

MEMO

To: White Plains Library Board of Trustees
From: Bill Deierlein, Business Manager
Subject: Monthly Budget Report
Date: June 3, 2015

In the Budget Report as of May 2015 all monthly revenues and expenditures are normal with the following notations:

Expenditure Code 3.601 (Electricity) - this higher than normal expense on the April 2015 bill is attributed to a City-wide Energy Cost Adjustment for the month of February 2015

Expenditure Code 3.603 (Gas) - this higher than normal expense is an accumulation of 5 months of bills

FOR 2015 11

	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	-25,291.00	.00	.00	9,399.00	159.1%
TOTAL INTERGOVERNMENTAL	-15,892	-15,892	-25,291.00	.00	.00	9,399.00	159.1%
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	-3,398.99	-255.89	.00	398.99	113.3%
TOTAL CHARGES FOR SERVICES	-4,795	-4,795	-5,174.94	-255.89	.00	379.94	107.9%
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	-70,085.91	-5,332.93	.00	-29,914.09	70.1%
06695 RENTAL LIBRARY SPACE	-6,000	-6,000	-2,924.40	-285.00	.00	-3,075.60	48.7%
06697 COMMISSION COIN MACHINE	-15,000	-15,000	-16,599.67	-1,343.05	.00	1,599.67	110.7%
06699 OTHER	-4,500	-4,500	-2,657.52	-215.70	.00	-1,842.48	59.1%
TOTAL MISCELLANEOUS	-125,500	-125,500	-96,635.50	-7,176.68	.00	-28,864.50	77.0%
09 OPERATING TRANSFERS							
09910 GENERAL FUND CONTRIBUTION	-6,110,000	-6,128,516	-5,196,246.07	-400,000.00	.00	-932,269.93	84.8%
TOTAL OPERATING TRANSFERS	-6,110,000	-6,128,516	-5,196,246.07	-400,000.00	.00	-932,269.93	84.8%
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%

FOR 2015 11

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
TOTAL LIBRARY FUND	-6,311,187	-6,329,703	-5,323,347.51	-407,432.57	.00	-1,006,355.49	84.1%
GRAND TOTAL	-6,311,187	-6,329,703	-5,323,347.51	-407,432.57	.00	-1,006,355.49	84.1%

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

FOR 2015 11

	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	134,151.17	11,465.91	.00	15,478.83	89.7%
1.150 MANAGERIAL SALARIES	212,625	212,625	190,620.90	16,293.43	.00	22,004.10	89.7%
1.153 M/C ATTENDANCE BONUS	600	600	600.00	.00	.00	.00	100.0%
1.200 CSEA SALARIES AND WAGES	2,291,248	2,214,824	1,987,803.18	168,222.38	.00	227,020.82	89.7%
1.201 CSEA OVERTIME	46,000	46,000	50,025.78	6,090.77	.00	-4,025.78	108.8%
1.203 CSEA ATTENDANCE BONUS	10,000	10,000	8,800.00	.00	.00	1,200.00	88.0%
1.800 PART-TIME/HOURLY WAGES	235,000	255,000	200,883.83	19,414.24	.00	54,116.17	78.8%
TOTAL SALARIES & WAGES	2,942,169	2,888,679	2,572,884.86	221,486.73	.00	315,794.14	89.1%
2. EMPLOYEE BENEFITS							
2.001 SOCIAL SECURITY	222,605	218,507	194,613.13	16,736.25	.00	23,893.87	89.1%
2.020 MTA PAYROLL TAX	9,997	9,823	8,759.48	743.84	.00	1,063.52	89.2%
2.101 NYS EMPLOYEE PENSION	549,140	529,976	473,193.71	38,115.24	.00	56,782.29	89.3%
2.201 EMPLOYEE ACTIVE HEALTH INS	518,006	468,553	421,813.09	39,548.42	.00	46,739.91	90.0%
2.202 RETIREES HEALTH INSURANCE	178,890	178,890	165,469.15	.00	.00	13,420.85	92.5%
2.203 RETIREES HEALTH INS BUYOUT	3,150	3,150	3,150.00	.00	.00	.00	100.0%
2.204 NYS HEALTH INS ADMIN CHR	1,548	1,548	767.38	.00	.00	780.62	49.6%
2.205 RETIREES MEDICARE PAYMENT	50,000	50,000	46,575.60	.00	.00	3,424.40	93.2%
2.206 ACTIVE HEALTH INS BUYOUT	24,281	26,927	26,927.00	.00	.00	.00	100.0%
2.301 DENTAL INSURANCE PLAN	43,010	41,770	37,176.45	3,459.50	.00	4,593.55	89.0%
2.407 OPTICAL INSURANCE	11,764	11,422	10,372.50	965.24	.00	1,049.50	90.8%
2.501 GROUP LIFE INS-MANAGEMENT	3,135	3,135	2,861.76	260.16	.00	273.24	91.3%
2.601 MEMBERSHIPS-FEES-DUES	1,025	1,025	1,190.00	.00	.00	-165.00	116.1%
2.602 EDUCATION-TRAINING FEES	1,150	1,150	473.75	25.00	.00	676.25	41.2%
2.603 TRAVEL AND TRANSPORTATION	1,000	2,000	996.90	35.00	.00	1,003.10	49.8%
2.703 UNIFORMS	350	350	680.00	.00	.00	350.00	100.0%
2.905 EMPLOYEE ASSISTANCE PROG.	1,360	1,360	.00	.00	.00	680.00	50.0%
TOTAL EMPLOYEE BENEFITS	1,620,411	1,549,586	1,395,019.90	99,888.65	.00	154,566.10	90.0%
3. MATERIALS & SUPPLIES							

