

**C.H. Booth Library
Board of Trustees Meeting
January 9, 2018**

Treasurer's Report

Director's Profit & Loss Statement

Funds Provided by the Friends of the Library

Ordinary Income/Expense

Income

	Dec 2017 YTD Actual	Dec 2017 YTD Budget	Dec 2017 Variance	Dec 2016 YTD Actual	2017 - 2018 Budget
GRANTS					
1000 · State of Connecticut	-	-	-	-	-
1100 · Town of Newtown	1,316,873.00	1,316,873.00	-	636,050.00	1,316,873.00
1200 · Other grants	1,989.68	2,500.00	(510.32)	-	7,500.00
Total GRANTS	1,318,862.68	1,319,373.00	(510.32)	636,050.00	1,324,373.00
OPERATIONS					
2100 · Fines and miscellaneous sales	9,373.83	10,500.00	(1,126.17)	9,585.61	21,000.00
2200 · Photocopy revenue	3,196.65	3,500.00	(303.35)	3,099.70	7,000.00
2300 · Other-operating	1,090.40	2,250.00	(1,159.60)	1,239.90	4,500.00
Total OPERATIONS	13,660.88	16,250.00	(2,589.12)	13,925.21	32,500.00
FUND RAISING					
3000 · Annual fund drive	3,363.06	55,000.00	(51,636.94)	2,192.48	60,000.00
3100 · Bequests/gifts	4,720.84	7,500.00	(2,779.16)	9,562.54	15,000.00
3300 · Brick fund	4,191.20	-	4,191.20	300.00	-
3500 · Fund raising-other					
3502 · Turkey Trot	59,311.61	62,500.00	(3,188.39)	64,176.42	62,500.00
3500 · Fund raising-other - Other	2,181.06	1,500.00	681.06	1,724.50	4,500.00
Total 3500 · Fund raising-other	61,492.67	64,000.00	(2,507.33)	65,900.92	67,000.00
Total FUND RAISING	73,767.77	126,500.00	(52,732.23)	77,955.94	142,000.00
INVESTMENT INCOME					
4000 · Knotts-income	7,962.48	7,000.00	962.48	5,574.60	14,000.00
4300 · Other Unrestricted Funds	926.77	-	926.77	715.20	-
4400 · Hawley trust transfers	20,084.04	19,500.00	584.04	20,035.20	39,000.00
4650 · NSB-Restricted Funds	136.40	-	136.40	170.37	742.00
Total INVESTMENT INCOME	29,109.69	26,500.00	2,609.69	26,495.37	53,742.00
Total Income	1,435,401.02	1,488,623.00	(53,221.98)	754,426.52	1,552,615.00
Gross Profit	1,435,401.02	1,488,623.00	(53,221.98)	754,426.52	1,552,615.00

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Expense

	Dec 2017 YTD Actual	Dec 2017 YTD Budget	Dec 2017 Variance	Dec 2016 YTD Actual	2017 - 2018 Budget
STATE OF CONNECTICUT					
4971 · MakerSpace Construction Grant	33,022.30	-	33,022.30	-	-
Total STATE OF CONNECTICUT	33,022.30	-	33,022.30	-	-
PERSONNEL					
5000 · Salaries	348,701.67	402,097.00	(53,395.33)	372,157.50	804,194.00
5010 · Benefits	147,420.84	210,930.00	(63,509.16)	86,175.10	210,930.00
5020 · Social Security Tax	27,205.27	30,759.00	(3,553.73)	31,108.70	61,518.00
Total PERSONNEL	523,327.78	643,786.00	(120,458.22)	489,441.30	1,076,642.00
LIBRARY OPERATIONS					
5040 · Maintenance	-	500.00	(500.00)	-	1,000.00
5050 · Equipment	-	750.00	(750.00)	-	1,500.00
5060 · Contractual Services	18,109.99	19,999.00	(1,889.01)	21,565.66	40,000.00
5070 · AV/Software	-	-	-	-	-
5072 · Adult Dept.	2,567.20	4,500.00	(1,932.80)	2,419.10	9,000.00
5073 · Juv. Dept.	773.77	1,325.00	(551.23)	150.00	2,650.00
5075 · YA Dept.	-	400.00	(400.00)	-	800.00
5077 · Streaming AV	-	-	-	-	5,800.00
Total 5070 · AV/Software	3,340.97	6,225.00	(2,884.03)	2,569.10	18,250.00
5080 · Bibliomation	42,906.00	43,000.00	(94.00)	20,724.50	43,000.00
5090 · Binding/miscellaneous	-	50.00	(50.00)	-	100.00
5095 · Books Heal Hearts	1,040.36	-	1,040.36	1,937.83	-
5100 · Books	-	-	-	-	-
5102 · Adult Dept.	5,432.77	9,250.00	(3,817.23)	5,690.12	18,500.00
5103 · Juv. Dept.	5,488.32	6,000.00	(511.68)	7,418.02	12,000.00
5104 · Ref. Dept.	7,227.50	9,250.00	(2,022.50)	7,490.59	18,500.00
5105 · YA Dept.	1,411.65	4,250.00	(2,838.35)	925.42	8,500.00
5106 · eBooks	-	5,500.00	(5,500.00)	3.00	11,000.00
Total 5100 · Books	19,560.24	34,250.00	(14,689.76)	21,527.15	68,500.00
5110 · Books-special funds	-	-	-	-	-
5111 · Brush	303.22	385.00	(81.78)	386.83	450.00
5114 · Landau	-	-	-	-	292.00
Total 5110 · Books-special funds	303.22	385.00	(81.78)	386.83	742.00
5120 · Databases	-	-	-	-	-
5121 · Juv. Dept	1,432.00	1,550.00	(118.00)	1,364.00	6,000.00
5122 · Ref. Dept	12,310.00	11,500.00	810.00	10,733.03	12,500.00
Total 5120 · Databases	13,742.00	13,050.00	692.00	12,097.03	18,500.00

