

MEMO

To: White Plains Library Board of Trustees
From: Bill Deierlein, Business Manager
Subject: Monthly Budget Report
Date: October 9, 2019

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

FOR 2019 13

JOURNAL DETAIL 2020 1 TO 2020 3

	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	-17,738	-17,738	-17,913.00	.00	175.00	101.0%
TOTAL INTERGOVERNMENTAL	-17,738	-17,738	-17,913.00	.00	175.00	101.0%

03 CHARGES FOR SERVICES						
03649 MISCELLANEOUS REIMBURSEMENTS	-560	-560	-562.32	.00	2.32	100.4%
03650 REPLACEMENT MATERIAL FEE	-3,000	-3,000	-2,800.24	.00	-199.76	93.3%
TOTAL CHARGES FOR SERVICES	-3,560	-3,560	-3,362.56	.00	-197.44	94.5%

06 MISCELLANEOUS						
06621 WORKERS COMPENSATION	0	0	-13,571.10	.00	13,571.10	100.0%
06651 LIBRARY FINES	-60,000	-60,000	-32,983.39	.00	-27,016.61	55.0%
06695 RENTAL LIBRARY SPACE	-9,000	-9,000	-4,908.20	.00	-4,091.80	54.5%
06697 COMMISSION COIN MACHINE	-18,000	-18,000	-17,875.30	.00	-124.70	99.3%
06698 REFUND PR YR EXPENDITURES	0	0	-2,139.43	.00	2,139.43	100.0%
06699 OTHER	-2,000	-2,000	-857.15	.00	-1,142.85	42.9%
TOTAL MISCELLANEOUS	-89,000	-89,000	-72,334.57	.00	-16,665.43	81.3%

09 OPERATING TRANSFERS						
09910 GENERAL FUND CONTRIBUTION	-6,420,000	-6,460,064	-6,425,075.12	.00	-34,988.88	99.5%
TOTAL OPERATING TRANSFERS	-6,420,000	-6,460,064	-6,425,075.12	.00	-34,988.88	99.5%

0A APPROP FUND BALANCE						
09999 APPROPRIATED FUND BALANCE	-43,109	-43,109	.00	.00	-43,109.00	.0%
TOTAL APPROP FUND BALANCE	-43,109	-43,109	.00	.00	-43,109.00	.0%

FOR 2019 13

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ORIGINAL ESTIM REV	REVISED EST REV	ACTUAL YTD REVENUE	ACTUAL MTD REVENUE	REMAINING REVENUE	PCT COLL
-6,573,407	-6,613,471	-6,518,685.25	.00	-94,785.75	98.6%
-6,573,407	-6,613,471	-6,518,685.25	.00	-94,785.75	98.6%

GRAND TOTAL

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

FOR 2019 13

JOURNAL DETAIL 2020 1 TO 2020 3

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
201 LIBRARY FUND							
1. SALARIES & WAGES							
1.100 APPTD OFFICIALS SALARIES	159,630	159,630	159,630.13	.00	.00	-.13	100.0%
1.150 MANAGERIAL SALARIES	227,823	227,823	227,823.13	.00	.00	-.13	100.0%
1.200 CSEA SALARIES AND WAGES	2,181,003	2,150,526	2,149,069.38	.00	.00	1,456.62	99.9%
1.201 CSEA OVERTIME	55,500	56,169	41,760.42	.00	.00	14,408.58	74.3%
1.203 CSEA ATTENDANCE BONUS	10,000	10,000	8,700.00	.00	.00	1,300.00	87.0%
1.800 PART-TIME/HOURLY WAGES	265,000	265,000	272,659.51	.00	.00	-7,659.51	102.9%
TOTAL SALARIES & WAGES	2,898,956	2,869,148	2,859,642.57	.00	.00	9,505.43	99.7%
2. EMPLOYEE BENEFITS							
2.001 SOCIAL SECURITY	217,132	214,975	213,903.81	.00	.00	1,071.19	99.5%
2.020 MTA PAYROLL TAX	9,767	9,673	9,613.07	.00	.00	59.93	99.4%
2.101 NYS EMPLOYEE PENSION	402,901	395,624	392,244.65	.00	.00	3,379.35	99.1%
2.201 EMPLOYEE ACTIVE HEALTH INS	616,308	600,050	569,762.65	.00	.00	30,287.35	95.0%
2.202 RETIREES HEALTH INSURANCE	220,000	226,697	207,250.83	.00	.00	19,446.17	91.4%
2.203 RETIREES HEALTH INS BUYOUT	3,150	3,150	2,870.00	.00	.00	280.00	91.1%
2.204 NYS HEALTH INS ADMIN CHRG	1,900	1,900	2,167.63	.00	.00	-267.63	114.1%
2.205 RETIREES MEDICARE PAYMENT	73,500	79,500	91,559.40	.00	.00	-12,059.40	115.2%
2.206 ACTIVE HEALTH INS BUYOUT	20,970	22,572	22,572.00	.00	.00	.00	100.0%
2.301 DENTAL INSURANCE PLAN	47,040	45,572	42,983.12	.00	.00	2,588.88	94.3%
2.407 OPTICAL INSURANCE	11,168	10,820	10,854.30	.00	.00	-34.30	100.3%
2.501 GROUP LIFE INS-MANAGEMENT	4,119	4,119	4,036.80	.00	.00	82.20	98.0%
2.601 MEMBERSHIPS-FEES-DUES	6,000	6,000	7,740.00	.00	.00	-1,740.00	129.0%
2.602 EDUCATION-TRAINING FEES	4,700	4,700	3,892.80	.00	.00	807.20	82.8%
2.603 TRAVEL AND TRANSPORTATION	3,100	3,100	3,498.73	.00	.00	-398.73	112.9%
2.703 UNIFORMS	350	350	170.85	.00	.00	179.15	48.8%
2.905 EMPLOYEE ASSISTANCE PROG.	1,280	1,280	1,280.00	.00	.00	.00	100.0%
TOTAL EMPLOYEE BENEFITS	1,643,385	1,630,082	1,586,400.64	.00	.00	43,681.36	97.3%
3. MATERIALS & SUPPLIES							

