

MEMO

To: White Plains Library Board of Trustees
From: Bill Deierlein, Business Manager
Subject: Monthly Budget Report
Date: July 1, 2019

In the Budget Report as of June 30, 2019 all monthly revenues and expenditures are normal.

07/01/2019 17:01
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CITY OF WHITE PLAINS
LIBRARY FUND

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FOR 2019 12

JOURNAL DETAIL 2019 1 TO 2019 12

| | ORIGINAL ESTIM REV | ESTIM REV ADJUSTMTS | REVISED EST REV | ACTUAL YTD REVENUE | REMAINING REVENUE | PCT COLL |
|------------------------------------|-----------------------|------------------------|--------------------|-----------------------|----------------------|-------------|
| 201 LIBRARY FUND | | | | | | |
| 02 INTERGOVERNMENTAL | | | | | | |
| 02269 LIBRARY-OTHER LIBRARIES | -17,738 | 0 | -17,738 | -17,913.00 | 175.00 | 101.0% |
| TOTAL INTERGOVERNMENTAL | -17,738 | 0 | -17,738 | -17,913.00 | 175.00 | 101.0% |
| 03 CHARGES FOR SERVICES | | | | | | |
| 03649 MISCELLANEOUS REIMBURSEMENTS | -560 | 0 | -560 | -562.32 | 2.32 | 100.4% |
| 03650 REPLACEMENT MATERIAL FEE | -3,000 | 0 | -3,000 | -2,733.25 | -266.75 | 91.1% |
| TOTAL CHARGES FOR SERVICES | -3,560 | 0 | -3,560 | -3,295.57 | -264.43 | 92.6% |
| 06 MISCELLANEOUS | | | | | | |
| 06621 WORKERS COMPENSATION | 0 | 0 | 0 | -13,571.10 | 13,571.10 | 100.0% |
| 06651 LIBRARY FINES | -60,000 | 0 | -60,000 | -32,765.25 | -27,234.75 | 54.6% |
| 06695 RENTAL LIBRARY SPACE | -9,000 | 0 | -9,000 | -4,870.70 | -4,129.30 | 54.1% |
| 06697 COMMISSION COIN MACHINE | -18,000 | 0 | -18,000 | -17,755.30 | -244.70 | 98.6% |
| 06698 REFUND PR YR EXPENDITURES | 0 | 0 | 0 | -2,139.43 | 2,139.43 | 100.0% |
| 06699 OTHER | -2,000 | 0 | -2,000 | -837.84 | -1,162.16 | 41.9% |
| TOTAL MISCELLANEOUS | -89,000 | 0 | -89,000 | -71,939.62 | -17,060.38 | 80.8% |
| 09 OPERATING TRANSFERS | | | | | | |
| 09910 GENERAL FUND CONTRIBUTION | -6,420,000 | -40,064 | -6,460,064 | -6,459,108.36 | -955.64 | 100.0% |
| TOTAL OPERATING TRANSFERS | -6,420,000 | -40,064 | -6,460,064 | -6,459,108.36 | -955.64 | 100.0% |
| 0A APPROP FUND BALANCE | | | | | | |
| 09999 APPROPRIATED FUND BALANCE | -43,109 | 0 | -43,109 | .00 | -43,109.00 | .0% |
| TOTAL APPROP FUND BALANCE | -43,109 | 0 | -43,109 | .00 | -43,109.00 | .0% |

FOR 2019 12

JOURNAL DETAIL 2019 1 TO 2019 12

| ORIGINAL ESTIM REV | ESTIM REV ADJSTMTS | REVISED EST REV | ACTUAL YTD REVENUE | REMAINING REVENUE | PCT COLL |
|-----------------------|-----------------------|--------------------|-----------------------|----------------------|-------------|
| -6,573,407 | -40,064 | -6,613,471 | -6,552,256.55 | -61,214.45 | 99.1% |
| GRAND TOTAL | -6,573,407 | -6,613,471 | -6,552,256.55 | -61,214.45 | 99.1% |

