

MEMO

To: White Plains Public Library Board of Trustees
From: Bill Deierlein, Business Manager
Subject: Monthly Budget Report
Date: December 2, 2020

In the Budget Report for expenses and revenues for period ending November 30, 2020, all revenues and expenditures are normal.

FOR 2021 05

JOURNAL DETAIL 2021 1 TO 2021 5

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
201 LIBRARY FUND							
1. SALARIES & WAGES							
1.100 APTD OFFICIALS SALARIES	163,621	163,621	67,705.20	12,538.00	.00	95,915.80	41.4%
1.150 MANAGERIAL SALARIES	240,464	240,464	99,512.63	18,426.70	.00	140,951.37	41.4%
1.200 CSEA SALARIES AND WAGES	2,356,635	2,318,581	958,488.27	172,074.88	.00	1,360,092.73	41.3%
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	66,992.25	14,866.63	.00	236,037.75	22.1%
TOTAL SALARIES & WAGES	3,126,750	3,088,696	1,193,934.30	217,906.21	.00	1,894,761.70	38.7%
2. EMPLOYEE BENEFITS							
2.001 SOCIAL SECURITY	235,606	232,695	89,291.75	15,807.26	.00	143,403.25	38.4%
2.020 MTA PAYROLL TAX	10,553	10,423	3,994.31	728.31	.00	6,428.69	38.3%
2.101 NYS EMPLOYEE PENSION	429,430	436,335	170,881.15	31,376.52	.00	265,453.85	39.2%
2.201 EMPLOYEE ACTIVE HEALTH INS	596,551	555,350	216,436.88	41,457.46	.00	338,913.12	39.0%
2.202 RETIREES HEALTH INSURANCE	202,682	202,682	65,838.42	.00	.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 ADMN 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	19,074.30	3,691.80	.00	26,799.70	41.6%
2.407 OPTICAL INSURANCE	11,200	10,880	4,510.50	873.00	.00	6,369.50	41.5%
2.501 GROUP LIFE INS-MANAGEMENT	4,304	4,304	1,754.50	350.90	.00	2,549.50	40.8%
2.601 MEMBERSHIPS-FEES-DUES	6,300	6,300	910.00	.00	.00	5,390.00	14.4%
2.602 EDUCATION-TRAINING FEES	4,700	4,700	49.00	.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	589,758.21	94,285.25	.00	1,030,737.79	36.4%
3. MATERIALS & SUPPLIES							