FOR 2019 13

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	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
201 LIBRARY FUND							
1. SALARIES & WAGES							
1.100 APPTD OFFICIALS SALARIES	159,630	159,630	159,630.13	.00	.00	- .13	100.0%
1.150 MANAGERIAL SALARIES	227,823	227,823	227,823.13	.00	.00	- .13	100.0%
1.200 CSEA SALARIES AND WAGES	2,181,003	2,150,526	2,149,069.38	.00	.00	1,456.62	99.9%
1.201 CSEA OVERTIME	55,500	56,169	41,760.42	.00	.00	14,408.58	74.3%
1.203 CSEA ATTENDANCE BONUS	10,000	10,000	8,700.00	.00	.00	1,300.00	87.0%
1.800 PART-TIME/HOURLY WAGES	265,000	265,000	272,659.51	.00	.00	-7,659.51	102.9%
TOTAL SALARIES & WAGES	2,898,956	2,869,148	2,859,642.57	.00	.00	9,505.43	99.7%
2. EMPLOYEE BENEFITS							
2.001 SOCIAL SECURITY	217,132	214,975	213,903.81	.00	.00	1,071.19	99.5%
2.020 MTA PAYROLL TAX	9,767	9,673	9,613.07	.00	.00	59.93	99.4%
2.101 NYS EMPLOYEE PENSION	402,901	395,624	392,244.65	.00	.00	3,379.35	99.1%
2.201 EMPLOYEE ACTIVE HEALTH INS	616,308	600,050	569,762.65	.00	.00	30,287.35	95.0%
2.202 RETIREES HEALTH INSURANCE	220,000	226,697	207,250.83	.00	.00	19,446.17	91.4%
2.203 RETIREES HEALTH INS BUYOUT	3,150	3,150	2,870.00	.00	.00	280.00	91.1%
2.204 NYS HEALTH INS ADMIN CHRG	1,900	1,900	2,167.63	.00	.00	-267.63	114.1%
2.205 RETIREES MEDICARE PAYMENT	73,500	79,500	91,559.40	.00	.00	-12,059.40	115.2%
2.206 ACTIVE HEALTH INS BUYOUT	20,970	22,572	22,572.00	.00	.00	.00	100.0%
2.301 DENTAL INSURANCE PLAN	47,040	45,572	42,983.12	.00	.00	2,588.88	94.3%
2.407 OPTICAL INSURANCE	11,168	10,820	10,854.30	.00	.00	-34.30	100.3%
2.501 GROUP LIFE INS-MANAGEMENT	4,119	4,119	4,036.80	.00	.00	82.20	98.0%
2.601 MEMBERSHIPS-FEES-DUES	6,000	6,000	7,740.00	.00	.00	-1,740.00	129.0%
2.602 EDUCATION-TRAINING FEES	4,700	4,700	3,892.80	.00	.00	807.20	82.8%
2.603 TRAVEL AND TRANSPORTATION	3,100	3,100	3,498.73	.00	.00	-398.73	112.9%
2.703 UNIFORMS	350	350	170.85	.00	.00	179.15	48.8%
2.905 EMPLOYEE ASSISTANCE PROG.	1,280	1,280	1,280.00	.00	.00	.00	100.0%
TOTAL EMPLOYEE BENEFITS	1,643,385	1,630,082	1,586,400.64	.00	.00	43,681.36	97.3%
3. MATERIALS & SUPPLIES							

