

Catskill Public Library
SNAPSHOT: Spring Budget vs. Actual
01/01 thru August 18, 2021 (63%)

2021 Voted Budget		01/01/2021 to 08/18/2021	2021 Spring 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	785,128.00	-1,300.00	99.8%
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>851,467.00</u>	<u>-1,300.00</u>	<u>99.8%</u>
850,167.00	Total Public Support- School and Pilot	850,167.00	851,467.00	-1,300.00	99.8%
	Public Support- Unrestricted				
	Individuals				
1,400.00	Donations	823.34	800.00	23.34	102.9%
1,100.00	Program Support	397.00	375.00	22.00	105.9%
<u>2,500.00</u>	Total Individuals	<u>1,220.34</u>	<u>1,175.00</u>	<u>45.34</u>	<u>103.9%</u>
	Corporate & Friends				
650.00	Corporate	194.57	350.00	-155.43	55.6%
0.00	Friends	0.00	0.00	0.00	0.0%
<u>650.00</u>	Total Corporate & Friends	<u>194.57</u>	<u>350.00</u>	<u>-155.43</u>	<u>55.6%</u>
	Foundations				
0.00	BOGC Charitable Foundation	0.00	750.00	-750.00	0.0%
750.00	Other (Misc) Foundations	0.00	0.00	0.00	0.0%
0.00	Stewart's Foundation	1,000.00	750.00	250.00	133.3%
<u>750.00</u>	Total Foundations	<u>1,000.00</u>	<u>1,500.00</u>	<u>-500.00</u>	<u>66.7%</u>
2,440.00	Greene Co Libraries Assoc	1,281.24	2,500.00	-1,218.76	51.3%
750.00	GCLA Computer Tech Support	0.00	470.00	-470.00	0.0%
1,000.00	GCLA OverDrive Support	0.00	500.00	-500.00	0.0%
<u>3,659.00</u>	NYS Local Libraries Services	<u>1,008.00</u>	<u>2,500.00</u>	<u>-1,492.00</u>	<u>40.3%</u>
11,749.00	Total Public Support- Unrestricted	4,704.15	8,995.00	-4,290.85	52.3%
	Register Income				
7,500.00	Fines & Fees	921.37	4,000.00	-3,078.63	23.0%
1,900.00	Donation for Used Books	554.50	800.00	-245.50	69.3%
1,850.00	Patron Photocopying	474.50	700.00	-225.50	67.8%
3,200.00	Patron Printing	662.63	1,350.00	-687.37	49.1%
1,000.00	Patron Fax	252.10	520.00	-267.90	48.5%
445.00	Cash Donations	220.92	300.00	-79.08	73.6%
65.00	Buds, Bags & USB's	204.95	220.00	-15.05	93.2%
<u>15,960.00</u>	Total Register Income	<u>3,290.97</u>	<u>7,890.00</u>	<u>-4,599.03</u>	<u>41.7%</u>
	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>
	Interest Income				
750.00	Operating Account Interest Income	442.99	1,200.00	-757.01	36.9%
<u>750.00</u>	Total Interest Income	<u>442.99</u>	<u>1,200.00</u>	<u>-757.01</u>	<u>36.9%</u>
<u>882,226.00</u>	Total Operating Income	<u>858,605.11</u>	<u>870,802.00</u>	<u>-12,196.89</u>	<u>98.6%</u>

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Operating Expenses					
Personnel					
Salaries & Wages					
70,607.00	Director Salary	52,225.27	70,616.00	-18,390.73	74.0%
63,044.80	Bookkeeping	37,729.99	64,997.12	-27,267.13	58.0%
55,265.60	Library Branch Manager	36,093.02	56,738.88	-20,645.86	63.6%
54,641.60	Adult Services Librarian	29,219.81	54,433.28	-25,213.47	53.7%
