

MEMO

To: White Plains Public Library Board of Trustees
From: Bill Deierlein, Business Manager
Subject: Monthly Budget Report
Date: February 2, 2021

In the Budget Report for expenses and revenues for period ending January 31, 2021, all revenues and expenditures are normal.

FOR 2021 07

JOURNAL DETAIL 2021 1 TO 2021 7

	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	92,781.20	12,538.00	.00	70,839.80	56.7%
1.150 MANAGERIAL SALARIES	240,464	240,464	136,366.04	18,426.69	.00	104,097.96	56.7%
1.200 CSEA SALARIES AND WAGES	2,356,635	2,310,842	1,311,473.79	176,584.48	.00	999,368.21	56.8%
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	5,900.00	5,900.00	.00	4,100.00	59.0%
1.800 PART-TIME/HOURLY WAGES	303,030	303,030	93,375.37	12,443.56	.00	209,654.63	30.8%
TOTAL SALARIES & WAGES	3,126,750	3,080,957	1,641,132.35	225,892.73	.00	1,439,824.65	53.3%
2. EMPLOYEE BENEFITS							
2.001 SOCIAL SECURITY	235,606	232,103	124,352.87	16,972.19	.00	107,750.13	53.6%
2.020 MTA PAYROLL TAX	10,553	10,397	5,625.24	754.33	.00	4,771.76	54.1%
2.101 NYS EMPLOYEE PENSION	429,430	435,592	234,818.07	32,348.07	.00	200,773.93	53.9%
2.201 EMPLOYEE ACTIVE HEALTH INS	596,551	554,335	304,796.98	44,873.20	.00	249,538.02	55.0%
2.202 RETIREES HEALTH INSURANCE	202,682	202,682	116,141.76	16,868.22	.00	86,540.24	57.3%
2.203 RETIREES HEALTH INS BUYOUT	4,700	4,700	4,700.00	.00	.00	.00	100.0%
2.204 NYS HEALTH INS ADMN CHRG	2,300	2,300	1,709.73	.00	.00	590.27	74.3%
2.205 RETIREES MEDICARE PAYMENT	78,000	78,000	32,794.80	.00	.00	45,205.20	42.0%
2.206 ACTIVE HEALTH INS BUYOUT	21,263	21,263	25,963.00	.00	.00	-4,700.00	122.1%
2.301 DENTAL INSURANCE PLAN	47,228	45,812	26,704.02	.00	.00	19,107.98	58.3%
2.407 OPTICAL INSURANCE	11,200	10,865	6,314.70	3,814.86	.00	4,550.30	58.1%
2.501 GROUP LIFE INS-MANAGEMENT	4,304	4,304	2,105.40	.00	.00	2,198.60	48.9%
2.601 MEMBERSHIPS-FEES-DUES	6,300	6,300	2,660.00	450.00	.00	3,640.00	42.2%
2.602 EDUCATION-TRAINING FEES	4,700	4,700	1,087.00	.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	890,393.57	116,983.16	.00	727,649.43	55.0%
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	6,013.15	5.94	.00	4,986.85	54.7%
3.003 PRINTING	3,000	3,000	567.50	.00	.00	2,432.50	18.9%
3.004 POSTAGE	1,200	1,200	444.04	.00	.00	755.96	37.0%
3.005 BOOKS-PROCESSING	230,000	230,000	91,360.16	14,516.60	.00	138,639.84	39.7%
3.006 SUBSCRIPTIONS-PERIODICALS	22,000	22,000	12,721.25	800.50	.00	9,278.75	57.8%
3.010 NON-BOOK-PROCESSING	180,000	180,000	148,497.92	19,657.84	.00	31,502.08	82.5%
3.011 PROGRAM SUPPLIES	5,000	5,000	1,366.24	146.13	.00	3,633.76	27.3%
3.012 OFFICE EQUIPMENT MAINT	11,500	11,500	.00	.00	.00	500.00	0.0%
3.014 LIBRARY SUPPLIES	11,000	11,000	6,580.08	.00	.00	4,419.92	59.8%
3.016 REPLACEMENT MATERIALS	3,000	3,000	.00	.00	.00	3,000.00	0.0%
3.022 PC SOFTWARE	4,338	4,338	3,606.99	828.00	.00	731.01	83.1%
3.301 BLDNG/FCLTY REPAIRS	17,000	17,000	11,397.00	.00	.00	5,603.00	67.0%
3.302 BUILD./FAC. EMERGENCY REPRS	3,325	3,325	.00	.00	.00	3,325.00	0.0%
3.306 MAINTENANCE SUPPLIES	22,000	22,000	9,627.88	555.26	1,950.00	10,422.12	52.6%
3.601 ELECTRICITY	284,367	284,367	108,588.27	18,000.28	.00	175,778.73	38.2%
3.602 TELEPHONE	3,780	3,780	1,640.46	273.82	.00	2,139.54	43.4%
3.603 GAS	80,578	80,578	17,872.50	10,630.50	.00	62,705.50	22.2%
3.604 WATER	7,000	7,000	7,003.78	.00	.00	-3.78	100.1%
3.703 EQUIPMENT RENTAL	150	150	76.08	21.78	.00	73.92	50.7%
3.704 COPIER RENTAL	1,152	1,152	480.00	.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	458,921.38	65,436.65	1,950.00	493,530.62	48.3%

