

Catskill Public Library

Snapshot Budget vs. Actual

January through February 10, 2022

	Jan-Feb 10. 2022	Budget	\$ Over Budget	Franklin St % of Budget	Palenville % of Budget
Ordinary Income/Expense					
Income					
Public Support- School and Pilot					
Local Public Funds					
Catskill Central School District	828,886.00	828,886.00	0.00	100.0%	0.0%
PILOT	66,339.00	66,339.00	0.00	100.0%	0.0%
Total Local Public Funds	895,225.00	895,225.00	0.00	100.0%	0.0%
Total Public Support- School and Pilot	895,225.00	895,225.00	0.00	100.0%	0.0%
Public Support- Unrestricted					
Individuals					
Donations	270.90	1,400.00	(1,129.10)	9.5%	32.5%
Program Support	82.00	1,100.00	(1,018.00)	0.0%	13.7%
Total Individuals	352.90	2,500.00	(2,147.10)	5.8%	23.1%
Corporate Contributions	800.00	650.00	150.00	160.0%	0.0%
Friends of the Catskill Public Library	0.00	1,000.00	(1,000.00)	0.0%	0.0%
Foundations					
BOGC Charitable Foundation	0.00	750.00	(750.00)	0.0%	0.0%
Other (Misc) Foundations	0.00	0.00	0.00	0.0%	0.0%
Stewart's Foundation	0.00	750.00	(750.00)	0.0%	0.0%
Total Foundations	0.00	1,500.00	(1,500.00)	0.0%	0.0%
MHLS Programming Support	0.00	0.00	0.00	0.0%	0.0%
Greene Co Libraries Assoc	0.00	2,500.00	(2,500.00)	0.0%	0.0%
GCLA Computer Tech Support	0.00	470.00	(470.00)	0.0%	0.0%
GCLA OverDrive Support	0.00	500.00	(500.00)	0.0%	0.0%
MHLS Mini Grant for MOW	0.00	0.00	0.00	0.0%	0.0%
NYS Local Libraries Services	0.00	2,500.00	(2,500.00)	0.0%	0.0%
Total Public Support- Unrestricted	1,152.90	11,620.00	(10,467.10)	9.7%	10.7%
Register Income					
Fines & Fees	199.25	7,500.00	(7,300.75)	1.7%	6.3%
Donation for Used Books	100.35	2,100.00	(1,999.65)	3.9%	5.4%
Patron Photocopying	60.95	1,850.00	(1,789.05)	3.8%	1.1%
Patron Printing	154.10	3,200.00	(3,045.90)	6.1%	1.1%
Patron Fax	56.90	1,000.00	(943.10)	6.0%	4.5%
Cash Donations	9.55	445.00	(435.45)	1.9%	2.7%
USB's & Ear Buds	15.80	65.00	(49.20)	19.6%	40.0%
Total Register Income	596.90	16,160.00	(15,563.10)	3.4%	4.5%
Reimbursement to CPL					
Inland Marine/Fine Art Insurance	0.00	1,250.00	(1,250.00)	0.0%	0.0%
Total Reimbursement to CPL	0.00	1,250.00	(1,250.00)	0.0%	0.0%
Carryover From Prior Year	0.00	0.00	0.00	0.0%	0.0%
Interest Income					
Operating Account Interest Income	83.92	1,200.00	(1,116.08)	6.99%	0.0%
Total Interest Income	83.92	1,200.00	(1,116.08)	6.99%	0.0%
Total Income	897,058.72	925,455.00	(28,396.28)	96.93%	97.5%

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January through February 10, 2022