54,641.60	Youth Services Librarian	6,066.36	54,433.28	-48,366.92	11.1%
16,598.00	Reference Librarian	10,968.34	16,760.64	-5,792.30	65.4%
36,915.85	Head of Circulation	23,412.83	37,204.16	-13,791.33	62.9%
93,000.00	Catskill Support Staff	49,696.30	85,400.00	-35,703.70	58.2%
9,180.00	Palenville Support Staff	7,964.11	6,466.08	1,498.03	123.2%
13,005.00	Program Support Staff	9,737.02	13,314.16	-3,577.14	73.1%
3,200.00	Tech Support	2,792.09	6,000.00	-3,207.91	46.5%
470,099.45	Total Salaries & Wages	265,905.14	466,363.60	-200,458.46	57.0%
CPL Payroll Expenses					
CPL Payroll Taxes					
29,146.17	Social Security	16,203.45	28,914.54	-12,711.09	56.0%
6,761.64	Medicare	3,789.52	6,762.27	-2,972.75	56.0%
4,820.32	NYS Unemployment Tax	2,678.10	1,425.25	1,252.85	187.9%
276.50	NYS Re-employment Service Fund	100.60	200.59	-99.99	50.2%
41,004.63	Total CPL Payroll Taxes	22,771.67	37,302.65	-14,530.98	61.0%
Payroll Benefits & Insurances					
NYS Retirement Benefits					
34,170.00	CPL Pension Contribution	-0.50	41,300.00	-41,300.50	0.0%
34,170.00	Total NYS Retirement Benefits	-0.50	41,300.00	-41,300.50	0.0%
Payroll Insurance Benefits					
1,320.00	Disability Insurance Premium	34.18	1,330.00	-1,295.82	2.6%
1,360.00	Family Leave Insurance	0.00	1,255.00	-1,255.00	0.0%
47,520.00	Health Insurance	23,632.72	47,520.00	-23,887.28	49.7%
3,978.00	Workers Compensation	2,828.00	4,380.75	-1,552.75	64.6%
54,178.00	Total Payroll Benefits & Insurances	26,494.90	54,485.75	-27,990.85	48.6%
129,352.63	Total CPL Payroll Expenses	49,266.07	133,088.40	-83,822.33	37.0%
599,452.08	Total Personnel	315,171.21	599,452.00	-284,280.79	52.6%

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	Library Services				
	Library Materials				
	Print Materials				
	Circulating Print Materials				
8,300.00	Adult Fiction	4,158.80	8,000.00	-3,841.20	52.0%
5,800.00	Adult Non-Fiction	3,022.59	5,800.00	-2,777.41	52.1%
4,700.00	Juvenile & YA Fiction	3,074.91	5,000.00	-1,925.09	61.5%
3,295.00	Juvenile & YA Non Fiction	1,129.03	3,000.00	-1,870.97	37.6%
2,500.00	Large Print Books	1,008.27	1,300.00	-291.73	77.6%
2,100.00	Magazines	1,463.52	1,600.00	-136.48	91.5%
26,695.00	Total Circulating Print Materials	13,857.12	24,700.00	-10,842.88	56.1%
	Non Circulating Print Materials				
3,000.00	Reference: Digitized Materials	2,720.00	6,000.00	-3,280.00	45.3%
1,530.00	Reference: Print Materials	0.00	729.00	-729.00	0.0%
904.00	Local & State History	17.99	1,075.00	-1,057.01	1.7%
2,714.00	Newspapers	358.40	2,784.00	-2,425.60	12.9%
825.00	Professional Collection	846.98	825.00	21.98	102.7%
8,973.00	Total Non Circulating Print Materials	3,943.37	11,413.00	-7,469.63	34.6%
35,668.00	Total Print Materials	17,800.49	36,113.00	-18,312.51	49.3%
	Audiovisual				
4,100.00	Adult Books on CD	1,382.87	3,300.00	-1,917.13	41.9%
