

Catskill Public Library
SNAPSHOT: Fall Budget vs. Actual
01/01 thru 12/14/2021

2021 Voted Budget		01/01/2021 to 12/14/2021	2021 Fall Budget	\$ Over Budget	% of Budget
	Operating Income/Expense				
	Operating Income				
	Public Support- School and Pilot				
	Local Public Funds				
783,828.00	Catskill Central School District	783,828.00	783,828.00	0.00	100.0%
66,339.00	PILOT	66,339.00	66,339.00	0.00	100.0%
<u>850,167.00</u>	Total Local Public Funds	<u>850,167.00</u>	<u>850,167.00</u>	<u>0.00</u>	<u>100.0%</u>
850,167.00	Total Public Support- School and Pilot	850,167.00	850,167.00	0.00	100.0%
	Public Support- Unrestricted				
	Individuals				
1,400.00	Donations	1,240.97	1,250.00	(9.03)	99.3%
<u>1,100.00</u>	Program Support	<u>837.70</u>	<u>800.00</u>	<u>37.70</u>	<u>104.7%</u>
2,500.00	Total Individuals	2,078.67	2,050.00	28.67	101.4%
	Corporate & Friends				
650.00	Corporate	328.11	350.00	(21.89)	93.7%
<u>0.00</u>	Friends	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.0%</u>
650.00	Total Corporate & Friends	328.11	350.00	(21.89)	93.7%
	Foundations				
0.00	BOGC Charitable Foundation	0.00	0.00	0.00	0.0%
750.00	Other (Misc) Foundations	0.00	0.00	0.00	0.0%
<u>0.00</u>	Stewart's Foundation	<u>1,000.00</u>	<u>1,000.00</u>	<u>0.00</u>	<u>100.0%</u>
750.00	Total Foundations	1,000.00	1,000.00	0.00	100.0%
2,440.00	Greene Co Libraries Assoc	2,562.50	2,738.00	(175.50)	93.6%
750.00	GCLA Computer Tech Support	475.00	476.00	(1.00)	99.8%
1,000.00	GCLA OverDrive Support	500.00	250.00	250.00	200.0%
0.00	MHLS Mini-Grant for Meals on Wheels	1,200.00	1,200.00	0.00	100.0%
<u>3,659.00</u>	NYS Local Libraries Services	<u>4,249.00</u>	<u>4,249.00</u>	<u>0.00</u>	<u>100.0%</u>
11,749.00	Total Public Support- Unrestricted	12,393.28	12,313.00	80.28	100.7%
	Register Income				
7,500.00	Fines & Fees	1,864.94	1,675.00	189.94	111.3%
1,900.00	Donation for Used Books	1,196.33	1,125.00	71.33	106.3%
1,850.00	Patron Photocopying	998.95	860.00	138.95	116.2%
3,200.00	Patron Printing	1,619.53	1,425.00	194.53	113.7%
1,000.00	Patron Fax	555.36	495.00	60.36	112.2%
445.00	Cash Donations	449.32	425.00	24.32	105.7%
<u>65.00</u>	Buds, Bags & USB's	<u>280.95</u>	<u>250.00</u>	<u>30.95</u>	<u>112.4%</u>
15,960.00	Total Register Income	6,965.38	6,255.00	710.38	111.4%
	Reimbursement to CPL				
3,600.00	Inland Marine/Fine Art Insurance	0.00	1,250.00	(1,250.00)	0.0%
<u>3,600.00</u>	Total Reimbursement to CPL	<u>0.00</u>	<u>1,250.00</u>	<u>(1,250.00)</u>	<u>0.0%</u>
0.00	Carryover From Prior Fiscal Year	0.00	42,351.00	(42,351.00)	0.0%
0.00	Board Transfer for Computer Purchases	0.00	14,140.00	(14,140.00)	0.0%
	Interest Income				
750.00	Operating Account Interest Income	571.15	650.00	(78.85)	87.9%
<u>750.00</u>	Total Interest Income	<u>571.15</u>	<u>650.00</u>	<u>(78.85)</u>	<u>87.9%</u>
882,226.00	Total Operating Income	870,096.81	927,126.00	(57,029.19)	93.8%

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2021 Voted Budget		01/01/2021 to 12/14/2021	2021 Fall Budget	\$ Over Budget	% of Budget
Operating Expenses					
Personnel					
Salaries & Wages					
