

MEMO

To: White Plains Public Library Board of Trustees
From: Bill Deierlein, Business Manager
Subject: Monthly Budget Report
Date: November 3, 2021

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

FOR 2022 04

JOURNAL DETAIL 2022 1 TO 2022 4

	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	-11,650	-11,650	-15,712.20	.00	4,062.20	134.9%
TOTAL INTERGOVERNMENTAL	-11,650	-11,650	-15,712.20	.00	4,062.20	134.9%
03 CHARGES FOR SERVICES						
03650 REPLACEMENT MATERIAL FEE	-2,000	-2,000	-270.92	.00	-1,729.08	13.5%
TOTAL CHARGES FOR SERVICES	-2,000	-2,000	-270.92	.00	-1,729.08	13.5%
06 MISCELLANEOUS						
06651 LIBRARY FINES	0	0	-1,233.07	.00	1,233.07	100.0%
06658 REFUND PR YR EXPENDITURES	0	0	-100.00	.00	100.00	100.0%
06699 OTHER	0	0	-2.00	.00	2.00	100.0%
TOTAL MISCELLANEOUS	0	0	-1,335.07	.00	1,335.07	100.0%
09 OPERATING TRANSFERS						
09910 GENERAL FUND CONTRIBUTION	-6,580,300	-6,591,163	-1,272,924.68	.00	-5,318,238.32	19.3%
TOTAL OPERATING TRANSFERS	-6,580,300	-6,591,163	-1,272,924.68	.00	-5,318,238.32	19.3%
0A APPROP FUND BALANCE						
09999 APPROPRIATED FUND BALANCE	-43,390	-43,390	.00	.00	-43,390.00	.0%
TOTAL APPROP FUND BALANCE	-43,390	-43,390	.00	.00	-43,390.00	.0%

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	ORIGINAL ESTIM REV	REVISED EST REV	ACTUAL YTD REVENUE	ACTUAL MTD REVENUE	REMAINING REVENUE	PCT COLL
TOTAL LIBRARY FUND	-6,637,340	-6,648,203	-1,290,242.87	.00	-5,357,960.13	19.4%
GRAND TOTAL	-6,637,340	-6,648,203	-1,290,242.87	.00	-5,357,960.13	19.4%

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FOR 2022 04

JOURNAL DETAIL 2022 1 TO 2022 4

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
201 LIBRARY FUND							
1. SALARIES & WAGES							
1.100 APPTD OFFICIALS SALARIES	172,400	172,400	57,466.65	19,816.08	.00	114,933.35	33.3%
1.150 MANAGERIAL SALARIES	245,251	245,251	81,764.51	28,190.28	.00	163,486.49	33.3%
1.200 CSEA SALARIES AND WAGES	2,316,392	2,326,522	776,231.18	267,543.38	.00	1,550,290.82	33.4%
1.201 CSEA OVERTIME	53,000	53,000	3,164.32	3,164.32	.00	49,835.68	6.0%
1.203 CSEA ATTENDANCE BONUS	10,000	10,000	.00	.00	.00	10,000.00	.0%
1.800 PART-TIME/HOURLY WAGES	290,000	290,000	64,307.94	24,356.56	.00	225,692.06	22.2%
TOTAL SALARIES & WAGES	3,087,043	3,097,173	982,934.60	343,070.62	.00	2,114,238.40	31.7%
2. EMPLOYEE BENEFITS							
2.001 SOCIAL SECURITY	230,842	231,765	73,912.69	25,889.27	.00	157,852.31	31.9%
2.020 MTA PAYROLL TAX	10,347	10,389	3,285.45	1,150.75	.00	7,103.55	31.6%
2.101 NYS EMPLOYEE PENSION	477,885	479,421	157,897.42	55,013.33	.00	321,523.58	32.9%
2.201 EMPLOYEE ACTIVE HEALTH INS	551,952	551,952	179,492.80	44,873.20	.00	372,459.20	32.5%
2.202 RETIREES HEALTH INSURANCE	203,000	203,000	63,575.20	15,893.80	.00	139,424.80	31.3%
2.203 RETIREES HEALTH INS BUYOUT	4,700	4,700	.00	.00	.00	4,700.00	.0%
2.204 NYS HEALTH INS ADMIN CHRG	2,000	2,000	.00	.00	.00	2,000.00	.0%
2.205 RETIREES MEDICARE PAYMENT	80,000	80,000	15,840.60	693.60	.00	64,159.40	19.8%
2.206 ACTIVE HEALTH INS BUYOUT	25,963	25,963	.00	.00	.00	25,963.00	.0%
2.301 DENTAL INSURANCE PLAN	45,787	45,787	15,259.44	3,814.86	.00	30,527.56	33.3%
2.407 OPTICAL INSURANCE	10,850	10,850	3,608.40	902.10	.00	7,241.60	33.3%
2.501 GROUP LIFE INS-MANAGEMENT	4,300	4,300	1,430.28	357.57	.00	2,869.72	33.3%
2.601 MEMBERSHIPS-FEES-DUES	6,300	6,300	1,285.00	285.00	.00	5,015.00	20.4%
2.602 EDUCATION-TRAINING FEES	800	800	.00	.00	.00	800.00	.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	1,656,316	1,658,817	516,207.28	148,873.48	.00	1,142,609.72	31.1%
3. MATERIALS & SUPPLIES							
3.001 OFFICE SUPPLIES	9,000	9,000	6,867.28	418.91	.00	2,132.72	76.3%

