

MEMO

To: White Plains Public Library Board of Trustees
From: Bill Deierlein, Business Manager
Subject: Monthly Budget Report
Date: November 12, 2020

In the Budget Report for expenses and revenues for period ending October 31, 2020, all revenues and expenditures are normal with the following note:

02269: We received our initial payment of 90% for Local Library State Aide. The final 10% will come in the Spring. This number is lower than usual since LLSA was cut by 20%.

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CITY OF WHITE PLAINS
LIBRARY REVENUES

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OCTOBER 2020

FOR 2021 04

	ORIGINAL ESTIM REV	REVISED EST REV	ACTUAL YTD REVENUE	ACTUAL MID REVENUE	REMAINING REVENUE	PCT COLL
201 LIBRARY FUND						
02 INTERGOVERNMENTAL						
02269 LIBRARY-OTHER LIBRARIES	-17,922	-17,922	-12,571.90	-12,571.90	-5,350.10	70.1%
TOTAL INTERGOVERNMENTAL	-17,922	-17,922	-12,571.90	-12,571.90	-5,350.10	70.1%
03 CHARGES FOR SERVICES						
03650 REPLACEMENT MATERIAL FEE	-3,000	-3,000	-86.96	-55.97	-2,913.04	2.9%
TOTAL CHARGES FOR SERVICES	-3,000	-3,000	-86.96	-55.97	-2,913.04	2.9%
06 MISCELLANEOUS						
06651 LIBRARY FINES	-30,000	-30,000	-30.25	-30.25	-29,969.75	.1%
06695 RENTAL LIBRARY SPACE	-3,000	-3,000	.00	.00	-3,000.00	.0%
06697 COMMISSION COIN MACHINE	-18,000	-18,000	-5.00	.00	-17,995.00	.0%
06699 OTHER	-1,000	-1,000	.00	.00	-1,000.00	.0%
TOTAL MISCELLANEOUS	-52,000	-52,000	-35.25	-30.25	-51,964.75	.1%
09 OPERATING TRANSFERS						
09910 GENERAL FUND CONTRIBUTION	-6,767,000	-6,778,509	-1,859,325.95	-500,000.00	-4,919,183.05	27.4%
TOTAL OPERATING TRANSFERS	-6,767,000	-6,778,509	-1,859,325.95	-500,000.00	-4,919,183.05	27.4%
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%

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CITY OF WHITE PLAINS
LIBRARY REVENUES

OCTOBER 2020

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FOR 2021 04

TOTAL LIBRARY FUND	ORIGINAL ESTIM REV	REVISED EST REV	ACTUAL YTD REVENUE	ACTUAL MTD REVENUE	REMAINING REVENUE	PCT COLL
	-6,899,533	-6,911,042	-1,872,020.06	-512,658.12	-5,039,021.94	27.1%
GRAND TOTAL	-6,899,533	-6,911,042	-1,872,020.06	-512,658.12	-5,039,021.94	27.1%

** END OF REPORT - Generated by John Freiberger **

OCTOBER 2020

FOR 2021 04

	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	55,167.20	18,807.00	.00	108,453.80	33.7%
1.150 MANAGERIAL SALARIES	240,464	240,464	81,085.93	27,640.03	.00	159,378.07	33.7%
1.200 CSEA SALARIES AND WAGES	2,356,635	2,318,581	786,413.39	261,975.05	.00	1,532,167.61	33.9%
1.201 CSEA OVERTIME	53,000	53,000	1,235.95	.00	.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	52,125.62	22,240.90	.00	250,904.38	17.2%
TOTAL SALARIES & WAGES	3,126,750	3,088,696	976,028.09	330,662.98	.00	2,112,667.91	31.6%
2. EMPLOYEE BENEFITS							
2.001 SOCIAL SECURITY	235,606	232,695	73,484.49	24,934.70	.00	159,210.51	31.6%
2.020 MTA PAYROLL TAX	10,553	10,423	3,266.00	1,108.23	.00	7,157.00	31.3%
2.101 NYS EMPLOYEE PENSION	429,430	436,335	139,504.63	47,319.82	.00	296,830.37	32.0%
2.201 EMPLOYEE ACTIVE HEALTH INS	596,551	555,350	174,979.42	43,486.90	.00	380,370.58	31.5%
2.202 RETIREES HEALTH INSURANCE	202,682	202,682	65,838.42	16,717.56	.00	136,843.58	32.5%
2.203 RETIREES HEALTH INS BUYOUT	4,700	4,700	.00	.00	.00	4,700.00	.0%
2.204 NYS HEALTH INS ADMIN CHRG	2,300	2,300	.00	.00	.00	2,300.00	.0%
2.205 RETIREES MEDICARE PAYMENT	78,000	78,000	16,397.40	.00	.00	61,602.60	21.0%
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	15,382.50	3,814.86	.00	30,491.50	33.5%
2.407 OPTICAL INSURANCE	11,200	10,880	3,637.50	902.10	.00	7,242.50	33.4%
2.501 GROUP LIFE INS-MANAGEMENT	4,304	4,304	1,403.60	350.90	.00	2,900.40	32.6%
2.601 MEMBERSHIPS-FEES-DUES	6,300	6,300	910.00	500.00	.00	5,390.00	14.4%
2.602 EDUCATION-TRAINING FEES	4,700	4,700	49.00	49.00	.00	4,651.00	1.0%
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	1,620,496	495,472.96	139,184.07	.00	1,125,023.04	30.6%
3. MATERIALS & SUPPLIES							

