

MEMO

To: White Plains Library Board of Trustees

From: Bill Deierlein, Business Manager

Subject: Monthly Budget Report

Date: January 2, 2020

In the Budget Report as of December 31, 2019 all monthly revenues and expenditures are normal.

FOR 2020 06

JOURNAL DETAIL 2020 1 TO 2020 6

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
201 LIBRARY FUND							
1. SALARIES & WAGES							
1.100 APPTD OFFICIALS SALARIES	163,621	163,621	81,186.04	12,490.16	.00	82,434.96	49.6%
1.150 MANAGERIAL SALARIES	233,492	233,492	115,858.92	17,824.43	.00	117,633.08	49.6%
1.200 CSEA SALARIES AND WAGES	2,239,302	2,131,979	1,079,604.18	170,110.21	.00	1,052,374.82	50.6%
1.201 CSEA OVERTIME	55,460	55,460	18,003.02	4,164.79	.00	37,456.98	32.5%
1.203 CSEA ATTENDANCE BONUS	10,000	10,000	.00	.00	.00	10,000.00	.0%
1.800 PART-TIME/HOURLY WAGES	273,000	273,000	126,995.41	20,779.82	.00	146,004.59	46.5%
TOTAL SALARIES & WAGES	2,974,875	2,867,552	1,421,647.57	225,369.41	.00	1,445,904.43	49.6%
2. EMPLOYEE BENEFITS							
2.001 SOCIAL SECURITY	221,476	217,550	106,707.44	17,937.09	.00	110,842.56	49.0%
2.020 MTA PAYROLL TAX	9,859	9,684	4,849.34	870.80	.00	4,834.66	50.1%
2.101 NYS EMPLOYEE PENSION	398,517	394,035	196,588.38	31,157.39	.00	197,446.62	49.9%
2.201 EMPLOYEE ACTIVE HEALTH INS	594,990	589,835	286,454.36	48,411.56	.00	303,380.64	48.6%
2.202 RETIREES HEALTH INSURANCE	197,650	197,650	104,407.60	16,878.65	.00	93,242.40	52.8%
2.203 RETIREES HEALTH INS BUYOUT	4,700	4,700	4,700.00	4,700.00	.00	.00	100.0%
2.204 NYS HEALTH INS ADMN CHRG	2,200	2,200	928.20	928.20	.00	1,271.80	42.2%
2.205 RETIREES MEDICARE PAYMENT	79,500	79,500	27,662.50	12,229.40	.00	51,837.50	34.8%
2.206 ACTIVE HEALTH INS BUYOUT	22,000	22,000	21,457.00	21,457.00	.00	51,837.50	34.8%
2.301 DENTAL INSURANCE PLAN	46,076	44,443	22,208.06	3,711.32	.00	22,234.94	50.0%
2.407 OPTICAL INSURANCE	10,515	10,704	5,267.10	902.10	.00	5,436.90	49.2%
2.501 GROUP LIFE INS-MANAGEMENT	4,199	4,199	2,068.86	344.81	.00	2,130.14	49.3%
2.601 MEMBERSHIPS-FEES-DUES	6,300	6,300	3,410.00	.00	.00	2,890.00	54.1%
2.602 EDUCATION-TRAINING FEES	4,700	4,700	409.00	384.00	.00	4,291.00	8.7%
2.603 TRAVEL AND TRANSPORTATION	3,100	3,100	564.55	116.00	.00	2,535.45	18.2%
2.703 UNIFORMS	350	350	.00	.00	.00	350.00	.0%
2.905 EMPLOYEE ASSISTANCE PROG.	1,280	1,280	640.00	.00	.00	640.00	50.0%
TOTAL EMPLOYEE BENEFITS	1,607,412	1,592,230	788,322.39	160,028.32	.00	803,907.61	49.5%
3. MATERIALS & SUPPLIES							

