

## Appendix 1

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Production City (City of Peterborough) CCurrent Year 2015

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M-Library Operations Stat 1

Report Format

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Period 12 ending December 31, 2015

Transaction status 1

100% of year completed

|                |                          | YTD<br>Actual | YTD<br>Commitments | Actual With<br>Commitments | 2015 Budget   | YTD<br>Variance | YTD<br>% Spent |
|----------------|--------------------------|---------------|--------------------|----------------------------|---------------|-----------------|----------------|
| Div 960        | Library                  |               |                    |                            |               |                 |                |
| Act 961        | Main                     |               |                    |                            |               |                 |                |
| Obj 521        | Revenue for Specific Fun |               |                    |                            |               |                 |                |
| 601 9615212    | LIBMN Revenue-Ont Grant  | 152,517.00-   |                    | 152,517.00-                | 132,806.00-   | 19,711.00       | 114.8          |
| 601 9615282    | LIBMN Membership revenue | 9,105.65-     |                    | 9,105.65-                  | 10,000.00-    | 894.35-         | 91.1           |
| 601 9615326    | LIBMN Fines              | 59,390.78-    |                    | 59,390.78-                 | 60,000.00-    | 609.22-         | 99.0           |
| 601 9615328    | LIBMN Room rentals       | 23,771.15-    |                    | 23,771.15-                 | 30,000.00-    | 6,228.85-       | 79.2           |
| 601 9615330    | LIBMN Xerox fees         | 2,582.54-     |                    | 2,582.54-                  | 1,500.00-     | 1,082.54        | 172.2          |
| 601 9615332    | LIBMN Lost books         | 3,110.69-     |                    | 3,110.69-                  | 3,600.00-     | 489.31-         | 86.4           |
| 601 9615334    | LIBMN Lost cards         | 827.55-       |                    | 827.55-                    | 1,100.00-     | 272.45-         | 75.2           |
| 601 9615336    | LIBMN Microfilm fees     | 221.10-       |                    | 221.10-                    | 500.00-       | 278.90-         | 44.2           |
| 601 9615340    | LIBMN Program revenue    | 50.00-        |                    | 50.00-                     | 500.00-       | 450.00-         | 10.0           |
| 601 9615341    | LIBMN Internet printing  | 109.93-       |                    | 109.93-                    | 200.00-       | 90.07-          | 55.0           |
| 601 9615344    | LIBMN Recoveries         | 378.61-       |                    | 378.61-                    | 200.00-       | 178.61          | 189.3          |
| 601 9615466    | LIBMN Library Foundation |               |                    |                            | 30,564.00-    | 30,564.00-      |                |
| Obj 560        | Other - Revenue Fund     |               |                    |                            |               |                 |                |
| 601 9615665    | LIBMN Tsfr Data Proce    | 26,971.62-    |                    | 26,971.62-                 | 26,972.00-    | .38-            | 100.0          |
| 601 9615669    | LIBMN Tsfr FOL Res       | 26,621.58-    |                    | 26,621.58-                 |               | 26,621.58       |                |
| 601 9615670    | LIBMN City Contribution  | 2,857,681.00- |                    | 2,857,681.00-              | 2,857,681.00- |                 | 100.0          |
| 601 9615712    | LIBMN Surplus            | 18,869.89-    |                    | 18,869.89-                 |               | 18,869.89       |                |
| Total Revenues |                          | 3,182,209.09- |                    | 3,182,209.09-              | 3,155,623.00- | 26,586.09       | 100.8          |
| Obj 600        | Expenditures             |               |                    |                            |               |                 |                |
| 601 9616005    | LIBMN Salaries - Full ti | 932,536.27    |                    | 932,536.27                 | 1,004,720.00  | 72,183.73       | 92.8           |
| 601 9616025    | LIBMN Salaries - Part ti | 560,376.81    |                    | 560,376.81                 | 464,786.00    | 95,590.81-      | 120.6          |
| 601 9616075    | LIBMN Employee Benefit O | 332,319.82    |                    | 332,319.82                 | 337,847.00    | 5,527.18        | 98.4           |
| 601 9616405    | LIBMN Telephone          | 13,762.05     |                    | 13,762.05                  | 10,500.00     | 3,262.05-       | 131.1          |
| 601 9616410    | LIBMN Adv & Publicity    | 3,867.64      |                    | 3,867.64                   | 5,000.00      | 1,132.36        | 77.4           |
| 601 9616417    | LIBMN Board Expenses     | 656.90        |                    | 656.90                     | 500.00        | 156.90-         | 131.4          |
| 601 9616420    | LIBMN Light & Water      | 62,090.56     |                    | 62,090.56                  | 52,000.00     | 10,090.56-      | 119.4          |
| 601 9616425    | LIBMN Heat               | 9,320.69      |                    | 9,320.69                   | 13,000.00     | 3,679.31        | 71.7           |
| 601 9616430    | LIBMN Postage            | 1,994.79      |                    | 1,994.79                   | 2,500.00      | 505.21          | 79.8           |
| 601 9616440    | LIBMN Information Techno | 53,213.90     |                    | 53,213.90                  | 52,000.00     | 1,213.90-       | 102.3          |
| 601 9616442    | LIBMN Hospitality        | 340.13        |                    | 340.13                     | 200.00        | 140.13-         | 170.1          |
| 601 9616510    | LIBMN Courier Service    | 2,193.04      |                    | 2,193.04                   | 2,800.00      | 606.96          | 78.3           |
| 601 9616520    | LIBMN FOL Friends of lib | 26,621.58     |                    | 26,621.58                  |               | 26,621.58-      |                |
| 601 9617005    | LIBMN Office Supplies    | 7,065.43      |                    | 7,065.43                   | 4,500.00      | 2,565.43-       | 157.0          |
| 601 9617047    | LIBMN Special Events-Chi | 4,153.59      |                    | 4,153.59                   | 3,500.00      | 653.59-         | 118.7          |
| 601 9617048    | LIBMN Adult programs     | 1,719.97      |                    | 1,719.97                   | 2,500.00      | 780.03          | 68.8           |
| 601 9617050    | LIBMN Photocopies        | 11,474.94     |                    | 11,474.94                  | 10,000.00     | 1,474.94-       | 114.8          |
| 601 9617075    | LIBMN Bookbinding - Adul |               |                    |                            | 300.00        | 300.00          |                |