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

FOR 2019 12

JOURNAL DETAIL 2019 1 TO 2019 12

| | ORIGINAL APPROP | TRANSFRS/ ADJSTMTS | REVISED BUDGET | YTD EXPENDED | ENCUMBRANCES | AVAILABLE BUDGET | PCT USED |
|----------------------------------|--------------------|-----------------------|-------------------|--------------|--------------|---------------------|-------------|
| 201 LIBRARY FUND | | | | | | | |
| 1. SALARIES & WAGES | | | | | | | |
| 1.100 APPTD OFFICIALS SALARIES | 159,630 | 0 | 159,630 | 159,630.13 | .00 | - .13 | 100.0% |
| 1.150 MANAGERIAL SALARIES | 227,823 | 0 | 227,823 | 227,823.13 | .00 | - .13 | 100.0% |
| 1.200 CSEA SALARIES AND WAGES | 2,181,003 | -30,477 | 2,150,526 | 2,149,069.38 | .00 | 1,456.62 | 99.9% |
| 1.201 CSEA OVERTIME | 55,500 | 669 | 56,169 | 41,760.42 | .00 | 14,408.58 | 74.3% |
| 1.203 CSEA ATTENDANCE BONUS | 10,000 | 0 | 10,000 | 8,700.00 | .00 | 1,300.00 | 87.0% |
| 1.800 PART-TIME/HOURLY WAGES | 265,000 | 0 | 265,000 | 272,659.51 | .00 | -7,659.51 | 102.9% |
| TOTAL SALARIES & WAGES | 2,898,956 | -29,808 | 2,869,148 | 2,859,642.57 | .00 | 9,505.43 | 99.7% |
| 2. EMPLOYEE BENEFITS | | | | | | | |
| 2.001 SOCIAL SECURITY | 217,132 | -2,157 | 214,975 | 213,903.81 | .00 | 1,071.19 | 99.5% |
| 2.020 MTA PAYROLL TAX | 9,767 | -94 | 9,673 | 9,613.07 | .00 | 59.93 | 99.4% |
| 2.101 NYS EMPLOYEE PENSION | 402,901 | -7,277 | 395,624 | 392,244.65 | .00 | 3,379.35 | 99.1% |
| 2.201 EMPLOYEE ACTIVE HEALTH INS | 616,308 | -16,258 | 600,050 | 569,762.65 | .00 | 30,287.35 | 95.0% |
| 2.202 RETIREES HEALTH INSURANCE | 220,000 | 6,697 | 226,697 | 211,366.74 | .00 | 15,330.26 | 93.2% |
| 2.203 RETIREES HEALTH INS BUYOUT | 3,150 | 0 | 3,150 | 2,870.00 | .00 | 280.00 | 91.1% |
| 2.204 NYS HEALTH INS ADMIN CHRGR | 1,900 | 0 | 1,900 | 912.42 | .00 | 987.58 | 48.0% |
| 2.205 RETIREES MEDICARE PAYMENT | 73,500 | 6,000 | 79,500 | 87,595.80 | .00 | -8,095.80 | 110.2% |
| 2.206 ACTIVE HEALTH INS BUYOUT | 20,970 | 1,602 | 22,572 | 22,572.00 | .00 | .00 | 100.0% |
| 2.301 DENTAL INSURANCE PLAN | 47,040 | -1,468 | 45,572 | 42,983.12 | .00 | 2,588.88 | 94.3% |
| 2.407 OPTICAL INSURANCE | 11,168 | -348 | 10,820 | 10,854.30 | .00 | -34.30 | 100.3% |
| 2.501 GROUP LIFE INS-MANAGEMENT | 4,119 | 0 | 4,119 | 4,036.80 | .00 | 82.20 | 98.0% |
| 2.601 MEMBERSHIPS-FEES-DUES | 6,000 | 0 | 6,000 | 7,315.00 | .00 | -1,315.00 | 121.9% |
| 2.602 EDUCATION-TRAINING FEES | 4,700 | 0 | 4,700 | 3,487.05 | .00 | 1,212.95 | 74.2% |
| 2.603 TRAVEL AND TRANSPORTATION | 3,100 | 0 | 3,100 | 2,404.99 | .00 | 695.01 | 77.6% |
| 2.703 UNIFORMS | 350 | 0 | 350 | 170.85 | .00 | 179.15 | 48.8% |
| 2.905 EMPLOYEE ASSISTANCE PROG. | 1,280 | 0 | 1,280 | 1,280.00 | .00 | .00 | 100.0% |
| TOTAL EMPLOYEE BENEFITS | 1,643,385 | -13,303 | 1,630,082 | 1,583,373.25 | .00 | 46,708.75 | 97.1% |
| 3. MATERIALS & SUPPLIES | | | | | | | |