	Jan-Feb 10. 2022	Budget	\$ Over Budget	Franklin St % of Budget	Palenville % of Budget
Expense					
Personnel					
Salaries & Wages					
Director Salary	1,346.15	72,028.32	(70,682.17)	9.2%	9.7%
Interim Director	5,365.32	0.00	5,365.32	0.0%	0.0%
Bookkeeping	9,062.25	65,972.08	(56,909.83)	13.3%	15.2%
Library Branch Manager	7,569.93	59,575.83	(52,005.90)	4.4%	13.6%
Adult Services Librarian	6,301.81	56,066.28	(49,764.47)	11.4%	7.9%
Youth Services Librarian	6,277.53	56,066.28	(49,788.75)	14.0%	0.0%
Reference Librarian	2,240.00	17,263.46	(15,023.46)	13.0%	0.0%
Head of Circulation	4,643.68	38,320.28	(33,676.60)	13.5%	0.0%
Catskill Support Staff	12,609.25	87,963.00	(75,353.75)	14.3%	0.0%
Palenville Support Staff	1,304.54	7,800.00	(6,495.46)	100.0%	8.4%
Program Support Staff	1,651.71	13,713.59	(12,061.88)	12.1%	11.9%
Tech Support	799.81	6,180.00	(5,380.19)	19.4%	0.0%
Total Salaries & Wages	59,171.98	480,949.12	(421,777.14)	12.8%	10.8%
CPL Payroll Expenses					
CPL Payroll Taxes					
Social Security	3,580.14	29,818.70	(26,238.56)	12.5%	10.5%
Medicare	837.29	6,974.35	(6,137.06)	12.5%	10.5%
NYS Unemployment Tax	1,137.05	2,500.00	(1,362.95)	45.0%	47.5%
NYS Re-employment Service Fund	42.12	201.61	(159.49)	26.5%	11.6%
Total CPL Payroll Taxes	5,596.60	39,494.66	(33,898.06)	14.7%	12.5%
Payroll Benefits & Insurances					
NYS Retirement Benefits	0.00	41,300.00	(41,300.00)	0.0%	0.0%
Disability Insurance					
Disability Insurance Premium	0.00	1,330.00	(1,330.00)	0.0%	0.0%
Total Disability Insurance	0.00	1,330.00	(1,330.00)	0.0%	0.0%
Family Leave Insurance	0.00	1,255.00	(1,255.00)	0.0%	0.0%
Health Insurance	6,761.10	48,580.00	(41,818.90)	12.2%	22.0%
Workers Compensation	0.00	4,381.22	(4,381.22)	0.0%	0.0%
Total Payroll Benefits & Insurances	6,761.10	96,846.22	(90,085.12)	6.1%	11.8%
Total CPL Payroll Expenses	12,357.70	136,340.88	(123,983.18)	8.4%	12.1%
Total Personnel	71,529.68	617,290.00	(545,760.32)	11.8%	11.0%

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January through February 10, 2022

	Jan-Feb 10. 2022	Budget	\$ Over Budget	Franklin St % of Budget	Palenville % of Budget
Library Services					
Library Materials					
Print Materials					
Circulating Print Materials					
Adult Fiction	880.90	8,000.00	(7,119.10)	11.9%	8.5%
Adult Non-Fiction	959.26	5,800.00	(4,840.74)	18.3%	11.6%
Juvenile & YA Fiction	565.38	5,000.00	(4,434.62)	14.0%	2.7%
Juvenile & YA Non Fiction	133.22	3,000.00	(2,866.78)	3.9%	6.0%
Large Print Books	212.35	1,300.00	(1,087.65)	16.3%	0.0%
Magazines	0.00	1,600.00	(1,600.00)	0.0%	0.0%
Total Circulating Print Materials	<u>2,751.11</u>	<u>24,700.00</u>	<u>(21,948.89)</u>	<u>12.5%</u>	<u>7.0%</u>
Non Circulating Print Materials					
Reference: Digitized Materials	2,775.00	6,000.00	(3,225.00)	46.3%	0.0%
Reference: Print Materials	0.00	729.00	(729.00)	0.0%	0.0%
Local & State History	0.00	1,075.00	(1,075.00)	0.0%	0.0%
Newspapers	286.00	2,784.00	(2,498.00)	16.6%	0.0%
Professional Collection	0.00	825.00	(825.00)	0.0%	0.0%
Total Non Circulating Print Materials	<u>3,061.00</u>	<u>11,413.00</u>	<u>(8,352.00)</u>	<u>30.1%</u>	<u>5.8%</u>
Total Print Materials	<u>5,812.11</u>	<u>36,113.00</u>	<u>(30,300.89)</u>	<u>18.8%</u>	<u>0.0%</u>
Audiovisual					
Adult Books on CD	292.61	3,300.00	(3,007.39)	10.5%	5.6%
Adult DVD	569.94	11,940.00	(11,370.06)	2.9%	7.9%
Adult Music on CD	0.00	1,700.00	(1,700.00)	0.0%	0.0%
Juvenile & YA Books on CD	12.99	870.00	(857.01)	2.3%	0.0%
Juvenile & YA DVD	32.92	1,000.00	(967.08)	3.0%	3.7%
Juvenile & YA Music on CD	0.00	475.00	(475.00)	0.0%	0.0%
Video Games	46.11	3,975.00	(3,928.89)	0.0%	2.3%
Azuradisk Repairs	0.00	3,000.00	(3,000.00)	0.0%	0.0%
Total Audiovisual	<u>954.57</u>	<u>26,260.00</u>	<u>(25,305.43)</u>	<u>3.0%</u>	<u>4.7%</u>
Circulating eDevices					
Hoopla	0.00	12,000.00	(12,000.00)	0.0%	0.0%
Overdrive	4,421.55	30,000.00	(25,578.45)	15.0%	15.0%
iPad and Leap Pad Tablet & Materials	0.00	260.00	(260.00)	0.0%	0.0%
Total Circulating eDevices	<u>4,421.55</u>	<u>42,260.00</u>	<u>(37,838.45)</u>	<u>15.0%</u>	<u>0.0%</u>
Online Databases					
Daily Mail Online Database	0.00	900.00	(900.00)	0.0%	0.0%
OverDrive Databases	2.99	0.00	2.99	100.0%	0.0%
Worldbook Online Database	423.30	400.00	23.30	15.8%	105.8%
Total Online Databases	<u>426.29</u>	<u>1,300.00</u>	<u>(873.71)</u>	<u>33.0%</u>	<u>32.6%</u>
MHLS Holds/Delivery Fee	5,440.00	5,368.50	71.50	101.1%	101.9%
Processing Library Materials	0.00	6,092.50	(6,092.50)	0.0%	0.0%
Total Library Materials	<u>17,054.52</u>	<u>117,394.00</u>	<u>(100,339.48)</u>	<u>19.3%</u>	<u>5.9%</u>

