

**CLEVELAND PUBLIC LIBRARY
MONTHLY FINANCIAL STATEMENT OF FISCAL OFFICER TO BOARD OF LIBRARY TRUSTEES
FOR THE PERIOD NOVEMBER 1 – NOVEMBER 30, 2017**

Carrie Krenicky

FISCAL OFFICER, BOARD OF LIBRARY TRUSTEES

Cleveland Public Library
Revenues, Expenditures and Changes in Fund Balance
For the Period Ending November 30, 2017

	<u>General Fund</u>	<u>Special Revenue</u>	<u>Capital Projects</u>	<u>Permanent</u>	<u>Agency</u>	<u>Total</u>
41 Taxes	26,415,991.84	0.00	0.00	0.00	\$ 0.00	26,415,991.84
42 Intergovernmental	22,103,322.14	1,467,395.48	0.00	0.00	\$ 0.00	23,570,717.62
43 Fines & Fees	340,297.57	0.00	0.00	0.00	\$ 0.00	340,297.57
44 Investment Earnings	528,859.72	34,188.24	0.00	6,597.59	\$ 0.00	569,645.55
45 Charges for Services	0.00	4,889,268.46	0.00	0.00	\$ 0.00	4,889,268.46
46 Contributions & Donations	2,514.53	554,403.97	0.00	0.00	\$ 0.00	556,918.50
48 Miscellaneous Revenue	1,175,732.16	97,699.57	30,000.00	0.00	\$ 126,320.77	1,429,752.50
Total Revenues	\$ 50,566,717.96	\$ 7,042,955.72	\$ 30,000.00	\$ 6,597.59	\$ 126,320.77	\$ 57,772,592.04
51 Salaries/Benefits	31,084,036.73	2,722,901.30	0.00	0.00	\$ 0.00	33,806,938.03
52 Supplies	832,500.17	91,304.11	0.00	2,255.83	\$ 0.00	926,060.11
53 Purchased/Contracted Services	8,946,419.39	2,217,012.36	0.00	6,174.00	\$ 0.00	11,169,605.75
54 Library Materials	5,355,181.57	889,101.12	0.00	28,891.54	\$ 0.00	6,273,174.23
55 Capital Outlay	721,925.49	512,925.00	1,056,803.01	0.00	\$ 0.00	2,291,653.50
57 Miscellaneous Expenses	113,923.03	503,462.41	0.00	0.00	\$ 115,472.57	732,858.01
Total Expenditures	\$ 47,053,986.38	\$ 6,936,706.30	\$ 1,056,803.01	\$ 37,321.37	\$ 115,472.57	\$ 55,200,289.63
Revenue Over/(Under) Expenditures	\$ 3,512,731.58	\$ 106,249.42	\$(1,026,803.01)	\$(30,723.78)	\$ 10,848.20	\$ 2,572,302.41
91 Sale of Capital Assets	0.00	0.00	0.00	0.00	\$ 0.00	0.00
98 Advances	(76,500.00)	76,500.00	0.00	0.00	\$ 0.00	0.00
99 Transfers	(1,300,000.00)	0.00	1,300,000.00	0.00	\$ 0.00	0.00
Total Other Sources / Uses	\$(1,376,500.00)	\$ 76,500.00	\$ 1,300,000.00	\$ 0.00	\$ 0.00	\$ 0.00
Revenue & Other Sources Over/(Under) Expenditures & Other Uses	\$ 2,136,231.58	\$ 182,749.42	\$ 273,196.99	\$(30,723.78)	\$ 10,848.20	\$ 2,572,302.41
Beginning Year Cash Balance	\$ 27,013,868.65	\$ 16,832,090.86	\$ 10,492,034.84	\$ 3,684,678.73	\$ 7,601.54	\$ 58,030,274.62
Current Cash Balance	\$ 29,150,100.23	\$ 17,014,840.28	\$ 10,765,231.83	\$ 3,653,954.95	\$ 18,449.74	\$ 60,602,577.03

**Cleveland Public Library
Certified Revenue, Appropriations and Balances
General Fund
For the Period Ending November 30, 2017**

	Certified Revenue (1)	Income To Date	Balance	Percent To Date	Percent Prior Year
PLF State Income Tax	21,464,343	19,660,573	1,803,770	92%	90%
General Property Tax	26,414,755	26,415,992	(1,237)	100%	100%
Rollback, Homestead, CAT	2,438,176	2,442,749	(4,574)	100%	100%
Fines & Fees	381,034	340,298	40,736	89%	89%
Investment Earnings	580,601	528,860	51,742	91%	99%
Contributions	2,447	2,515	(68)	100%	100%
Miscellaneous	1,222,677	1,175,732	46,945	96%	109%
Return of Advances Out	0	25,000	(25,000)		
Total	\$ 52,504,032	\$ 50,591,718	\$ 1,912,314	96%	96%