70,607.00	Director Salary	71,806.74	80,116.00	(8,309.26)	89.6%
63,044.80	Bookkeeping	58,468.40	64,997.00	(6,528.60)	90.0%
55,265.60	Library Branch Manager	57,408.78	57,240.00	168.78	100.3%
54,641.60	Adult Services Librarian	46,713.18	50,683.00	(3,969.82)	92.2%
54,641.60	Youth Services Librarian	24,177.23	27,860.00	(3,682.77)	86.8%
16,598.00	Reference Librarian	17,440.09	18,000.00	(559.91)	96.9%
36,915.85	Head of Circulation	35,936.05	37,205.00	(1,268.95)	96.6%
93,000.00	Catskill Support Staff	81,832.15	85,400.00	(3,567.85)	95.8%
9,180.00	Palenville Support Staff	12,170.39	12,300.00	(129.61)	98.9%
13,005.00	Program Support Staff	13,699.63	15,027.00	(1,327.37)	91.2%
3,200.00	Tech Support	5,190.26	5,200.00	(9.74)	99.8%
470,099.45	Total Salaries & Wages	424,842.90	454,028.00	(29,185.10)	93.6%
CPL Payroll Expenses					
CPL Payroll Taxes					
29,146.17	Social Security	25,860.31	28,150.23	(2,289.92)	91.9%
6,761.64	Medicare	6,048.00	6,583.89	(535.89)	91.9%
4,820.32	NYS Unemployment Tax	3,460.48	4,763.75	(1,303.27)	72.6%
276.50	NYS Re-employment Service Fund	128.54	275.59	(147.05)	46.6%
41,004.63	Total CPL Payroll Taxes	35,497.33	39,773.46	(4,276.13)	89.2%
Payroll Benefits & Insurances					
NYS Retirement Benefits					
34,170.00	CPL Pension Contribution	35,716.50	35,717.00	(0.50)	100.0%
34,170.00	Total NYS Retirement Benefits	35,716.50	35,717.00	(0.50)	100.0%
Payroll Insurance Benefits					
1,320.00	Disability Insurance Premium	4,387.78	4,371.00	16.78	100.4%
1,360.00	Family Leave Insurance	0.00	0.00	0.00	0.0%
47,520.00	Health Insurance	34,375.27	36,567.54	(2,192.27)	94.0%
3,978.00	Workers Compensation	2,828.00	2,829.00	(1.00)	100.0%
54,178.00	Total Payroll Benefits & Insurances	77,307.55	79,484.54	(2,176.99)	97.3%
129,352.63	Total CPL Payroll Expenses	112,804.88	119,258.00	(6,453.12)	94.6%
599,452.08	Total Personnel	537,647.78	573,286.00	(35,638.22)	93.8%

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2021 Voted Budget		01/01/2021 to 12/14/2021	2021 Fall Budget	\$ Over Budget	% of Budget
	Library Services				
	Library Materials				
	Print Materials				
	Circulating Print Materials				
8,300.00	Adult Fiction	7,398.76	7,970.00	(571.24)	92.8%
5,800.00	Adult Non-Fiction	6,352.33	6,100.00	252.33	104.1%
4,700.00	Juvenile & YA Fiction	6,281.08	6,025.00	256.08	104.3%
3,295.00	Juvenile & YA Non Fiction	3,744.42	3,815.00	(70.58)	98.2%
2,500.00	Large Print Books	1,837.34	1,500.00	337.34	122.5%
2,100.00	Magazines	1,463.52	1,615.00	(151.48)	90.6%
26,695.00	Total Circulating Print Materials	27,077.45	27,025.00	52.45	100.2%
	Non Circulating Print Materials				
3,000.00	Reference: Digitized Materials	2,720.00	4,022.00	(1,302.00)	67.6%
1,530.00	Reference: Print Materials	2,837.00	1,627.00	1,210.00	174.4%
904.00	Local & State History	930.42	1,005.00	(74.58)	92.6%
2,714.00	Newspapers	1,467.92	1,900.00	(432.08)	77.3%
825.00	Professional Collection	846.98	2,150.00	(1,303.02)	39.4%
8,973.00	Total Non Circulating Print Materials	8,802.32	10,704.00	(1,901.68)	82.2%
35,668.00	Total Print Materials	35,879.77	37,729.00	(1,849.23)	95.1%
	Audiovisual				
4,100.00	Adult Books on CD	3,753.08	3,900.00	(146.92)	96.2%
