

MEMO

To: White Plains Public Library Board of Trustees

From: Bill Deierlein, Business Manager

Subject: Monthly Budget Report

Date: September 2, 2020

In the Budget Report for expenses and revenues for period ending August 31, 2020, all revenues and expenditures are normal.

FOR 2021 02

JOURNAL DETAIL 2021 1 TO 2021 2

	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	-17,922	-17,922	.00	.00	-17,922.00	.0%
TOTAL INTERGOVERNMENTAL	-17,922	-17,922	.00	.00	-17,922.00	.0%
03 CHARGES FOR SERVICES						
03650 REPLACEMENT MATERIAL FEE	-3,000	-3,000	.00	.00	-3,000.00	.0%
TOTAL CHARGES FOR SERVICES	-3,000	-3,000	.00	.00	-3,000.00	.0%
06 MISCELLANEOUS						
06651 LIBRARY FINES	-30,000	-30,000	.00	.00	-30,000.00	.0%
06695 RENTAL LIBRARY SPACE	-3,000	-3,000	.00	.00	-3,000.00	.0%
06697 COMMISSION COIN MACHINE	-18,000	-18,000	-5.00	-5.00	-17,995.00	.0%
06699 OTHER	-1,000	-1,000	.00	.00	-1,000.00	.0%
TOTAL MISCELLANEOUS	-52,000	-52,000	-5.00	-5.00	-51,995.00	.0%
09 OPERATING TRANSFERS						
09910 GENERAL FUND CONTRIBUTION	-6,767,000	-6,778,509	-500,422.78	.00	-6,278,086.22	7.4%
TOTAL OPERATING TRANSFERS	-6,767,000	-6,778,509	-500,422.78	.00	-6,278,086.22	7.4%
0A APPROP FUND BALANCE						
09999 APPROPRIATED FUND BALANCE	-59,611	-59,611	.00	.00	-59,611.00	.0%
TOTAL APPROP FUND BALANCE	-59,611	-59,611	.00	.00	-59,611.00	.0%

FOR 2021 02

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ORIGINAL ESTIM REV	REVISED EST REV	ACTUAL YTD REVENUE	ACTUAL MTD REVENUE	REMAINING REVENUE	PCT COLL
-6,899,533	-6,911,042	-500,427.78	-5.00	-6,410,614.22	7.2%
TOTAL LIBRARY FUND					
-6,899,533	-6,911,042	-500,427.78	-5.00	-6,410,614.22	7.2%
GRAND TOTAL					

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

FOR 2021 02

JOURNAL DETAIL 2021 1 TO 2021 2

	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	23,822.20	12,538.00	.00	139,798.80	14.6%
1.150 MANAGERIAL SALARIES	240,464	240,464	35,019.19	18,426.70	.00	205,444.81	14.6%
1.200 CSEA SALARIES AND WAGES	2,356,635	2,318,581	347,819.27	184,501.05	.00	1,970,761.73	15.0%
1.201 CSEA OVERTIME	53,000	53,000	1,235.95	1,235.95	.00	51,764.05	2.3%
1.203 CSEA ATTENDANCE BONUS	10,000	10,000	.00	.00	.00	10,000.00	.0%
1.800 PART-TIME/HOURLY WAGES	303,030	303,030	15,809.51	12,208.35	.00	287,220.49	5.2%
TOTAL SALARIES & WAGES	3,126,750	3,088,696	423,706.12	228,910.05	.00	2,664,989.88	13.7%
2. EMPLOYEE BENEFITS							
2.001 SOCIAL SECURITY	235,606	232,695	31,765.37	17,186.31	.00	200,929.63	13.7%
2.020 MTA PAYROLL TAX	10,553	10,423	1,411.79	763.87	.00	9,011.21	13.5%
2.101 NYS EMPLOYEE PENSION	429,430	423,081	60,415.35	31,855.26	.00	362,665.65	14.3%
2.201 EMPLOYEE ACTIVE HEALTH INS	596,551	555,350	88,005.62	43,486.90	.00	467,344.38	15.8%
2.202 RETIREES HEALTH INSURANCE	202,682	202,682	15,685.74	.00	.00	186,996.26	7.7%
2.203 RETIREES HEALTH INS BUYOUT	4,700	4,700	.00	.00	.00	4,700.00	.0%
2.204 NYS HEALTH INS ADMN CHR	2,300	2,300	.00	.00	.00	2,300.00	.0%
2.205 RETIREES MEDICARE PAYMENT	78,000	78,000	.00	.00	.00	78,000.00	.0%
2.206 ACTIVE HEALTH INS BUYOUT	21,263	21,263	.00	.00	.00	21,263.00	.0%
2.301 DENTAL INSURANCE PLAN	47,228	45,874	7,752.78	3,814.86	.00	38,121.22	16.9%
2.407 OPTICAL INSURANCE	11,200	10,880	1,833.30	902.10	.00	9,046.70	16.9%
2.501 GROUP LIFE INS-MANAGEMENT	4,304	4,304	350.90	.00	.00	3,953.10	8.2%
2.601 MEMBERSHIPS-FEES-DUES	6,300	6,300	410.00	.00	.00	5,890.00	6.5%
2.602 EDUCATION-TRAINING FEES	4,700	4,700	.00	.00	.00	4,700.00	.0%
2.603 TRAVEL AND TRANSPORTATION	3,100	3,100	.00	.00	.00	3,100.00	.0%
2.703 UNIFORMS	350	350	.00	.00	.00	350.00	.0%
2.905 EMPLOYEE ASSISTANCE PROG.	1,240	1,240	620.00	.00	.00	620.00	50.0%
TOTAL EMPLOYEE BENEFITS	1,659,507	1,607,242	208,250.85	98,009.30	.00	1,398,991.15	13.0%
3. MATERIALS & SUPPLIES							

