

MEMO

To: White Plains Public Library Board of Trustees
From: Bill Deierlein, Business Manager
Subject: Monthly Budget Report
Date: January 4, 2022

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

FOR 2022 06

JOURNAL DETAIL 2022 1 TO 2022 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 | 172,400 | 172,400 | 83,888.11 | 13,210.73 | .00 | 88,511.89 | 48.7% |
| 1.150 MANAGERIAL SALARIES | 245,251 | 245,251 | 119,351.54 | 18,793.52 | .00 | 125,899.46 | 48.7% |
| 1.200 CSEA SALARIES AND WAGES | 2,316,392 | 2,326,522 | 1,133,072.77 | 178,397.22 | .00 | 1,193,449.23 | 48.7% |
| 1.201 CSEA OVERTIME | 53,000 | 53,000 | 7,952.92 | 2,553.78 | .00 | 45,047.08 | 15.0% |
| 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 | 101,541.21 | 19,416.74 | .00 | 188,458.79 | 35.0% |
| TOTAL SALARIES & WAGES | 3,087,043 | 3,097,173 | 1,445,806.55 | 232,371.99 | .00 | 1,651,366.45 | 46.7% |
| 2. EMPLOYEE BENEFITS | | | | | | | |
| 2.001 SOCIAL SECURITY | 230,842 | 231,765 | 109,451.35 | 18,801.89 | .00 | 122,313.65 | 47.2% |
| 2.020 MTA PAYROLL TAX | 10,347 | 10,389 | 4,961.15 | 905.61 | .00 | 5,427.85 | 47.8% |
| 2.101 NYS EMPLOYEE PENSION | 477,885 | 479,421 | 231,554.76 | 36,914.97 | .00 | 247,866.24 | 48.3% |
| 2.201 EMPLOYEE ACTIVE HEALTH INS | 551,952 | 551,952 | 269,239.20 | 44,873.20 | .00 | 282,712.80 | 48.8% |
| 2.202 RETIREES HEALTH INSURANCE | 203,000 | 203,000 | 95,362.80 | 15,893.80 | .00 | 107,637.20 | 47.0% |
| 2.203 RETIREES HEALTH INS BUYOUT | 4,700 | 4,700 | 1,500.00 | 1,500.00 | .00 | 3,200.00 | 31.9% |
| 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 | 27,423.60 | 11,583.00 | .00 | 52,576.40 | 34.3% |
| 2.206 ACTIVE HEALTH INS BUYOUT | 25,963 | 25,963 | 26,382.00 | 26,382.00 | .00 | -419.00 | 101.6% |
| 2.301 DENTAL INSURANCE PLAN | 45,787 | 45,787 | 22,889.16 | 3,814.86 | .00 | 22,897.84 | 50.0% |
| 2.407 OPTICAL INSURANCE | 10,850 | 10,850 | 5,412.60 | 902.10 | .00 | 5,437.40 | 49.9% |
| 2.501 GROUP LIFE INS-MANAGEMENT | 4,300 | 4,300 | 2,145.42 | 357.57 | .00 | 2,154.58 | 49.9% |
| 2.601 MEMBERSHIPS-FEES-DUES | 6,300 | 6,300 | 2,060.00 | 125.00 | .00 | 4,240.00 | 32.7% |
| 2.602 EDUCATION-TRAINING FEES | 800 | 800 | 400.00 | .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 | 799,402.04 | 162,054.00 | .00 | 859,414.96 | 48.2% |
| 3. MATERIALS & SUPPLIES | | | | | | | |
| 3.001 OFFICE SUPPLIES | 9,000 | 9,000 | 8,425.73 | 121.41 | .00 | 574.27 | 93.6% |