	Dec 2017	Dec 2017	Dec 2017	Dec 2016	2017 - 2018
	YTD Actual	YTD Budget	Variance	YTD Actual	Budget
5130 · Memberships	1,195.00	1,000.00	195.00	1,195.00	2,000.00
5135 · Other Grants	2,806.44	2,500.00	306.44	69.42	7,500.00
5140 · Periodicals	4,845.21	4,800.00	45.21	4,723.11	5,000.00
5150 · Programs					
5150.5 · Economic Development	1,971.69	1,920.00	51.69	712.47	4,800.00
Total 5151 · Juvenile Programs	1,328.67	1,500.00	(171.33)	600.00	3,000.00
Total 5155 · Adult Programs	2,570.94	2,080.00	490.94	2,289.50	5,200.00
Total 5158 · YA Programs	3,292.12	3,000.00	292.12	2,230.00	6,000.00
Total 5150 · Programs	9,163.42	8,500.00	663.42	5,831.97	19,000.00
5160 · Professional Development	816.79	1,500.00	(683.21)	677.03	3,000.00
5165 · Technology	8,075.56	12,500.00	(4,484.44)	4,793.10	25,000.00
Total LIBRARY OPERATIONS	125,845.20	149,009.00	(23,163.80)	98,097.73	253,092.00
OCCUPANCY					
5200 · Supplies	1,704.88	2,750.00	(1,045.32)	1,867.25	5,500.00
5210 · FICA	1,437.51	1,553.00	(115.49)	1,536.21	3,107.00
5230 · Salary	18,790.97	20,287.00	(1,496.03)	20,081.12	40,574.00
5240 · Contractual services	5,942.99	8,250.00	(2,307.01)	6,207.43	26,500.00
5250 · Electricity	22,149.19	27,000.00	(4,850.81)	23,425.88	52,000.00
5255 · Equipment	1,871.55	1,500.00	371.55	644.82	1,500.00
5260 · Heat	3,501.49	5,650.00	(2,148.51)	3,944.49	12,750.00
5270 · Maintenance	13,401.58	3,000.00	10,401.58	9,252.05	6,000.00
5280 · Telephone	2,342.03	3,250.00	(907.97)	2,215.47	6,500.00
5290 · Water	754.09	1,001.00	(246.91)	920.95	2,000.00
Total OCCUPANCY	71,896.08	74,241.00	(2,344.92)	70,095.67	156,431.00
ADMINISTRATION					
5400 · Committees	-	100.00	(100.00)	-	200.00
5600 · Fund raising					
5600.11 · Turkey Trot Road Race	14,265.45	16,000.00	(1,734.55)	17,936.91	19,000.00
5600.3 · Annual Fund Drive	-	6,500.00	(6,500.00)	-	6,500.00
5600.4 · Bequests/gifts	264.87	500.00	(235.13)	-	1,000.00
5600.5 · Fund Raising Other	1,744.96	500.00	1,244.96	-	500.00
Total 5600 · Fund raising	16,275.28	23,500.00	(7,224.72)	17,936.91	27,000.00
5665- Interest Expense	88.87	-	88.87	-	-
5700 · Postage/petty cash	278.58	750.00	(471.42)	555.51	1,500.00*
5750 · Professional Services-Aud/Leg	15,330.08	24,000.00	(8,669.92)	24,017.49	29,000.00
5800 · Supplies	3,015.21	4,000.00	(984.79)	4,363.51	8,000.00
5900 · Working contingency	508.50	500.00	8.50	828.19	750.00
Total ADMINISTRATION	35,496.52	52,850.00	(17,353.48)	47,701.61	66,450.00
Total Expense	789,587.88	919,886.00	(130,298.12)	705,336.31	1,552,615.00
Net Ordinary Income	645,813.14	568,737.00	77,076.14	49,090.21	-

