

MEMO

To: White Plains Public Library Board of Trustees
From: Bill Deierlein, Business Manager
Subject: Monthly Budget Report
Date: January 6, 2021

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

FOR 2021 06

JOURNAL DETAIL 2021 1 TO 2021 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	80,243.20	12,538.00	.00	83,377.80	49.0%
1.150 MANAGERIAL SALARIES	240,464	240,464	117,939.35	18,426.72	.00	122,524.65	49.0%
1.200 CSEA SALARIES AND WAGES	2,356,635	2,310,842	1,134,889.31	176,401.04	.00	1,175,952.69	49.1%
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	80,931.81	13,939.56	.00	222,098.19	26.7%
TOTAL SALARIES & WAGES	3,126,750	3,080,957	1,415,239.62	221,305.32	.00	1,665,717.38	45.9%
2. EMPLOYEE BENEFITS							
2.001 SOCIAL SECURITY	235,606	232,103	107,380.68	18,088.93	.00	124,722.32	46.3%
2.020 MTA PAYROLL TAX	10,553	10,397	4,870.91	876.60	.00	5,526.09	46.8%
2.101 NYS EMPLOYEE PENSION	429,430	435,592	202,469.81	31,588.66	.00	233,122.19	46.5%
2.201 EMPLOYEE ACTIVE HEALTH INS	596,551	554,335	259,923.78	43,486.90	.00	294,411.22	46.9%
2.202 RETIREES HEALTH INSURANCE	202,682	202,682	82,555.98	.00	.00	120,126.02	40.7%
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 ADMIN CHR	2,300	2,300	.00	.00	.00	2,300.00	.0%
2.205 RETIREES MEDICARE PAYMENT	78,000	78,000	29,411.40	13,014.00	.00	48,588.60	37.7%
2.206 ACTIVE HEALTH INS BUYOUT	21,263	21,263	25,963.00	25,963.00	.00	-4,700.00	122.1%
2.301 DENTAL INSURANCE PLAN	47,228	45,812	22,889.16	3,814.86	.00	22,922.84	50.0%
2.407 OPTICAL INSURANCE	11,200	10,865	5,412.60	902.10	.00	5,452.40	49.8%
2.501 GROUP LIFE INS-MANAGEMENT	4,304	4,304	2,105.40	350.90	.00	2,198.60	48.9%
2.601 MEMBERSHIPS-FEES-DUES	6,300	6,300	2,210.00	1,300.00	.00	4,090.00	35.1%
2.602 EDUCATION-TRAINING FEES	4,700	4,700	1,087.00	1,038.00	.00	3,613.00	23.1%
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	1,618,043	751,599.72	145,123.95	.00	866,443.28	46.5%
3. MATERIALS & SUPPLIES							

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	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
3.001 OFFICE SUPPLIES	11,000	11,000	6,007.21	252.62	.00	4,992.79	54.6%
3.003 PRINTING	3,000	3,000	567.50	30.00	.00	2,432.50	18.9%
3.004 POSTAGE	1,200	1,200	289.94	19.90	.00	910.06	24.2%
3.005 BOOKS-PROCESSING	230,000	230,000	76,843.56	18,276.84	.00	153,156.44	33.4%
3.006 SUBSCRIPTIONS-PERIODICALS	22,000	22,000	11,920.75	1,662.25	.00	10,079.25	54.2%
3.010 NON-BOOK-PROCESSING	180,000	180,000	128,840.08	31,344.32	.00	51,159.92	71.6%
3.011 PROGRAM SUPPLIES	5,000	5,000	1,220.11	356.57	.00	3,779.89	24.4%
3.012 OFFICE EQUIPMENT MAINT	500	500	.00	.00	.00	500.00	.0%
3.014 LIBRARY SUPPLIES	11,000	11,000	6,580.08	2,769.74	.00	4,419.92	59.8%
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 BLDNG/FCLTY REPAIRS	17,000	17,000	11,397.00	240.00	.00	5,603.00	67.0%
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	8,996.24	1,415.01	.00	13,003.76	40.9%
3.601 ELECTRICITY	284,367	284,367	90,587.99	16,750.17	.00	193,779.01	31.9%
3.602 TELEPHONE	3,780	3,780	1,366.64	314.88	.00	2,413.36	36.2%
3.603 GAS	80,578	80,578	7,242.00	5,159.50	.00	73,336.00	9.0%
3.604 WATER	7,000	7,000	7,003.78	7,003.78	.00	-3.78	100.1%
3.703 EQUIPMENT RENTAL	150	150	54.30	10.86	.00	95.70	36.2%
3.704 COPIER RENTAL	1,152	1,152	480.00	96.00	.00	672.00	41.7%
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	393,254.25	85,702.44	.00	561,147.75	41.2%
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	95,781.93	10,777.18	76,914.18	19,385.89	89.9%
4.016 SECURITY GUARDS	83,961	83,961	47,899.42	18,768.58	.00	36,061.58	57.0%
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	409.50	68.25	.00	1,270.50	24.4%
4.058 ON LINE SUBSCRIPTION SRVC	45,538	45,538	24,055.13	5,571.32	.00	21,482.87	52.8%
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	4,515.00	2,625.00	.00	25,485.00	15.1%
TOTAL DIRECT COSTS	404,919	404,919	220,586.02	37,810.33	76,914.18	107,418.80	73.5%
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	132,494.89	8,101.14	.00	575,310.11	18.7%
9.990 RESERVE FOR FINANCING	27,000	125,766	.00	.00	.00	125,766.00	.0%
TOTAL OTHER FINANCIAL USES	734,805	833,571	132,494.89	8,101.14	.00	701,076.11	15.9%
TOTAL LIBRARY FUND	6,899,533	6,911,042	2,913,174.50	498,043.18	76,914.18	3,920,953.32	43.3%
GRAND TOTAL	6,899,533	6,911,042	2,913,174.50	498,043.18	76,914.18	3,920,953.32	43.3%

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	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	.00	-2,843.06	5.2%
TOTAL CHARGES FOR SERVICES	-3,000	-3,000	-156.94	.00	-2,843.06	5.2%
06 MISCELLANEOUS						
06651 LIBRARY FINES	-30,000	-30,000	-248.67	.00	-29,751.33	.8%
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	-253.67	.00	-51,746.33	.5%
09 OPERATING TRANSFERS						
09910 GENERAL FUND CONTRIBUTION	-6,767,000	-6,778,509	-2,472,494.89	-608,101.14	-4,306,014.11	36.5%
TOTAL OPERATING TRANSFERS	-6,767,000	-6,778,509	-2,472,494.89	-608,101.14	-4,306,014.11	36.5%
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%

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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	-2,485,477.40	-608,101.14	-4,425,564.60	36.0%
GRAND TOTAL	-6,899,533	-2,485,477.40	-608,101.14	-4,425,564.60	36.0%

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