

MEMO

To: White Plains Library Board of Trustees
From: Bill Deierlein, Business Manager
Subject: Monthly Budget Report
Date: March 8, 2018

In the Budget Report as of February 28, 2018 all monthly revenues and expenditures are normal.

FOR 2018 08

	ORIGINAL ESTIM REV	REVISED EST REV	ACTUAL YTD REVENUE	ACTUAL MTD REVENUE	REMAINING REVENUE	PCT COLL
201 LIBRARY FUND						
02 INTERGOVERNMENTAL						
02269 LIBRARY-OTHER LIBRARIES	-16,995	-16,995	-17,738.00	.00	743.00	104.4%
TOTAL INTERGOVERNMENTAL	-16,995	-16,995	-17,738.00	.00	743.00	104.4%
03 CHARGES FOR SERVICES						
03649 MISCELLANEOUS REIMBURSEMENTS	-1,447	-1,447	-1,026.43	.00	-420.57	70.9%
03650 REPLACEMENT MATERIAL FEE	-3,000	-3,000	-1,909.58	-207.94	-1,090.42	63.7%
TOTAL CHARGES FOR SERVICES	-4,447	-4,447	-2,936.01	-207.94	-1,510.99	66.0%
06 MISCELLANEOUS						
06651 LIBRARY FINES	-100,000	-100,000	-38,301.17	-4,296.05	-61,698.83	38.3%
06695 RENTAL LIBRARY SPACE	-2,000	-2,000	-1,252.05	-645.00	-747.95	62.6%
06697 COMMISSION COIN MACHINE	-18,000	-18,000	-8,652.03	-1,060.15	-9,347.97	48.1%
06698 REFUND PR YR EXPENDITURES	0	0	-3,376.01	.00	3,376.01	100.0%
06699 OTHER	-3,500	-28,500	-25,620.03	-75.71	-2,879.97	89.9%
TOTAL MISCELLANEOUS	-123,500	-148,500	-77,201.29	-6,076.91	-71,298.71	52.0%
09 OPERATING TRANSFERS						
09910 GENERAL FUND CONTRIBUTION	-6,351,340	-6,394,585	-3,802,280.23	-813,717.43	-2,592,304.77	59.5%
TOTAL OPERATING TRANSFERS	-6,351,340	-6,394,585	-3,802,280.23	-813,717.43	-2,592,304.77	59.5%
0A APPROP FUND BALANCE						
09999 APPROPRIATED FUND BALANCE	-30,966	-30,966	.00	.00	-30,966.00	.0%
TOTAL APPROP FUND BALANCE	-30,966	-30,966	.00	.00	-30,966.00	.0%

FOR 2018 08

	ORIGINAL ESTIM REV	REVISED EST REV	ACTUAL YTD REVENUE	ACTUAL MTD REVENUE	REMAINING REVENUE	PCT COLL
TOTAL LIBRARY FUND	-6,527,248	-6,595,493	-3,900,155.53	-820,002.28	-2,695,337.47	59.1%
GRAND TOTAL	-6,527,248	-6,595,493	-3,900,155.53	-820,002.28	-2,695,337.47	59.1%