C.H. BOOTH LIBRARY
 BUDGET FISCAL 2017/2018
 FUNDS PROVIDED BY THE FRIENDS OF THE LIBRARY
 REVENUE AND DISBURSEMENT

	Year to Date 12/31/17	1st & 2nd Installment Breakdown	Variance	Full Year Request 2017/2018
Revenue				
Donations from Friends- General	75,418.00	75,418.00	0.00	110,000.00
Total Revenue	75,418.00	75,418.00	0.00	110,000.00
Disbursements				
Audio Books:				
Children's Department	375.00	750.00	(375.00)	1,125.00
Adult	3,048.40	4,667.00	(1,618.60)	7,000.00
YA	0.00	500.00	(500.00)	500.00
Total Audio Books:	3,423.40	5,917.00	(2,493.60)	8,625.00
Books:				
Adult	6,055.99	9,000.00	(2,944.01)	12,000.00
McNaughton	5,490.00	6,666.00	(1,176.00)	10,000.00
Juvenile	4,658.58	7,500.00	(2,841.42)	10,200.00
Reference	4,274.98	5,260.00	(985.02)	8,552.00
YA	1,973.96	4,000.00	(2,026.04)	5,000.00
Total Books:	22,453.51	32,426.00	(9,972.49)	45,752.00
Databases:				
Juvenile	0.00	900.00	(900.00)	900.00
Adult (OverDrive eBook & One click Digital)	2,972.00	9,500.00	(6,528.00)	11,000.00
Total Databases:	2,972.00	10,400.00	(7,428.00)	11,900.00
DVD's:				
Adult	1,408.06	3,500.00	(2,091.94)	5,000.00
Juvenile	0.00	0.00	0.00	0.00
Total DVD's:	1,408.06	3,500.00	(2,091.94)	5,000.00
Technology:				
Sound System for hearing impaired-mtg rm	0.00	0.00	0.00	5,540.00
Workstation & printer replacements	0.00	3,500.00	(3,500.00)	7,000.00
Total Technology	0.00	3,500.00	(3,500.00)	12,540.00
Programs:				
Adult	1,820.56	3,300.00	(1,479.44)	5,000.00
Juvenile	5,045.80	5,600.00	(554.20)	7,600.00
Reference-Archival	1,740.00	1,740.00	0.00	1,948.00
YA	2,500.00	3,700.00	(1,200.00)	4,200.00
Total Programs:	11,106.36	14,340.00	(3,233.64)	18,748.00
Supplies:				
Materials Processing	1,382.97	2,900.00	(1,517.03)	4,200.00
YA	522.71	1,000.00	(477.29)	1,500.00
Makerspace	500.00	1,000.00	(500.00)	1,300.00
Floor/Carpet Cleaning Equipment (Bissell multisurface & Bissell portable cleaner)	249.95	435.00	(185.05)	435.00
Total Supplies:	2,655.63	5,335.00	(2,679.37)	7,435.00
Subtotal - Current Disbursements	44,018.96	75,418.00	(31,399.04)	110,000.00
Revenue less Disbursements	31,399.04	0.00	31,399.04	0.00

C.H. BOOTH LIBRARY
 BUDGET FISCAL 2017/2018
 FUNDS PROVIDED BY THE FRIENDS OF THE LIBRARY
 REVENUE AND DISBURSEMENT

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Donations-Restricted (Items below represent library purchases reimbursed by the Friends unless otherwise noted)

Fiscal Year 2016/2017

Vision Projects approved in 2016/2017 paid this FY:

Mobile Hot Spots	182.89	#
Fiscal Year 2016/2017 total:	182.89	

Fiscal Year 2017/2018

Vision Projects:

Logo Table Cloth	151.04
Logo Tote Bags	1,240.00
Archival Project	1,632.00
Sensory play group supplies	182.78
	3,205.82

Other Donations

Pygmy Maple IMO Cathy Hickey Williams	138.00
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Subtotal for Donations-Restricted

	3,526.71
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\$84.95 to be received in January 2018 as reimbursement for mobile hot spot vision expenses
 (Friends reimburse previously approved purchases after library submits paid invoices.)