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	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
3.004 POSTAGE	1,200	1,200	295.32	82.39	.00	904.68	24.6%
3.005 BOOKS-PROCESSING	160,000	160,000	20,532.44	6,944.90	.00	139,467.56	12.8%
3.006 SUBSCRIPTIONS-PERIODICALS	25,420	25,420	1,147.25	385.50	.00	24,272.75	4.5%
3.010 NON-BOOK-PROCESSING	145,000	145,000	56,352.48	21,817.79	.00	88,647.52	38.9%
3.011 PROGRAM SUPPLIES	2,000	2,000	136.36	112.68	.00	1,863.64	6.8%
3.012 OFFICE EQUIPMENT MAINT	500	500	.00	.00	.00	500.00	.0%
3.014 LIBRARY SUPPLIES	5,500	5,500	1,366.76	266.62	.00	4,133.24	24.9%
3.022 PC SOFTWARE	4,338	4,338	2,860.99	.00	.00	1,477.01	66.0%
3.301 BLDNG/FCLTY REPAIRS	17,000	17,000	562.50	.00	.00	16,437.50	3.3%
3.302 BUILD./FAC. EMERGNCY REPRS	3,325	3,325	1,195.00	.00	.00	2,130.00	35.9%
3.306 MAINTENANCE SUPPLIES	20,740	20,740	3,376.24	476.09	.00	17,363.76	16.3%
3.601 ELECTRICITY	245,351	245,351	57,877.50	18,830.35	.00	187,473.50	23.6%
3.603 GAS	3,780	3,780	830.50	276.50	.00	2,949.50	22.0%
3.604 WATER	74,329	74,329	454.58	.00	.00	73,874.42	.6%
3.604 WATER	8,000	8,000	.00	.00	.00	8,000.00	.0%
3.703 EQUIPMENT RENTAL	150	150	43.62	10.86	.00	106.38	29.1%
3.716 LIBRARY SOFTWARE LEASE	63,997	63,997	32,831.40	.00	.00	31,165.60	51.3%
TOTAL MATERIALS & SUPPLIES	789,630	789,630	186,730.22	49,622.59	.00	602,899.78	23.6%
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	185,949	185,949	84,235.75	25,844.35	102,194.11	-480.86	100.3%
4.016 SECURITY GUARDS	100,087	100,087	24,528.78	7,092.90	.00	75,558.22	24.5%
4.023 PROGRAM SERVICES	3,840	3,840	53.52	.00	.00	3,786.48	1.4%
4.025 EXTERMINATING SERVICES	840	840	136.50	68.25	.00	703.50	16.3%
4.058 ON LINE SUBSCRIPTION SRVC	45,358	45,358	25,555.01	4,609.80	.00	19,802.99	56.3%
4.602 SIF CONTRIBUTION	37,705	37,705	37,705.00	.00	.00	.00	100.0%
4.709 LIBRARY PRGM ACTIVITIES	5,000	5,000	705.00	.00	.00	4,295.00	14.1%
TOTAL DIRECT COSTS	383,356	383,356	177,496.56	42,192.30	102,194.11	103,665.33	73.0%
9. OTHER FINANCIAL USES							
9.302 TO DSF-LIBRARY FUND CONTR	702,569	702,569	112,924.68	.00	.00	589,644.32	16.1%
9.990 RESERVE FOR FINANCING	18,426	16,658	.00	.00	.00	16,658.00	.0%
TOTAL OTHER FINANCIAL USES	720,995	719,227	112,924.68	.00	.00	606,302.32	15.7%
TOTAL LIBRARY FUND	6,637,340	6,648,203	1,976,293.34	583,758.99	102,194.11	4,569,715.55	31.3%
GRAND TOTAL	6,637,340	6,648,203	1,976,293.34	583,758.99	102,194.11	4,569,715.55	31.3%

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ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
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