	178,890	178,890	91,070.10	19,565.10	.00	87,819.90	50.9%
2.203	RETIRES HEALTH INS BUYOUT	3,150	3,150	.00	.00	.00	3,150.00	.0%
2.204	NYS HEALTH INS ADMN CHRG	1,548	1,548	.00	.00	.00	1,548.00	.0%
2.205	RETIRES MEDICARE PAYMENT	50,000	50,000	12,483.10	.00	.00	37,516.90	25.0%
2.206	ACTIVE HEALTH INS BUYOUT	24,281	24,281	.00	.00	.00	24,281.00	.0%
2.301	DENTAL INSURANCE PLAN	43,010	41,770	16,574.40	3,252.90	.00	25,195.60	39.7%
2.407	OPTICAL INSURANCE	11,764	11,422	4,624.32	907.56	.00	6,797.68	40.5%
2.501	GROUP LIFE INS-MANAGEMENT	3,135	3,135	1,300.80	260.16	.00	1,834.20	41.5%
2.601	MEMBERSHIPS-FEES-DUES	1,025	1,025	990.00	.00	.00	35.00	96.6%
2.602	EDUCATION-TRAINING FEES	1,150	1,150	116.75	.00	.00	1,033.25	10.2%
2.603	TRAVEL AND TRANSPORTATION	1,000	1,000	134.49	.00	.00	865.51	13.4%
2.703	UNIFORMS	350	350	.00	.00	.00	350.00	.0%
2.905	EMPLOYEE ASSISTANCE PROG.	1,360	1,360	680.00	.00	.00	680.00	50.0%
	TOTAL EMPLOYEE BENEFITS	1,620,411	1,545,072	613,060.15	117,765.34	.00	932,011.85	39.7%

3. MATERIALS & SUPPLIES

FOR 2015 05

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
3.001 OFFICE SUPPLIES	9,000	9,000	4,194.84	286.47	.00	4,805.16	46.6%
3.003 PRINTING	4,000	4,000	416.91	.00	.00	3,583.09	10.4%
3.004 POSTAGE	0	0	173.96	.00	.00	-173.96	100.0%
3.005 BOOKS - PAMPHLETS - MOVIES	205,649	205,649	55,853.94	4,742.58	.00	149,795.06	27.2%
3.006 SUBSCRIPTIONS - PERIODICALS	14,560	14,560	1,629.75	.00	.00	12,930.25	11.2%
3.010 NON-BOOK MATERIALS	100,000	100,000	53,066.39	2,602.46	.00	46,933.61	53.1%
3.011 PROGRAM SUPPLIES	4,000	4,000	834.45	282.39	.00	3,165.55	20.9%
3.012 OFFICE EQUIPMENT MAINT	1,000	1,000	135.00	.00	.00	865.00	13.5%
3.014 LIBRARY SUPPLIES	10,000	10,000	8,660.65	233.97	.00	1,339.35	86.6%
3.016 REPLACEMENT MATERIALS	3,000	3,000	.00	.00	.00	3,000.00	.0%
3.022 PC SOFTWARE	2,004	2,004	1,080.00	.00	.00	924.00	53.9%
3.301 BLDNG/ECLITY REPAIRS	12,000	12,000	1,776.00	748.00	.00	10,224.00	14.8%
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	10,589.63	1,063.41	.00	4,410.37	70.6%
3.601 ELECTRICITY	393,931	393,931	139,646.73	31,523.95	.00	254,284.27	35.4%
3.602 TELEPHONE	3,360	3,360	1,245.10	267.73	.00	2,114.90	37.1%
3.603 GAS	65,500	65,500	405.74	103.46	.00	65,094.26	.6%
3.604 WATER	4,000	4,000	.00	.00	.00	4,000.00	.0%
3.703 EQUIPMENT RENTAL	1,356	1,356	374.90	70.14	.00	981.10	27.6%
3.704 COPIER RENTAL	6,701	6,701	2,791.55	558.31	.00	3,909.45	41.7%
3.716 LIBRARY SOFTWARE LEASE	60,520	60,520	28,612.94	.00	.00	31,907.06	47.3%
TOTAL MATERIALS & SUPPLIES	918,906	918,906	311,488.48	42,482.87	.00	607,417.52	33.9%
4. DIRECT COSTS							
4.005 FINANCIAL/ AUDITING COSTS	4,200	4,200	4,200.00	.00	.00	.00	100.0%
4.015 SERVICE CONTRACTS	130,754	130,754	47,859.04	4,560.52	.00	46,215.26	64.7%
4.016 SECURITY GUARDS	109,809	109,809	33,455.40	1,855.92	.00	76,353.60	30.5%
4.023 PROGRAM SERVICES	56,500	56,500	18,112.05	1,693.60	.00	38,387.95	32.1%
4.058 ON LINE SUBSCRIPTION SRVC	12,476	12,476	8,049.34	12.46	.00	4,426.66	64.5%
4.602 SIF CONTRIBUTION	41,150	41,150	41,150.00	.00	.00	.00	100.0%
4.709 LIBRARY PRGM ACTIVITIES	10,000	10,000	4,150.00	1,150.00	.00	5,850.00	41.5%
TOTAL DIRECT COSTS	364,889	364,889	156,975.83	9,272.50	36,679.70	171,233.47	53.1%
9. OTHER FINANCIAL USES							
9.302 TO DSF-LIBRARY FUND CONTR	454,812	454,812	117,344.73	.00	.00	337,467.27	25.8%
9.990 RESERVE FOR FINANCING	10,000	160,413	.00	.00	.00	160,413.00	.0%
TOTAL OTHER FINANCIAL USES	464,812	615,225	117,344.73	.00	.00	497,880.27	19.1%

