

**SOUTHERN ADIRONDACK LIBRARY SYSTEM
MONTHLY BUDGET REPORT - AUGUST 2022**

Budget Item	2021 Encumb & 2022		2022 Budget	Monthly Expense	Cash Reimb.	Year to Date Expenses	Encumbr.	Variance to Amended Budget
	2022 Adopted Budget	Amendments						
Personnel - Regular:								
SALARIES	519,844	11,806.00 ^	531,650.00	71,124.60	(47,379.84)	328,403.89		203,246.11
BENEFITS	340,518	(1,793.00) ^	338,725.00	25,068.90	(14,190.38)	119,368.56		219,356.44
Maintenance & Operation - Regular:								
EQUIPMENT	10,000.00		10,000.00	31.03		3,659.54		6,340.46
BOOKS	6,000.00		6,000.00			2,241.57		3,758.43
MICROSOFTWARE	1,500.00		1,500.00	79.00		2,136.09		(636.09)
SERIALS	600.00		600.00	19.99		258.92		341.08
SUPPLIES	7,000.00		7,000.00	1,784.43	(6.00)	3,870.38		3,129.62
TELEPHONE	8,400.00		8,400.00	937.17	(143.54)	6,069.44		2,330.56
POSTAGE	1,000.00		1,000.00			1,167.94		(167.94)
DELIVERY SERVICE	227,936.00	8,452.00 ^	236,388.00	23,211.17		148,841.33		87,546.67
PUBLICITY & PRINTING	2,000.00		2,000.00			0.00		2,000.00
TRAVEL & CONT. ED.	25,000.00		25,000.00	147.35	(3,239.29)	7,047.83		17,952.17
PROFESSIONAL FEES	20,000.00		20,000.00	738.60	(102.80)	13,764.93		6,235.07
MEMBERSHIP DUES	8,000.00		8,000.00	478.00		8,076.85		(76.85)
OFFICE REPAIR & MAINT.	6,000.00		6,000.00	326.69		1,015.74		4,984.26
UTILITIES	15,000.00		15,000.00	2,459.40	(856.17)	10,927.71		4,072.29
BUILDING MAINTENANCE	25,000.00		25,000.00			17,707.34		7,292.66
INSURANCE	12,000.00		12,000.00	1,399.00		2,030.00		9,970.00
AUTOMOTIVE	5,000.00		5,000.00	68.00	(46.06)	1,542.70		3,457.30
DEBT INTEREST	-		0.00			43.69		(43.69)
Grants to Member Libraries/Other, Designated:								
CASH GRANT - CLD AID	104,190.00		104,190.00	180,787.00		186,274.36		(82,084.36)
CBA BOOKS	65,881.00		65,881.00			0.00		65,881.00
LLSA GRANT MBR. LIB.	102,259.00		102,259.00			110,696.00		(8,437.00)
COUNTY AID	88,500.00		88,500.00			101,502.99		(13,002.99)
YOUTH GRANT	-		0.00			1,159.00		(1,159.00)
NYS COORDINATED OUTREACH GRANT	12,900.00		12,900.00			5,738.41		7,161.59
NYS LOVE YOUR LIBRARY GRANT	0.00		0.00			2,520.94		(2,520.94)
NYS GRANT-IN-AID *	-		0.00			80,000.00		(80,000.00)
MAT'LS.-CORR.FACILITIES	10,676.00		10,676.00	447.25		5,569.23		5,106.77
MAT'LS.-CO. JAILS	2,748.00		2,748.00			145.56		2,602.44
MARC RECORDS FOR CATALOG	8,000.00		8,000.00	170.40		2,408.40		5,591.60
PUB. LIB. SYSTEM AUTOMATION	70,488.00		70,488.00			37,085.02		33,402.98
TECHNOLOGY GRANT	91,463.00		91,463.00			14,243.13		77,219.87
LIB.SERVICES SEED CHALLENGE GRANT	-		0.00			0.00		0.00
FACILITIES UPGRADE CHALLENGE GRANT	50,000.00		50,000.00			42,910.00		7,090.00
CONTINUING ED FOR MEMBER LIBRARIES	10,000.00		10,000.00	2,700.00		2,700.00		7,300.00
AUTOMATION FEES	483,718.00		483,718.00	37,085.02		259,595.14		224,122.86
TOTAL	2,341,621.00	18,465.00	2,360,086.00	349,063.00	(65,964.08)	1,530,722.63	0.00	829,363.37
OPEN/CLOSE PETTY CASH			0.00					
MBR.LIBRARY CONTRIBUTION E-CONTENT			0.00	4,748.00		(10,065.33)		
MBR. LIBRARY PURCHASES FOR REIMB.			0.00	4,356.08	(19,636.86)	8,649.88		
	<u>2,341,621.00</u>	<u>18,465.00</u>	<u>2,360,086.00</u>	<u>358,167.08</u>	<u>(85,600.94)</u>	<u>1,529,307.18</u>	<u>0.00</u>	<u>829,363.37</u>