	Appropriation(2)	Expended/ Encumbered	Balance	Percent To Date (3)	Percent Prior Year
Salaries/Benefits	36,271,193	31,255,105	5,016,087	86%	89%
Supplies	1,206,142	1,030,976	175,165	85%	74%
Purchased Services	11,589,886	10,708,784	881,102	92%	89%
Library Materials	10,194,363	8,369,216	1,825,147	82%	82%
Capital Outlay	1,580,995	1,072,112	508,883	68%	74%
Other	164,393	123,659	40,734	75%	82%
Sub Total	\$ 61,006,971	\$ 52,559,852	\$ 8,447,119	86%	87%
Advances Out	0	101,500	(101,500)		
Transfers Out	1,300,000	1,300,000	0	100%	100%
Total	\$ 62,306,971	\$ 53,961,352	\$ 8,345,619	87%	88%

Note (1): Certificate from Cuyahoga County Budget Commission dated November 6, 2017 (includes Advances Out).

Note (2): Total Amended Appropriation of \$56,604,803 plus carried forward encumbrance of \$5,702,168.

Note (3): Subtotal includes 77% expended and 9% encumbered.

**Cleveland Public Library
Appropriation, Expenditures and Balances
General Fund
For the Period Ending November 30, 2017**

		Current Year Appropriation	Total Appropriated Funds	Current Year Expenditures	Encumbered and Unpaid	Unencumbered Balance
51110	Professional Salaries	10,966,049.11	10,490,049.11	9,010,971.30	0.00	1,479,077.81
51120	Clerical Salaries	10,947,183.68	10,467,183.68	9,069,492.90	0.00	1,397,690.78
51130	Non-Clerical Salaries	1,230,677.60	1,176,677.60	1,001,737.93	0.00	174,939.67
51140	Buildings Salaries	4,488,079.03	4,162,554.03	3,589,880.93	0.00	572,673.10
51150	Other Salaries	548,735.98	561,735.98	475,996.73	0.00	85,739.25
51180	Severance Pay	0.00	428,660.75	279,163.13	0.00	149,497.62
51190	Non-Base Pay	311,881.13	229,881.13	196,918.36	0.00	32,962.77
51400	OPERS	4,006,560.61	3,846,560.61	3,283,668.22	0.00	562,892.39
51610	Health Insurance	3,775,744.08	3,972,744.08	3,603,588.79	0.00	369,155.29
51611	Dental Insurance	202,006.32	236,006.32	191,243.37	0.00	44,762.95
51612	Vision Insurance	14,781.84	16,781.84	14,042.06	0.00	2,739.78
51620	Life Insurance	12,420.00	37,420.00	11,783.70	0.00	25,636.30
51625	Short Term Disability Insurance	28,563.36	52,563.36	25,876.15	0.00	26,687.21
51630	Workers Compensation	163,599.67	152,033.51	(7,152.49)	150,673.33	8,512.67
51640	Unemployment Compensation	20,200.00	27,757.87	967.36	19,253.52	7,536.99
51650	Medicare - ER	381,531.21	387,878.79	313,229.97	154.75	74,494.07
51900	Other Benefits	11,674.66	24,703.97	22,628.32	987.00	1,088.65
	Salaries/Benefits	\$37,109,688.28	\$ 36,271,192.63	\$ 31,084,036.73	\$ 171,068.60	\$ 5,016,087.30
52110	Office Supplies	51,637.75	58,361.56	42,828.09	6,384.60	9,148.87
52120	Stationery	42,700.00	52,410.28	35,346.76	2,806.98	14,256.54
52130	Duplication Supplies	39,850.00	34,207.43	16,854.51	3,995.12	13,357.80
52140	Hand Tools	3,200.00	3,082.66	388.79	315.29	2,378.58
52150	Book Repair Supplies	72,100.00	84,125.15	77,703.35	15.99	6,405.81
52210	Janitorial Supplies	118,800.00	119,166.94	100,084.31	10,719.18	8,363.45

Cleveland Public Library
Appropriation, Expenditures and Balances
General Fund
For the Period Ending November 30, 2017

