

LIBRARY OPERATIONS – Appendix A

From January 1, 2018 to September 30, 2018

<u>ACCT#</u>	<u>TITLE</u>	<u>2018 BUDGET</u>	<u>QTR 1</u>	<u>QTR 2</u>	<u>QTR 3</u>	<u>QTR 4</u>	<u>TOTAL YEAR</u>	<u>%</u>
Main								
601 9615212	LIBMN Revenue-Ont Grant	(132,806.00)						
601 9615282	LIBMN Membership revenue	(10,000.00)	(6,089.50)	(3,290.75)	(4,354.75)		(13,735.00)	137.35%
601 9615326	LIBMN Fines	(60,000.00)	(13,047.97)	(15,087.06)	(15,615.56)		(43,750.59)	72.92%
601 9615328	LIBMN Room rentals	(30,000.00)	(1,291.00)	(3,739.00)	(3,113.44)		(8,143.44)	27.14%
601 9615330	LIBMN Xerox fees	(2,000.00)	(745.19)	(1,421.96)	(1,648.82)		(3,815.97)	190.80%
601 9615332	LIBMN Lost books	(3,000.00)	(1,019.12)	(897.50)	(1,619.75)		(3,536.37)	117.88%
601 9615334	LIBMN Lost cards	(500.00)	(217.00)	(218.00)	(276.78)		(711.78)	142.36%
601 9615336	LIBMN Microfilm fees	(150.00)	(0.87)	(229.56)	(141.78)		(372.21)	248.14%
601 9615340	LIBMN Program revenue	(500.00)	(285.00)	(310.00)	(845.00)		(1,440.00)	288.00%
601 9615341	LIBMN Internet printing	(200.00)						
601 9615343	LIBMN Sponsorship		(152.67)		(66.39)		(219.06)	
601 9615344	LIBMN Recoveries	(500.00)	(7,941.35)	(6,535.69)	(75.50)		(14,552.54)	2910.51%
601 9615346	LIBMN Donations	(450.00)		(5,209.10)			(5,209.10)	1157.58%
601 9615642	LIBMN Interest			(8,285.57)	(10,059.99)		(18,345.56)	
601 9615665	LIBMN Tsf frm Data Processing -IT	(26,972.00)	(6,744.00)	(4,496.00)			(11,240.00)	41.67%
601 9615669	LIBMN Tsf frm FOL Res	(13,000.00)	(3,249.00)	(3,249.00)	(3,249.00)		(9,747.00)	74.98%
601 9615670	LIBMN City Contribution	(2,878,646.00)	(758,294.00)	(832,808.10)	(913,065.15)		(2,504,167.25)	86.99%
	Total Revenues	<u>(3,158,724.00)</u>	<u>(799,076.67)</u>	<u>(885,777.29)</u>	<u>(954,131.91)</u>	<u>0.00</u>	<u>(2,638,985.87)</u>	<u>83.55%</u>
601 9616005	LIBMN Salaries - Full time	1,246,886.00	275,626.27	244,932.65	260,603.43		781,162.35	62.65%
601 9616025	LIBMN Salaries - Part time	598,641.00	122,608.61	134,068.72	143,895.69		400,573.02	66.91%
601 9616075	LIBMN Employee Benefit O/H	421,461.00	96,319.44	101,198.49	91,195.75		288,713.68	68.50%
601 9616405	LIBMN Telephone	14,000.00	3,060.66	2,946.74	2,117.46		8,124.86	58.03%
601 9616410	LIBMN Adv & Publicity	5,000.00	996.51	435.20	2,858.31		4,290.02	85.80%
601 9616417	LIBMN Board Expenses	800.00	15.36	233.60	29.31		278.27	34.78%
601 9616420	LIBMN Light & Water	20,400.00	16,315.89	15,921.23	16,230.46		48,467.58	237.59%
601 9616425	LIBMN Heat	10,240.00	7,990.90	2,429.15	729.45		11,149.50	108.88%
601 9616430	LIBMN Postage	2,000.00	66.14	206.47	474.60		747.21	37.36%
601 9616440	LIBMN Information Technology	52,972.00	6,276.65	10,457.37	8,845.62		25,579.64	48.29%