FOR 2020 06

JOURNAL DETAIL 2020 1 TO 2020 6

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
3.001 OFFICE SUPPLIES	11,000	11,000	2,923.71	.00	.00	8,076.29	26.6%
3.003 PRINTING	3,000	3,000	951.50	.00	.00	2,048.50	31.7%
3.004 POSTAGE	1,200	1,200	364.40	48.05	.00	835.60	30.4%
3.005 BOOKS-PROCESSING	230,000	230,000	59,570.95	3,317.21	.00	170,429.05	25.9%
3.006 SUBSCRIPTIONS-PERIODICALS	18,500	18,500	11,712.90	88.00	.00	6,787.10	63.3%
3.010 NON-BOOK-PROCESSING	180,000	180,000	63,978.24	4,551.58	.00	116,021.76	35.5%
3.011 PROGRAM SUPPLIES	5,000	5,000	894.21	.00	.00	4,105.79	17.9%
3.012 OFFICE EQUIPMENT MAINT	500	500	179.30	.00	.00	320.70	35.9%
3.014 LIBRARY SUPPLIES	11,000	11,000	2,949.28	43.04	.00	8,050.72	26.8%
3.016 REPLACEMENT MATERIALS	3,000	3,000	1,770.00	.00	.00	1,230.00	59.0%
3.022 PC SOFTWARE	4,338	4,338	2,969.25	.00	.00	1,368.75	68.4%
3.301 BLDNG/FCLTY REPAIRS	17,000	17,000	9,609.00	555.00	.00	7,391.00	56.5%
3.302 BUILD./FAC. EMERGCY REPRS	3,325	3,325	.00	.00	.00	3,325.00	.0%
3.306 MAINTENANCE SUPPLIES	22,000	22,000	12,349.23	444.84	.00	9,650.77	56.1%
3.601 ELECTRICITY	282,934	282,934	101,123.72	15,348.66	.00	181,810.28	35.7%
3.602 TELEPHONE	3,780	3,780	1,323.51	236.75	.00	2,456.49	35.0%
3.603 GAS	63,475	63,475	9,273.00	6,841.24	.00	54,202.00	14.6%
3.604 WATER	7,000	7,000	4,700.00	4,700.00	.00	2,300.00	67.1%
3.703 EQUIPMENT RENTAL	1,150	1,150	69.26	10.80	.00	80.74	46.2%
3.704 COPIER RENTAL	1,152	1,152	576.00	96.00	.00	576.00	50.0%
3.716 LIBRARY SOFTWARE LEASE	60,710	60,710	31,078.08	.00	.00	29,631.92	51.2%
TOTAL MATERIALS & SUPPLIES	929,064	929,064	318,365.54	36,281.17	.00	610,698.46	34.3%
4. DIRECT COSTS							
4.005 FINANCIAL/ AUDITING COSTS	4,577	4,577	4,577.00	.00	.00	.00	100.0%
4.015 SERVICE CONTRACTS	200,378	200,378	102,833.84	12,482.47	61,949.18	35,594.98	82.2%
4.016 SECURITY GUARDS	78,278	78,278	28,157.74	2,890.81	.00	50,120.26	36.0%
4.023 PROGRAM SERVICES	3,800	3,800	3,183.35	21.65	.00	616.65	83.8%
4.025 EXTERMINATING SERVICES	0	0	614.25	136.50	.00	-614.25	100.0%
4.058 ON LINE SUBSCRIPTION SRVC	56,722	56,722	24,031.32	272.24	.00	32,690.68	42.4%
4.602 SIF CONTRIBUTION	43,860	43,860	43,860.00	.00	.00	.00	100.0%
4.709 LIBRARY PRGM ACTIVITIES	10,000	10,000	5,600.00	1,450.00	.00	4,400.00	56.0%
TOTAL DIRECT COSTS	397,615	397,615	212,857.50	17,253.67	61,949.18	122,808.32	69.1%
5. EQUIPMENT							
5.207 COMPUTER PERIPHERAL EQUIP	0	0	10,514.92	.00	.00	-10,514.92	100.0%

