

**CLEVELAND PUBLIC LIBRARY
MONTHLY FINANCIAL STATEMENT OF FISCAL OFFICER TO BOARD OF LIBRARY TRUSTEES
FOR THE PERIOD FEBRUARY 1 – FEBRUARY 28, 2018**

Carrie Krenicky

FISCAL OFFICER, BOARD OF LIBRARY TRUSTEES

Cleveland Public Library
Revenues, Expenditures and Changes in Fund Balance
For the Period Ending February 28, 2018

	<u>General Fund</u>	<u>Special Revenue</u>	<u>Capital Projects</u>	<u>Permanent</u>	<u>Agency</u>	<u>Total</u>
41 Taxes	12,175,000.00	0.00	0.00	0.00	\$ 0.00	12,175,000.00
42 Intergovernmental	3,981,291.72	257,928.00	25,000.00	0.00	\$ 0.00	4,264,219.72
43 Fines & Fees	56,930.10	0.00	0.00	0.00	\$ 0.00	56,930.10
44 Investment Earnings	62,662.35	96,209.83	0.00	45,177.38	\$ 0.00	204,049.56
45 Charges for Services	0.00	2,187,671.26	0.00	0.00	\$ 0.00	2,187,671.26
46 Contributions & Donations	1,080.00	102,585.00	0.00	0.00	\$ 0.00	103,665.00
48 Miscellaneous Revenue	32,502.50	0.00	0.00	0.00	\$ 26,473.20	58,975.70
Total Revenues	\$ 16,309,466.67	\$ 2,644,394.09	\$ 25,000.00	\$ 45,177.38	\$ 26,473.20	\$ 19,050,511.34
51 Salaries/Benefits	5,752,744.56	530,097.91	0.00	0.00	\$ 0.00	6,282,842.47
52 Supplies	111,686.83	9,521.90	0.00	437.69	\$ 0.00	121,646.42
53 Purchased/Contracted Services	2,533,082.40	216,681.62	1,678.04	1,248.00	\$ 0.00	2,752,690.06
54 Library Materials	1,609,416.11	166,585.62	0.00	8,757.13	\$ 0.00	1,784,758.86
55 Capital Outlay	282,749.73	235,838.37	82,980.72	0.00	\$ 0.00	601,568.82
57 Miscellaneous Expenses	31,387.71	1,656.84	0.00	0.00	\$ 23,629.31	56,673.86
Total Expenditures	\$ 10,321,067.34	\$ 1,160,382.26	\$ 84,658.76	\$ 10,442.82	\$ 23,629.31	\$ 11,600,180.49
Revenue Over/(Under) Expenditures	\$ 5,988,399.33	\$ 1,484,011.83	\$(59,658.76)	\$ 34,734.56	\$ 2,843.89	\$ 7,450,330.85
91 Sale of Capital Assets	0.00	0.00	0.00	0.00	\$ 0.00	0.00
98 Advances	(50,015.00)	50,015.00	0.00	0.00	\$ 0.00	0.00
99 Transfers	(2,000,000.00)	0.00	2,000,000.00	0.00	\$ 0.00	0.00
Total Other Sources / Uses	\$(2,050,015.00)	\$ 50,015.00	\$ 2,000,000.00	\$ 0.00	\$ 0.00	\$ 0.00
Revenue & Other Sources Over/(Under) Expenditures & Other Uses	\$ 3,938,384.33	\$ 1,534,026.83	\$ 1,940,341.24	\$ 34,734.56	\$ 2,843.89	\$ 7,450,330.85
Beginning Year Cash Balance	\$ 24,971,598.35	\$ 18,098,603.70	\$ 10,649,453.06	\$ 3,990,707.53	\$ 15,768.15	\$ 57,726,130.79
Current Cash Balance	\$ 28,909,956.15	\$ 19,632,630.53	\$ 12,589,794.30	\$ 4,025,442.09	\$ 18,612.04	\$ 65,176,435.11

**Cleveland Public Library
Certified Revenue, Appropriations and Balances
General Fund
For the Period Ending February 28, 2018**