13,440.00	Adult DVD	5,053.01	11,940.00	-6,886.99	42.3%
1,750.00	Adult Music on CD	911.05	1,700.00	-788.95	53.6%
680.00	Juvenile & YA Books on CD	407.04	870.00	-462.96	46.8%
1,700.00	Juvenile & YA DVD	561.40	1,000.00	-438.60	56.1%
625.00	Juvenile & YA Music on CD	126.01	475.00	-348.99	26.5%
7,500.00	Video Games	1,357.57	3,975.00	-2,617.43	34.2%
825.00	Azuradisk Repairs	0.00	3,000.00	-3,000.00	0.0%
30,620.00	Total Audiovisual	9,798.95	26,260.00	-16,461.05	37.3%
	Circulating eDevices				
0.00	Hoopla	1,870.46	12,000.00	-10,129.54	15.6%
15,000.00	Overdrive: Local eBooks	22,210.68	30,000.00	-7,789.32	74.0%
260.00	iPad and Leap Pad Tablet & Materials	0.00	260.00	-260.00	0.0%
15,260.00	Total Circulating eDevices	24,081.14	42,260.00	-18,178.86	57.0%
	Online Databases				
830.00	Daily Mail Online Database	882.00	900.00	-18.00	98.0%
400.00	Worldbook Online Database	415.00	400.00	15.00	103.8%
1,230.00	Total Online Databases	1,297.00	1,300.00	-3.00	99.8%
6,325.00	MHLS Holds/Delivery Fee	5,378.00	5,368.50	9.50	100.2%
6,092.50	Processing Library Materials	3,759.23	6,092.50	-2,333.27	61.7%
95,195.50	Total Library Materials	62,114.81	117,394.00	-55,279.19	52.9%

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	Patron Services				
	Mid-Hudson Library System Services				
1,725.00	MHLS General Fee	1,500.00	1,500.00	0.00	100.0%
3,155.66	MHLS Sierra Fee - General	2,744.00	2,744.00	0.00	100.0%
3,121.56	MHLS Sierra Fee - License	3,637.00	3,638.00	-1.00	100.0%
350.00	MHLS Web Hosting	350.00	350.00	0.00	100.0%
500.00	MHLS Computer Services	0.00	500.00	-500.00	0.0%
8,852.22	Total Mid-Hudson Library System Services	8,231.00	8,732.00	-501.00	94.3%
	Patron Computers & Printers				
3,720.00	Internet Service Providers	2,670.92	3,984.00	-1,313.08	67.0%
1,250.00	Computer Tech Support	0.00	1,250.00	-1,250.00	0.0%
950.00	LibData	0.00	750.00	-750.00	0.0%
2,200.00	Ethernet Upgrades	712.50	6,100.00	-5,387.50	11.7%
0.00	Patron Computers (reserve below)	0.00	0.00	0.00	0.0%
0.00	Patron Computer Supplies	107.02	1,400.00	-1,292.98	7.6%
938.00	Patron Printer Hardware	0.00	0.00	0.00	0.0%
3,500.00	Patron Copier & Printer Supplies	39.99	1,550.00	-1,510.01	2.6%
600.00	Patron Copier & Printer Usage	1,609.66	1,800.00	-190.34	89.4%
4,900.00	Patron Copier & Printer Leases	1,696.40	2,695.00	-998.60	62.9%
1,970.00	Software & Software Licenses	1,179.00	1,470.00	-291.00	80.2%
20,028.00	Total Patron Computers & Printers	8,015.49	20,999.00	-12,983.51	38.2%
	Library Programming				
5,500.00	Program Facilitators	950.00	2,500.00	-1,550.00	38.0%
0.00	Program Publicity & Printing	2,341.17	3,000.00	-658.83	78.0%
13,500.00	Program Supplies	9,680.67	15,500.00	-5,819.33	62.5%
0.00	Web Design	5,580.00	7,440.00	-1,860.00	75.0%
19,000.00	Total Library Programming	18,551.84	28,440.00	-9,888.16	65.2%