FOR 2015 05

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
TOTAL LIBRARY FUND	6,311,187	6,329,703	2,326,673.81	388,927.31	36,679.70	3,966,349.49	37.3%
GRAND TOTAL	6,311,187	6,329,703	2,326,673.81	388,927.31	36,679.70	3,966,349.49	37.3%

** 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	-15,892	-15,892	-14,454.90	.00	.00	-1,437.10	91.0%
TOTAL INTERGOVERNMENTAL	-15,892	-15,892	-14,454.90	.00	.00	-1,437.10	91.0%
03 CHARGES FOR SERVICES							
03649 MISCELLANEOUS REIMBURSEMENTS	-1,795	-1,795	-1,775.95	.00	.00	-19.05	98.9%
03650 REPLACEMENT MATERIAL FEE	-3,000	-3,000	-1,380.30	-244.61	.00	-1,619.70	46.0%
TOTAL CHARGES FOR SERVICES	-4,795	-4,795	-3,156.25	-244.61	.00	-1,638.75	65.8%
06 MISCELLANEOUS							
06622 LIABILITY INSURANCE CLAIM	0	0	-4,368.00	.00	.00	4,368.00	100.0%
06651 LIBRARY FINES	-100,000	-100,000	-30,742.45	-3,561.91	.00	-69,257.55	30.7%
06695 RENTAL LIBRARY SPACE	-6,000	-6,000	-1,654.40	.00	.00	-4,345.60	27.6%
06697 COMMISSION COIN MACHINE	-15,000	-15,000	-7,034.35	-849.75	.00	-7,965.65	46.9%
06699 OTHER	-4,500	-4,500	-1,337.03	-161.54	.00	-3,162.97	29.7%
TOTAL MISCELLANEOUS	-125,500	-125,500	-45,136.23	-4,573.20	.00	-80,363.77	36.0%
09 OPERATING TRANSFERS							
09910 GENERAL FUND CONTRIBUTION	-6,110,000	-6,128,516	-1,962,344.73	.00	.00	-4,166,171.27	32.0%
TOTAL OPERATING TRANSFERS	-6,110,000	-6,128,516	-1,962,344.73	.00	.00	-4,166,171.27	32.0%
0A APPROP FUND BALANCE							
09999 APPROPRIATED FUND BALANCE	-55,000	-55,000	.00	.00	.00	-55,000.00	.0%
TOTAL APPROP FUND BALANCE	-55,000	-55,000	.00	.00	.00	-55,000.00	.0%

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	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
TOTAL LIBRARY FUND	-6,311,187	-6,329,703	-2,025,092.11	-4,817.81	.00	-4,304,610.89	32.0%
GRAND TOTAL	-6,311,187	-6,329,703	-2,025,092.11	-4,817.81	.00	-4,304,610.89	32.0%

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