

MEMO

To: White Plains Library Board of Trustees
From: Bill Deierlein, Business Manager
Subject: Monthly Budget Report
Date: June 7, 2017

In the Budget Report as of May 31, 2017 all monthly revenues and expenditures are normal with the following notation:

Expenditure Codes 3.301 and 3.306. These monthly expenditures reflect accumulated costs for boiler repairs over the past 6 months.

FOR 2017 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	151,874	154,152	133,480.32	11,812.42	.00	20,671.68	86.6%
1.150 MANAGERIAL SALARIES	219,019	219,019	193,843.64	16,783.37	.00	25,175.36	88.5%
1.200 CSEA SALARIES AND WAGES	2,186,181	2,082,573	1,845,347.20	154,151.18	.00	237,225.80	88.6%
1.201 CSEA OVERTIME	55,000	56,942	48,348.15	4,067.57	.00	8,593.85	84.9%
1.203 CSEA ATTENDANCE BONUS	10,000	10,000	8,600.00	.00	.00	1,400.00	86.0%
1.800 PART-TIME/HOURLY WAGES	250,000	266,000	209,594.00	20,724.23	.00	56,406.00	78.8%
TOTAL SALARIES & WAGES	2,872,074	2,788,686	2,439,213.31	207,538.77	.00	349,472.69	87.5%
2. EMPLOYEE BENEFITS							
2.001 SOCIAL SECURITY	217,446	211,022	182,962.09	15,561.42	.00	28,059.91	86.7%
2.020 MTA PAYROLL TAX	9,790	9,509	8,251.84	691.64	.00	1,257.16	86.8%
2.101 NYS EMPLOYEE PENSION	416,534	399,732	346,928.76	29,342.01	.00	52,803.24	86.8%
2.201 EMPLOYEE ACTIVE HEALTH INS	496,876	501,613	448,261.36	42,836.64	.00	53,351.64	89.4%
2.202 RETIREES HEALTH INSURANCE	189,920	189,920	179,209.60	13,293.65	.00	10,710.40	94.4%
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	1,715	1,715	733.00	.00	.00	982.00	42.7%
2.205 RETIREES MEDICARE PAYMENT	54,135	54,135	49,456.80	.00	.00	4,678.20	91.4%
2.206 ACTIVE HEALTH INS BUYOUT	31,813	31,813	17,717.00	.00	.00	14,096.00	55.7%
2.301 DENTAL INSURANCE PLAN	40,953	40,220	36,682.08	3,285.18	.00	3,537.92	91.2%
2.407 OPTICAL INSURANCE	11,104	10,332	9,409.20	843.90	.00	922.80	91.1%
2.501 GROUP LIFE INS-MANAGEMENT	3,298	3,298	3,007.42	279.50	.00	290.58	91.2%
2.601 MEMBERSHIPS-FEES-DUES	1,800	1,800	3,415.00	150.00	.00	-1,615.00	189.7%
2.602 EDUCATION-TRAINING FEES	2,500	2,500	3,880.05	1,079.50	.00	-1,380.05	155.2%
2.603 TRAVEL AND TRANSPORTATION	2,000	2,000	1,558.38	55.00	.00	441.62	77.9%
2.703 UNIFORMS	350	350	.00	.00	.00	350.00	.0%
2.905 EMPLOYEE ASSISTANCE PROG.	1,280	1,280	1,260.00	.00	.00	20.00	98.4%
TOTAL EMPLOYEE BENEFITS	1,484,664	1,464,389	1,295,882.58	107,418.44	.00	168,506.42	88.5%
3. MATERIALS & SUPPLIES							