13,440.00	Adult DVD	10,767.01	10,940.00	(172.99)	98.4%
1,750.00	Adult Music on CD	1,616.49	1,625.00	(8.51)	99.5%
680.00	Juvenile & YA Books on CD	1,201.18	1,135.00	66.18	105.8%
1,700.00	Juvenile & YA DVD	2,250.50	2,250.00	0.50	100.0%
625.00	Juvenile & YA Music on CD	213.05	250.00	(36.95)	85.2%
7,500.00	Video Games	3,360.19	4,665.00	(1,304.81)	72.0%
825.00	Azuradisk Repairs	332.75	1,500.00	(1,167.25)	22.2%
30,620.00	Total Audiovisual	23,494.25	26,265.00	(2,770.75)	89.5%
	Circulating eDevices				
0.00	Hoopla	2,582.95	3,000.00	(417.05)	86.1%
15,000.00	Overdrive: Local eBooks	38,235.38	39,000.00	(764.62)	98.0%
260.00	iPad and Leap Pad Tablet & Materials	0.00	260.00	(260.00)	0.0%
15,260.00	Total Circulating eDevices	40,818.33	42,260.00	(1,441.67)	96.6%
	Online Databases				
830.00	Daily Mail Online Database	882.00	900.00	(18.00)	98.0%
0.00	Overdrive Databases	3,500.00	3,500.00	0.00	100.0%
400.00	Worldbook Online Database	415.00	400.00	15.00	103.8%
1,230.00	Total Online Databases	4,797.00	4,800.00	(3.00)	99.9%
6,325.00	MHLS Holds/Delivery Fee	5,378.00	5,368.50	9.50	100.2%
6,092.50	Processing Library Materials	5,728.95	6,092.50	(363.55)	94.0%
95,195.50	Total Library Materials	116,096.30	122,515.00	(6,418.70)	94.8%

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	Patron Services				
	Mid-Hudson Library System Services				
1,725.00	MHLS General Fee	1,784.34	1,842.00	(57.66)	96.9%
3,155.66	MHLS Sierra Fee - General	2,744.00	2,889.00	(145.00)	95.0%
3,121.56	MHLS Sierra Fee - License	3,637.00	3,681.00	(44.00)	98.8%
350.00	MHLS Web Hosting	350.00	350.00	0.00	100.0%
500.00	MHLS Computer Services	0.00	1,093.00	(1,093.00)	0.0%
8,852.22	Total Mid-Hudson Library System Services	8,515.34	9,855.00	(1,339.66)	86.4%
	Patron Computers & Printers				
3,720.00	Internet Service Providers	3,880.66	3,984.00	(103.34)	97.4%
1,250.00	Computer Tech Support	0.00	250.00	(250.00)	0.0%
950.00	LibData	0.00	750.00	(750.00)	0.0%
2,200.00	Ethernet Upgrades	712.50	1,500.00	(787.50)	47.5%
0.00	Patron Computers	4,426.74	4,565.00	(138.26)	97.0%
0.00	Patron Computer Supplies	287.37	650.00	(362.63)	44.2%
938.00	Patron Printer Hardware	1,097.79	0.00	1,097.79	100.0%
3,500.00	Patron Copier & Printer Supplies	39.99	565.00	(525.01)	7.1%
600.00	Patron Copier & Printer Usage	2,358.66	2,700.00	(341.34)	87.4%
4,900.00	Patron Copier & Printer Leases	2,719.60	2,695.00	24.60	100.9%
1,970.00	Software & Software Licenses	2,985.48	3,357.00	(371.52)	88.9%
20,028.00	Total Patron Computers & Printers	18,508.79	21,016.00	(2,507.21)	88.1%
	Library Programming				
5,500.00	Program Facilitators	950.00	2,500.00	(1,550.00)	38.0%
13,500.00	Program Supplies	14,990.68	16,400.00	(1,409.32)	91.4%
0.00	Meals on Wheels Supplies (grant above)	1,175.14	1,200.00	(24.86)	97.9%
0.00	Program Publicity & Printing	5,279.59	5,350.00	(70.41)	98.7%
0.00	Web Design	7,080.00	7,440.00	(360.00)	95.2%
19,000.00	Total Library Programming	29,475.41	32,890.00	(3,414.59)	89.6%
47,880.22	Total Patron Services	56,499.54	63,761.00	(7,261.46)	88.6%
	Other Library Services & Support				
1,240.00	Library Cards	345.50	350.00	(4.50)	98.7%