FOR 2019 12

JOURNAL DETAIL 2019 1 TO 2019 12

| | ORIGINAL APPROP | TRANFRS/ ADJUSTMTS | REVISED BUDGET | YTD EXPENDED | ENCUMBRANCES | AVAILABLE BUDGET | PCT USED |
|---------------------------------|--------------------|-----------------------|-------------------|--------------|--------------|---------------------|-------------|
| 3.001 OFFICE SUPPLIES | 10,000 | 0 | 10,000 | 8,379.79 | .00 | 1,620.21 | 83.8% |
| 3.003 PRINTING | 2,000 | 0 | 2,000 | 3,877.25 | .00 | -1,877.25 | 193.9% |
| 3.004 POSTAGE | 0 | 0 | 0 | 1,181.40 | .00 | -1,181.40 | 100.0% |
| 3.005 BOOKS-PROCESSING | 195,000 | 0 | 195,000 | 150,111.31 | .00 | 44,888.69 | 77.0% |
| 3.006 SUBSCRIPTIONS-PERIODICALS | 16,988 | 0 | 16,988 | 8,431.11 | .00 | 8,556.89 | 49.6% |
| 3.010 NON-BOOK-PROCESSING | 159,000 | 0 | 159,000 | 152,151.50 | .00 | 6,848.50 | 95.7% |
| 3.011 PROGRAM SUPPLIES | 5,000 | 0 | 5,000 | 3,134.18 | .00 | 1,865.82 | 62.7% |
| 3.012 OFFICE EQUIPMENT MAINT | 1,000 | 0 | 1,000 | 921.59 | .00 | 78.41 | 92.2% |
| 3.014 LIBRARY SUPPLIES | 11,000 | 0 | 11,000 | 9,180.90 | .00 | 1,819.10 | 83.5% |
| 3.016 REPLACEMENT MATERIALS | 3,000 | 0 | 3,000 | .00 | .00 | 3,000.00 | .0% |
| 3.022 PC SOFTWARE | 4,050 | 0 | 4,050 | 3,729.30 | .00 | 320.70 | 92.1% |
| 3.301 BLDNG/FCLTY REPAIRS | 17,000 | 0 | 17,000 | 13,525.27 | .00 | 3,474.73 | 79.6% |
| 3.302 BUILD./FAC. EMERGCY REPRS | 3,325 | 0 | 3,325 | 3,256.80 | .00 | 68.20 | 97.9% |
| 3.306 MAINTENANCE SUPPLIES | 22,000 | 0 | 22,000 | 22,614.45 | .00 | -614.45 | 102.8% |
| 3.601 ELECTRICITY | 344,483 | 0 | 344,483 | 299,473.87 | .00 | 45,009.13 | 86.9% |
| 3.602 TELEPHONE | 3,780 | 0 | 3,780 | 3,137.31 | .00 | 642.69 | 83.0% |
| 3.603 GAS | 64,072 | 0 | 64,072 | 78,100.21 | .00 | -14,028.21 | 121.9% |
| 3.604 WATER | 7,000 | 0 | 7,000 | 6,757.22 | .00 | 242.78 | 96.5% |
| 3.703 EQUIPMENT RENTAL | 1,543 | 0 | 1,543 | 145.41 | .00 | 1,397.59 | 9.4% |
| 3.704 COPIER RENTAL | 1,152 | 0 | 1,152 | 1,056.00 | .00 | 96.00 | 91.7% |
| 3.716 LIBRARY SOFTWARE LEASE | 57,516 | 0 | 57,516 | 60,848.31 | .00 | -3,332.31 | 105.8% |
| TOTAL MATERIALS & SUPPLIES | 928,909 | 0 | 928,909 | 830,013.18 | .00 | 98,895.82 | 89.4% |