FOR 2020 06

JOURNAL DETAIL 2020 1 TO 2020 6

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
5.210 PERSONAL COMPUTERS	15,860	15,860	3,263.80	.00	.00	12,596.20	20.6%
5.211 CPU AND SERVERS	1,099	1,099	.00	.00	.00	1,099.00	.0%
TOTAL EQUIPMENT	16,959	16,959	13,778.72	.00	.00	3,180.28	81.2%
9. OTHER FINANCIAL USES							
9.302 TO DSF-LIBRARY FUND CONTR	701,158	701,158	140,627.55	8,861.77	.00	560,530.45	20.1%
9.990 RESERVE FOR FINANCING	10,000	158,934	.00	.00	.00	158,934.00	.0%
TOTAL OTHER FINANCIAL USES	711,158	860,092	140,627.55	8,861.77	.00	719,464.45	16.4%
TOTAL LIBRARY FUND	6,637,083	6,663,512	2,895,599.27	447,794.34	61,949.18	3,705,963.55	44.4%
GRAND TOTAL	6,637,083	6,663,512	2,895,599.27	447,794.34	61,949.18	3,705,963.55	44.4%

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

FOR 2020 06

JOURNAL DETAIL 2020 1 TO 2020 6

	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	-17,913	-17,913	-16,129.80	.00	-1,783.20	90.0%
TOTAL INTERGOVERNMENTAL	-17,913	-17,913	-16,129.80	.00	-1,783.20	90.0%
03 CHARGES FOR SERVICES						
03650 REPLACEMENT MATERIAL FEE	-3,000	-3,000	-1,783.64	-322.98	-1,216.36	59.5%
TOTAL CHARGES FOR SERVICES	-3,000	-3,000	-1,783.64	-322.98	-1,216.36	59.5%
06 MISCELLANEOUS						
06651 LIBRARY FINES	-30,000	-30,000	-12,365.92	-1,667.76	-17,634.08	41.2%
06695 RENTAL LIBRARY SPACE	0	0	-260.00	.00	260.00	100.0%
06697 COMMISSION COIN MACHINE	-18,000	-18,000	-9,598.80	-1,193.45	-8,401.20	53.3%
06698 REFUND PR YR EXPENDITURES	0	0	-1,378.74	.00	1,378.74	100.0%
06699 OTHER	-1,000	-1,000	-472.10	-50.00	-527.90	47.2%
TOTAL MISCELLANEOUS	-49,000	-49,000	-24,075.56	-2,911.21	-24,924.44	49.1%
09 OPERATING TRANSFERS						
09910 GENERAL FUND CONTRIBUTION	-6,530,987	-6,557,416	-2,840,627.55	-508,861.77	-3,716,788.45	43.3%
TOTAL OPERATING TRANSFERS	-6,530,987	-6,557,416	-2,840,627.55	-508,861.77	-3,716,788.45	43.3%
0A APPROP FUND BALANCE						
09999 APPROPRIATED FUND BALANCE	-36,183	-36,183	.00	.00	-36,183.00	.0%
TOTAL APPROP FUND BALANCE	-36,183	-36,183	.00	.00	-36,183.00	.0%

01/02/2020 16:01
bdeierle

CITY OF WHITE PLAINS
LIBRARY FUND

P 2
glytdbud

FOR 2020 06

JOURNAL DETAIL 2020 1 TO 2020 6

ORIGINAL ESTIM REV	REVISED EST REV	ACTUAL YTD REVENUE	ACTUAL MTD REVENUE	REMAINING REVENUE	PCT COLL
-6,637,083	-6,663,512	-2,882,616.55	-512,095.96	-3,780,895.45	43.3%
GRAND TOTAL	-6,637,083	-2,882,616.55	-512,095.96	-3,780,895.45	43.3%

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