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

FOR 2018 08

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
201 LIBRARY FUND							
1. SALARIES & WAGES							
1.100 APPTD OFFICIALS SALARIES	154,152	156,500	102,326.92	12,038.46	.00	54,173.08	65.4%
1.150 MANAGERIAL SALARIES	222,288	223,378	146,054.84	17,182.92	.00	77,323.16	65.4%
1.200 CSEA SALARIES AND WAGES	2,047,280	2,190,294	1,430,593.76	168,923.78	.00	759,700.24	65.3%
1.201 CSEA OVERTIME	58,081	58,081	22,384.71	4,324.49	.00	35,696.29	38.5%
1.203 CSEA ATTENDANCE BONUS	10,000	10,000	9,100.00	.00	.00	900.00	91.0%
1.800 PART-TIME/HOURLY WAGES	290,000	290,000	158,516.13	18,871.64	.00	131,483.87	54.7%
TOTAL SALARIES & WAGES	2,781,801	2,928,253	1,868,976.36	221,341.29	.00	1,059,276.64	63.8%
2. EMPLOYEE BENEFITS							
2.001 SOCIAL SECURITY	209,499	220,557	140,163.45	16,567.58	.00	80,393.55	63.5%
2.020 MTA PAYROLL TAX	9,398	9,897	6,324.63	736.43	.00	3,572.37	63.9%
2.101 NYS EMPLOYEE PENSION	393,154	409,423	263,277.53	31,248.40	.00	146,145.47	64.3%
2.201 EMPLOYEE ACTIVE HEALTH INS	534,607	570,932	370,112.86	50,934.68	.00	200,819.14	64.8%
2.202 RETIREES HEALTH INSURANCE	201,500	201,500	130,784.26	19,237.14	.00	70,715.74	64.9%
2.203 RETIREES HEALTH INS BUYOUT	6,350	6,350	3,150.00	.00	.00	3,200.00	49.6%
2.204 NYS HEALTH INS ADMIN CHRG	1,800	1,800	832.46	.00	.00	967.54	46.2%
2.205 RETIREES MEDICARE PAYMENT	67,000	67,000	26,715.60	.00	.00	40,284.40	39.9%
2.206 ACTIVE HEALTH INS BUYOUT	20,000	20,000	19,509.00	.00	.00	491.00	97.5%
2.301 DENTAL INSURANCE PLAN	40,710	43,085	28,604.18	3,617.92	.00	14,480.82	66.4%
2.407 OPTICAL INSURANCE	10,121	10,732	7,129.50	902.10	.00	3,602.50	66.4%
2.501 GROUP LIFE INS-MANAGEMENT	3,490	3,490	2,367.04	330.02	.00	1,122.96	67.8%
2.601 MEMBERSHIPS-FEES-DUES	3,800	3,800	5,070.00	100.00	.00	-1,270.00	133.4%
2.602 EDUCATION-TRAINING FEES	2,500	3,500	1,615.62	65.00	.00	1,884.38	46.2%
2.603 TRAVEL AND TRANSPORTATION	2,000	2,000	1,104.66	49.50	.00	895.34	55.2%
2.703 UNIFORMS	350	350	150.90	.00	.00	199.10	43.1%
2.905 EMPLOYEE ASSISTANCE PROG.	1,240	1,240	620.00	.00	.00	620.00	50.0%
TOTAL EMPLOYEE BENEFITS	1,507,519	1,575,656	1,007,531.69	123,788.77	.00	568,124.31	63.9%
3. MATERIALS & SUPPLIES							