* Grant-in-Aid received from Carrie Woerner 12/10/21

^ Amendment approved 3/15/2022

SOUTHERN ADIRONDACK LIBRARY SYSTEM - GENERAL FUND INCOME STATEMENT

	<u>Adopted 2022 Budget</u>	<u>Amend- ments</u>	<u>Amended 2022 Budget</u>	<u>Received August 2022</u>	<u>Received YTD</u>	<u>Variance to Budget</u>
Income, General Fund						
State Aid Undesignated:						
Population	306,060.00		306,060.00		1,009,356.00	(703,296.00)
Square Miles	261,631.00		261,631.00		0.00	261,631.00
Counties	92,141.00		92,141.00		0.00	92,141.00
LSSA	81,846.00		81,846.00		87,505.00	(5,659.00)
Book Reimbursals	221,405.00		221,405.00		0.00	221,405.00
Coordinated Outreach	81,948.00		81,948.00	100,162.00	100,162.00	(18,214.00)
Correctional Facilities	19,828.00		19,828.00	20,567.30	20,567.30	(739.30)
Supplemental Aid	139,973.00		139,973.00		147,615.00	(7,642.00)
Subtotal	1,204,832.00		1,204,832.00	120,729.30	1,365,205.30	(160,373.30)
State Aid, Designated:						
Public Lib. System Automation	70,488.00		70,488.00		0.00	70,488.00
CLD Aid (Crandall)	104,190.00		104,190.00	180,787.00	180,787.00	(76,597.00)
Central Book Aid (Crandall)	65,881.00		65,881.00		0.00	65,881.00
LLSA (Member Libraries)	102,259.00		102,259.00		109,847.00	(7,588.00)
Correctional Facilities	10,676.00		10,676.00	11,074.70	11,074.70	(398.70)
Inter-Institutional (Co. Jails)	2,748.00		2,748.00	3,029.00	3,029.00	(281.00)
Grant-in-Aid		80,000.00 ^	80,000.00		0.00	80,000.00
NYS Construction Grant			0.00		0.00	0.00
Adult Literacy Grant 19/20/21	4,607.00		4,607.00		461.00	4,146.00
Family Literacy Grant 19/20/21	8,293.00		8,293.00		830.00	7,463.00
CARES Act					0.00	
Subtotal	369,142.00		449,142.00	194,890.70	306,028.70	143,113.30
Other Designated Aid:						
Co. Aid to Member Libraries	88,500.00		88,500.00		66,500.00	22,000.00
County Youth and SCAC	-		0.00		1,159.00	(1,159.00)
Subtotal	88,500.00		88,500.00	0.00	67,659.00	20,841.00
Other Income:						
From General Reserve	483,718.00	(61,534.00)	422,184.00		0.00	422,184.00
Automation Fees	182,628.00		182,628.00	53,826.27	349,331.37	(166,703.37)
Bank Interest	2,400.00		2,400.00	125.62	707.67	1,692.33
Other Income*	10,400.00		10,400.00	108.90	7,145.70	3,254.30
Subtotal	679,146.00		617,612.00	54,060.79	357,184.74	260,427.26
TOTAL	2,341,620.00	18,466.00	2,360,086.00	369,680.79	2,096,077.74	264,008.26

CASH - JANUARY 1, 2022	2,284,844.14
ACTUAL 2022 YTD INCOME	2,096,077.74
PETTY CASH ON HAND	
ACTUAL 2022 YTD EXPENDITURES	(1,529,307.18)
CASH IN BANK - End of Month	2,851,614.70

* Other Income Includes		
	<u>This Month</u>	<u>YTD</u>
Prior year expense		4,687.77
Sale of Equipment		0.00
Misc.- copies, etc.		0.00
Insurance -dividend		1,757.26
Fines	108.90	349.67
Grants		0.00
Donations		351.00
	<u>108.90</u>	<u>7,145.70</u>

TREASURER'S REPORT

August 31, 2022

GENERAL FUND

BALANCE, BEGINNING OF MONTH \$ 2,754,500.05

RECEIPTS DURING MONTH

Automation fees	53,826.27	
State Aid: Coordinated Outreach NYS FY22-23	100,162.00	
State Aid: Inter-Institutional (Co. Jails) NYS FY22-23	3,029.00	
State Aid: Central Library Services NYS FY22-23	180,787.00	
State Aid: Correctional Facilities NYS FY22-23	31,642.00	
Interest	125.62	
Fines	108.90	
Reimbursed salaries	47,379.84	
Reimbursed retirement	8,528.37	
Reimbursed FICA	3,604.05	
Reimbursed health insurance	2,004.38	
Reimbursed FSA	53.58	
Reimbursed supplies - W.B. Mason credit memos	6.00	
Reimbursed internet/telephone	143.54	
Reimbursed professional fees	102.80	
Reimbursed utilities	856.17	
Reimbursed travel from ALA	539.29	
8/30 JE-reclassify expenses	2,700.00	
Reimbursed sales tax billed in error	46.06	
Reimbursed member library purchases	19,636.86	
		<u>455,281.73</u>
		3,209,781.78

DISBURSEMENTS DURING MONTH

Transfer to payroll account	96,068.50	
Other disbursements	262,098.58	
		<u>358,167.08</u>
BALANCE, END OF MONTH		<u>\$ 2,851,614.70</u>

RECONCILIATION OF BALANCE:

Adirondack Trust Co. - NOW account	101,012.34
Saratoga National Bk.&Trust Co. - NOW account	1,000.00
Saratoga National Bk.&Trust Co.- Money Market Savings .10%	\$ 2,749,602.36
Total as above	<u>\$ 2,851,614.70</u>

TRUST & AGENCY FUND (Payroll account)

BALANCE, BEGINNING OF MONTH	\$ 3,239.69
TRANSFERS FROM GENERAL FUND	96,068.50
	99,308.19
DISBURSEMENTS DURING MONTH	96,844.23
BALANCE, END OF MONTH - Adirondack Trust checking	<u>\$ 2,463.96</u>

TRUST & AGENCY FUND (Employee benefit plan)

BALANCE, BEGINNING OF MONTH	\$ 5,491.18
EMPLOYEE WITHHOLDINGS DEPOSITED	348.46
	5,839.64
EMPLOYEE EXPENDITURES REIMBURSED	471.00
BALANCE, END OF MONTH - Adirondack Trust checking	<u>\$ 5,368.64</u>