

**SOUTHERN ADIRONDACK LIBRARY SYSTEM
MONTHLY BUDGET REPORT - JANUARY 2023**

Budget Item	2022		2023 Budget	Monthly Expense	Cash Reimb.	Year to Date Expenses	Encumbr.	Variance to Amended Budget
	2023 Adopted Budget	Encumber. & 2023 Amendments						
Personnel - Regular:								
SALARIES	554,436.00		554,436.00	75,226.86	(47,379.84)	27,847.02		526,588.98
BENEFITS	380,048.00		380,048.00	48,676.66	(16,477.09)	32,199.57		347,848.43
Maintenance & Operation - Regular:								
EQUIPMENT	10,000.00		10,000.00			0.00		10,000.00
BOOKS	6,000.00		6,000.00			0.00		6,000.00
MICROSOFTWARE	1,500.00		1,500.00		(35.80)	(35.80)		1,535.80
SERIALS	600.00		600.00	26.99		26.99		573.01
SUPPLIES	7,000.00		7,000.00	210.42	(18.00)	192.42		6,807.58
TELEPHONE	9,400.00		9,400.00	933.20	(143.91)	789.29		8,610.71
POSTAGE	1,000.00		1,000.00			0.00		1,000.00
DELIVERY SERVICE	285,649.35		285,649.35	17,659.35		17,659.35		267,990.00
PUBLICITY & PRINTING	2,000.00		2,000.00			0.00		2,000.00
TRAVEL & CONT. ED.	25,000.00		25,000.00			0.00		25,000.00
PROFESSIONAL FEES	20,000.00		20,000.00	960.95	(283.10)	677.85		19,322.15
MEMBERSHIP DUES	8,000.00		8,000.00	2,948.00		2,948.00		5,052.00
OFFICE REPAIR&MAINT.	6,000.00		6,000.00	33.00		33.00		5,967.00
UTILITIES	17,000.00		17,000.00	148.65	(863.47)	(714.82)		17,714.82
BUILDING MAINTENANCE	25,000.00		25,000.00	2,587.02		2,587.02		22,412.98
INSURANCE	12,000.00		12,000.00			0.00		12,000.00
AUTOMOTIVE	5,000.00		5,000.00	111.86		111.86		4,888.14
Grants to Member Libraries/Other, Designated:								
CLSA AID	180,787.00		180,787.00			0.00		180,787.00
LLSA GRANT MBR. LIB.	110,691.00		110,691.00			0.00		110,691.00
COUNTY AID	101,500.00		101,500.00	4,690.98		4,690.98		96,809.02
YOUTH GRANT	1,120.00		1,120.00			0.00		1,120.00
NYS GRANT-IN-AID	-		0.00			0.00		0.00
MAT'LS.-CORR.FACILITIES	11,075.00		11,075.00	271.61		271.61		10,803.39
MAT'LS.-CO. JAILS	3,029.00		3,029.00	1,956.10		1,956.10		1,072.90
MARC RECORDS FOR CATALOG	6,000.00		6,000.00	270.00		270.00		5,730.00
PUB. LIB. SYSTEM AUTOMATION	73,118.70		73,118.70			0.00		73,118.70
TECHNOLOGY GRANT	99,116.30		99,116.30			0.00		99,116.30
LIB.SERVICES SEED CHALLENGE GRANT	-		0.00			0.00		0.00
FACILITIES UPGRADE CHALLENGE GRANT	50,000.00		50,000.00			0.00		50,000.00
CONTINUING EDUCATION CHALLENGE	10,000.00		10,000.00			0.00		10,000.00
AUTOMATION FEES	480,558.38		480,558.38	40,046.53		40,046.53		440,511.85
TOTAL	2,502,628.73	0.00	2,502,628.73	196,758.18	(65,201.21)	131,556.97	0.00	2,371,071.76
OPEN/CLOSE PETTY CASH			0.00					
MBR.LIBRARY CONTRIBUTION E-CONTENT			0.00	20,000.00		20,000.00		
MBR. LIBRARY PURCHASES FOR REIMB.			0.00	24,734.28	(35,021.50)	(10,287.22)		
	2,502,628.73	0.00	2,502,628.73	241,492.46	(100,222.71)	141,269.75	0.00	2,371,071.76