4. DIRECT COSTS

| | | | | | | | |
|---------------------------------|---------|---|---------|------------|----------|------------|--------|
| 4.005 FINANCIAL/ AUDITING COSTS | | | | | | | |
| 4.015 SERVICE CONTRACTS | 4,509 | 0 | 4,509 | 4,509.00 | .00 | .00 | 100.0% |
| 4.016 SECURITY GUARDS | 144,504 | 0 | 144,504 | 190,762.93 | 3,233.00 | -49,491.93 | 134.2% |
| 4.023 PROGRAM SERVICES | 70,053 | 0 | 70,053 | 68,335.67 | .00 | 1,717.33 | 97.5% |
| 4.025 EXTERMINATING SERVICES | 60,000 | 0 | 60,000 | 49,293.61 | .00 | 10,706.39 | 82.2% |
| 4.058 ON LINE SUBSCRIPTION SRVC | 0 | 0 | 0 | 328.25 | .00 | -328.25 | 100.0% |
| 4.602 SIF CONTRIBUTION | 53,277 | 0 | 53,277 | 53,547.51 | .00 | -270.51 | 100.5% |
| 4.709 LIBRARY PRGM ACTIVITIES | 28,723 | 0 | 28,723 | 28,723.00 | .00 | .00 | 100.0% |
| TOTAL DIRECT COSTS | 10,000 | 0 | 10,000 | 9,725.00 | .00 | 275.00 | 97.3% |
| TOTAL DIRECT COSTS | 371,066 | 0 | 371,066 | 405,224.97 | 3,233.00 | -37,391.97 | 110.1% |

5. EQUIPMENT

| | | | | | | | |
|------------------------------|---|---|---|----------|-----|-----------|--------|
| 5.201 FURNITURE AND FIXTURES | 0 | 0 | 0 | 2,159.74 | .00 | -2,159.74 | 100.0% |
|------------------------------|---|---|---|----------|-----|-----------|--------|

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|---------------------------------|-----------------|-------------------|----------------|--------------|--------------|------------------|----------|
| 5.207 COMPUTER PERIPHERAL EQUIP | 0 | 0 | 0 | 9,086.97 | .00 | -9,086.97 | 100.0% |
| 5.210 PERSONAL COMPUTERS | 12,924 | 0 | 12,924 | 4,772.87 | 4,576.00 | 3,575.13 | 72.3% |
| 5.211 CPU AND SERVERS | 9,922 | 0 | 9,922 | .00 | .00 | 9,922.00 | .0% |
| TOTAL EQUIPMENT | 22,846 | 0 | 22,846 | 16,019.58 | 4,576.00 | 2,250.42 | 90.1% |
| 9. OTHER FINANCIAL USES | | | | | | | |
| 9.302 TO DSF-LIBRARY FUND CONTR | 704,110 | 0 | 704,110 | 704,108.36 | .00 | 1.64 | 100.0% |
| 9.990 RESERVE FOR FINANCING | 4,135 | 83,175 | 87,310 | .00 | .00 | 87,310.00 | .0% |
| TOTAL OTHER FINANCIAL USES | 708,245 | 83,175 | 791,420 | 704,108.36 | .00 | 87,311.64 | 89.0% |
| TOTAL LIBRARY FUND | 6,573,407 | 40,064 | 6,613,471 | 6,398,381.91 | 7,809.00 | 207,280.09 | 96.9% |
| GRAND TOTAL | 6,573,407 | 40,064 | 6,613,471 | 6,398,381.91 | 7,809.00 | 207,280.09 | 96.9% |

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