		Current Year Appropriation	Total Appropriated Funds	Current Year Expenditures	Encumbered and Unpaid	Unencumbered Balance
52220	Electrical Supplies	63,750.00	74,278.82	48,441.02	19,375.46	6,462.34
52230	Maintenance Supplies	323,954.00	380,112.56	313,544.24	64,975.95	1,592.37
52240	Uniforms	23,000.00	23,181.87	7,313.41	3,943.41	11,925.05
52300	Motor Vehicle Supplies	78,000.00	83,786.20	40,037.82	27,546.57	16,201.81
52900	Other Supplies	259,050.25	293,428.10	149,957.87	58,397.59	85,072.64
	Supplies	\$1,076,042.00	\$ 1,206,141.57	\$ 832,500.17	\$ 198,476.14	\$ 175,165.26
53100	Travel/Meetings	125,000.00	103,470.75	58,666.81	37,824.97	6,978.97
53210	Telecommunications	288,616.00	307,648.07	240,249.74	64,806.83	2,591.50
53230	Postage/Freight	89,000.00	98,376.86	71,607.27	18,096.25	8,673.34
53240	PR/Other Communications	153,000.00	174,133.72	80,460.03	46,430.97	47,242.72
53310	Building Repairs	480,800.00	516,291.61	286,253.96	63,800.60	166,237.05
53320	Machine Repairs	21,200.00	26,098.13	13,623.16	1,150.53	11,324.44
53340	Building Maintenance	267,000.00	286,053.74	107,366.80	82,025.49	96,661.45
53350	Machine Maintenance	262,286.46	385,759.98	203,516.37	123,318.97	58,924.64
53360	Computer Maintenance	179,847.00	305,429.09	263,171.93	40,565.04	1,692.12
53370	Motor Vehicle Repairs	37,000.00	40,958.92	16,781.91	8,185.25	15,991.76
53380	Contract Security	950,000.00	1,044,487.40	900,724.89	143,762.51	0.00
53390	Landscaping	62,210.00	65,052.00	34,437.00	3,392.00	27,223.00
53400	Insurance	451,885.00	510,524.92	461,852.46	0.00	48,672.46
53510	Rent/Leases	182,632.64	200,607.34	155,984.13	33,491.20	11,132.01
53520	Equipment Rental	30,853.20	42,545.95	32,933.37	5,962.06	3,650.52
53610	Electricity	1,859,045.00	1,975,808.03	1,631,464.51	344,343.52	0.00
53620	Gas	125,750.00	127,330.21	93,353.44	33,976.77	0.00
53630	Chilled Water	787,000.00	842,839.33	766,787.86	76,051.47	0.00

Cleveland Public Library
Appropriation, Expenditures and Balances
General Fund
For the Period Ending November 30, 2017

		Current Year Appropriation	Total Appropriated Funds	Current Year Expenditures	Encumbered and Unpaid	Unencumbered Balance
53640	Water/Sewer	119,621.28	126,849.68	101,706.48	25,103.22	39.98
53710	Professional Services	1,009,985.00	1,525,937.15	831,433.94	372,096.30	322,406.91
53720	Auditors Fees	653,595.00	735,799.05	654,171.74	72,924.50	8,702.81
53730	Bank Service Charges	11,000.00	11,000.00	9,029.95	0.00	1,970.05
53800	Library Material Control	255,000.00	394,370.46	221,811.04	163,895.49	8,663.93
53900	Other Purchased Services	1,712,076.85	1,742,513.35	1,709,030.60	1,160.25	32,322.50
	Purchased/Contracted Services	\$10,114,403.43	\$ 11,589,885.74	\$ 8,946,419.39	\$ 1,762,364.19	\$ 881,102.16
54110	Books	2,130,000.00	2,795,869.07	1,683,125.81	676,822.63	435,920.63
54120	Continuations	318,723.65	673,700.02	344,629.02	246,646.82	82,424.18
54210	Periodicals	760,000.00	1,076,484.24	126,809.64	851,741.92	97,932.68
54220	Microforms	31,000.00	230,878.22	42,398.84	155,687.89	32,791.49
54310	Video Media	1,765,000.00	2,293,401.76	1,582,825.43	340,745.22	369,831.11
54320	Audio Media - Spoken	136,000.00	183,737.46	122,356.93	38,550.35	22,830.18
54325	Audio Media - Music	332,000.00	535,171.67	252,146.58	209,140.53	73,884.56
54500	Database Services	570,000.00	1,212,873.41	592,069.47	81,815.88	538,988.06
54530	eMedia	602,000.00	1,030,747.12	575,897.62	330,898.97	123,950.53
54600	Interlibrary Loan	4,000.00	5,391.50	2,632.00	2,374.00	385.50
54710	Bookbinding	20,000.00	52,356.69	17,105.66	35,251.03	0.00
54720	Preservation Services	45,000.00	47,227.90	598.26	16,570.00	30,059.64
54730	Preservation Boxing	6,000.00	6,370.23	2,231.25	4,138.98	0.00
54790	Preservation Reformatting	30,000.00	50,153.33	10,355.06	23,649.81	16,148.46
	Library Materials	\$6,749,723.65	\$ 10,194,362.62	\$ 5,355,181.57	\$ 3,014,034.03	\$ 1,825,147.02
55300	Construction/Improvements	20,452.87	39,815.75	3,985.21	35,830.54	0.00
55510	Furniture	210,025.00	239,419.93	82,273.61	32,377.30	124,769.02

