Library Board

Monday, July 19, 2021

Regular Meeting

Item B2

Approval of Financial Reports

The reports of revenues and expenditures since the last board meeting are submitted as generated, subject to City Finance Department journal entry changes.

Staff Contact:

FOR THE MONTH ENDING MAY 2021

FOR 2021 08 JOURNAL DETAIL 2021 8 TO 2021 8

ACCOUNTS FOR: 100 GENERAL FUND	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
10044301 LIBRARY							
74350 COUNTY SHARE OF LIBRARY	-40,000	-40,000	-27,500.00	.00	.00	-12,500.00	68.8%
74360 FEDERAL GRANTS	-13,070	-13,070	.00	.00	.00	-13,070.00	.0%
74365 STATE GRANTS	-7,107	-7,107	.00	.00	.00	-7,107.00	.0%
74576 COPY MACHINE USE FEES	-11,000	-11,000	-6,508.53	-952.40	.00	-4,491.47	59.2%
74703 FINES AND PENALTIES	-25,000	-25,000	-5,150.72	-668.39	.00	-19,849.28	20.6%
74725 NONRESIDENT CARD FEE	-5,500	-5,500	-2,690.00	-390.00	.00	-2,810.00	48.9%
74795 OTHER REVENUE	-6,500	-6,500	-15,408.35	-816.90	.00	8,908.35	237.1%
TOTAL LIBRARY	-108,177	-108,177	-57,257.60	-2,827.69	.00	-50,919.40	52.9%
TOTAL GENERAL FUND	-108,177	-108,177	-57,257.60	-2,827.69	.00	-50,919.40	52.9%

FOR THE MONTH ENDING MAY 2021

FOR 2021 08 — JOURNAL DETAIL 2021 8 TO 2021 8

ACCOUNTS FOR: 100 GENERAL FUND	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
10044301 LIBRARY							
85105 SALARIES - REGULAR	996,791	996,791	599,773.45	69,055.64	.00	397,017.55	60.2%
85110 SALARIES - OVERTIME	1,000	1,000	215.95	8.43	.00	784.05	21.6%
85115 F.I.C.A. PAYROLL TAXES	76,255	76,255	42,492.95	4,954.52	.00	33,762.05	55.7%
85120 HEALTH INSURANCE	185,613	185,613	102,499.24	14,580.68	.00	83,113.76	55.2%
85125 LIFE INSURANCE	1,600	1,600	947.60	118.45	.00	652.40	59.2%
85130 DISABLITY INSURANCE	2,775	2,775	1,455.93	184.71	.00	1,319.07	52.5%
85145 PENSION CONTRIBUTION	59,787	59,787	35,299.44	4,115.01	.00	24,487.56	59.0%
85150 WORKERS COMPENSATION	1,962	1,962	380.90	.00	.00	1,581.10	19.4%
85160 OTHER EMPLOYEE BENEFITS	0	0	372.90	29.28	.00	-372.90	100.0%
85161 HRA-VEBA	12,220	12,220	7,861.31	877.56	.00	4,358.69	64.3%
85213 CONTRACT SERVICES	10,000	10,000	11,505.00	995.00	.00	-1,505.00	115.1%
85241 COMPUTER SERVICES	30,000	30,000	7,372.75	1,091.34	.00	22,627.25	24.6%
85245 PRINTING & BINDING SERVICES	0	0	1,098.25	.00	.00	-1,098.25	100.0%
85305 UTILITY SERVICES	55,000	55,000	27,428.20	3,097.34	.00	27,571.80	49.9%
85317 NATURAL GAS	5,000	5,000	4,109.50	473.98	.00	890.50	82.2%
85319 REPAIR & MAIN-LAND IMP/IRRIGA	1,000	1,000	.00	.00	.00	1,000.00	.0%
85324 REPAIR & MAINT - BUILDING	20,000	20,000	11,419.10	834.79	1,031.23	7,549.67	62.3%
85330 REPAIR & MAINT-OFF FURN & EQ	15,000	15,000	11,419.87	529.55	4,965.00	-1,384.87	109.2%
85335 REPAIR & MAINT - VEHICLES	480	480	.00	.00	.00	480.00	.0%
85350 SANITATION SERVICE	750	750	473.50	59.30	.00	276.50	63.1%
85413 POSTAGE	6,000	6,000	3,054.57	411.36	.00	2,945.43	50.9%
85416 ADVERTISING	250	250	227.64	17.22	.00	22.36	91.1%
85422 DUES & SUBSCRIPTIONS	26,000	26,000	18,282.98	2,819.98	.00	7,717.02	70.3%
85425 BOOKS	95,000	95,000	57,998.43	4,385.66	.00	37,001.57	61.1%
85426 AV/ELECTRONIC MEDIA	108,700	108,700	76,042.96	1,909.51	.00	32,657.04	70.0%
85427 PERIODICALS	14,000	14,000	9,623.42	738.24	.00	4,376.58	68.7%
85428 TRAVEL & TRAINING	2,500	2,500	1,904.34	.00	.00	595.66	76.2%
85453 CASH OVER & SHORT	100	100	22.94	5.95	.00	77.06	22.9%
85490 OTHER EXPENDITURES	1,000	1,000	863.55	106.23	.00	136.45	86.4%
85505 OFFICE SUPPLIES	51,000	51,000	16,535.63	1,445.60	.00	34,464.37	32.4%
85510 CLEANING SUPPLIES	4,000	4,000	629.78	.00	.00	3,370.22	15.7%
85515 GASOLINE	500	500	264.22	55.51	.00	235.78	52.8%
85540 SMALL TOOLS & PARTS	12,279	12,279	.00	.00	.00	12,279.00	.0%
TOTAL LIBRARY	1,796,562	1,796,562	1,051,576.30	112,900.84	5,996.23	738,989.47	58.9%
TOTAL GENERAL FUND	1,796,562	1,796,562	1,051,576.30	112,900.84	5,996.23	738,989.47	58.9%

