

MEMO

To: White Plains Public Library Board of Trustees
From: Bill Deierlein, Business Manager
Subject: Monthly Budget Report
Date: December 1, 2021

In the Budget Report for expenses and revenues for period ending November 30, 2021 all revenues and expenditures are normal.

FOR 2022 05

JOURNAL DETAIL 2022 1 TO 2022 5

	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	70,677.38	13,210.73	.00	101,722.62	41.0%
1.150 MANAGERIAL SALARIES	245,251	245,251	100,558.02	18,793.51	.00	144,692.98	41.0%
1.200 CSEA SALARIES AND WAGES	2,316,392	2,326,522	954,675.55	178,444.37	.00	1,371,846.45	41.0%
1.201 CSEA OVERTIME	53,000	53,000	5,399.14	2,234.82	.00	47,600.86	10.2%
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	82,124.47	17,816.53	.00	207,875.53	28.3%
TOTAL SALARIES & WAGES	3,087,043	3,097,173	1,213,434.56	230,499.96	.00	1,883,738.44	39.2%
2. EMPLOYEE BENEFITS							
2.001 SOCIAL SECURITY	230,842	231,765	90,649.46	16,736.77	.00	141,115.54	39.1%
2.020 MTA PAYROLL TAX	10,347	10,389	4,055.54	770.09	.00	6,333.46	39.0%
2.101 NYS EMPLOYEE PENSION	477,885	479,421	194,639.79	36,742.37	.00	284,781.21	40.6%
2.201 EMPLOYEE ACTIVE HEALTH INS	551,952	551,952	224,366.00	44,873.20	.00	327,586.00	40.6%
2.202 RETIREES HEALTH INSURANCE	203,000	203,000	63,575.20	.00	.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	.00	.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	19,074.30	3,814.86	.00	26,712.70	41.7%
2.407 OPTICAL INSURANCE	10,850	10,850	4,510.50	902.10	.00	6,339.50	41.6%
2.501 GROUP LIFE INS-MANAGEMENT	4,300	4,300	1,787.85	357.57	.00	2,512.15	41.6%
2.601 MEMBERSHIPS-FEES-DUES	6,300	6,300	1,935.00	650.00	.00	4,365.00	30.7%
2.602 EDUCATION-TRAINING FEES	800	800	400.00	400.00	.00	400.00	50.0%
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	621,454.24	105,246.96	.00	1,037,362.76	37.5%
3. MATERIALS & SUPPLIES							
3.001 OFFICE SUPPLIES	9,000	9,000	7,688.33	727.55	.00	1,311.67	85.4%

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	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
3.003 PRINTING	0	0	95.00	95.00	.00	-95.00	100.0%
3.004 POSTAGE	1,200	1,200	462.52	167.20	.00	737.48	38.5%
3.005 BOOKS-PROCESSING	160,000	160,000	33,647.72	12,885.18	.00	126,352.28	21.0%
3.006 SUBSCRIPTIONS-PERIODICALS	25,420	25,420	1,672.50	525.25	.00	23,747.50	6.6%
3.010 NON-BOOK-PROCESSING	145,000	145,000	79,503.17	23,132.70	.00	65,496.83	54.8%
3.011 PROGRAM SUPPLIES	2,000	2,000	158.19	.00	.00	1,841.81	7.9%
3.012 OFFICE EQUIPMENT MAINT	500	500	.00	.00	.00	500.00	.0%
3.014 LIBRARY SUPPLIES	5,500	5,500	2,745.07	427.94	1,700.00	1,054.93	80.8%
3.022 PC SOFTWARE	4,338	4,338	2,898.99	.00	.00	1,439.01	66.8%
3.301 BLDNG/FCLITY REPAIRS	17,000	17,000	562.50	.00	.00	16,437.50	3.3%
3.302 BULD./FAC. EMERGENCY REPRS	3,325	3,325	1,195.00	.00	.00	2,130.00	35.9%
3.306 MAINTENANCE SUPPLIES	20,740	20,740	5,264.24	1,888.00	.00	15,475.76	25.4%
3.601 ELECTRICITY	245,351	245,351	78,697.31	20,819.81	.00	166,653.69	32.1%
3.602 TELEPHONE	3,780	3,780	1,108.63	278.13	.00	2,671.37	29.3%
3.603 GAS	74,329	74,329	1,989.38	534.80	.00	73,339.62	1.3%
3.604 WATER	8,000	8,000	.00	.00	.00	8,000.00	.0%
3.703 EQUIPMENT RENTAL	150	150	54.48	10.86	.00	95.52	36.3%
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	249,574.43	61,492.42	1,700.00	538,355.57	31.8%

4. DIRECT COSTS							

4.005 FINANCIAL/ AUDITING COSTS	4,577	4,577	4,577.00	.00	.00	.00	100.0%
4.015 SERVICE CONTRACTS	185,949	185,949	92,147.94	7,912.19	95,159.72	-1,358.66	100.7%
4.016 SECURITY GUARDS	100,087	100,087	32,554.08	8,025.30	.00	67,532.92	32.5%
4.023 PROGRAM SERVICES	3,840	3,840	3,066.36	2,995.00	.00	773.64	79.9%
4.025 EXTERMINATING SERVICES	840	840	341.25	204.75	.00	498.75	40.6%
4.058 ON LINE SUBSCRIPTION SRVC	45,358	45,358	27,292.83	1,737.82	.00	18,065.17	60.2%
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	863.87	.00	.00	4,136.13	17.3%
TOTAL DIRECT COSTS	383,356	383,356	198,548.33	20,875.06	95,159.72	89,647.95	76.6%

9. OTHER FINANCIAL USES							

9.302 TO DSF-LIBRARY FUND CONTR	702,569	702,569	120,562.53	7,637.85	.00	582,006.47	17.2%
9.990 RESERVE FOR FINANCING	18,426	16,658	.00	.00	.00	16,658.00	.0%
TOTAL OTHER FINANCIAL USES	720,995	719,227	120,562.53	7,637.85	.00	598,664.47	16.8%

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ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
6,637,340	6,648,203	2,403,574.09	425,752.25	96,859.72	4,147,769.19	37.6%
TOTAL LIBRARY FUND						
6,637,340	6,648,203	2,403,574.09	425,752.25	96,859.72	4,147,769.19	37.6%
GRAND TOTAL						

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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	-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	-290.87	.00	-1,709.13	14.5%
TOTAL CHARGES FOR SERVICES	-2,000	-2,000	-290.87	.00	-1,709.13	14.5%
06 MISCELLANEOUS						
06651 LIBRARY FINES	0	0	-1,744.38	-59.74	1,744.38	100.0%
06698 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	-1,846.38	-59.74	1,846.38	100.0%
09 OPERATING TRANSFERS						
09910 GENERAL FUND CONTRIBUTION	-6,580,300	-6,591,163	-1,780,562.53	-7,637.85	-4,810,600.47	27.0%
TOTAL OPERATING TRANSFERS	-6,580,300	-6,591,163	-1,780,562.53	-7,637.85	-4,810,600.47	27.0%
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
-6,637,340	-6,648,203	-1,798,411.98	-7,697.59	-4,849,791.02	27.1%
GRAND TOTAL	-6,637,340	-1,798,411.98	-7,697.59	-4,849,791.02	27.1%

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