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100% of year completed

|                |                           | YTD<br>Actual | YTD<br>Commitments | Actual With<br>Commitments | 2015 Budget  | YTD<br>Variance | YTD<br>% Spent |
|----------------|---------------------------|---------------|--------------------|----------------------------|--------------|-----------------|----------------|
| Div 960        | Library                   |               |                    |                            |              |                 |                |
| Act 961        | Main                      |               |                    |                            |              |                 |                |
| Obj 600        | Expenditures              |               |                    |                            |              |                 |                |
| 601 9617077    | LIBMN Technical Supplies  | 5,210.92      |                    | 5,210.92                   | 10,000.00    | 4,789.08        | 52.1           |
| 601 9617078    | LIBMN Circulation Suppli  | 59.54-        |                    | 59.54-                     | 3,000.00     | 3,059.54        | 2.0-           |
| 601 9617079    | LIBMN Reference Supplies  | 1,241.19      |                    | 1,241.19                   | 1,200.00     | 41.19-          | 103.4          |
| 601 9617080    | LIBMN Meeting Rm Support  |               |                    |                            | 1,500.00     | 1,500.00        |                |
| 601 9617081    | LIBMN Microfilm           | 1,949.41      |                    | 1,949.41                   | 5,300.00     | 3,350.59        | 36.8           |
| 601 9617218    | LIBMN Volunteer Recognit  | 688.13        |                    | 688.13                     | 800.00       | 111.87          | 86.0           |
| 601 9617315    | LIBMN Rep & Maint-Buildi  | 35,078.18     |                    | 35,078.18                  | 30,000.00    | 5,078.18-       | 116.9          |
| 601 9617317    | LIBMN PM-Buildings        | 2,711.96      | 2,008.74           | 4,720.70                   |              | 4,720.70-       |                |
| 601 9617505    | LIBMN Insurance           | 11,697.69     |                    | 11,697.69                  | 11,453.00    | 244.69-         | 102.1          |
| 601 9617510    | LIBMN Garbage Tax         | 2,244.01      |                    | 2,244.01                   | 2,000.00     | 244.01-         | 112.2          |
| 601 9617540    | LIBMN Bank Charges        | 542.47        |                    | 542.47                     | 500.00       | 42.47-          | 108.5          |
| 601 9617555    | LIBMN Audit fees          | 3,400.00      |                    | 3,400.00                   | 3,400.00     |                 | 100.0          |
| 601 9617705    | LIBMN Tsf to Mat Acq Res  | 374,273.00    |                    | 374,273.00                 | 374,273.00   |                 | 100.0          |
| 601 9617706    | LIBMN Tsf to Sys. Upgrde  | 69,703.00     |                    | 69,703.00                  | 69,703.00    |                 | 100.0          |
| 601 9617707    | LIBMN Tsf to Surplus Res  | 18,869.89     |                    | 18,869.89                  |              | 18,869.89-      |                |
| 601 9617715    | LIBMN Transfer to Capita  | 563,600.00    |                    | 563,600.00                 | 563,600.00   |                 | 100.0          |
| 601 9618005    | LIBMN Office Equipment    | 4,574.23      |                    | 4,574.23                   | 1,000.00     | 3,574.23-       | 457.4          |
| 601 9618205    | LIBMN Business Travel     | 2,880.38      |                    | 2,880.38                   | 2,000.00     | 880.38-         | 144.0          |
| 601 9618215    | LIBMN Membership/Subscrip | 3,942.03      |                    | 3,942.03                   | 4,000.00     | 57.97           | 98.6           |
| 601 9618220    | LIBMN Staff training      | 5,281.68      |                    | 5,281.68                   | 5,000.00     | 281.68-         | 105.6          |