FOR 2021 05

JOURNAL DETAIL 2021 1 TO 2021 5

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
3.001 OFFICE SUPPLIES	11,000	11,000	4,751.51	.00	.00	6,248.49	43.2%
3.003 PRINTING	3,000	3,000	537.50	.00	.00	2,462.50	17.9%
3.004 POSTAGE	1,200	1,200	270.04	91.65	.00	929.96	22.5%
3.005 BOOKS-PROCESSING	230,000	230,000	58,566.72	14.97	.00	171,433.28	25.5%
3.006 SUBSCRIPTIONS-PERIODICALS	22,000	22,000	10,258.50	.00	.00	11,741.50	46.6%
3.010 NON-BOOK-PROCESSING	180,000	180,000	97,495.76	53.94	.00	82,504.24	54.2%
3.011 PROGRAM SUPPLIES	5,000	5,000	863.54	363.57	.00	4,136.46	17.3%
3.012 OFFICE EQUIPMENT MAINT	500	500	.00	.00	.00	500.00	.0%
3.014 LIBRARY SUPPLIES	11,000	11,000	3,810.34	.00	2,371.00	4,818.66	56.2%
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 BLDNG/FCLTY REPAIRS	17,000	17,000	11,157.00	.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	7,581.23	.00	.00	14,418.77	34.5%
3.601 ELECTRICITY	284,367	284,367	73,837.82	16,653.29	.00	210,529.18	26.0%
3.602 TELEPHONE	3,780	3,780	1,051.76	232.74	.00	2,728.24	27.8%
3.603 GAS	80,578	80,578	2,082.50	1,223.23	.00	78,495.50	2.6%
3.604 WATER	7,000	7,000	.00	.00	.00	7,000.00	.0%
3.703 EQUIPMENT RENTAL	150	150	43.44	.00	.00	106.56	29.0%
3.704 COPIER RENTAL	1,152	1,152	384.00	96.00	.00	768.00	33.3%
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	306,548.73	18,729.39	2,371.00	645,482.27	32.4%
4. DIRECT COSTS							
4.005 FINANCIAL/ AUDITING COSTS	4,577	4,577	4,577.00	.00	.00	.00	100.0%
4.015 SERVICE CONTRACTS	192,082	192,082	85,004.75	11,638.78	85,919.56	21,157.69	89.0%
4.016 SECURITY GUARDS	83,961	83,961	29,130.84	.00	.00	54,830.16	34.7%
4.023 PROGRAM SERVICES	3,840	3,840	107.04	.00	.00	3,732.96	2.8%
4.025 EXTERMINATING SERVICES	1,680	1,680	341.25	68.25	.00	1,338.75	20.3%
4.058 ON LINE SUBSCRIPTION SRVC	45,538	45,538	18,483.81	379.08	.00	27,054.19	40.6%
4.602 SIF CONTRIBUTION	43,241	43,241	43,241.00	.00	.00	.00	100.0%
4.709 LIBRARY PRGM ACTIVITIES	30,000	30,000	1,890.00	390.00	.00	28,110.00	6.3%
TOTAL DIRECT COSTS	404,919	404,919	182,775.69	12,476.11	85,919.56	136,223.75	66.4%
5. EQUIPMENT							
5.207 COMPUTER PERIPHERAL EQUIP	1,040	1,040	.00	.00	.00	1,040.00	.0%

FOR 2021 05

JOURNAL DETAIL 2021 1 TO 2021 5

	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	124,393.75	5,067.80	.00	583,411.25	17.6%
9.990 RESERVE FOR FINANCING	27,000	115,574	.00	.00	.00	115,574.00	.0%
TOTAL OTHER FINANCIAL USES	734,805	823,379	124,393.75	5,067.80	.00	698,985.25	15.1%
TOTAL LIBRARY FUND	6,899,533	6,911,042	2,397,410.68	348,464.76	88,290.56	4,425,340.76	36.0%
GRAND TOTAL	6,899,533	6,911,042	2,397,410.68	348,464.76	88,290.56	4,425,340.76	36.0%

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

FOR 2021 05

JOURNAL DETAIL 2021 1 TO 2021 5

	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	-12,571.90	.00	-5,350.10	70.1%
TOTAL INTERGOVERNMENTAL	-17,922	-17,922	-12,571.90	.00	-5,350.10	70.1%
03 CHARGES FOR SERVICES						
03650 REPLACEMENT MATERIAL FEE	-3,000	-3,000	-156.94	-69.98	-2,843.06	5.2%
TOTAL CHARGES FOR SERVICES	-3,000	-3,000	-156.94	-69.98	-2,843.06	5.2%
06 MISCELLANEOUS						
06651 LIBRARY FINES	-30,000	-30,000	-112.05	.00	-29,887.95	.4%
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	-117.05	.00	-51,882.95	.2%
09 OPERATING TRANSFERS						
09910 GENERAL FUND CONTRIBUTION	-6,767,000	-6,778,509	-1,864,393.75	-5,067.80	-4,914,115.25	27.5%
TOTAL OPERATING TRANSFERS	-6,767,000	-6,778,509	-1,864,393.75	-5,067.80	-4,914,115.25	27.5%
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%

12/01/2020 12:24
bdeierle

CITY OF WHITE PLAINS
LIBRARY FUND

P 2
glytdbud

FOR 2021 05

JOURNAL DETAIL 2021 1 TO 2021 5

ORIGINAL ESTIM REV	REVISED EST REV	ACTUAL YTD REVENUE	ACTUAL MTD REVENUE	REMAINING REVENUE	PCT COLL
-6,899,533	-6,911,042	-1,877,239.64	-5,137.78	-5,033,802.36	27.2%
GRAND TOTAL	-6,911,042	-1,877,239.64	-5,137.78	-5,033,802.36	27.2%

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