

**CLEVELAND PUBLIC LIBRARY  
MONTHLY FINANCIAL STATEMENT OF FISCAL OFFICER TO BOARD OF LIBRARY TRUSTEES  
FOR THE PERIOD NOVEMBER 1 – NOVEMBER 30, 2016**

*Carrie Krenicky*

---

**FISCAL OFFICER, BOARD OF LIBRARY TRUSTEES**

**Cleveland Public Library**  
**Revenues, Expenditures and Changes in Fund Balance**  
**For the Period Ending November 30, 2016**

	<u>General Fund</u>	<u>Special Revenue</u>	<u>Capital Projects</u>	<u>Permanent</u>	<u>Agency</u>	<u>Total</u>
41 Taxes	25,338,596.38	0.00	0.00	0.00	\$ 0.00	25,338,596.38
42 Intergovernmental	22,599,161.80	1,481,454.36	0.00	0.00	\$ 0.00	24,080,616.16
43 Fines & Fees	353,868.76	0.00	0.00	0.00	\$ 0.00	353,868.76
44 Investment Earnings	417,939.18	20,333.05	0.00	13,084.02	\$ 0.00	451,356.25
45 Charges for Services	0.00	4,691,379.33	0.00	0.00	\$ 0.00	4,691,379.33
46 Contributions & Donations	1,365.00	976,640.04	0.00	0.00	\$ 0.00	978,005.04
48 Miscellaneous Revenue	1,367,305.48	70,890.00	3,500.16	0.00	\$ 113,159.12	1,554,854.76
<b>Total Revenues</b>	<b>\$ 50,078,236.60</b>	<b>\$ 7,240,696.78</b>	<b>\$ 3,500.16</b>	<b>\$ 13,084.02</b>	<b>\$ 113,159.12</b>	<b>\$ 57,448,676.68</b>
51 Salaries/Benefits	31,372,570.71	2,582,931.59	0.00	0.00	\$ 0.00	33,955,502.30
52 Supplies	701,434.04	86,562.74	0.00	3,753.86	\$ 0.00	791,750.64
53 Purchased/Contracted Services	9,031,336.90	1,844,996.20	652.40	17,772.05	\$ 0.00	10,894,757.55
54 Library Materials	6,082,031.10	963,402.50	0.00	48,527.48	\$ 0.00	7,093,961.08
55 Capital Outlay	787,999.81	317,688.25	4,115,407.36	0.00	\$ 0.00	5,221,095.42
57 Miscellaneous Expenses	104,346.88	845,843.63	0.00	0.00	\$ 108,534.63	1,058,725.14
<b>Total Expenditures</b>	<b>\$ 48,079,719.44</b>	<b>\$ 6,641,424.91</b>	<b>\$ 4,116,059.76</b>	<b>\$ 70,053.39</b>	<b>\$ 108,534.63</b>	<b>\$ 59,015,792.13</b>
<b>Revenue Over/(Under) Expenditures</b>	<b>\$ 1,998,517.16</b>	<b>\$ 599,271.87</b>	<b>\$(4,112,559.60)</b>	<b>\$(56,969.37)</b>	<b>\$ 4,624.49</b>	<b>\$(1,567,115.45)</b>
91 Sale of Capital Assets	0.00	0.00	0.00	0.00	\$ 0.00	0.00
98 Advances	500.00	(500.00)	0.00	0.00	\$ 0.00	0.00
99 Transfers	(1,500,000.00)	0.00	1,500,000.00	0.00	\$ 0.00	0.00
<b>Total Other Sources / Uses</b>	<b>\$(1,499,500.00)</b>	<b>\$(500.00)</b>	<b>\$ 1,500,000.00</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>
<b>Revenue &amp; Other Sources Over/(Under) Expenditures &amp; Other Uses</b>	<b>\$ 499,017.16</b>	<b>\$ 598,771.87</b>	<b>\$(2,612,559.60)</b>	<b>\$(56,969.37)</b>	<b>\$ 4,624.49</b>	<b>\$(1,567,115.45)</b>
<b>Beginning Year Cash Balance</b>	<b>\$ 30,293,887.52</b>	<b>\$ 15,311,265.03</b>	<b>\$ 13,248,624.25</b>	<b>\$ 3,477,276.35</b>	<b>\$ 18,241.33</b>	<b>\$ 62,349,294.48</b>
<b>Current Cash Balance</b>	<b>\$ 30,792,878.15</b>	<b>\$ 15,910,036.90</b>	<b>\$ 10,636,064.65</b>	<b>\$ 3,420,306.98</b>	<b>\$ 22,865.82</b>	<b>\$ 60,782,152.50</b>

**Cleveland Public Library**  
**Certified Revenue, Appropriations and Balances**  
**General Fund**  
**For the Period Ending November 30, 2016**

	<b>Certified Revenue (1)</b>	<b>Income To Date</b>	<b>Balance</b>	<b>Percent To Date</b>	<b>Percent Prior Year</b>
PLF State Income Tax	\$ 21,659,520	\$ 19,572,289	\$ 2,087,231	90%	95%
General Property Tax	25,322,947	25,338,596	(15,649.78)	100%	103%
Rollback, Homestead, CAT	3,022,616	3,026,873	(4,257.22)	100%	114%
Fines & Fees	399,000	353,869	45,131.24	89%	94%
Investment Earnings	422,870	417,939	4,930.93	99%	107%
Contributions	1,260	1,365	(105.00)	100%	100%
Miscellaneous	1,252,555	1,367,305	(114,750.65)	109%	87%
Return of Advances Out	0	55,000	(55,000.00)	0%	0%
<b>Total</b>	<b>\$ 52,080,767</b>	<b>\$ 50,133,237</b>	<b>\$ 1,947,531</b>	<b>96%</b>	<b>100%</b>