FOR 2021 02 JOURNAL DETAIL 2021 1 TO 2021 2

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
3.001 OFFICE SUPPLIES	11,000	11,000	288.04	43.84	.00	10,711.96	2.6%
3.003 PRINTING	3,000	3,000	407.50	407.50	.00	2,592.50	13.6%
3.004 POSTAGE	1,200	1,200	62.65	62.65	.00	1,137.35	5.2%
3.005 BOOKS-PROCESSING	230,000	230,000	.00	.00	.00	230,000.00	.0%
3.006 SUBSCRIPTIONS-PERIODICALS	22,000	22,000	8,776.25	8,776.25	.00	13,223.75	39.9%
3.010 NON-BOOK-PROCESSING	180,000	180,000	.00	.00	.00	180,000.00	.0%
3.011 PROGRAM SUPPLIES	5,000	5,000	.00	.00	.00	5,000.00	.0%
3.012 OFFICE EQUIPMENT MAINT	500	500	.00	.00	.00	500.00	.0%
3.014 LIBRARY SUPPLIES	11,000	11,000	499.54	499.54	.00	10,500.46	4.5%
3.016 REPLACEMENT MATERIALS	3,000	3,000	.00	.00	.00	3,000.00	.0%
3.022 PC SOFTWARE	4,338	4,338	2,680.00	250.00	.00	1,658.00	61.8%
3.301 BLDNG/FCLTY REPAIRS	17,000	17,000	700.00	.00	.00	16,300.00	4.1%
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	877.89	302.03	.00	18,227.11	17.1%
3.601 ELECTRICITY	284,367	284,367	18,516.28	18,516.28	.00	265,850.72	6.5%
3.602 TELEPHONE	3,780	3,780	272.43	272.43	.00	3,507.57	7.2%
3.603 GAS	80,578	80,578	426.82	426.82	.00	80,151.18	.5%
3.604 WATER	7,000	7,000	.00	.00	.00	7,000.00	.0%
3.703 EQUIPMENT RENTAL	150	150	21.72	10.86	.00	128.28	14.5%
3.704 COPIER RENTAL	1,152	1,152	96.00	96.00	.00	1,056.00	8.3%
3.716 LIBRARY SOFTWARE LEASE	64,012	64,012	31,078.08	31,078.08	.00	32,933.92	48.6%
TOTAL MATERIALS & SUPPLIES	954,402	954,402	64,703.20	60,742.28	2,895.00	886,803.80	7.1%

4. DIRECT COSTS

4.005 FINANCIAL/ AUDITING COSTS	4,577	4,577	.00	.00	.00	4,577.00	.0%
4.015 SERVICE CONTRACTS	192,082	192,082	41,369.45	27,431.79	98,076.18	52,636.37	72.6%
4.016 SECURITY GUARDS	83,961	83,961	1,811.52	1,811.52	.00	82,149.48	2.2%
4.023 PROGRAM SERVICES	3,840	3,840	.00	.00	.00	3,840.00	.0%
4.025 EXTERMINATING SERVICES	1,680	1,680	136.50	68.25	.00	1,543.50	8.1%
4.058 ON LINE SUBSCRIPTION SRVC	45,538	45,538	14,097.50	14,097.50	.00	31,440.50	31.0%
4.602 SIF CONTRIBUTION	43,241	43,241	.00	.00	.00	43,241.00	.0%
4.709 LIBRARY PRGM ACTIVITIES	30,000	30,000	600.00	300.00	.00	29,400.00	2.0%
TOTAL DIRECT COSTS	404,919	404,919	58,014.97	43,709.06	98,076.18	248,827.85	38.5%

5. EQUIPMENT

5.207 COMPUTER PERIPHERAL EQUIP	1,040	1,040	.00	.00	.00	1,040.00	.0%
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	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
5.210 PERSONAL COMPUTERS	13,980	13,980	.00	.00	.00	13,980.00	.0%
5.211 CPU AND SERVERS	4,130	4,130	.00	.00	.00	4,130.00	.0%
TOTAL EQUIPMENT	19,150	19,150	.00	.00	.00	19,150.00	.0%
9. OTHER FINANCIAL USES							
9.302 TO DSF-LIBRARY FUND CONTR	707,805	707,805	422.78	.00	.00	707,382.22	.1%
9.990 RESERVE FOR FINANCING	27,000	128,828	.00	.00	.00	128,828.00	.0%
TOTAL OTHER FINANCIAL USES	734,805	836,633	422.78	.00	.00	836,210.22	.1%
TOTAL LIBRARY FUND	6,899,533	6,911,042	755,097.92	431,370.69	100,971.18	6,054,972.90	12.4%
GRAND TOTAL	6,899,533	6,911,042	755,097.92	431,370.69	100,971.18	6,054,972.90	12.4%

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