4. DIRECT COSTS

4.005 FINANCIAL/ AUDITING COSTS	4,577	4,577	4,577.00	.00	.00	.00	100.0%
4.015 SERVICE CONTRACTS	192,082	192,082	104,787.31	9,005.38	73,175.60	14,119.09	92.6%
4.016 SECURITY GUARDS	83,961	83,961	47,899.42	.00	.00	36,061.58	57.0%
4.023 PROGRAM SERVICES	3,840	3,840	3,155.56	2,995.00	.00	684.44	82.2%
4.025 EXTERMINATING SERVICES	1,680	1,680	477.75	68.25	.00	1,202.25	28.4%
4.058 ON LINE SUBSCRIPTION SRVC	45,538	45,538	26,824.45	2,769.32	.00	18,713.55	58.9%
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	6,100.02	1,585.02	.00	23,899.98	20.3%
TOTAL DIRECT COSTS	404,919	404,919	237,062.51	16,422.97	73,175.60	94,680.89	76.6%

5. EQUIPMENT

5.207 COMPUTER PERIPHERAL EQUIP	1,040	1,040	.00	.00	572.00	468.00	55.0%
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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	892.00	3,238.00	21.6%
TOTAL EQUIPMENT	19,150	19,150	.00	.00	1,464.00	17,686.00	7.6%
9. OTHER FINANCIAL USES							
9.302 TO DSF-LIBRARY FUND CONTR	707,805	707,805	132,494.89	.00	.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	.00	.00	701,076.11	15.9%
TOTAL LIBRARY FUND	6,899,533	6,911,042	3,360,004.70	424,735.51	76,589.60	3,474,447.70	49.7%
GRAND TOTAL	6,899,533	6,911,042	3,360,004.70	424,735.51	76,589.60	3,474,447.70	49.7%

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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	-336.64	.00	-29,663.36	1.1%
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	-341.64	.00	-51,658.36	.7%
09 OPERATING TRANSFERS						
09910 GENERAL FUND CONTRIBUTION	-6,767,000	-6,778,509	-2,872,494.89	.00	-3,906,014.11	42.4%
TOTAL OPERATING TRANSFERS	-6,767,000	-6,778,509	-2,872,494.89	.00	-3,906,014.11	42.4%
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 FUND

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FOR 2021 07

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	ORIGINAL ESTIM REV	REVISED EST REV	ACTUAL YTD REVENUE	ACTUAL MTD REVENUE	REMAINING REVENUE	PCT COLL
TOTAL LIBRARY FUND	-6,899,533	-6,911,042	-2,885,565.37	.00	-4,025,476.63	41.8%
GRAND TOTAL	-6,899,533	-6,911,042	-2,885,565.37	.00	-4,025,476.63	41.8%

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