0.00	Library Computer (staff/circ)	11,295.88	11,296.00	(0.12)	100.0%
6,621.00	Library Furnishing/Displays	16,458.76	16,400.00	58.76	100.4%
1,114.00	Library Equipment	3,930.39	4,300.00	(369.61)	91.4%
3,700.00	Library Office Supplies	1,791.02	2,700.00	(908.98)	66.3%
0.00	Specialized Purchases - COVID-19	4,100.42	3,950.00	150.42	103.8%
0.00	Curbside	1,277.50	1,300.00	(22.50)	98.3%
700.00	Stamps	119.13	375.00	(255.87)	31.8%
4,484.00	Telephone	3,590.90	4,010.00	(419.10)	89.5%
17,859.00	Total Other Library Services & Support	42,909.50	44,681.00	(1,771.50)	96.0%
160,934.72	Total Library Services	215,505.34	230,957.00	(15,451.66)	93.3%

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	Library Administration				
	Outside Services				
7,750.00	Audit/Accounting	7,500.00	7,500.00	0.00	100.0%
0.00	HR Consultant - Handbook	1,540.00	2,100.00	(560.00)	73.3%
2,040.00	Legal Services	721.55	500.00	221.55	144.3%
<u>9,790.00</u>	Total Outside Services	<u>9,761.55</u>	<u>10,100.00</u>	<u>(338.45)</u>	<u>96.6%</u>
	Travel and Meetings				
2,750.00	Conference, Convention, Meetings	276.79	350.00	(73.21)	79.1%
2,375.00	Mileage & Tolls	435.86	500.00	(64.14)	87.2%
3,600.00	NYLA/ALA Conference	1,291.00	1,300.00	(9.00)	99.3%
2,250.00	Training	1,012.90	1,250.00	(237.10)	81.0%
<u>10,975.00</u>	Total Travel and Meetings	<u>3,016.55</u>	<u>3,400.00</u>	<u>(383.45)</u>	<u>88.7%</u>
100.00	Donations Made	0.00	0.00	0.00	0.0%
	Insurance				
8,917.86	Commercial Insurance	8,070.50	8,120.00	(49.50)	99.4%
0.00	Cyber Liability	804.22	829.00	(24.78)	97.0%
965.00	Director & Officers Insurance	856.00	925.00	(69.00)	92.5%
3,600.00	Fine Art Insurance (partially funded)	2,675.00	2,675.00	0.00	100.0%
<u>13,482.86</u>	Total Insurance	<u>12,405.72</u>	<u>12,549.00</u>	<u>(143.28)</u>	<u>98.9%</u>
1,350.00	Meeting Supplies	972.73	1,150.00	(177.27)	84.6%
1,625.00	Membership Dues	1,636.50	1,600.00	36.50	102.3%
	Office Expenses				
0.00	Admin Computer Hardware	4,564.19	4,600.00	(35.81)	99.2%
0.00	Admin Computer Supplies	90.75	100.00	(9.25)	90.8%
500.00	Office Equipment & Repairs	79.58	100.00	(20.42)	79.6%
918.00	Office Furnishings	1,611.90	1,650.00	(38.10)	97.7%
300.00	Office Internet	300.00	300.00	0.00	100.0%
300.00	Office Postage	1.60	110.00	(108.40)	1.5%
0.00	Admin Printer Hardware	799.99	800.00	(0.01)	100.0%
0.00	Admin Copier & Printer Supplies	212.76	250.00	(37.24)	85.1%
1,100.00	Admin Copier & Printer Usage	408.73	600.00	(191.27)	68.1%
2,500.00	Office Supplies	1,034.90	1,205.00	(170.10)	85.9%
550.00	Office Telephone	495.00	550.00	(55.00)	90.0%
1,075.00	QB Tax Tables & Backup	1,118.91	1,300.00	(181.09)	86.1%
<u>7,243.00</u>	Total Office Expenses	<u>10,718.31</u>	<u>11,565.00</u>	<u>(846.69)</u>	<u>92.7%</u>
<u>44,565.86</u>	Total Library Administration	<u>38,511.36</u>	<u>40,364.00</u>	<u>(1,852.64)</u>	<u>95.4%</u>

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	Building				
	Fuel & Utilities				
8,300.00	Electricity	6,732.20	8,430.00	(1,697.80)	79.9%
8,025.00	Heating Fuel	6,198.80	6,210.00	(11.20)	99.8%
325.00	Water & Sewer	234.40	425.00	(190.60)	55.2%
