

**SOUTHERN ADIRONDACK LIBRARY SYSTEM  
MONTHLY BUDGET REPORT - JUNE 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	74,974.86	(33,165.90)	275,194.30		279,241.70
BENEFITS	380,048.00		380,048.00	43,957.40	(12,431.21)	125,850.91		254,197.09
<b>Maintenance &amp; Operation - Regular:</b>								
EQUIPMENT	10,000.00	71,209.54	81,209.54			71,247.52		9,962.02
BOOKS	6,000.00	17,936.00	23,936.00		(33.84)	0.00		23,936.00
MICROSOFTWARE	1,500.00	900.00	2,400.00			2,341.76		58.24
SERIALS	600.00		600.00	26.99		266.93		333.07
SUPPLIES	7,000.00	2,000.00	9,000.00	361.17	(88.34)	1,907.31		7,092.69
TELEPHONE	9,400.00		9,400.00	976.61	(144.36)	4,919.66		4,480.34
POSTAGE	1,000.00		1,000.00			672.78		327.22
DELIVERY SERVICE	285,649.35		285,649.35	19,952.98		129,174.38		156,474.97
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	804.01	(330.00)	11,354.81		13,645.19
PROFESSIONAL FEES	20,000.00		20,000.00	1,224.95	(196.55)	14,133.83		5,866.17
MEMBERSHIP DUES	8,000.00		8,000.00	426.00		3,469.00		4,531.00
OFFICE REPAIR&MAINT.	6,000.00		6,000.00	33.00		243.00		5,757.00
UTILITIES	17,000.00		17,000.00	1,423.31	(834.76)	6,423.96		10,576.04
BUILDING MAINTENANCE	25,000.00		25,000.00		(337.00)	13,457.43		11,542.57
INSURANCE	12,000.00	4,000.00	16,000.00		(3,855.00)	5,782.50		10,217.50
AUTOMOTIVE	5,000.00		5,000.00	46.67		181.32		4,818.68
<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			0.00		110,691.00
COUNTY AID	101,500.00		101,500.00	6,670.90		34,896.49		66,603.51
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	1,547.97		1,847.72		9,227.28
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	202.80		1,300.80		4,699.20
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	761.43		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			30,804.14		6,695.86
AUTOMATION FEES	480,558.38		480,558.38	40,046.53		240,279.18		240,279.20
TOTAL	2,502,628.73	161,739.54	2,664,368.27	193,437.58	(51,416.96)	1,074,580.77	0.00	1,589,787.50
OPEN/CLOSE PETTY CASH			0.00					
MBR.LIBRARY CONTRIBUTION E-CONTENT			0.00			(23,784.41)		
MBR. LIBRARY PURCHASES FOR REIMB.			0.00	223.49	(18,380.22)	27,407.95		
	<b>2,502,628.73</b>	<b>161,739.54</b>	<b>2,664,368.27</b>	<b>193,661.07</b>	<b>(69,797.18)</b>	<b>1,078,204.31</b>	<b>0.00</b>	<b>1,589,787.50</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 June 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		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		8,814.00	79,320.00
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
<b>Subtotal</b>	<b>1,292,715.30</b>		<b>1,292,715.30</b>	<b>0.00</b>	<b>8,814.00</b>	<b>1,283,901.30</b>
<b>State Aid, Designated:</b>						
Public Lib. System Automation	73,118.70		73,118.70		0.00	73,118.70
CLSA Aid (Crandall)	180,787.00		180,787.00		0.00	180,787.00
LLSA (Member Libraries)	110,691.00		110,691.00		11,070.00	99,621.00
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>0.00</b>	<b>28,070.00</b>	<b>367,630.70</b>
<b>Other Designated Aid:</b>						
Co. Aid to Member Libraries	101,500.00		101,500.00		35,000.00	66,500.00
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>0.00</b>	<b>35,000.00</b>	<b>68,000.00</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	45,684.05	230,052.42	250,505.96
Bank Interest	2,400.00		2,400.00	3,561.41	21,234.18	(18,834.18)
Other Income*	10,400.00	59,500.00	69,900.00	3,664.33	106,569.74	(36,669.74)
<b>Subtotal</b>	<b>728,553.73</b>		<b>872,952.27</b>	<b>52,909.79</b>	<b>357,856.34</b>	<b>515,095.93</b>
<b>TOTAL</b>	<b>2,502,628.73</b>	<b>161,739.54</b>	<b>2,664,368.27</b>	<b>52,909.79</b>	<b>429,740.34</b>	<b>2,234,627.93</b>

CASH - JANUARY 1, 2023	2,214,192.91
ACTUAL 2023 YTD INCOME	429,740.34
PETTY CASH ON HAND	87.55
ACTUAL 2023 YTD EXPENDITURES	(1,078,204.31)
CASH IN BANK - End of Month	<u>1,565,816.49</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	164.33	492.66
Grants	3,500.00	59,500.00
Donations		1,209.00
	<u>3,664.33</u>	<u>102,915.66</u>

**TREASURER'S REPORT**

June 30, 2023

**GENERAL FUND**

BALANCE, BEGINNING OF MONTH \$ 1,636,770.59

## RECEIPTS DURING MONTH

Joint Automation Fees	45,684.05	
Interest	3,561.41	
Other Income: Fines	164.33	
Other Income: Grants	3,500.00	
Reimbursed salaries	33,165.90	
Reimbursed health insurance	5,600.34	
Reimbursed retirement	4,311.57	
Reimbursed FICA	2,519.30	
Reimbursed books	33.84	
Reimbused supplies - vendor credits	88.34	
Reimbursed telephone	144.36	
Reimbursed travel (Annual meeting registrations)	330.00	
Reimbursed professional fees	196.55	
Reimbursed utilities	834.76	
Reimbursed building maintainnce & repair	337.00	
Reimbursed insurance	3,855.00	
Reimbursed member library purchases	18,380.22	
		<u>122,706.97</u>
		<u>1,759,477.56</u>

## DISBURSEMENTS DURING MONTH

Transfer to payroll account	102,479.24	
Other disbursements	91,181.83	
		<u>193,661.07</u>

## BALANCE, END OF MONTH

\$ 1,565,816.49

## RECONCILIATION OF BALANCE:

Adirondack Trust Co. - NOW account		\$ 10,642.18
Saratoga National Bk.&Trust Co. - NOW account		1,000.00
Saratoga National Bk.&Trust Co.- Money Market Savings .10%		543,853.89
Saratoga National Bk.&Trust Co.- CD 06/19/23 Maturity 4.2%	(matured)	-
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		<u>\$ 87.55</u>
Total as above		<u>\$ 1,565,816.49</u>

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

BALANCE, BEGINNING OF MONTH \$ 42,381.85

TRANSFERS FROM GENERAL FUND 102,479.24

144,861.09

DISBURSEMENTS DURING MONTH 141,855.16BALANCE, END OF MONTH - Adirondack Trust checking \$ 3,005.93Uncleared transactions \$ (159.70)

QB Reg Balance \$ 2,846.23

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

BALANCE, BEGINNING OF MONTH \$ 3,271.44

EMPLOYEE WITHHOLDINGS DEPOSITED 450.78

3,722.22

EMPLOYEE EXPENDITURES REIMBURSED 520.52BALANCE, END OF MONTH - Adirondack Trust checking \$ 3,201.70