47,880.22	Total Patron Services	34,798.33	58,171.00	-23,372.67	59.8%
	Other Library Services & Support				
1,240.00	Library Cards	345.50	750.00	-404.50	46.1%
0.00	Library Computer (staff/circ)	1,275.98	1,800.00	-524.02	70.9%
6,621.00	Library Furnishing/Displays	5,768.15	7,000.00	-1,231.85	82.4%
1,114.00	Library Equipment	379.50	1,114.00	-734.50	34.1%
3,700.00	Library Office Supplies	1,118.90	3,100.00	-1,981.10	36.1%
0.00	Specialized Purchases - COVID-19	1,623.18	8,000.00	-6,376.82	20.3%
0.00	Curbside	1,277.50	2,000.00	-722.50	63.9%
700.00	Stamps	119.13	725.00	-605.87	16.4%
4,484.00	Telephone	2,585.18	4,200.00	-1,614.82	61.6%
17,859.00	Total Other Library Services & Support	14,493.02	28,689.00	-14,195.98	50.5%
160,934.72	Total Library Services	111,406.16	204,254.00	-92,847.84	54.5%

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	Library Administration				
	Outside Services				
7,750.00	Audit/Accounting	7,150.00	7,750.00	-600.00	92.3%
0.00	HR Consultant - Handbook	0.00	2,100.00	-2,100.00	0.0%
2,040.00	Legal Services	721.55	2,000.00	-1,278.45	36.1%
9,790.00	Total Outside Services	7,871.55	11,850.00	-3,978.45	66.4%
	Travel and Meetings				
2,750.00	Conference, Convention, Meetings	196.79	500.00	-303.21	39.4%
2,375.00	Mileage & Tolls	397.48	2,600.00	-2,202.52	15.3%
3,600.00	NYLA/ALA Conference	0.00	500.00	-500.00	0.0%
2,250.00	Training	0.00	2,250.00	-2,250.00	0.0%
10,975.00	Total Travel and Meetings	594.27	5,850.00	-5,255.73	10.2%
100.00	Donations Made	0.00	0.00	0.00	0.0%
	Insurance				
8,917.86	Commercial Insurance	8,070.50	7,900.00	170.50	102.2%
0.00	Cyber Liability	804.22	1,000.00	-195.78	80.4%
965.00	Director & Officers Insurance	0.00	900.00	-900.00	0.0%
3,600.00	Fine Art Insurance (partially funded)	2,675.00	2,500.00	175.00	107.0%
13,482.86	Total Insurance	11,549.72	12,300.00	-750.28	93.9%
1,350.00	Meeting Supplies	535.41	1,350.00	-814.59	39.7%
1,625.00	Membership Dues	1,202.50	1,400.00	-197.50	85.9%
	Office Expenses				
0.00	Admin Computer Hardware	2,476.00	3,200.00	-724.00	77.4%
0.00	Admin Computer Supplies	20.39	0.00	20.39	100.0%
500.00	Office Equipment & Repairs	79.58	500.00	-420.42	15.9%
918.00	Office Furnishings	1,611.90	918.00	693.90	175.6%
300.00	Office Internet	200.00	300.00	-100.00	66.7%
300.00	Office Postage	0.00	300.00	-300.00	0.0%
0.00	Admin Printer Hardware	799.99	0.00	799.99	100.0%
0.00	Admin Copier & Printer Supplies	99.87	900.00	-800.13	11.1%
1,100.00	Admin Copier & Printer Usage	408.73	800.00	-391.27	51.1%
2,500.00	Office Supplies	476.67	2,100.00	-1,623.33	22.7%
550.00	Office Telephone	360.00	550.00	-190.00	65.5%
1,075.00	QB Tax Tables & Backup	1,073.91	1,500.00	-426.09	71.6%
7,243.00	Total Office Expenses	7,607.04	11,068.00	-3,460.96	68.7%
44,565.86	Total Library Administration	29,360.49	43,818.00	-14,457.51	67.0%