FOR 2015 11

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
3.001 OFFICE SUPPLIES	9,000	9,000	8,440.64	39.18	120.00	439.36	95.1%
3.003 PRINTING	4,000	4,000	2,159.38	1,504.47	780.00	1,060.62	73.5%
3.004 POSTAGE	0	0	225.41	11.00	.00	-225.41	100.0%
3.005 BOOKS-PAMPHLETS-MOVIES	205,649	205,649	123,506.28	24,776.32	.00	82,142.72	60.1%
3.006 SUBSCRIPTIONS-PERIODICALS	14,560	14,560	13,553.69	507.00	.00	1,006.31	93.1%
3.010 NON-BOOK MATERIALS	100,000	100,000	136,899.33	16,646.29	.00	-36,899.33	136.9%
3.011 PROGRAM SUPPLIES	4,000	3,000	2,545.02	177.82	.00	454.98	84.8%
3.012 OFFICE EQUIPMENT MAINT	1,000	1,000	505.00	170.00	.00	495.00	50.5%
3.014 LIBRARY SUPPLIES	10,000	10,000	12,256.00	248.98	.00	-2,256.00	122.6%
3.016 REPLACEMENT MATERIALS	3,000	3,000	693.22	529.70	.00	2,306.78	23.1%
3.022 PC SOFTWARE	2,004	2,004	1,908.00	.00	.00	96.00	95.2%
3.301 BLDNG/FCLTY REPAIRS	12,000	12,000	8,970.75	1,718.00	.00	3,029.25	74.8%
3.302 BULD./FAC. EMERGCY REPRS	3,325	3,325	925.00	.00	.00	2,400.00	27.8%
3.306 MAINTENANCE SUPPLIES	15,000	15,000	23,912.18	1,845.34	.00	-8,912.18	159.4%
3.601 ELECTRICITY	393,931	393,931	340,992.53	43,380.58	.00	52,938.47	86.6%
3.602 TELEPHONE	3,360	3,360	3,325.14	723.46	.00	34.86	99.0%
3.603 GAS	65,500	65,500	56,646.78	34,213.43	.00	8,853.22	86.5%
3.604 WATER	4,000	4,000	3,302.35	.00	.00	697.65	82.6%
3.703 EQUIPMENT RENTAL	1,356	1,356	1,031.18	23.38	.00	324.82	76.0%
3.704 COPIER RENTAL	6,701	6,701	6,141.41	558.31	.00	559.59	91.6%
3.716 LIBRARY SOFTWARE LEASE	60,520	60,520	76,846.56	.00	.00	-16,326.56	127.0%
TOTAL MATERIALS & SUPPLIES	918,906	917,906	824,785.85	127,073.26	900.00	92,220.15	90.0%
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	102,907.84	3,020.42	22,865.65	4,980.51	96.2%
4.016 SECURITY GUARDS	109,809	109,809	93,129.74	8,945.86	.00	16,679.26	84.8%
4.023 PROGRAM SERVICES	56,500	56,500	50,087.05	5,216.95	.00	6,412.95	88.6%
4.058 ON LINE SUBSCRIPTION SRVC	12,476	12,476	14,139.38	15.16	.00	-1,663.38	113.3%
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	9,100.00	650.00	.00	900.00	91.0%
TOTAL DIRECT COSTS	364,889	364,889	314,714.01	17,848.39	22,865.65	27,309.34	92.5%
9. OTHER FINANCIAL USES							
9.302 TO DSF-LIBRARY FUND CONTR	454,812	454,812	376,246.07	.00	.00	78,565.93	82.7%
9.990 RESERVE FOR FINANCING	10,000	153,831	.00	.00	.00	153,831.00	.0%
TOTAL OTHER FINANCIAL USES	464,812	608,643	376,246.07	.00	.00	232,396.93	61.8%

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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	5,483,650.69	466,297.03	23,765.65	822,286.66	87.0%
GRAND TOTAL	6,311,187	6,329,703	5,483,650.69	466,297.03	23,765.65	822,286.66	87.0%

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