	Certified Revenue (1)	Income To Date	Balance	Percent To Date	Percent Prior Year
PLF State Income Tax	21,528,120	3,981,292	17,546,828	18%	18%
General Property Tax	24,914,507	12,175,000	12,739,507	49%	52%
Rollback, Homestead, CAT	2,400,000	0	2,400,000	0%	0%
Fines & Fees	381,034	56,930	324,104	15%	15%
Investment Earnings	524,913	62,662	462,251	12%	18%
Contributions	0	1,080	(1,080)	100%	100%
Miscellaneous	890,487	32,503	857,985	4%	5%
Return of Advances Out	0	75,000	(75,000)	0%	0%
Total	\$ 50,639,061	\$ 16,384,467	\$ 34,254,594	32%	33%

	Appropriation(2)	Expended/ Encumbered	Balance	Percent To Date (3)	Percent Prior Year
Salaries/Benefits	36,777,430	5,780,313	30,997,116	16%	15%
Supplies	1,140,652	405,264	735,388	36%	40%
Purchased Services	12,215,264	8,001,469	4,213,794	66%	68%
Library Materials	10,625,923	5,142,760	5,483,162	48%	44%
Capital Outlay	1,459,422	392,289	1,067,133	27%	32%
Other	169,764	77,575	92,189	46%	69%
Sub Total	\$ 62,388,453	\$ 19,799,670	\$ 42,588,783	32%	31%
Advances Out	0	125,015	(125,015)	100%	100%
Transfers Out	2,000,000	2,000,000	0	100%	100%
Total	\$ 64,388,453	\$ 21,924,685	\$ 42,463,768	34%	32%

Note (1): Certificate from Cuyahoga County Budget Commission dated February 6, 2018.

Note (2): Subtotal Amended Appropriation of \$58,365,109 plus carried forward encumbrance of \$6,023,344.

Note (3): Subtotal includes 17% expended and 15% encumbered.

**Cleveland Public Library
Appropriation, Expenditures and Balances
General Fund
For the Period Ending February 28, 2018**

		Current Year Appropriation	Total Appropriated Funds	Current Year Expenditures	Encumbered and Unpaid	Unencumbered Balance
51110	Professional Salaries	10,852,312.86	10,852,312.86	1,620,426.51	0.00	9,231,886.35
51120	Clerical Salaries	10,562,757.75	10,562,757.75	1,650,381.60	0.00	8,912,376.15
51130	Non-Clerical Salaries	1,181,064.81	1,181,064.81	166,951.16	0.00	1,014,113.65
51140	Buildings Salaries	4,382,653.86	4,382,653.86	657,530.55	0.00	3,725,123.31
51150	Other Salaries	616,852.08	616,852.08	91,953.88	0.00	524,898.20
51180	Severance Pay	0.00	125,681.06	134,162.94	0.00	(8,481.88)
51190	Non-Base Pay	210,581.61	210,581.61	76,086.83	0.00	134,494.78
51400	OPERS	3,931,874.91	3,931,874.91	599,707.54	0.00	3,332,167.37
51610	Health Insurance	4,000,682.88	4,000,682.88	650,920.79	0.00	3,349,762.09
51611	Dental Insurance	212,132.16	212,132.16	35,075.25	0.00	177,056.91
51612	Vision Insurance	15,736.44	15,736.44	2,618.58	0.00	13,117.86
51620	Life Insurance	12,852.00	12,852.00	2,278.71	0.00	10,573.29
51625	Short Term Disability Insurance	27,952.56	27,952.56	4,646.96	0.00	23,305.60
51630	Workers Compensation	198,828.78	198,828.78	(1,570.50)	0.00	200,399.28
51640	Unemployment Compensation	10,000.00	28,613.57	249.61	18,363.96	10,000.00
51650	Medicare - ER	377,834.60	379,807.23	58,756.18	120.47	320,930.58
51900	Other Benefits	37,045.20	37,045.20	2,567.97	9,084.43	25,392.80
	Salaries/Benefits	\$36,631,162.50	\$ 36,777,429.76	\$ 5,752,744.56	\$ 27,568.86	\$ 30,997,116.34
52110	Office Supplies	53,220.00	53,649.46	5,230.67	3,926.10	44,492.69
52120	Stationery	35,022.75	36,536.27	1,078.08	6,441.42	29,016.77
52130	Duplication Supplies	34,950.00	34,950.00	3,720.00	284.61	30,945.39
52140	Hand Tools	7,100.00	7,260.30	59.82	94.22	7,106.26
52150	Book Repair Supplies	71,000.00	71,015.99	9,834.23	4,844.39	56,337.37
52210	Janitorial Supplies	94,500.00	97,927.86	19,899.66	11,488.76	66,539.44