FOR 2022 06

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| | ORIGINAL APPROP | REVISED BUDGET | YTD EXPENDED | MTD EXPENDED | ENCUMBRANCES | AVAILABLE BUDGET | PCT USED |
|---------------------------------|--------------------|-------------------|--------------|--------------|--------------|---------------------|-------------|
| 3.003 PRINTING | 0 | 0 | 95.00 | .00 | .00 | -95.00 | 100.0% |
| 3.004 POSTAGE | 1,200 | 1,200 | 519.08 | 56.56 | .00 | 680.92 | 43.3% |
| 3.005 BOOKS-PROCESSING | 160,000 | 160,000 | 35,598.25 | 1,834.19 | .00 | 124,401.75 | 22.2% |
| 3.006 SUBSCRIPTIONS-PERIODICALS | 25,420 | 25,420 | 2,178.50 | 506.00 | .00 | 23,241.50 | 8.6% |
| 3.010 NON-BOOK-PROCESSING | 145,000 | 145,000 | 98,798.76 | 19,295.59 | .00 | 46,201.24 | 68.1% |
| 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 | 1,700.00 | 500.00 | .0% |
| 3.014 LIBRARY SUPPLIES | 5,500 | 5,500 | 2,745.07 | .00 | .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/FCLTY REPAIRS | 17,000 | 17,000 | 562.50 | .00 | .00 | 16,437.50 | 3.3% |
| 3.302 BULD./FAC. EMERGCY REPRS | 3,325 | 3,325 | 1,195.00 | .00 | .00 | 2,130.00 | 35.9% |
| 3.306 MAINTENANCE SUPPLIES | 20,740 | 20,740 | 5,685.06 | 420.82 | .00 | 15,054.94 | 27.4% |
| 3.601 ELECTRICITY | 245,351 | 245,351 | 94,286.24 | 15,588.93 | .00 | 151,064.76 | 38.4% |
| 3.602 TELEPHONE | 3,780 | 3,780 | 1,385.24 | 276.61 | .00 | 2,394.76 | 36.6% |
| 3.603 GAS | 74,329 | 74,329 | 6,657.36 | 5,667.98 | .00 | 67,671.64 | 9.0% |
| 3.604 WATER | 8,000 | 8,000 | 8,663.46 | 8,663.46 | .00 | -663.46 | 108.3% |
| 3.703 EQUIPMENT RENTAL | 150 | 150 | 65.34 | 10.86 | .00 | 84.66 | 43.6% |
| 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 | 302,749.17 | 52,442.41 | 1,700.00 | 485,180.83 | 38.6% |
| 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 | 100,873.24 | 10,856.50 | 84,303.22 | 772.54 | 99.6% |
| 4.016 SECURITY GUARDS | 100,087 | 100,087 | 34,685.28 | .00 | .00 | 65,401.72 | 34.7% |
| 4.023 PROGRAM SERVICES | 3,840 | 3,840 | 3,084.20 | .00 | .00 | 755.80 | 80.3% |
| 4.025 EXTERMINATING SERVICES | 840 | 840 | 409.50 | 68.25 | .00 | 430.50 | 48.8% |
| 4.058 ON LINE SUBSCRIPTION SRVC | 45,358 | 45,358 | 28,949.82 | 808.99 | .00 | 16,408.18 | 63.8% |
| 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 | 1,400.89 | 537.02 | .00 | 3,599.11 | 28.0% |
| TOTAL DIRECT COSTS | 383,356 | 383,356 | 211,684.93 | 12,270.76 | 84,303.22 | 87,367.85 | 77.2% |
| 9. OTHER FINANCIAL USES | | | | | | | |
| 9.302 TO DSF-LIBRARY FUND CONTR | 702,569 | 702,569 | 127,885.23 | 7,322.70 | .00 | 574,683.77 | 18.2% |
| 9.990 RESERVE FOR FINANCING | 18,426 | 16,658 | .00 | .00 | .00 | 16,658.00 | .0% |
| TOTAL OTHER FINANCIAL USES | 720,995 | 719,227 | 127,885.23 | 7,322.70 | .00 | 591,341.77 | 17.8% |

FOR 2022 06

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| ORIGINAL APPROP | REVISED BUDGET | YTD EXPENDED | MTD EXPENDED | ENCUMBRANCES | AVAILABLE BUDGET | PCT USED |
|---------------------------|-------------------|--------------|--------------|--------------|---------------------|-------------|
| 6,637,340 | 6,648,203 | 2,887,527.92 | 466,461.86 | 86,003.22 | 3,674,671.86 | 44.7% |
| 6,637,340 | 6,648,203 | 2,887,527.92 | 466,461.86 | 86,003.22 | 3,674,671.86 | 44.7% |
| GRAND TOTAL | | | | | | |
| TOTAL LIBRARY FUND | | | | | | |

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FOR 2022 06

JOURNAL DETAIL 2022 1 TO 2022 6

| | 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 | -331.62 | .00 | -1,668.38 | 16.6% |
| TOTAL CHARGES FOR SERVICES | -2,000 | -2,000 | -331.62 | .00 | -1,668.38 | 16.6% |
| 06 MISCELLANEOUS | | | | | | |
| 06651 LIBRARY FINES | 0 | 0 | -2,032.75 | .00 | 2,032.75 | 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 | -2,134.75 | .00 | 2,134.75 | 100.0% |
| 09 OPERATING TRANSFERS | | | | | | |
| 09910 GENERAL FUND CONTRIBUTION | -6,580,300 | -6,591,163 | -2,287,885.23 | -7,322.70 | -4,303,277.77 | 34.7% |
| TOTAL OPERATING TRANSFERS | -6,580,300 | -6,591,163 | -2,287,885.23 | -7,322.70 | -4,303,277.77 | 34.7% |
| 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% |

FOR 2022 06

JOURNAL DETAIL 2022 1 TO 2022 6

| ORIGINAL ESTIM REV | REVISED EST REV | ACTUAL YTD REVENUE | ACTUAL MTD REVENUE | REMAINING REVENUE | PCT COLL |
|-----------------------|--------------------|-----------------------|-----------------------|----------------------|-------------|
| -6,637,340 | -6,648,203 | -2,306,063.80 | -7,322.70 | -4,342,139.20 | 34.7% |
| TOTAL LIBRARY FUND | | | | | |
| -6,637,340 | -6,648,203 | -2,306,063.80 | -7,322.70 | -4,342,139.20 | 34.7% |

GRAND TOTAL

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