FOR 2018 08

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
3.001 OFFICE SUPPLIES	10,000	10,000	4,150.53	304.05	539.00	5,310.47	46.9%
3.003 PRINTING	2,000	2,000	308.00	75.00	.00	1,692.00	15.4%
3.005 BOOKS-PAMPHLETS-MOVIES	195,000	195,000	117,991.98	13,721.09	.00	77,008.02	60.5%
3.006 SUBSCRIPTIONS-PERIODICALS	14,788	14,788	19,722.84	616.25	.00	-4,934.84	133.4%
3.010 NON-BOOK MATERIALS	159,000	159,000	132,733.09	12,037.78	.00	26,266.91	83.5%
3.011 PROGRAM SUPPLIES	5,000	7,600	3,524.75	455.12	.00	4,075.25	46.4%
3.012 OFFICE EQUIPMENT MAINT	1,000	1,000	.00	.00	.00	1,000.00	.0%
3.014 LIBRARY SUPPLIES	11,000	11,000	7,870.76	621.70	.00	3,129.24	71.6%
3.016 REPLACEMENT MATERIALS	3,000	3,000	.00	.00	.00	3,000.00	.0%
3.022 PC SOFTWARE	3,700	12,700	7,686.00	.00	.00	5,014.00	60.5%
3.301 BLDNG/FCLTY REPAIRS	17,000	17,000	12,850.57	539.00	.00	4,149.43	75.6%
3.302 BUILD./FAC. EMERGCY REPRS	3,325	3,325	1,108.50	1,108.50	.00	2,216.50	33.3%
3.306 MAINTENANCE SUPPLIES	22,000	22,000	9,767.64	774.41	.00	12,232.36	44.4%
3.601 ELECTRICITY	383,734	383,734	225,824.69	26,966.25	.00	157,909.31	58.8%
3.602 TELEPHONE	3,780	3,780	1,915.85	238.81	.00	1,864.15	50.7%
3.603 GAS	60,747	60,747	10,108.92	.00	.00	50,638.08	16.6%
3.604 WATER	7,000	7,000	3,725.63	.00	.00	3,274.37	53.2%
3.703 EQUIPMENT RENTAL	1,313	1,313	580.33	.00	.00	732.67	44.2%
3.704 COPIER RENTAL	7,852	7,852	4,117.86	96.00	.00	3,734.14	52.4%
3.716 LIBRARY SOFTWARE LEASE	57,061	57,061	61,112.01	.00	.00	-4,051.01	107.1%
TOTAL MATERIALS & SUPPLIES	968,300	979,900	625,099.95	57,553.96	539.00	354,261.05	63.8%
4. DIRECT COSTS							
4.005 FINANCIAL/ AUDITING COSTS	4,428	4,428	4,428.00	.00	.00	.00	100.0%
4.015 SERVICE CONTRACTS	147,890	147,890	103,054.77	5,609.74	24,782.46	20,052.77	86.4%
4.016 SECURITY GUARDS	113,468	113,468	42,674.32	5,507.45	.00	70,793.68	37.6%
4.023 PROGRAM SERVICES	56,500	56,500	54,810.15	5,743.45	.00	1,689.85	97.0%
4.058 ON LINE SUBSCRIPTION SRVC	52,144	52,144	53,063.34	618.34	.00	-919.34	101.8%
4.602 SIF CONTRIBUTION	47,160	47,160	47,160.00	.00	.00	.00	100.0%
4.709 LIBRARY PRGM ACTIVITIES	10,000	14,800	5,100.00	350.00	.00	9,700.00	34.5%
TOTAL DIRECT COSTS	431,590	436,390	310,290.58	17,828.98	24,782.46	101,316.96	76.8%
5. EQUIPMENT							
5.207 COMPUTER PERIPHERAL EQUIP	3,844	3,844	7,399.36	3,274.45	300.00	-3,855.36	200.3%
5.210 PERSONAL COMPUTERS	10,960	18,560	6,653.71	.00	.00	11,906.29	35.8%
5.211 CPU AND SERVERS	2,716	2,716	470.40	470.40	.00	2,245.60	17.3%
TOTAL EQUIPMENT	17,520	25,120	14,523.47	3,744.85	300.00	10,296.53	59.0%

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	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED

9. OTHER FINANCIAL USES							
9.302 TO DSF-LIBRARY FUND CONTR	584,528	584,528	467,280.23	313,717.43	.00	117,247.77	79.9%
9.990 RESERVE FOR FINANCING	235,990	65,646	.00	.00	.00	65,646.00	.0%
TOTAL OTHER FINANCIAL USES	820,518	650,174	467,280.23	313,717.43	.00	182,893.77	71.9%
TOTAL LIBRARY FUND	6,527,248	6,595,493	4,293,702.28	737,975.28	25,621.46	2,276,169.26	65.5%
GRAND TOTAL	6,527,248	6,595,493	4,293,702.28	737,975.28	25,621.46	2,276,169.26	65.5%

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