SOUTHERN ADIRONDACK LIBRARY SYSTEM - GENERAL FUND INCOME STATEMENT

	<u>Adopted 2023 Budget</u>	<u>Amend- ments</u>	<u>Amended 2023 Budget</u>	<u>Received January 2023</u>	<u>Received YTD</u>	<u>Variance to Budget</u>
Income, General Fund						
State Aid Undesignated:						
Population	569,275.00		569,275.00		0.00	569,275.00
Square Miles	271,382.00		271,382.00		0.00	271,382.00
Counties	95,580.00		95,580.00		0.00	95,580.00
LSSA	88,134.00		88,134.00		0.00	88,134.00
Book Reimbursal			0.00		0.00	0.00
Coordinated Outreach	100,162.00		100,162.00		0.00	100,162.00
Correctional Facilities	20,567.30		20,567.30		0.00	20,567.30
Supplemental Aid	147,615.00		147,615.00		0.00	147,615.00
Subtotal	1,292,715.30		1,292,715.30	0.00	0.00	1,292,715.30
State Aid, Designated:						
Public Lib. System Automation	73,118.70		73,118.70		0.00	73,118.70
CLD Aid (Crandall)	180,787.00		180,787.00		0.00	180,787.00
LLSA (Member Libraries)	110,691.00		110,691.00		0.00	110,691.00
Correctional Facilities	11,075.00		11,075.00		0.00	11,075.00
Inter-Institutional (Co. Jails)	3,029.00		3,029.00		0.00	3,029.00
Grant-in-Aid			0.00		0.00	0.00
NYS Construction Grant			0.00		0.00	0.00
CARES Act					0.00	0.00
Subtotal	378,700.70		378,700.70	0.00	0.00	378,700.70
Other Designated Aid:						
Co. Aid to Member Libraries	101,500.00		101,500.00		0.00	101,500.00
County Youth and SCAC	1,159.00		1,159.00		0.00	1,159.00
Subtotal	102,659.00		102,659.00	0.00	0.00	102,659.00
Other Income:						
From General Reserve	235,195.35	12,900.00	248,095.35		0.00	248,095.35
Automation Fees	480,558.38		480,558.38	34,863.04	34,863.04	445,695.34
Bank Interest	2,400.00		2,400.00	2,064.99	2,064.99	335.01
Other Income*	10,400.00		10,400.00	56,000.00	56,000.00	(45,600.00)
Subtotal	728,553.73		741,453.73	92,928.03	92,928.03	648,525.70
TOTAL	2,502,628.73	12,900.00	2,515,528.73	92,928.03	92,928.03	2,422,600.70

CASH - JANUARY 1, 2023	2,214,280.46
ACTUAL 2023 YTD INCOME	92,928.03
PETTY CASH ON HAND	
ACTUAL 2023 YTD EXPENDITURES	(141,269.75)
CASH IN BANK - End of Month	<u>2,165,938.74</u>

* Other Income Includes		
	<u>This Month</u>	<u>YTD</u>
Prior year expense		0.00
Sale of Equipment		0.00
Misc.- copies, ins.dividend, etc.		0.00
Insurance -dividend		0.00
Fines		0.00
Grants	56,000.00	56,000.00
Donations		0.00
	<u>56,000.00</u>	<u>56,000.00</u>

TREASURER'S REPORT

January 31, 2023

GENERAL FUND

BALANCE, BEGINNING OF MONTH \$ 2,214,280.46

RECEIPTS DURING MONTH

Automation Fees	34,863.04	
Miscellaneous Income (AARP OATS grant)	56,000.00	
Interest	2,064.99	
Reimbursed salaries	47,379.84	
Reimbursed FICA	11,393.17	
Reimbursed health insurance	5,030.34	
Reimbursed FSA	53.58	
Reimbursed sales tax (VISA)	35.80	
Reimbursed supplies - W.B. Mason credit memos	18.00	
Reimbursed internet/telephone	143.91	
Reimbursed professional fees	283.10	
Reimbursed utilities	863.47	
Reimbursed member library purchases	35,021.50	
		<u>193,150.74</u>
		<u>2,407,431.20</u>

DISBURSEMENTS DURING MONTH

Transfer to payroll account	103,345.76	
Other disbursements	138,146.70	
		<u>241,492.46</u>

BALANCE, END OF MONTH

\$ 2,165,938.74

RECONCILIATION OF BALANCE:

Adirondack Trust Co. - NOW account	\$ 83,917.18
Saratoga National Bk.&Trust Co. - NOW account	1,000.00
Saratoga National Bk.&Trust Co.- Money Market Savings .10%	580,934.01
Saratoga National Bk.&Trust Co.- CD 04/19/23 Maturity 4.3%	\$ 500,000.00
Saratoga National Bk.&Trust Co.- CD 04/19/23 Maturity 1.90%	\$ 500,000.00
Saratoga National Bk.&Trust Co.- CD 10/20/23 Maturity 2.25%	\$ 500,000.00
Petty cash	\$ 87.55
Total as above	<u><u>\$ 2,165,938.74</u></u>

TRUST & AGENCY FUND (Payroll account)

BALANCE, BEGINNING OF MONTH \$ 3,022.69

TRANSFERS FROM GENERAL FUND 103,345.76

106,368.45

DISBURSEMENTS DURING MONTH 104,116.55BALANCE, END OF MONTH - Adirondack Trust checking \$ 2,251.90**TRUST & AGENCY FUND (Employee benefit plan)**

BALANCE, BEGINNING OF MONTH \$ 4,871.90

EMPLOYEE WITHHOLDINGS DEPOSITED 450.78

5,322.68

EMPLOYEE EXPENDITURES REIMBURSED 534.71BALANCE, END OF MONTH - Adirondack Trust checking \$ 4,787.97