

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

Budget Item	2022 Adopted Budget	2021 Encumb & 2022 Amendments	2022 Budget	Monthly Expense	Cash Reimb.	Year to Date Expenses	Encumbr.	Variance to Amended Budget
<b>Personnel - Regular:</b>								
SALARIES	519,844	11,806.00 ^	531,650.00	108,550.54	(40,826.03)	224,223.05		307,426.95
BENEFITS	340,518	(1,793.00) ^	338,725.00	40,313.20	(15,753.20)	85,907.23		252,817.77
<b>Maintenance &amp; Operation - Regular:</b>								
EQUIPMENT	10,000.00		10,000.00	1,667.02		1,727.00		8,273.00
BOOKS	6,000.00		6,000.00			2,241.57		3,758.43
MICROSOFTWARE	1,500.00		1,500.00	1,127.12		2,057.09		(557.09)
SERIALS	600.00		600.00	19.99		178.96		421.04
SUPPLIES	7,000.00		7,000.00	98.11	(18.00)	1,383.91		5,616.09
TELEPHONE	8,400.00		8,400.00	916.33	(146.44)	3,720.91		4,679.09
POSTAGE	1,000.00		1,000.00	72.00		512.08		487.92
DELIVERY SERVICE	227,936.00	8,452.00 ^	236,388.00	27,334.90		90,279.33		146,108.67
PUBLICITY & PRINTING	2,000.00		2,000.00			0.00		2,000.00
TRAVEL & CONT. ED.	25,000.00		25,000.00	1,791.87		7,580.39		17,419.61
PROFESSIONAL FEES	20,000.00		20,000.00	1,448.22	(230.53)	12,356.19		7,643.81
MEMBERSHIP DUES	8,000.00		8,000.00	2,447.85		4,597.85		3,402.15
OFFICE REPAIR & MAINT.	6,000.00		6,000.00	110.50		385.00		5,615.00
UTILITIES	15,000.00		15,000.00	2,482.48	(1,404.48)	6,933.25		8,066.75
BUILDING MAINTENANCE	25,000.00		25,000.00			14,664.30		10,335.70
INSURANCE	12,000.00		12,000.00	631.00		631.00		11,369.00
AUTOMOTIVE	5,000.00		5,000.00	104.02		105.79		4,894.21
<b>Grants to Member Libraries/Other, Designated:</b>								
CASH GRANT - CLD AID	104,190.00		104,190.00			5,487.36		98,702.64
CBA BOOKS	65,881.00		65,881.00			0.00		65,881.00
LLSA GRANT MBR. LIB.	102,259.00		102,259.00			0.00		102,259.00
COUNTY AID	88,500.00		88,500.00	7,912.18		32,763.94		55,736.06
YOUTH GRANT	-		0.00			1,159.00		(1,159.00)
NYS COORDINATED OUTREACH GRANT	12,900.00		12,900.00	1,265.76		5,754.21		7,145.79
NYS GRANT-IN-AID *	-		0.00			80,000.00		(80,000.00)
MAT'LS.-CORR.FACILITIES	10,676.00		10,676.00	74.89		74.89		10,601.11
MAT'LS.-CO. JAILS	2,748.00		2,748.00			0.00		2,748.00
MARC RECORDS FOR CATALOG	8,000.00		8,000.00	222.00		1,680.00		6,320.00
PUB. LIB. SYSTEM AUTOMATION	70,488.00		70,488.00			0.00		70,488.00
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		42,910.00		7,090.00
CONTINUING EDUCATION CHALLENGE	10,000.00		10,000.00			0.00		10,000.00
AUTOMATION FEES	483,718.00		483,718.00	37,085.02		185,425.10		298,292.90
TOTAL	2,341,621.00	18,465.00	2,360,086.00	278,585.00	(58,378.68)	828,982.53	0.00	1,531,103.47
OPEN/CLOSE PETTY CASH			0.00					
MBR.LIBRARY CONTRIBUTION E-CONTENT			0.00			(26,110.01)		
MBR. LIBRARY PURCHASES FOR REIMB.			0.00	9,248.56	(4,053.77)	2,307.84		
	2,341,621.00	18,465.00	2,360,086.00	287,833.56	(62,432.45)	805,180.36	0.00	1,531,103.47