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	Building				
	Fuel & Utilities				
8,300.00	Electricity	4,060.04	8,300.00	-4,239.96	48.9%
8,025.00	Heating Fuel	0.00	8,025.00	-8,025.00	0.0%
325.00	Water & Sewer	154.60	425.00	-270.40	36.4%
<u>16,650.00</u>	Total Fuel & Utilities	<u>4,214.64</u>	<u>16,750.00</u>	<u>-12,535.36</u>	<u>25.2%</u>
	Maintenance & Repairs				
128.00	Boiler Inspection	0.00	127.36	-127.36	0.0%
12,447.00	Building Repairs & Maintenance	7,047.50	12,447.00	-5,399.50	56.6%
12,581.70	Custodial Service	8,556.48	12,834.72	-4,278.24	66.7%
3,550.00	Custodial Supplies	389.12	3,950.24	-3,561.12	9.9%
248.00	Fire Extinguisher Inspection	306.81	248.00	58.81	123.7%
1,500.00	Grounds	795.00	2,000.00	-1,205.00	39.8%
1,263.00	Security System	6,885.75	6,000.00	885.75	114.8%
3,928.00	Snow Removal	2,174.00	3,928.00	-1,754.00	55.3%
1,128.00	Trash Removal	931.48	1,781.04	-849.56	52.3%
<u>36,773.70</u>	Total Maintenance & Repairs	<u>27,086.14</u>	<u>43,316.36</u>	<u>-16,230.22</u>	<u>62.5%</u>
<u>23,849.64</u>	Palenville Branch Rent	<u>16,217.76</u>	<u>24,326.64</u>	<u>-8,108.88</u>	<u>66.7%</u>
<u>77,273.34</u>	Total Building	<u>47,518.54</u>	<u>84,393.00</u>	<u>-36,874.46</u>	<u>56.3%</u>
<u>882,226.00</u>	Total Operating Expenses	<u>503,456.40</u>	<u>931,917.00</u>	<u>-428,460.60</u>	<u>54.0%</u>
0.00	Net Operating Income	355,148.71	-61,115.00	416,263.71	

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Other Income/Expense					
Other Income					
Local Public Funds: Reserve for future year					
6,100.00	CCSD Computer Reserves	6,100.00	4,800.00	1,300.00	127.1%
12,000.00	CCSD: Reserved for Major Maintenance	12,000.00	12,000.00	0.00	100.0%
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>18,100.00</u>	<u>16,800.00</u>	<u>1,300.00</u>	<u>107.7%</u>
Savings Interest Income					
0.00	Reserve Account Interest Income	112.36	0.00	112.36	100.0%
0.00	Board Designated Accounts Interest Income	148.10	0.00	148.10	100.0%
<u>0.00</u>	Total Savings Interest Income	<u>260.46</u>	<u>0.00</u>	<u>260.46</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>18,360.46</u>	<u>16,800.00</u>	<u>1,560.46</u>	<u>109.3%</u>
Other Expense					
Computer Purchases from Reserves					
6,100.00	Patron Computer Purchases	0.00	4,800.00	-4,800.00	0.0%
0.00	Staff Computer Purchases from Reserves	0.00	0.00	0.00	0.0%
0.00	Admin Computer Purchases from Reserves	0.00	0.00	0.00	0.0%
<u>6,100.00</u>	Total Computer Purchases from Reserves	<u>0.00</u>	<u>4,800.00</u>	<u>-4,800.00</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>16,800.00</u>	<u>-16,800.00</u>	<u>0.0%</u>
0.00	Net Other Income	18,360.46	0.00	18,360.46	100.0%
<u><u>0.00</u></u>		<u><u>373,509.17</u></u>	<u><u>-61,115.00</u></u>	<u><u>434,624.17</u></u>	