**Cleveland Public Library
Appropriation, Expenditures and Balances
General Fund
For the Period Ending November 30, 2017**

	Current Year Appropriation	Total Appropriated Funds	Current Year Expenditures	Encumbered and Unpaid	Unencumbered Balance
55520 Equipment	187,505.00	259,975.14	151,330.02	66,847.23	41,797.89
55530 Computer Hardware	568,200.00	878,492.81	439,768.87	177,282.56	261,441.38
55540 Software	123,000.00	163,291.28	44,567.78	37,848.80	80,874.70
Capital Outlay	\$1,109,182.87	\$ 1,580,994.91	\$ 721,925.49	\$ 350,186.43	\$ 508,882.99
57100 Memberships	71,451.78	82,207.24	74,844.19	5,211.05	2,152.00
57200 Taxes	13,000.00	13,305.67	12,209.11	790.89	305.67
57500 Refunds/Reimbursements	61,310.60	68,880.47	26,869.73	3,734.18	38,276.56
Miscellaneous Expenses	\$145,762.38	\$ 164,393.38	\$ 113,923.03	\$ 9,736.12	\$ 40,734.23
59810 Advances Out	0.00	0.00	101,500.00	0.00	(101,500.00)
Advances	\$0.00	\$ 0.00	\$ 101,500.00	\$ 0.00	\$(101,500.00)
59900 Transfers Out	0.00	1,300,000.00	1,300,000.00	0.00	0.00
Transfers	\$0.00	\$ 1,300,000.00	\$ 1,300,000.00	\$ 0.00	\$ 0.00
TOTAL	\$56,304,802.61	\$ 62,306,970.85	\$ 48,455,486.38	\$ 5,505,865.51	\$ 8,345,618.96

Cleveland Public Library
Revenue, Expenditures and Changes in Fund Balances
For the Period Ending November 30, 2017

	<u>Beginning Year Balance</u>	<u>Year to Date Receipts</u>	<u>Year to Date Expenditures</u>	<u>Year to Date Encumbrances</u>	<u>Unencumbered Balance</u>
101 General Fund	27,013,868.65	50,591,717.96	48,455,486.38	5,505,865.51	23,644,234.72
Total General Fund	\$ 27,013,868.65	\$ 50,591,717.96	\$ 48,455,486.38	\$ 5,505,865.51	\$ 23,644,234.72
201 Anderson	298,256.67	(985.49)	0.00	0.00	297,271.18
202 Endowment for the Blind	2,315,138.10	9,039.89	1,037.50	0.00	2,323,140.49
203 Founders	6,708,521.05	159,201.50	399,291.72	186,538.17	6,281,892.66
204 Kaiser	63,388.19	0.00	0.00	0.00	63,388.19
205 Kralej	186,463.48	475.81	3,577.70	1,562.52	181,799.07
206 Library	168,490.28	5,554.20	18,275.85	3,394.12	152,374.51
207 Pepke	136,083.10	(766.79)	0.00	0.00	135,316.31
208 Wickwire	1,442,137.22	6,885.68	26,471.79	1,667.96	1,420,883.15
209 Wittke	93,248.13	0.00	0.00	0.00	93,248.13
210 Young	4,284,704.41	37,425.77	0.00	0.00	4,322,130.18
225 Friends	13,194.64	26,500.00	29,837.10	6,361.80	3,495.74
226 Judd	4,336.84	176,430.50	168,826.16	16,713.41	(4,772.23)
228 Lockwood Thompson Memorial	157,800.92	91,768.00	177,115.33	78,582.75	(6,129.16)
229 Ohio Center for the Book	0.00	900.00	875.00	0.00	25.00
230 Schweinfurth	122,685.75	2,485.00	51,939.00	12,190.00	61,041.75
231 CLEVNET	745,447.81	4,986,968.03	4,634,125.61	724,326.76	373,963.47
251 OLBPD-Library for the Blind	5,613.04	1,382,511.00	1,285,144.04	6,579.96	96,400.04
254 MyCom	21,065.13	110,062.62	102,209.75	7,118.00	21,800.00
256 Learning Centers	65,516.10	0.00	61,807.25	3,708.85	0.00
258 Early Literacy	0.00	150,000.00	1,172.50	0.00	148,827.50
Total Special Revenue Funds	\$ 16,832,090.86	\$ 7,144,455.72	\$ 6,961,706.30	\$ 1,048,744.30	\$ 15,966,095.98
401 Building & Repair	10,492,034.84	1,330,000.00	1,056,803.01	958,031.58	9,807,200.25
Total Capital Project Funds	\$ 10,492,034.84	\$ 1,330,000.00	\$ 1,056,803.01	\$ 958,031.58	\$ 9,807,200.25