| 601 9618225    | LIBMN Conf & Conventions  | 907.23        |                    | 907.23                     |              | 907.23-         |                |
| Total Expenses |                           | 3,132,443.97  | 2,008.74           | 3,134,452.71               | 3,055,382.00 | 79,070.71-      | 102.6          |
| Act 961        | Main                      | 49,765.12-    | 2,008.74           | 47,756.38-                 | 100,241.00-  | 52,484.62-      | 47.6           |
| Act 963        | Delafosse                 |               |                    |                            |              |                 |                |
| Obj 521        | Revenue for Specific Fun  |               |                    |                            |              |                 |                |
| 601 9635328    | LIBDL Room rentals        | 4,800.00-     |                    | 4,800.00-                  | 4,800.00-    |                 | 100.0          |
| Total Revenues |                           | 4,800.00-     |                    | 4,800.00-                  | 4,800.00-    |                 | 100.0          |
| Obj 600        | Expenditures              |               |                    |                            |              |                 |                |
| 601 9636025    | LIBDL Salaries - Part ti  | 39,780.30     |                    | 39,780.30                  | 47,496.00    | 7,715.70        | 83.8           |
| 601 9636075    | LIBDL Employee Benefit O  | 412.27        |                    | 412.27                     | 4,750.00     | 4,337.73        | 8.7            |
| 601 9636420    | LIBDL Light & Water       | 5,146.53      |                    | 5,146.53                   | 7,000.00     | 1,853.47        | 73.5           |
| 601 9636425    | LIBDL Heat                | 3,884.38      |                    | 3,884.38                   | 4,500.00     | 615.62          | 86.3           |
| 601 9636510    | LIBDL Courier             | 1,318.80      |                    | 1,318.80                   |              | 1,318.80-       |                |
| 601 9637315    | LIBDL Rep & Maint-Buildi  | 3,796.58      |                    | 3,796.58                   | 10,000.00    | 6,203.42        | 38.0           |
| 601 9637317    | LIBDL PM-Buildings        | 1,207.19      | 1,131.97           | 2,339.16                   |              | 2,339.16-       |                |

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|---------------------|--------------------------|---------------|--------------------|----------------------------|-------------|-----------------|----------------|
| Div 960             | Library                  |               |                    |                            |             |                 |                |
| Act 963             | Delafosse                |               |                    |                            |             |                 |                |
| Obj 600             | Expenditures             |               |                    |                            |             |                 |                |
| 601 9637510         | LIBDL Garbage Tax        |               |                    |                            | 500.00      | 500.00          |                |
| 601 9637705         | LIBDL Transfer to Reserv | 30,795.00     |                    | 30,795.00                  | 30,795.00   |                 | 100.0          |
| Total Expenses      |                          | 86,341.05     | 1,131.97           | 87,473.02                  | 105,041.00  | 17,567.98       | 83.3           |
| Act 963             | Delafosse                | 81,541.05     | 1,131.97           | 82,673.02                  | 100,241.00  | 17,567.98       | 82.5           |
| Div 960             | Library                  | 31,775.93     | 3,140.71           | 34,916.64                  |             | 34,916.64-      |                |
| Report Final Totals |                          | 31,775.93     | 3,140.71           | 34,916.64                  |             | 34,916.64-      |                |