**Cleveland Public Library
Appropriation, Expenditures and Balances
General Fund
For the Period Ending February 28, 2018**

		Current Year Appropriation	Total Appropriated Funds	Current Year Expenditures	Encumbered and Unpaid	Unencumbered Balance
52220	Electrical Supplies	63,909.00	79,627.16	9,026.10	27,437.77	43,163.29
52230	Maintenance Supplies	401,336.00	452,993.81	27,200.96	150,599.11	275,193.74
52240	Uniforms	26,000.00	27,476.55	0.00	5,726.97	21,749.58
52300	Motor Vehicle Supplies	5,200.00	26,064.47	5,074.44	60,486.41	(39,496.38)
52900	Other Supplies	209,300.00	253,149.83	30,562.87	22,247.15	200,339.81
	Supplies	\$1,001,537.75	\$ 1,140,651.70	\$ 111,686.83	\$ 293,576.91	\$ 735,387.96
53100	Travel/Meetings	100,000.00	132,511.43	2,631.83	79,879.60	50,000.00
53210	Telecommunications	271,836.00	286,838.52	39,573.90	228,678.05	18,586.57
53230	Postage/Freight	79,500.00	92,179.68	12,404.44	70,975.62	8,799.62
53240	PR/Other Communications	222,000.00	252,614.59	9,487.29	27,770.23	215,357.07
53310	Building Repairs	93,000.00	211,169.78	6,237.16	120,912.33	84,020.29
53320	Machine Repairs	10,000.00	11,150.53	1,008.98	901.86	9,239.69
53340	Building Maintenance	679,918.00	822,440.94	126,262.03	67,563.25	628,615.66
53350	Machine Maintenance	382,861.80	478,337.60	23,978.92	135,480.44	318,878.24
53360	Computer Maintenance	305,759.79	308,014.79	1,074.00	113,799.37	193,141.42
53370	Motor Vehicle Repairs	13,000.00	19,589.80	4,472.91	13,215.06	1,901.83
53380	Contract Security	1,045,000.00	1,093,085.72	154,383.98	923,530.46	15,171.28
53390	Landscaping	87,200.00	90,042.00	0.00	2,842.00	87,200.00
53400	Insurance	475,299.00	475,299.00	346.00	0.00	474,953.00
53510	Rent/Leases	183,008.68	194,845.09	28,988.71	159,146.41	6,709.97
53520	Equipment Rental	54,022.12	66,853.08	648.96	17,922.63	48,281.49
53610	Electricity	1,903,400.00	2,029,686.31	266,746.41	1,692,002.26	70,937.64
53620	Gas	130,500.00	143,804.56	41,983.24	84,073.31	17,748.01
53630	Chilled Water	845,000.00	893,924.16	30,837.13	858,847.29	4,239.74

**Cleveland Public Library
Appropriation, Expenditures and Balances
General Fund
For the Period Ending February 28, 2018**