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Patron Services					
Mid-Hudson Library System Services					
MHLS General Fee	1,500.00	1,726.00	(226.00)	86.9%	86.8%
MHLS Sierra Fee - General	2,775.00	3,156.00	(381.00)	87.9%	87.9%
MHLS Sierra Fee - License	3,692.00	3,123.00	569.00	118.2%	118.2%
MHLS Web Hosting	0.00	0.00	0.00	0.0%	0.0%
MHLS Computer Services	510.00	500.00	10.00	204.0%	0.0%
Total Mid-Hudson Library System Services	8,477.00	8,505.00	(28.00)	103.7%	0.0%
Patron Computers & Printers					
Internet Service Providers	668.86	3,984.00	(3,315.14)	16.8%	16.8%
Computer Tech Support	0.00	1,250.00	(1,250.00)	0.0%	0.0%
LibData	500.00	750.00	(250.00)	66.7%	0.0%
Ethernet Upgrades	0.00	2,200.00	(2,200.00)	0.0%	0.0%
Patron Computer Supplies	0.00	1,400.00	(1,400.00)	0.0%	0.0%
Patron Printer Hardware	0.00	0.00	0.00	0.0%	0.0%
Patron Copier & Printer Supplies	0.00	1,550.00	(1,550.00)	0.0%	0.0%
Patron Copier & Printer Usage	255.23	1,800.00	(1,544.77)	21.3%	0.0%
Patron Copier & Printer Leases	224.55	2,695.00	(2,470.45)	8.3%	8.3%
Software & Software Licenses	0.00	1,470.00	(1,470.00)	0.0%	0.0%
Total Patron Computers & Printers	1,648.64	17,099.00	(15,450.36)	10.9%	6.6%
Library Programming					
Program Facilitators	0.00	2,500.00	(2,500.00)	0.0%	0.0%
Program Supplies	1,525.13	15,500.00	(13,974.87)	13.3%	6.4%
Program Supplies- MOW Grant	0.00	0.00	0.00	0.0%	0.0%
Publicity & Printing	77.73	3,000.00	(2,922.27)	2.6%	2.6%
Web Design	100.00	1,500.00	(1,400.00)	6.7%	6.7%
Total Library Programming	1,702.86	22,500.00	(20,797.14)	9.9%	5.2%
Total Patron Services	11,828.50	48,104.00	(36,275.50)	30.1%	15.7%
Other Library Services & Support					
Library Cards	0.00	750.00	(750.00)	0.0%	0.0%
Library Furnishing/Displays	0.00	5,000.00	(5,000.00)	0.0%	0.0%
Library Equipment	3,386.00	1,114.00	2,272.00	208.0%	564.3%
Library Office Supplies	210.78	3,100.00	(2,889.22)	6.3%	8.1%
Specialized Purchases - COVID-19	169.40	3,500.00	(3,330.60)	6.8%	0.0%
Stamps	0.00	725.00	(725.00)	0.0%	0.0%
Telephone	431.65	4,200.00	(3,768.35)	7.9%	15.9%
Total Other Library Services & Support	4,197.83	18,389.00	(14,191.17)	18.8%	30.3%
Total Library Services	33,080.85	183,887.00	(150,806.15)	22.0%	11.0%