FOR 2019 13

JOURNAL DETAIL 2020 1 TO 2020 3

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
3.001 OFFICE SUPPLIES	10,000	10,000	8,422.23	.00	.00	1,577.77	84.2%
3.003 PRINTING	2,000	2,000	3,877.25	.00	.00	-1,877.25	193.9%
3.004 POSTAGE	0	0	1,264.25	.00	.00	-1,264.25	100.0%
3.005 BOOKS-PROCESSING	195,000	195,000	174,105.55	.00	.00	20,894.45	89.3%
3.006 SUBSCRIPTIONS-PERIODICALS	16,988	16,988	9,777.61	.00	.00	7,210.39	57.6%
3.010 NON-BOOK-PROCESSING	159,000	159,000	195,483.89	.00	.00	-36,483.89	122.9%
3.011 PROGRAM SUPPLIES	5,000	5,000	3,241.60	.00	.00	1,758.40	64.8%
3.012 OFFICE EQUIPMENT MAINT	1,000	1,000	9,921.59	.00	.00	78.41	92.2%
3.014 LIBRARY SUPPLIES	11,000	11,000	9,467.96	.00	.00	1,532.04	86.1%
3.016 REPLACEMENT MATERIALS	3,000	3,000	.00	.00	.00	3,000.00	.0%
3.022 PC SOFTWARE	4,050	4,050	3,979.30	.00	.00	70.70	98.3%
3.301 BLDNG/FCLTY REPAIRS	17,000	17,000	16,805.27	.00	.00	194.73	98.9%
3.302 BULD./FAC. EMERGCY REPRS	3,325	3,325	3,256.80	.00	.00	68.20	97.9%
3.306 MAINTENANCE SUPPLIES	22,000	22,000	25,066.35	.00	.00	-3,066.35	113.9%
3.601 ELECTRICITY	344,483	344,483	324,403.27	.00	.00	20,079.73	94.2%
3.602 TELEPHONE	3,780	3,780	3,419.17	.00	.00	360.83	90.5%
3.603 GAS	64,072	65,672	78,100.21	.00	.00	-12,428.21	118.9%
3.604 WATER	7,000	7,000	6,757.22	.00	.00	242.78	96.5%
3.703 EQUIPMENT RENTAL	1,543	1,543	1,45.41	.00	.00	1,397.59	9.4%
3.704 COPIER RENTAL	1,152	1,152	1,152.00	.00	.00	.00	100.0%
3.716 LIBRARY SOFTWARE LEASE	57,516	57,516	60,848.31	.00	.00	-3,332.31	105.8%
TOTAL MATERIALS & SUPPLIES	928,909	930,509	930,495.24	.00	.00	13.76	100.0%

4. DIRECT COSTS

4.005 FINANCIAL/ AUDITING COSTS	4,509	4,509	4,509.00	.00	.00	.00	100.0%
4.015 SERVICE CONTRACTS	144,504	144,504	193,688.30	.00	.00	815.70	99.6%
4.016 SECURITY GUARDS	70,053	70,053	77,186.07	.00	.00	-7,133.07	110.2%
4.023 PROGRAM SERVICES	60,000	58,400	49,293.61	.00	.00	9,106.39	84.4%
4.025 EXTERMINATING SERVICES	0	0	396.50	.00	.00	-396.50	100.0%
4.058 ON LINE SUBSCRIPTION SRVC	53,277	53,277	53,919.74	.00	.00	-642.74	101.2%
4.602 SIF CONTRIBUTION	28,723	28,723	28,723.00	.00	.00	.00	100.0%
4.709 LIBRARY PRGM ACTIVITIES	10,000	10,000	9,725.00	.00	.00	275.00	97.3%
TOTAL DIRECT COSTS	371,066	419,466	417,441.22	.00	.00	2,024.78	99.5%

5. EQUIPMENT

5.201 FURNITURE AND FIXTURES	0	0	2,159.74	.00	.00	-2,159.74	100.0%
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	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
5.207 COMPUTER PERIPHERAL EQUIP	0	0	9,086.97	.00	.00	-9,086.97	100.0%
5.210 PERSONAL COMPUTERS	12,924	12,924	9,348.87	.00	.00	3,575.13	72.3%
5.211 CPU AND SERVERS	9,922	9,922	.00	.00	.00	9,922.00	.0%
TOTAL EQUIPMENT	22,846	22,846	20,595.58	.00	.00	2,250.42	90.1%
9. OTHER FINANCIAL USES							
9.302 TO DSF-LIBRARY FUND CONTR	704,110	704,110	704,110.00	.00	.00	.00	100.0%
9.990 RESERVE FOR FINANCING	4,135	37,310	.00	.00	.00	37,310.00	.0%
TOTAL OTHER FINANCIAL USES	708,245	741,420	704,110.00	.00	.00	37,310.00	95.0%
TOTAL LIBRARY FUND	6,573,407	6,613,471	6,518,685.25	.00	.00	94,785.75	98.6%
GRAND TOTAL	6,573,407	6,613,471	6,518,685.25	.00	.00	94,785.75	98.6%

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