<u>16,650.00</u>	Total Fuel & Utilities	<u>13,165.40</u>	<u>15,065.00</u>	<u>(1,899.60)</u>	<u>87.4%</u>
	Maintenance & Repairs				
128.00	Boiler Inspection	0.00	128.00	(128.00)	0.0%
12,447.00	Building Repairs & Maintenance	7,759.30	12,500.00	(4,740.70)	62.1%
0.00	Board Approved Electrical Repairs and Lighting	3,920.00	0.00	3,920.00	100.0%
0.00	Board Approved Exterior Repairs	12,834.72	0.00	12,834.72	100.0%
12,581.70	Custodial Service	12,834.72	13,015.00	(180.28)	98.6%
3,550.00	Custodial Supplies	992.39	2,250.00	(1,257.61)	44.1%
248.00	Fire Extinguisher Inspection	138.00	175.00	(37.00)	78.9%
1,500.00	Grounds	1,585.00	2,000.00	(415.00)	79.3%
1,263.00	Security System	7,405.05	7,800.00	(394.95)	94.9%
3,928.00	Snow Removal	2,174.00	3,559.00	(1,385.00)	61.1%
1,128.00	Trash Removal	1,269.32	1,700.00	(430.68)	74.7%
<u>36,773.70</u>	Total Maintenance & Repairs	<u>50,912.50</u>	<u>43,127.00</u>	<u>7,785.50</u>	<u>118.1%</u>
23,849.64	Palenville Branch Rent	24,326.64	24,327.00	(0.36)	100.0%
<u>77,273.34</u>	Total Building	<u>88,404.54</u>	<u>82,519.00</u>	<u>5,885.54</u>	<u>107.1%</u>
<u>882,226.00</u>	Total Operating Expenses	<u>880,069.02</u>	<u>927,126.00</u>	<u>(47,056.98)</u>	<u>94.9%</u>
0.00	Net Operating Income	(9,972.21)	0.00	(9,972.21)	

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	Other Income/Expense				
	Other Income				
	Local Public Funds: Reserve for future year				
6,100.00	CCSD Computer Reserves	0.00	6,100.00	(6,100.00)	0.0%
12,000.00	CCSD: Reserved for Major Maintenance	0.00	12,000.00	(12,000.00)	0.0%
0.00	Transfer \$ from Computer Reserves	0.00	0.00	0.00	0.0%
0.00	Transfer \$ from Maintenance Reserves	0.00	0.00	0.00	0.0%
<u>18,100.00</u>	Total Local Public Funds: Reserve for future year	<u>0.00</u>	<u>18,100.00</u>	<u>(18,100.00)</u>	<u>0.0%</u>
	Savings Interest Income				
0.00	Reserve Account Interest Income	177.06	0.00	177.06	100.0%
0.00	Board Designated Accounts Interest Income	233.35	0.00	233.35	100.0%
<u>0.00</u>	Total Savings Interest Income	<u>410.41</u>	<u>0.00</u>	<u>410.41</u>	<u>100.0%</u>
0.00	SBA Payroll Protection Loan	0.00	0.00	0.00	0.0%
<u>18,100.00</u>	Total Other Income	<u>410.41</u>	<u>18,100.00</u>	<u>(17,689.59)</u>	<u>2.3%</u>
	Other Expense				
	Computer Purchases from Reserves				
6,100.00	Patron Computer Purchases	0.00	4,000.00	(4,000.00)	0.0%
0.00	Staff Computer Purchases from Reserves	0.00	1,800.00	(1,800.00)	0.0%
0.00	Admin Computer Purchases from Reserves	0.00	300.00	(300.00)	0.0%
<u>6,100.00</u>	Total Computer Purchases from Reserves	<u>0.00</u>	<u>6,100.00</u>	<u>(6,100.00)</u>	<u>0.0%</u>
	Board Approved Building Repairs				
12,000.00	CCSD: Major Maint Purchases	0.00	12,000.00	(12,000.00)	0.0%
0.00	Electrical Wiring	0.00	0.00	0.00	0.0%
0.00	Kitchenette	0.00	0.00	0.00	0.0%
<u>12,000.00</u>	Total Board Approved Building Repairs	<u>0.00</u>	<u>12,000.00</u>	<u>(12,000.00)</u>	<u>0.0%</u>
<u>18,100.00</u>	Total Other Expense	<u>0.00</u>	<u>18,100.00</u>	<u>(18,100.00)</u>	<u>0.0%</u>
0.00	Net Other Income	410.41	0.00	410.41	100.0%
<u>0.00</u>		<u>(9,561.80)</u>	<u>0.00</u>	<u>(9,561.80)</u>	