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Library Administration					
Outside Services					
Appraisers	0.00	0.00	0.00	0.0%	0.0%
Audit/Accounting	0.00	8,000.00	(8,000.00)	0.0%	0.0%
HR Consultant - Handbook	0.00	2,100.00	(2,100.00)	0.0%	0.0%
Legal Services	0.00	2,000.00	(2,000.00)	0.0%	0.0%
Total Outside Services	<u>0.00</u>	<u>12,100.00</u>	<u>(12,100.00)</u>	<u>0.0%</u>	<u>0.0%</u>
Travel and Meetings					
Conference, Convention, Meetings	0.00	500.00	(500.00)	0.0%	0.0%
Mileage & Tolls	0.00	2,600.00	(2,600.00)	0.0%	0.0%
NYLA/ALA Conference	0.00	500.00	(500.00)	0.0%	0.0%
Training	0.00	2,300.00	(2,300.00)	0.0%	0.0%
Total Travel and Meetings	<u>0.00</u>	<u>5,900.00</u>	<u>(5,900.00)</u>	<u>0.0%</u>	<u>0.0%</u>
Insurance					
Commercial Insurance	0.00	8,918.00	(8,918.00)	0.0%	0.0%
Cyber Liability	0.00	1,000.00	(1,000.00)	0.0%	0.0%
Director & Officers Insurance	0.00	925.00	(925.00)	0.0%	0.0%
Fine Art Insurance (partially funded)	0.00	2,500.00	(2,500.00)	0.0%	0.0%
Total Insurance	<u>0.00</u>	<u>13,343.00</u>	<u>(13,343.00)</u>	<u>0.0%</u>	<u>0.0%</u>
Meeting Supplies	0.00	1,350.00	(1,350.00)	0.0%	0.0%
Membership Dues	0.00	1,400.00	(1,400.00)	0.0%	0.0%
Office Expenses					
Admin Computer Hardware	0.00	0.00	0.00	0.0%	0.0%
Admin Computer Supplies	0.00	0.00	0.00	0.0%	0.0%
Office Equipment & Repairs	0.00	500.00	(500.00)	0.0%	0.0%
Office Furnishings	0.00	918.00	(918.00)	0.0%	0.0%
Office Internet	50.00	300.00	(250.00)	16.7%	0.0%
Office Postage	0.00	300.00	(300.00)	0.0%	0.0%
Admin Printer Hardware	0.00	0.00	0.00	0.0%	0.0%
Admin Copier & Printer Supplies	0.00	900.00	(900.00)	0.0%	0.0%
Admin Copier & Printer Usage	0.00	800.00	(800.00)	0.0%	0.0%
Admin Copier & Printer Leases	0.00	0.00	0.00	0.0%	0.0%
Office Supplies	159.45	2,100.00	(1,940.55)	7.6%	0.0%
Office Telephone	45.00	550.00	(505.00)	8.2%	0.0%
QB Tax Tables & Backup	0.00	1,500.00	(1,500.00)	0.0%	0.0%
Total Office Expenses	<u>254.45</u>	<u>7,868.00</u>	<u>(7,613.55)</u>	<u>3.2%</u>	<u>0.0%</u>
Total Library Administration	<u>254.45</u>	<u>41,961.00</u>	<u>(41,706.55)</u>	<u>0.7%</u>	<u>0.0%</u>