FOR 2021 08 JOURNAL DETAIL 2021 8 TO 2021 8

ACCOUNTS FOR: 295 LOCAL ASSISTANCE	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
29555001 OTHER DEPARTMENT PROJECTS							
74602 PLANNING COMMISSION PLAQUE							
29555001 74602 PLANNING COMMISSION	-120	-120	.00	.00	.00	-120.00	.0%
TOTAL PLANNING COMMISSION PLAQUE	-120	-120	.00	.00	.00	-120.00	.0%
74701 EDITH ABBOTT MEMORIAL LIBRARY							
29555001 74701 EDITH ABBOTT MEMORI	-74,000	-74,000	-77,959.28	.00	.00	3,959.28	105.4%
29555001 74701 105 EDITH ABBOTT MEM	0	0	-15,000.00	.00	.00	15,000.00	100.0%
TOTAL EDITH ABBOTT MEMORIAL LIBRA	-74,000	-74,000	-92,959.28	.00	.00	18,959.28	125.6%
74735 CONTINGENCY PROJECTS							
29555001 74735 CONTINGENCY PROJECT	-250,000	-250,000	.00	.00	.00	-250,000.00	.0%
TOTAL CONTINGENCY PROJECTS	-250,000	-250,000	.00	.00	.00	-250,000.00	.0%
74799 CREDIT CARD REBATE							
29555001 74799 CREDIT CARD REBATE	-164	-164	.00	.00	.00	-164.00	.0%
TOTAL CREDIT CARD REBATE	-164	-164	.00	.00	.00	-164.00	.0%
TOTAL OTHER DEPARTMENT PROJECTS	-324,284	-324,284	-92,959.28	.00	.00	-231,324.72	28.7%

FOR 2021 08 — JOURNAL DETAIL 2021 8 TO 2021 8

ACCOUNTS FOR: 295 LOCAL ASSISTANCE	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
29555001 OTHER DEPARTMENT PROJECTS							
91 OPERATING EXPENSES							
29555001 85041 PLANNING COMMISSION	120	120	106.61	.00	.00	13.39	88.8%
29555001 85042 EDITH ABBOTT MEMORI	134,771	134,771	35,436.97	746.46	1,229.81	98,104.22	27.2%