FOR 2021 04

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
3.001 OFFICE SUPPLIES	11,000	11,000	2,849.31	367.34	.00	8,150.69	25.9%
3.003 PRINTING	3,000	3,000	537.50	130.00	.00	2,462.50	17.9%
3.004 POSTAGE	1,200	1,200	178.39	56.80	.00	1,021.61	14.9%
3.005 BOOKS-PROCESSING	230,000	230,000	58,551.75	34,482.00	.00	171,448.25	25.5%
3.006 SUBSCRIPTIONS-PERIODICALS	22,000	22,000	10,258.50	682.00	.00	11,741.50	46.6%
3.010 NON-BOOK-PROCESSING	180,000	180,000	97,441.82	59,248.87	.00	82,558.18	54.1%
3.011 PROGRAM SUPPLIES	5,000	5,000	499.97	256.47	.00	4,500.03	10.0%
3.012 OFFICE EQUIPMENT MAINT	500	500	.00	.00	.00	500.00	0%
3.014 LIBRARY SUPPLIES	11,000	11,000	3,810.34	2,995.50	1,890.00	5,299.66	51.8%
3.016 REPLACEMENT MATERIALS	3,000	3,000	.00	.00	.00	3,000.00	0%
3.022 PC SOFTWARE	4,338	4,338	2,778.99	.00	.00	1,559.01	64.1%
3.301 BLDG/FCLTY REPAIRS	17,000	17,000	11,157.00	7,012.00	.00	5,843.00	65.6%
3.302 BUILD./FAC. EMERGENCY REPRS	3,325	3,325	.00	.00	.00	3,325.00	0%
3.306 MAINTENANCE SUPPLIES	22,000	22,000	7,384.67	1,943.86	.00	14,615.33	33.6%
3.601 ELECTRICITY	284,367	284,367	57,184.53	20,162.67	.00	227,182.47	20.1%
3.602 TELEPHONE	3,780	3,780	819.02	505.65	.00	2,960.98	21.7%
3.603 GAS	80,578	80,578	859.27	210.45	.00	79,718.73	1.1%
3.604 WATER	7,000	7,000	.00	.00	.00	7,000.00	0%
3.703 EQUIPMENT RENTAL	150	150	43.44	10.86	.00	106.56	29.0%
3.704 COPIER RENTAL	1,152	1,152	288.00	96.00	.00	864.00	25.0%
3.716 LIBRARY SOFTWARE LEASE	64,012	64,012	31,078.08	.00	.00	32,933.92	48.6%
TOTAL MATERIALS & SUPPLIES	954,402	954,402	285,720.58	128,160.47	1,890.00	666,791.42	30.1%

4. DIRECT COSTS

4.005 FINANCIAL/ AUDITING COSTS	4,577	4,577	4,577.00	4,577.00	.00	.00	100.0%
4.015 SERVICE CONTRACTS	192,082	192,082	73,365.97	11,781.04	76,818.34	41,897.69	78.2%
4.016 SECURITY GUARDS	83,961	83,961	29,130.84	16,876.44	.00	54,830.16	34.7%
4.023 PROGRAM SERVICES	3,840	3,840	107.04	53.52	.00	3,732.96	2.8%
4.025 EXTERMINATING SERVICES	1,680	1,680	273.00	68.25	.00	1,407.00	16.3%
4.058 ON LINE SUBSCRIPTION SRVC	45,538	45,538	18,104.73	1,441.47	.00	27,433.27	39.8%
4.602 SIF CONTRIBUTION	43,241	43,241	43,241.00	.00	.00	100.00	100.0%
4.709 LIBRARY PRGM ACTIVITIES	30,000	30,000	1,500.00	600.00	.00	28,500.00	5.0%
TOTAL DIRECT COSTS	404,919	404,919	170,299.58	35,397.72	76,818.34	157,801.08	61.0%

5. EQUIPMENT

5.207 COMPUTER PERIPHERAL EQUIP	1,040	1,040	.00	.00	.00	1,040.00	0%
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CITY OF WHITE PLAINS
LIBRARY EXPENDITURES

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OCTOBER 2020

FOR 2021 04

	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	119,325.95	.00	.00	588,479.05	16.9%
9.990 RESERVE FOR FINANCING	27,000	115,574	.00	.00	.00	115,574.00	.0%
TOTAL OTHER FINANCIAL USES	734,805	823,379	119,325.95	.00	.00	704,053.05	14.5%
TOTAL LIBRARY FUND	6,899,533	6,911,042	2,046,847.16	633,405.24	78,708.34	4,785,486.50	30.8%
GRAND TOTAL	6,899,533	6,911,042	2,046,847.16	633,405.24	78,708.34	4,785,486.50	30.8%

** END OF REPORT - Generated by John Freiberger **