		Current Year Appropriation	Total Appropriated Funds	Current Year Expenditures	Encumbered and Unpaid	Unencumbered Balance
53640	Water/Sewer	126,000.00	137,313.12	14,055.24	116,740.36	6,517.52
53710	Professional Services	1,135,755.00	1,619,032.49	91,511.74	524,297.80	1,003,222.95
53720	Auditors Fees	622,046.87	694,971.37	0.00	72,924.50	622,046.87
53730	Bank Service Charges	11,000.00	11,000.00	1,874.89	0.00	9,125.11
53800	Library Material Control	265,000.00	408,426.14	20,483.24	122,942.90	265,000.00
53900	Other Purchased Services	1,711,079.15	1,742,132.90	1,654,091.40	33,941.00	54,100.50
	Purchased/Contracted Services	\$10,752,186.41	\$ 12,215,263.60	\$ 2,533,082.40	\$ 5,468,386.73	\$ 4,213,794.47
54110	Books	2,084,000.00	2,905,389.65	277,125.46	788,972.19	1,839,292.00
54120	Continuations	316,584.01	584,708.44	94,324.39	192,191.18	298,192.87
54210	Periodicals	785,013.08	1,688,015.32	538,759.22	404,803.81	744,452.29
54220	Microforms	30,625.00	218,768.26	29,291.22	157,314.26	32,162.78
54310	Video Media	1,585,000.00	2,012,703.47	240,997.58	394,334.33	1,377,371.56
54320	Audio Media - Spoken	125,625.00	170,607.03	18,661.46	40,513.17	111,432.40
54325	Audio Media - Music	280,500.00	488,266.53	26,536.55	211,822.99	249,906.99
54500	Database Services	570,000.00	1,186,415.04	235,900.00	437,706.39	512,808.65
54530	eMedia	851,000.00	1,214,981.32	144,661.26	855,251.32	215,068.74
54600	Interlibrary Loan	5,000.00	7,079.00	115.00	4,000.00	2,964.00
54710	Bookbinding	20,000.00	51,422.00	2,904.42	28,517.58	20,000.00
54720	Preservation Services	45,000.00	49,800.00	0.00	5,857.00	43,943.00
54730	Preservation Boxing	6,000.00	6,229.45	65.00	597.25	5,567.20
54790	Preservation Reformatting	30,000.00	41,537.00	74.55	11,462.45	30,000.00
	Library Materials	\$6,734,347.09	\$ 10,625,922.51	\$ 1,609,416.11	\$ 3,533,343.92	\$ 5,483,162.48
55300	Construction/Improvements	24,512.00	29,361.49	4,849.49	0.00	24,512.00
55510	Furniture	307,075.00	323,573.50	16,382.49	3,959.46	303,231.55

**Cleveland Public Library
Appropriation, Expenditures and Balances
General Fund
For the Period Ending February 28, 2018**

	Current Year Appropriation	Total Appropriated Funds	Current Year Expenditures	Encumbered and Unpaid	Unencumbered Balance
55520 Equipment	222,880.00	273,249.45	20,931.03	37,799.22	214,519.20
55530 Computer Hardware	392,000.00	656,030.12	237,680.84	37,181.02	381,168.26
55540 Software	144,000.00	177,207.03	2,905.88	30,599.15	143,702.00
Capital Outlay	\$1,090,467.00	\$ 1,459,421.59	\$ 282,749.73	\$ 109,538.85	\$ 1,067,133.01
57100 Memberships	84,974.70	84,974.70	18,015.10	26,145.60	40,814.00
57200 Taxes	15,000.00	15,286.43	2,057.30	11,452.70	1,776.43
57500 Refunds/Reimbursements	55,433.31	69,502.75	11,315.31	8,589.28	49,598.16
Miscellaneous Expenses	\$155,408.01	\$ 169,763.88	\$ 31,387.71	\$ 46,187.58	\$ 92,188.59
59810 Advances Out	0.00	0.00	125,015.00	0.00	(125,015.00)
Advances	\$0.00	\$ 0.00	\$ 125,015.00	\$ 0.00	\$(125,015.00)
59900 Transfers Out	0.00	2,000,000.00	2,000,000.00	0.00	0.00
Transfers	\$0.00	\$ 2,000,000.00	\$ 2,000,000.00	\$ 0.00	\$ 0.00
TOTAL	\$56,365,108.76	\$ 64,388,453.04	\$ 12,446,082.34	\$ 9,478,602.85	\$ 42,463,767.85

Cleveland Public Library
Revenue, Expenditures and Changes in Fund Balances
For the Period Ending February 28, 2018