\* 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 May 2022</u>	<u>Received YTD</u>	<u>Variance to Budget</u>
<b>Income, General Fund</b>						
<b>State Aid Undesignated:</b>						
Population	306,060.00		306,060.00		0.00	306,060.00
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		8,185.00	73,661.00
Book Reimbursal	221,405.00		221,405.00		0.00	221,405.00
Coordinated Outreach	81,948.00		81,948.00		0.00	81,948.00
Correctional Facilities	19,828.00		19,828.00		0.00	19,828.00
Supplemental Aid	139,973.00		139,973.00		0.00	139,973.00
<b>Subtotal</b>	<b>1,204,832.00</b>		<b>1,204,832.00</b>	<b>0.00</b>	<b>8,185.00</b>	<b>1,196,647.00</b>
<b>State Aid, Designated:</b>						
Public Lib. System Automation	70,488.00		70,488.00		0.00	70,488.00
CLD Aid (Crandall)	104,190.00		104,190.00		0.00	104,190.00
Central Book Aid (Crandall)	65,881.00		65,881.00		0.00	65,881.00
LLSA (Member Libraries)	102,259.00		102,259.00		10,226.00	92,033.00
Correctional Facilities	10,676.00		10,676.00		0.00	10,676.00
Inter-Institutional (Co. Jails)	2,748.00		2,748.00		0.00	2,748.00
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		0.00	8,293.00
CARES Act					0.00	
<b>Subtotal</b>	<b>369,142.00</b>		<b>449,142.00</b>	<b>0.00</b>	<b>10,687.00</b>	<b>438,455.00</b>
<b>Other Designated Aid:</b>						
Co. Aid to Member Libraries	88,500.00		88,500.00		0.00	88,500.00
County Youth and SCAC	-		0.00		1,159.00	(1,159.00)
<b>Subtotal</b>	<b>88,500.00</b>		<b>88,500.00</b>	<b>0.00</b>	<b>1,159.00</b>	<b>87,341.00</b>
<b>Other Income:</b>						
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	27,787.07	224,202.18	(41,574.18)
Bank Interest	2,400.00		2,400.00	79.93	418.87	1,981.13
Other Income*	10,400.00		10,400.00	112.89	5,252.54	5,147.46
<b>Subtotal</b>	<b>679,146.00</b>		<b>617,612.00</b>	<b>27,979.89</b>	<b>229,873.59</b>	<b>387,738.41</b>
<b>TOTAL</b>	<b>2,341,620.00</b>	<b>18,466.00</b>	<b>2,360,086.00</b>	<b>27,979.89</b>	<b>249,904.59</b>	<b>2,110,181.41</b>

CASH - JANUARY 1, 2022	2,284,844.14
ACTUAL 2022 YTD INCOME	249,904.59
PETTY CASH ON HAND	
ACTUAL 2022 YTD EXPENDITURES	(805,180.36)
CASH IN BANK - End of Month	<u>1,729,568.37</u>

* Other Income Includes		
	<u>This Month</u>	<u>YTD</u>
Prior year expense		4,687.77
Sale of Equipment		0.00
Misc.- copies,ins.dividend, etc.		0.00
Insurance -dividend		0.00
Fines	112.89	213.77
Grants		0.00
Donations		351.00
	<u>112.89</u>	<u>5,252.54</u>

**TREASURER'S REPORT**

May 31, 2022

**GENERAL FUND**

BALANCE, BEGINNING OF MONTH \$ 1,926,989.59

## RECEIPTS DURING MONTH

Automation fees	27,787.07	
Interest	79.93	
Fines	112.89	
Reimbursed salaries	40,826.03	
Reimbursed retirement	7,348.69	
Reimbursed FICA	3,109.51	
Reimbursed health insurance	5,224.00	
Reimbursement Workers Comp 2022 policy year	71.00	
Reimbursed supplies - W.B. Mason credit memos	18.00	
Reimbursed internet/telephone	146.44	
Reimbursed professional fees	230.53	
Reimbursed utilities	1,404.48	
Reimbursed member library purchases	4,053.77	
		90,412.34
		<u>2,017,401.93</u>

## DISBURSEMENTS DURING MONTH

Transfer to payroll account	137,171.94	
Other disbursements	150,661.62	287,833.56
		<u>1,729,568.37</u>

## BALANCE, END OF MONTH

## RECONCILIATION OF BALANCE:

Adirondack Trust Co. - NOW account	\$ 4,218.94
Saratoga National Bk.&Trust Co. - NOW account	1,000.00
Saratoga National Bk.&Trust Co.- Money Market Savings .10%	1,724,349.43
Total as above	<u>\$ 1,729,568.37</u>

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

BALANCE, BEGINNING OF MONTH	\$ 2,456.75
TRANSFERS FROM GENERAL FUND	137,171.94
	<u>139,628.69</u>

## DISBURSEMENTS DURING MONTH

	98,487.19
BALANCE, END OF MONTH - Adirondack Trust checking	<u>\$ 41,141.50</u>

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

BALANCE, BEGINNING OF MONTH	\$ 5,585.76
EMPLOYEE WITHHOLDINGS DEPOSITED	522.69
	<u>6,108.45</u>

## EMPLOYEE EXPENDITURES REIMBURSED

	765.85
BALANCE, END OF MONTH - Adirondack Trust checking	<u>\$ 5,342.60</u>