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Building					
Fuel & Utilities					
Electricity	786.44	8,715.00	(7,928.56)	8.8%	9.6%
Heating Fuel	0.00	8,427.00	(8,427.00)	0.0%	0.0%
Water & Sewer	0.00	425.00	(425.00)	0.0%	0.0%
Total Fuel & Utilities	<u>786.44</u>	<u>17,567.00</u>	<u>(16,780.56)</u>	<u>3.8%</u>	<u>6.7%</u>
Maintenance & Repairs					
Boiler Inspection	0.00	128.00	(128.00)	0.0%	0.0%
Building Repairs & Maintenance	0.00	12,750.00	(12,750.00)	0.0%	0.0%
Board Approved Electrical Repairs	0.00	0.00	0.00	0.0%	0.0%
Board Approved Exterior Repairs	0.00	0.00	0.00	0.0%	0.0%
Custodial Service	2,169.04	13,014.00	(10,844.96)	16.7%	16.7%
Custodial Supplies	0.00	4,625.00	(4,625.00)	0.0%	0.0%
Fire Extinguisher Inspection	0.00	248.00	(248.00)	0.0%	0.0%
Grounds	0.00	2,000.00	(2,000.00)	0.0%	0.0%
Security System	0.00	1,350.00	(1,350.00)	0.0%	0.0%
Snow Removal	863.40	3,928.00	(3,064.60)	35.2%	10.0%
Trash Removal	329.04	1,893.00	(1,563.96)	16.5%	18.4%
Total Maintenance & Repairs	<u>3,361.48</u>	<u>39,936.00</u>	<u>(36,574.52)</u>	<u>7.8%</u>	<u>14.0%</u>
Palenville Branch Rent	<u>4,135.68</u>	<u>24,814.00</u>	<u>(20,678.32)</u>	<u>0.0%</u>	<u>16.7%</u>
Total Building	<u>8,283.60</u>	<u>82,317.00</u>	<u>(74,033.40)</u>	<u>6.6%</u>	<u>14.0%</u>
Total Expense	<u>113,148.58</u>	<u>925,455.00</u>	<u>(812,306.42)</u>	<u>12.6%</u>	<u>11.3%</u>
Net Ordinary Income	783,910.14	0.00	783,910.14	100.0%	100.0%
Other Income/Expense					
Other Income					
Local Public Funds: Reserve for future year					
CCSD Computer Reserves	6,100.00	6,100.00	0.00	100.0%	100.0%
CCSD: Reserved for Major Maintenance	12,000.00	12,000.00	0.00	100.0%	0.0%
Total Local Public Funds: Reserve for future year	<u>18,100.00</u>	<u>18,100.00</u>	<u>0.00</u>	<u>100.0%</u>	<u>100.0%</u>
Savings Interest Income					
Reserve Account Interest Income	16.44	0.00	16.44	100.0%	0.0%
Board Designated Accounts Interest Income	21.67	0.00	21.67	100.0%	0.0%
Total Savings Interest Income	<u>38.11</u>	<u>0.00</u>	<u>38.11</u>	<u>100.0%</u>	<u>0.0%</u>
Total Other Income	<u>18,138.11</u>	<u>18,100.00</u>	<u>38.11</u>	<u>100.2%</u>	<u>100.0%</u>
Other Expense					
Computer Purchases from Reserves					
Patron Computer Purchases	0.00	4,000.00	(4,000.00)	0.0%	0.0%
Staff Computer Purchases from Reserves	0.00	1,800.00	(1,800.00)	0.0%	0.0%
Admin Computer Purchases from Reserves	0.00	300.00	(300.00)	0.0%	0.0%
Total Computer Purchases from Reserves	<u>0.00</u>	<u>6,100.00</u>	<u>(6,100.00)</u>	<u>0.0%</u>	<u>0.0%</u>
Maintenance Provision	0.00	12,000.00	(12,000.00)	0.0%	0.0%
Total Other Expense	<u>0.00</u>	<u>18,100.00</u>	<u>(18,100.00)</u>	<u>0.0%</u>	<u>0.0%</u>
Net Other Income	<u>18,138.11</u>	<u>0.00</u>	<u>18,138.11</u>	<u>100.0%</u>	<u>100.0%</u>
Net Income	<u>802,048.25</u>	<u>0.00</u>	<u>802,048.25</u>	<u>100.0%</u>	<u>100.0%</u>