	<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	24,971,598.35	16,384,466.67	12,446,082.34	9,478,602.85	19,431,379.83
Total General Fund	\$ 24,971,598.35	\$ 16,384,466.67	\$ 12,446,082.34	\$ 9,478,602.85	\$ 19,431,379.83
201 Anderson	325,589.18	3,547.40	0.00	0.00	329,136.58
202 Endowment for the Blind	2,532,943.39	(3,776.13)	5,000.00	5,000.00	2,519,167.26
203 Founders	7,008,252.77	190,889.60	98,395.53	248,615.26	6,852,131.58
204 Kaiser	69,460.47	0.00	0.00	0.00	69,460.47
205 Kralej	197,874.90	2,016.47	355.29	248.74	199,287.34
206 Library	167,680.20	5,052.65	89.40	0.00	172,643.45
207 Pepke	148,118.99	2,316.97	0.00	0.00	150,435.96
208 Wickwire	1,554,880.44	3,754.59	179.95	5,257.10	1,553,197.98
209 Wittke	102,130.38	2,368.33	0.00	0.00	104,498.71
210 Young	4,724,548.65	(9,475.05)	5,000.00	5,000.00	4,705,073.60
225 Friends	4,269.44	0.00	1,875.00	2,394.44	0.00
226 Judd	13,363.98	0.00	17,879.05	60,425.00	(64,940.07)
228 Lockwood Thompson Memorial	157,078.11	0.00	28,721.51	130,286.34	(1,929.74)
229 Ohio Center for the Book	25.00	2,100.00	0.00	0.00	2,125.00
230 Schweinfurth	141,254.75	0.00	28,269.13	9,145.00	103,840.62
231 CLEVNET	695,202.80	2,187,671.26	775,543.12	1,158,732.50	948,598.44
251 OLBPD-Library for the Blind	14,843.90	251,366.00	195,516.90	17,061.87	53,631.13
254 MyCom	6,050.00	81,577.00	74,627.75	0.00	12,999.25
256 Learning Centers	86,208.85	0.00	0.00	61,826.35	24,382.50
257 Tech Centers	0.00	50,000.00	3,929.63	6,931.64	39,138.73
258 Early Literacy	148,827.50	0.00	0.00	0.00	148,827.50
Total Special Revenue Funds	\$ 18,098,603.70	\$ 2,769,409.09	\$ 1,235,382.26	\$ 1,710,924.24	\$ 17,921,706.29

Cleveland Public Library
Revenue, Expenditures and Changes in Fund Balances
For the Period Ending February 28, 2018

	<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>
401 Building & Repair	10,649,453.06	2,025,000.00	84,658.76	8,566,665.53	4,023,128.77
Total Capital Project Funds	\$ 10,649,453.06	\$ 2,025,000.00	\$ 84,658.76	\$ 8,566,665.53	\$ 4,023,128.77
501 Abel	258,034.08	(971.53)	0.00	0.00	257,062.55
502 Ambler	2,615.85	0.00	0.00	0.00	2,615.85
503 Beard	150,457.55	13,611.14	500.00	6,126.00	157,442.69
504 Klein	6,187.98	0.00	0.00	0.00	6,187.98
505 Malon/Schroeder	316,064.52	1,681.14	726.69	420.77	316,598.20
506 McDonald	214,987.95	2,351.61	0.00	0.00	217,339.56
507 Ratner	105,560.62	1,221.57	0.00	5,000.00	101,782.19
508 Root	45,288.56	0.00	0.00	0.00	45,288.56
509 Sugarman	217,853.42	1,695.26	0.00	0.00	219,548.68
510 Thompson	175,569.78	2,129.23	2,374.99	2,615.16	172,708.86
511 Weidenthal	7,668.86	0.00	0.00	0.00	7,668.86
512 White	2,398,348.43	23,683.30	6,382.14	4,425.00	2,411,224.59
513 Beard Anna Young	92,069.93	(224.34)	459.00	2,990.00	88,396.59
Total Permanent Funds	\$ 3,990,707.53	\$ 45,177.38	\$ 10,442.82	\$ 21,576.93	\$ 4,003,865.16
901 Unclaimed Funds	6,372.39	0.00	0.00	0.00	6,372.39
905 CLEVNET Fines & Fees	9,395.76	26,473.20	23,629.31	0.00	12,239.65
Others	\$ 15,768.15	\$ 26,473.20	\$ 23,629.31	\$ 0.00	\$ 18,612.04
Total All Funds	\$ 57,726,130.79	\$ 21,250,526.34	\$ 13,800,195.49	\$ 19,777,769.55	\$ 45,398,692.09

**Cleveland Public Library
 Depository Balance Detail
 For the Period Ending February 28, 2018**

Balance of All Funds	<u>\$ 65,176,925.41</u>
KeyBank - Concentration Acct	0.00
KeyBank - Checking (ZBA)	(306,666.59)
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>\$(299,298.88)</u>
PNC - Money Market	10,074.86
PNC - Investments	37,739,043.41
PNC - Investments Money Market	58,863.61
STAR Ohio Investment	8,716,337.70
STAR Plus Program	0.00
Investments	<u>\$ 46,524,319.58</u>
PNC- Endowment Account	18,951,904.71
Endowment Account	<u>\$ 18,951,904.71</u>
Cash in Banks and On Hand	<u>\$ 65,176,925.41</u>