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601 9616442	LIBMN Hospitality	500.00	157.15	319.87	203.01		680.03	136.01%
601 9616510	LIBMN Courier Service	5,328.00	164.85	494.55	666.00		1,325.40	24.88%
601 9616520	LIBMN FOL Friends of library	13,000.00	1,279.00	3,040.58	86.19		4,405.77	33.89%
601 9617005	LIBMN Office Supplies	5,000.00	2,513.23	2,885.75	751.24		6,150.22	123.00%
601 9617047	LIBMN Special Events-Children	6,000.00	2,470.81	624.23	1,870.69		4,965.73	82.76%
601 9617048	LIBMN Adult programs & outreach	4,500.00	980.97	1,660.16	(312.45)		2,328.68	51.75%
601 9617050	LIBMN Photocopies	15,000.00	4,626.94	3,540.10	4,706.57		12,873.61	85.82%
601 9617071	LIBMN Library Foundation		9,998.39	17,165.80	1,918.02		29,082.21	
601 9617075	LIBMN Bookbinding - Adult	100.00	181.15				181.15	181.15%
601 9617076	LIBMN Bookbinding - Children	100.00						
601 9617077	LIBMN Technical Supplies	10,000.00	1,366.36	941.61	2,931.66		5,239.63	52.40%
601 9617078	LIBMN Circulation Supplies	3,000.00		961.38			961.38	32.05%
601 9617079	LIBMN Reference Supplies	600.00	469.79	286.72	174.65		931.16	155.19%
601 9617080	LIBMN Meeting Rm Support	500.00	25.43	372.46			397.89	79.58%
601 9617081	LIBMN Microfilm	3,000.00	3,119.96	647.36			3,767.32	125.58%
601 9617218	LIBMN Volunteer Recognition	800.00		108.06	22.52		130.58	16.32%
601 9617315	LIBMN Rep & Maint-Buildings	15,000.00	16,246.79	11,902.83	4,069.79		32,219.41	214.80%
601 9617317	LIBMN PM-Buildings	11,229.00	1,015.20	6,091.68	5,736.35		12,843.23	114.38%
601 9617483	Debt charges - library		216,933.00	377,447.10	457,704.15		1,052,084.25	
601 9617505	LIBMN Insurance	12,132.00	3,033.00	3,353.95	3,110.80		9,497.75	78.29%
601 9617510	LIBMN Garbage Tax	2,000.00			1,922.22		1,922.22	96.11%
601 9617540	LIBMN Bank Charges	500.00	328.80	613.34	540.92		1,483.06	296.61%
601 9617555	LIBMN Audit fees	3,500.00	894.00	894.00	4,455.60		6,243.60	178.39%
601 9617705	LIBMN Tsf to Mat Acq Reserve	374,300.00	93,576.00	93,576.00	93,576.00		280,728.00	75.00%
601 9617706	LIBMN Tsf to Sys. Upgrde - IT	69,703.00	17,427.00	17,427.00	17,427.00		52,281.00	75.01%
601 9617715	LIBMN Transfer to Capital fund	86,000.00	86,000.00				86,000.00	100.00%
601 9618005	LIBMN Office Equipment	3,000.00	1,061.84	1,586.16	1,645.84		4,293.84	143.13%
601 9618205	LIBMN Business Travel	2,000.00	135.37	122.60	(22.22)		235.75	11.79%
601 9618215	LIBMN Membership/Subscriptions	5,000.00	208.06	560.72			768.78	15.38%
601 9618220	LIBMN Staff training	10,000.00	265.92	905.04	188.26		1,359.22	13.59%
601 9618225	LIBMN Conf & Conventions	3,000.00	540.23	157.68	369.63		1,067.54	35.58%

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	Total Expenses	<u><u>3,037,192.00</u></u>	<u><u>994,295.67</u></u>	<u><u>1,060,516.35</u></u>	<u><u>1,130,722.52</u></u>	<u><u>0.00</u></u>	<u><u>3,185,534.54</u></u>	<u><u>104.88%</u></u>

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Delafosse								
601 9635328	LIBDL Room rentals	(4,800.00)	(1,200.00)	(1,200.00)	(1,200.00)		(3,600.00)	75.00%
	Total Revenues	(4,800.00)	(1,200.00)	(1,200.00)	(1,200.00)	0.00	(3,600.00)	75.00%
601 9636025	LIBDL Salaries - Part time	55,148.00	13,889.11	12,592.59	12,309.21		38,790.91	70.34%
601 9636075	LIBDL Employee Benefit O/H	5,515.00						
601 9636420	LIBDL Light & Water	5,668.00	724.72	989.53	1,212.12		2,926.37	51.63%
601 9636425	LIBDL Heat	4,088.00	1,244.19	1,481.66	362.49		3,088.34	75.55%
601 9636510	LIBDL Courier	5,328.00	164.85	494.55	666.00		1,325.40	24.88%
601 9637315	LIBDL Rep & Maint-Buildings	15,000.00	172.84	1,779.19	1,896.91		3,848.94	25.66%
601 9637317	LIBDL PM-Buildings	4,085.00	434.38	1,332.83	2,108.67		3,875.88	94.88%
601 9637510	LIBDL Garbage Tax	500.00			202.87		202.87	40.57%
601 9637705	LIBDL Transfer to Mat Acq Reserve	31,000.00	7,749.00	7,749.00	7,749.00		23,247.00	74.99%
	Total Expenses	126,332.00	24,379.09	26,419.35	26,507.27	0.00	77,305.71	61.19%