

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

Budget Item	2023 Adopted Budget	2022	2023 Amended Budget	Monthly Expense	Cash Reimb.	Year to Date Expenses	Encumbr.	Variance to Amended Budget
		Encumber. & 2023 Amendments						
<b>Personnel - Regular:</b>								
SALARIES	554,436.00		554,436.00	75,203.44	(49,748.85)	300,648.89		253,787.11
BENEFITS	380,048.00		380,048.00	27,659.23	(17,120.53)	136,389.61		243,658.39
<b>Maintenance &amp; Operation - Regular:</b>								
EQUIPMENT	10,000.00	71,209.54	81,209.54	2,335.17		73,582.69		7,626.85
BOOKS	6,000.00	17,936.00	23,936.00	10,978.62		10,978.62		12,957.38
SOFTWARE	1,500.00	900.00	2,400.00	99.00		2,440.76		(40.76)
SERIALS	600.00		600.00			266.93		333.07
SUPPLIES	7,000.00	2,000.00	9,000.00	260.23	(24.00)	2,143.54		6,856.46
TELEPHONE	9,400.00		9,400.00	978.93	(143.76)	5,754.83		3,645.17
POSTAGE	1,000.00		1,000.00			672.78		327.22
DELIVERY SERVICE	285,649.35		285,649.35	19,327.36		148,501.74		137,147.61
PUBLICITY & PRINTING	2,000.00	1,500.00	3,500.00			0.00		3,500.00
TRAVEL & CONT. ED.	25,000.00		25,000.00	501.40		11,856.21		13,143.79
PROFESSIONAL FEES	20,000.00		20,000.00	1,015.42	(291.55)	14,857.70		5,142.30
MEMBERSHIP DUES	8,000.00		8,000.00	2,966.00		6,435.00		1,565.00
OFFICE REPAIR&MAINT.	6,000.00		6,000.00	122.97		365.97		5,634.03
UTILITIES	17,000.00		17,000.00	1,628.62	(593.05)	7,459.53		9,540.47
BUILDING MAINTENANCE	25,000.00		25,000.00	527.40		13,984.83		11,015.17
INSURANCE	12,000.00	4,000.00	16,000.00			5,782.50		10,217.50
AUTOMOTIVE	5,000.00		5,000.00	82.37		263.69		4,736.31
<b>Grants to Member Libraries/Other, Designated:</b>								
CLSA AID	180,787.00		180,787.00			0.00		180,787.00
LLSA GRANT MBR. LIB.	110,691.00		110,691.00	110,938.00		110,938.00		(247.00)
COUNTY AID	101,500.00		101,500.00	66,603.51		101,500.00		0.00
YOUTH GRANT	1,120.00	380.00	1,500.00			0.00		1,500.00
NYS LOVE YOUR LIBRARY GRANT	-	813.00	813.00			0.00		813.00
NYS GRANT-IN-AID	-		0.00			0.00		0.00
MAT'LS.-CORR.FACILITIES	11,075.00		11,075.00	2,478.57		4,326.29		6,748.71
MAT'LS.-CO. JAILS	3,029.00		3,029.00			1,977.58		1,051.42
MARC RECORDS FOR CATALOG	6,000.00		6,000.00	267.60		1,568.40		4,431.60
PUB. LIB. SYSTEM AUTOMATION	73,118.70		73,118.70			0.00		73,118.70
TECHNOLOGY GRANT	99,116.30	35,500.00	134,616.30			46,852.46		87,763.84
LIB.SERVICES SEED CHALLENGE GRANT	-		0.00			0.00		0.00
FACILITIES UPGRADE CHALLENGE GRANT	50,000.00	1.00	50,001.00			50,001.00		0.00
CONTINUING ED FOR MEMBER LIBRARIES	10,000.00	27,500.00	37,500.00	20,050.00		50,854.14		(13,354.14)
AUTOMATION FEES	480,558.38		480,558.38	40,046.53		280,325.71		200,232.67
TOTAL	2,502,628.73	161,739.54	2,664,368.27	384,070.37	(67,921.74)	1,390,729.40	0.00	1,273,638.87
OPEN/CLOSE PETTY CASH			0.00					
MBR.LIBRARY CONTRIBUTION E-CONTENT			0.00			(23,784.41)		
MBR. LIBRARY PURCHASES FOR REIMB.			0.00	24,819.20	(14,007.47)	38,219.68		
	<b>2,502,628.73</b>	<b>161,739.54</b>	<b>2,664,368.27</b>	<b>408,889.57</b>	<b>(81,929.21)</b>	<b>1,405,164.67</b>	<b>0.00</b>	<b>1,273,638.87</b>