Journal	Date	Type	Amount	VND	Vendor	Voucher	Vendor Name	Description	Ref
2021/08/000020	05/05/2021	API	15.00	VND	010168	VCH514449	BANK OF AMERICA	DOMINO'S-Spring Primetime 2021	7242
2021/08/000020	05/05/2021	API	15.00	VND	010168	VCH514451	BANK OF AMERICA	DOMINO'S-Spring Primetime 2021	7242
2021/08/000020	05/05/2021	API	15.00	VND	010168	VCH514453	BANK OF AMERICA	DOMINO'S-Spring Primetime 2021	7242
2021/08/000020	05/05/2021	API	15.00	VND	010168	VCH514458	BANK OF AMERICA	DOMINO'S-Spring Primetime 2021	7242
2021/08/000020	05/05/2021	API	15.00	VND	010168	VCH514459	BANK OF AMERICA	DOMINO'S-Spring Primetime 2021	7242
2021/08/000020	05/05/2021	API	15.00	VND	010168	VCH514464	BANK OF AMERICA	DOMINO'S-Spring Primetime 2021	7242
2021/08/000020	05/05/2021	API	15.00	VND	010168	VCH514465	BANK OF AMERICA	DOMINO'S-Spring Primetime 2021	7242
2021/08/000020	05/05/2021	API	15.00	VND	010168	VCH514466	BANK OF AMERICA	DOMINO'S-Spring Primetime 2021	7242
2021/08/000020	05/05/2021	API	15.00	VND	010168	VCH514469	BANK OF AMERICA	DOMINO'S-Spring Primetime 2021	7242
2021/08/000020	05/05/2021	API	15.00	VND	010168	VCH514470	BANK OF AMERICA	DOMINO'S-Spring Primetime 2021	7242
2021/08/000020	05/05/2021	API	150.00	VND	010168	VCH514550	BANK OF AMERICA	SONIC - Primetime	7242
2021/08/000020	05/05/2021	API	150.00	VND	010168	VCH514714	BANK OF AMERICA	PANDA EXPRESS-Primetime Gift C	7242
2021/08/000020	05/05/2021	API	105.00	VND	010168	VCH514804	BANK OF AMERICA	FREDDY'S-Primetime Gift Cards	7242
2021/08/000151	05/19/2021	API	97.48	VND	010168	VCH515514	BANK OF AMERICA	AMAZON - Primetime Supplies	7260
2021/08/000151	05/19/2021	API	4.99	VND	010168	VCH515613	BANK OF AMERICA	AMAZON - Primetime Supplies	7260
2021/08/000151	05/19/2021	API	21.00	VND	010168	VCH515628	BANK OF AMERICA	DOLLAR TREE - Primetime	7260
2021/08/000151	05/19/2021	API	32.99	VND	010168	VCH515665	BANK OF AMERICA	AMAZON-Covid Supplies/Foundati	7260
2021/08/000151	05/19/2021	API	35.00	VND	010168	VCH515702	BANK OF AMERICA	BIG RED TREATS-Primetime	7260

Account	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
29555001 85042 105 EDITH ABBOTT MEM	0	0	4,663.91	461.15	.00	-4,663.91	100.0%

Journal	Date	Type	Amount	VND	Vendor	Voucher	Vendor Name	Description	Ref
2021/08/000020	05/05/2021	API	24.00	VND	010168	VCH514571	BANK OF AMERICA	DOLLAR TREE-SPR &Activity Supp	7242
2021/08/000020	05/05/2021	API	66.58	VND	010168	VCH514582	BANK OF AMERICA	HOBBY LOBBY-SRP &Activity supp	7242
2021/08/000020	05/05/2021	API	26.44	VND	010168	VCH514590	BANK OF AMERICA	"AMAZON-PLATES,COTTON,BAGS"	7242
2021/08/000020	05/05/2021	API	17.99	VND	010168	VCH514647	BANK OF AMERICA	JOANN-SRP &Activity Supplies	7242
2021/08/000020	05/05/2021	API	24.50	VND	010168	VCH514706	BANK OF AMERICA	"AMAZON - SRP,Activity Supplie	7242
2021/08/000020	05/05/2021	API	50.28	VND	010168	VCH514773	BANK OF AMERICA	ORIENTAL-SRP &Activity Supplie	7242
2021/08/000151	05/19/2021	API	19.80	VND	010168	VCH515326	BANK OF AMERICA	WALMART-SRP&Activity Supplies	7260
2021/08/000151	05/19/2021	API	225.00	VND	010168	VCH515435	BANK OF AMERICA	WILDLIFE ENCOUNTERS-Virtual Pr	7260
2021/08/000151	05/19/2021	API	6.56	VND	010168	VCH515514	BANK OF AMERICA	AMAZON - Primetime Supplies	7260

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
TOTAL OPERATING EXPENSES	134,891	134,891	40,207.49	1,207.61	1,229.81	93,453.70	30.7%