FOR 2017 11

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
3.001 OFFICE SUPPLIES	10,000	10,000	8,093.60	116.16	.00	1,906.40	80.9%
3.002 ADVERTISING	0	0	522.00	.00	.00	-522.00	100.0%
3.003 PRINTING	2,000	2,000	1,687.14	.00	.00	312.86	84.4%
3.004 POSTAGE	0	0	11.90	11.90	.00	-11.90	100.0%
3.005 BOOKS-PAMPHLETS-MOVIES	209,000	209,000	119,451.49	13,801.18	.00	89,548.51	57.2%
3.006 SUBSCRIPTIONS-PERIODICALS	14,788	14,788	9,375.78	558.75	.00	5,412.22	63.4%
3.010 NON-BOOK MATERIALS	145,000	145,000	171,851.26	14,190.65	.00	-26,851.26	118.5%
3.011 PROGRAM SUPPLIES	5,000	5,000	4,409.20	373.69	186.47	404.33	91.9%
3.012 OFFICE EQUIPMENT MAINT	1,000	1,000	152.58	.00	.00	847.42	15.3%
3.014 LIBRARY SUPPLIES	11,000	11,000	7,250.44	449.38	1,369.40	2,380.16	78.4%
3.016 REPLACEMENT MATERIALS	3,000	3,000	.00	.00	.00	3,000.00	.0%
3.022 PC SOFTWARE	3,168	3,168	3,767.99	39.99	.00	-599.99	118.9%
3.301 BLDNG/FCLTY REPAIRS	17,000	17,000	42,693.51	20,097.50	.00	-25,693.51	251.1%
3.302 BULD./FAC. EMERGCY REPRS	3,325	3,325	2,963.00	.00	.00	362.00	89.1%
3.306 MAINTENANCE SUPPLIES	22,000	22,000	40,676.35	9,083.14	.00	-18,676.35	184.9%
3.601 ELECTRICITY	395,335	395,335	298,248.54	24,895.16	.00	97,086.46	75.4%
3.602 TELEPHONE	3,780	3,780	2,768.80	276.69	.00	1,011.20	73.2%
3.603 GAS	71,439	71,439	.00	.00	.00	71,439.00	.0%
3.604 WATER	5,000	5,000	4,229.10	.00	.00	770.90	84.6%
3.703 EQUIPMENT RENTAL	1,313	1,313	1,031.18	23.38	.00	281.82	78.5%
3.704 COPIER RENTAL	7,852	7,852	7,197.41	750.31	.00	654.59	91.7%
3.716 LIBRARY SOFTWARE LEASE	75,965	75,965	84,933.06	.00	.00	-8,968.06	111.8%
TOTAL MATERIALS & SUPPLIES	1,006,965	1,006,965	811,314.33	84,667.88	1,555.87	194,094.80	80.7%
4. DIRECT COSTS							
4.005 FINANCIAL/ AUDITING COSTS	4,344	4,344	4,344.00	.00	.00	.00	100.0%
4.015 SERVICE CONTRACTS	137,291	137,291	111,048.99	7,746.47	16,466.41	9,775.60	92.9%
4.016 SECURITY GUARDS	110,517	110,517	103,782.41	16,642.60	.00	6,734.59	93.9%
4.023 PROGRAM SERVICES	56,500	56,500	59,218.23	8,447.13	.00	-2,718.23	104.8%
4.058 ON LINE SUBSCRIPTION SRVC	32,025	32,025	29,524.88	502.12	.00	2,500.12	92.2%
4.602 SIF CONTRIBUTION	43,612	43,612	43,612.00	.00	.00	.00	100.0%
4.709 LIBRARY PRGM ACTIVITIES	10,000	10,000	10,300.00	1,300.00	.00	-300.00	103.0%
TOTAL DIRECT COSTS	394,289	394,289	361,830.51	34,638.32	16,466.41	15,992.08	95.9%
5. EQUIPMENT							
5.207 COMPUTER PERIPHERAL EQUIP	775	775	2,814.15	.00	.00	-2,039.15	363.1%

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	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
5.210 PERSONAL COMPUTERS	9,486	9,486	1,021.05	.00	.00	8,464.95	10.8%
5.211 CPU AND SERVERS	3,583	3,583	2,972.40	.00	.00	610.60	83.0%
TOTAL EQUIPMENT	13,844	13,844	6,807.60	.00	.00	7,036.40	49.2%
9. OTHER FINANCIAL USES							
9.302 TO DSF-LIBRARY FUND CONTR	530,456	530,456	450,170.36	.00	.00	80,285.64	84.9%
9.990 RESERVE FOR FINANCING	9,907	142,587	.00	.00	.00	142,587.00	.0%
TOTAL OTHER FINANCIAL USES	540,363	673,043	450,170.36	.00	.00	222,872.64	66.9%
TOTAL LIBRARY FUND	6,312,199	6,341,216	5,365,218.69	434,263.41	18,022.28	957,975.03	84.9%
GRAND TOTAL	6,312,199	6,341,216	5,365,218.69	434,263.41	18,022.28	957,975.03	84.9%

** 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	-16,995	-16,995	-26,765.00	.00	.00	9,770.00	157.5%
TOTAL INTERGOVERNMENTAL	-16,995	-16,995	-26,765.00	.00	.00	9,770.00	157.5%
03 CHARGES FOR SERVICES							
03649 MISCELLANEOUS REIMBURSEMENTS	-1,447	-1,447	-1,055.08	.00	.00	-391.92	72.9%
03650 REPLACEMENT MATERIAL FEE	-3,000	-3,000	-3,548.27	-258.44	.00	548.27	118.3%
TOTAL CHARGES FOR SERVICES	-4,447	-4,447	-4,603.35	-258.44	.00	156.35	103.5%
06 MISCELLANEOUS							
06651 LIBRARY FINES	-80,000	-80,000	-57,857.17	-4,721.11	.00	-22,142.83	72.3%
06695 RENTAL LIBRARY SPACE	0	0	-1,562.20	.00	.00	1,562.20	100.0%
06697 COMMISSION COIN MACHINE	-18,000	-18,000	-13,760.89	-1,903.90	.00	-4,239.11	76.4%
06698 REFUND PR YR EXPENDITURES	0	0	-3,284.35	.00	.00	3,284.35	100.0%
06699 OTHER	-4,500	-4,500	-1,812.72	-184.44	.00	-2,687.28	40.3%
TOTAL MISCELLANEOUS	-102,500	-102,500	-78,277.33	-6,809.45	.00	-24,222.67	76.4%
09 OPERATING TRANSFERS							
09910 GENERAL FUND CONTRIBUTION	-6,173,871	-6,202,888	-5,340,170.36	.00	.00	-862,717.64	86.1%
TOTAL OPERATING TRANSFERS	-6,173,871	-6,202,888	-5,340,170.36	.00	.00	-862,717.64	86.1%
0A APPROP FUND BALANCE							
09999 APPROPRIATED FUND BALANCE	-14,386	-14,386	.00	.00	.00	-14,386.00	.0%
TOTAL APPROP FUND BALANCE	-14,386	-14,386	.00	.00	.00	-14,386.00	.0%

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-6,312,199	-6,341,216	-5,449,816.04	-7,067.89	.00	-891,399.96	85.9%
GRAND TOTAL	-6,312,199	-5,449,816.04	-7,067.89	.00	-891,399.96	85.9%

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