**SOUTHERN ADIRONDACK LIBRARY SYSTEM - GENERAL FUND INCOME STATEMENT**

	<u>Adopted 2023 Budget</u>	<u>Amend- ments</u>	<u>Amended 2023 Budget</u>	<u>Received July 2023</u>	<u>Received YTD</u>	<u>Variance to Budget</u>
<b>Income, General Fund</b>						
<b>State Aid Undesignated:</b>						
Population	569,275.00		569,275.00	570,523.00	570,523.00	(1,248.00)
Square Miles	271,382.00		271,382.00	271,990.00	271,990.00	(608.00)
Counties	95,580.00		95,580.00	95,790.00	95,790.00	(210.00)
LSSA	88,134.00		88,134.00	79,495.00	88,309.00	(175.00)
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	147,941.00	147,941.00	(326.00)
<b>Subtotal</b>	<b>1,292,715.30</b>		<b>1,292,715.30</b>	<b>1,165,739.00</b>	<b>1,174,553.00</b>	<b>118,162.30</b>
<b>State Aid, Designated:</b>						
Public Lib. System Automation	73,118.70		73,118.70	73,279.00	73,279.00	(160.30)
CLSA Aid (Crandall)	180,787.00		180,787.00		0.00	180,787.00
LLSA (Member Libraries)	110,691.00		110,691.00	99,842.00	110,912.00	(221.00)
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
Federal Aid	-	17,000.00	17,000.00		17,000.00	0.00
<b>Subtotal</b>	<b>378,700.70</b>		<b>395,700.70</b>	<b>173,121.00</b>	<b>201,191.00</b>	<b>194,509.70</b>
<b>Other Designated Aid:</b>						
Co. Aid to Member Libraries	101,500.00		101,500.00	66,500.00	101,500.00	0.00
County Youth and SCAC	1,159.00	341.00	1,500.00		0.00	1,500.00
<b>Subtotal</b>	<b>102,659.00</b>		<b>103,000.00</b>	<b>66,500.00</b>	<b>101,500.00</b>	<b>1,500.00</b>
<b>Other Income:</b>						
From General Reserve	235,195.35	84,898.54	320,093.89		0.00	320,093.89
Automation Fees	480,558.38		480,558.38	40,947.68	271,000.10	209,558.28
Bank Interest	2,400.00		2,400.00	58.63	21,292.81	(18,892.81)
Other Income*	10,400.00	59,500.00	69,900.00		106,569.74	(36,669.74)
<b>Subtotal</b>	<b>728,553.73</b>		<b>872,952.27</b>	<b>41,006.31</b>	<b>398,862.65</b>	<b>474,089.62</b>
<b>TOTAL</b>	<b>2,502,628.73</b>	<b>161,739.54</b>	<b>2,664,368.27</b>	<b>1,446,366.31</b>	<b>1,876,106.65</b>	<b>788,261.62</b>

CASH - JANUARY 1, 2023	2,214,192.91
ACTUAL 2023 YTD INCOME	1,876,106.65
PETTY CASH ON HAND	87.55
ACTUAL 2023 YTD EXPENDITURES	<u>(1,405,164.67)</u>
CASH IN BANK - End of Month	<u><u>2,685,222.44</u></u>

* Other Income Includes		
	<u>This Month</u>	<u>YTD</u>
Prior year expense		39,833.39
Sale of Equipment		0.00
Misc.- copies, ins.dividend, etc.		1,880.61
Insurance -dividend		0.00
Fines		492.66
Grants		59,500.00
Donations		1,209.00
	<u>-</u>	<u>102,915.66</u>

**TREASURER'S REPORT**

July 31, 2023

**GENERAL FUND**

BALANCE, BEGINNING OF MONTH \$ 1,565,816.49

## RECEIPTS DURING MONTH

NYS Basic Aid	1,011,582.00	
NYS Supplemental Aid	147,941.00	
NYS LSSA - 90%	79,495.00	
NYS LLSA - 90%	99,842.00	
Warren & Hamilton County Aid	66,500.00	
Joint Automation Fees	40,947.68	
Interest	58.63	
Reimbursed salaries	49,748.85	
Reimbursed health insurance	6,872.94	
Reimbursed retirement	6,467.35	
Reimbursed FICA	3,780.24	
Reimbursed supplies - vendor credits	24.00	
Reimbursed telephone	143.76	
Reimbursed professional fees	291.55	
Reimbursed utilities	593.05	
Reimbursed member library purchases	14,007.47	
		<u>1,528,295.52</u>
		<u>3,094,112.01</u>

## DISBURSEMENTS DURING MONTH

Transfer to payroll account	102,784.67	
Other disbursements	306,104.90	
		<u>408,889.57</u>

## BALANCE, END OF MONTH

\$ 2,685,222.44

## RECONCILIATION OF BALANCE:

Adirondack Trust Co. - NOW account	\$ 119,420.16
Saratoga National Bk.&Trust Co. - NOW account	1,000.00
Saratoga National Bk.&Trust Co.- Money Market Savings .10%	1,054,481.86
Saratoga National Bk.&Trust Co.- CD 09/25/23 Maturity 5%	500,000.00
Saratoga National Bk.&Trust Co.- CD 10/16/23 Maturity 4.8%	504,684.93
Saratoga National Bk.&Trust Co.- CD 10/20/23 Maturity 2.25%	505,547.94
Petty cash	\$ 87.55
Total as above	<u><u>\$ 2,685,222.44</u></u>

**TRUST & AGENCY FUND (Payroll account)**

BALANCE, BEGINNING OF MONTH \$ 3,005.93

TRANSFERS FROM GENERAL FUND 102,784.67

105,790.60

DISBURSEMENTS DURING MONTH 103,487.70BALANCE, END OF MONTH - Adirondack Trust checking \$ 2,302.90

Uncleared transactions \$ (159.70)

QB Reg Balance \$ 2,143.20

**TRUST & AGENCY FUND (Employee benefit plan)**

BALANCE, BEGINNING OF MONTH \$ 3,201.70

EMPLOYEE WITHHOLDINGS DEPOSITED 450.78

3,652.48

EMPLOYEE EXPENDITURES REIMBURSED 296.00BALANCE, END OF MONTH - Adirondack Trust checking \$ 3,356.48