Cleveland Public Library
Revenue, Expenditures and Changes in Fund Balances
For the Period Ending November 30, 2017

	<u>Beginning Year Balance</u>	<u>Year to Date Receipts</u>	<u>Year to Date Expenditures</u>	<u>Year to Date Encumbrances</u>	<u>Unencumbered Balance</u>
501 Abel	236,173.04	197.71	0.00	0.00	236,370.75
502 Ambler	2,393.48	0.00	0.00	0.00	2,393.48
503 Beard	139,651.53	992.30	2,750.00	3,876.00	134,017.83
504 Klein	5,663.48	0.00	0.00	0.00	5,663.48
505 Malon/Schroeder	294,339.66	923.42	2,867.33	1,568.61	290,827.14
506 McDonald	197,274.68	(991.32)	0.00	0.00	196,283.36
507 Ratner	96,907.78	(618.62)	0.00	0.00	96,289.16
508 Root	41,410.29	0.00	0.00	0.00	41,410.29
509 Sugarman	201,173.37	0.00	0.00	500.00	200,673.37
510 Thompson	164,220.74	679.72	3,862.13	0.00	161,038.33
511 Weidenthal	7,022.12	0.00	0.00	0.00	7,022.12
512 White	2,210,080.02	5,194.62	25,064.41	4,684.75	2,185,525.48
513 Beard Anna Young	88,368.54	219.76	2,777.50	610.50	85,200.30
Total Permanent Funds	<u>\$ 3,684,678.73</u>	<u>\$ 6,597.59</u>	<u>\$ 37,321.37</u>	<u>\$ 11,239.86</u>	<u>\$ 3,642,715.09</u>
901 Unclaimed Funds	7,601.54	81.98	0.00	0.00	7,683.52
905 CLEVNET Fines & Fees	0.00	126,238.79	115,472.57	0.00	10,766.22
Others	<u>\$ 7,601.54</u>	<u>\$ 126,320.77</u>	<u>\$ 115,472.57</u>	<u>\$ 0.00</u>	<u>\$ 18,449.74</u>
Total All Funds	<u><u>\$ 58,030,274.62</u></u>	<u><u>\$ 59,199,092.04</u></u>	<u><u>\$ 56,626,789.63</u></u>	<u><u>\$ 7,523,881.25</u></u>	<u><u>\$ 53,078,695.78</u></u>

**Cleveland Public Library
Depository Balance Detail
For the Period Ending November 30, 2017**

Balance of All Funds	<u><u>\$ 60,602,577.03</u></u>
KeyBank - Concentration Acct	0.00
KeyBank - Checking (ZBA)	1,110,683.50
KeyBank - FSA Account	5,207.19
Petty Cash	320.00
Change Fund	1,585.00
KeyBank-Payroll Account (ZBA)	255.52
Cash in Library Treasury	<u>\$ 1,118,051.21</u>
PNC - Money Market	10,063.62
PNC - Investments	37,599,978.30
PNC - Investments Money Market	93,183.93
STAR Ohio Investment	3,956,107.71
STAR Plus Program	0.00
Investments	<u>\$ 41,659,333.56</u>
PNC- Endowment Account	17,825,192.26
Endowment Account	<u>\$ 17,825,192.26</u>
Cash in Banks and On Hand	<u><u>\$ 60,602,577.03</u></u>