	<b>Appropriation (2)</b>	<b>Expended/ Encumbered</b>	<b>Balance</b>	<b>Percent To Date (3)</b>	<b>Percent Prior Year</b>
Salaries/Benefits	\$ 35,079,356	\$ 31,395,172	\$ 3,684,183	89%	87%
Supplies	1,134,841	844,287	290,554	74%	83%
Purchased Services	12,087,367	10,759,861	1,327,506	89%	87%
Library Materials	10,671,638	8,777,320	1,894,318	82%	85%
Capital Outlay	1,696,721	1,260,465	436,256	74%	60%
Other	154,351	126,934	27,417	82%	62%
<b>Sub Total</b>	<b>\$ 60,824,273</b>	<b>\$ 53,164,039</b>	<b>\$ 7,660,234</b>	<b>87%</b>	<b>86%</b>
Advances Out	0.00	54,500.00	(54,500.00)		0%
Transfers Out	1,500,000	1,500,000	0	100%	0%
<b>Total</b>	<b>\$ 62,324,273</b>	<b>\$ 54,718,539</b>	<b>\$ 7,605,734</b>	<b>88%</b>	<b>86%</b>

Note (1): Certificate from Cuyahoga County Budget Commission dated October 11, 2016 (includes Advances Out).

Note (2): Amended Appropriation of \$56,476,215 plus carried forward encumbrance of \$5,848,058.

Note (3): Subtotal includes 79% expended and 8.4% encumbered.

**Cleveland Public Library  
Appropriation, Expenditures and Balances  
General Fund  
For the Period Ending November 30, 2016**

	<b>Current Year Appropriation</b>	<b>Total Appropriated Funds</b>	<b>Current Year Expenditures</b>	<b>Encumbered and Unpaid</b>	<b>Unencumbered Balance</b>
51110 Professional Salaries	10,357,232.30	10,368,915.98	9,048,230.76	0.00	1,320,685.22
51120 Clerical Salaries	9,763,561.38	9,774,149.54	9,142,900.28	0.00	631,249.26
51130 Non-Clerical Salaries	1,352,494.21	1,352,494.21	1,066,014.93	0.00	286,479.28
51140 Buildings Salaries	4,231,071.52	4,231,071.52	3,440,622.47	0.00	790,449.05
51150 Other Salaries	504,715.64	504,715.64	413,894.96	0.00	90,820.68
51180 Severance Pay	0.00	160,032.62	299,326.54	0.00	(139,293.92)
51190 Non-Base Pay	268,614.73	268,614.73	388,759.31	0.00	(120,144.58)
51400 OPERS	3,747,870.46	3,749,352.84	3,305,625.46	0.00	443,727.38
51610 Health Insurance	3,666,090.97	3,666,090.97	3,480,763.82	0.00	185,327.15
51611 Dental Insurance	202,195.26	202,195.26	186,537.33	0.00	15,657.93
51612 Vision Insurance	14,758.07	14,758.07	13,671.75	0.00	1,086.32
51620 Life Insurance	12,528.25	12,528.25	11,230.20	0.00	1,298.05
51625 Short Term Disability Insurance	29,467.05	29,467.05	26,531.52	0.00	2,935.53
51630 Workers Compensation	216,511.75	347,043.22	196,056.32	0.00	150,986.90
51640 Unemployment Compensation	20,000.00	25,299.12	17,648.70	7,581.90	68.52
51650 Medicare - ER	348,684.34	351,148.29	312,629.63	293.54	38,225.12
51900 Other Benefits	21,478.28	21,478.28	22,126.73	14,726.30	(15,374.75)
<b>Salaries/Benefits</b>	<b>\$34,757,274.21</b>	<b>\$ 35,079,355.59</b>	<b>\$ 31,372,570.71</b>	<b>\$ 22,601.74</b>	<b>\$ 3,684,183.14</b>
52110 Office Supplies	45,600.00	51,611.53	36,427.06	2,221.05	12,963.42
52120 Stationery	54,200.00	51,960.34	32,105.39	1,854.18	18,000.77
52130 Duplication Supplies	39,850.00	39,311.23	25,891.22	522.23	12,897.78
52140 Hand Tools	600.00	600.00	447.69	0.00	152.31
52150 Book Repair Supplies	102,500.00	96,500.00	52,901.56	14,930.35	28,668.09
52210 Janitorial Supplies	118,900.00	128,231.45	97,082.05	9,482.20	21,667.20

**Cleveland Public Library  
Appropriation, Expenditures and Balances  
General Fund  
For the Period Ending November 30, 2016**

		<b>Current Year Appropriation</b>	<b>Total Appropriated Funds</b>	<b>Current Year Expenditures</b>	<b>Encumbered and Unpaid</b>	<b>Unencumbered Balance</b>
52220	Electrical Supplies	63,600.00	66,941.01	46,985.78	6,550.04	13,405.19
52230	Maintenance Supplies	263,050.00	278,002.41	199,224.60	45,809.10	32,968.71
52240	Uniforms	23,000.00	23,000.00	4,362.26	3,483.24	15,154.50
52300	Motor Vehicle Supplies	78,000.00	114,693.14	42,364.80	26,380.54	45,947.80
52900	Other Supplies	263,238.00	283,989.94	163,641.63	31,620.39	88,727.92
	<b>Supplies</b>	<b>\$1,052,538.00</b>	<b>\$ 1,134,841.05</b>	<b>\$ 701,434.04</b>	<b>\$ 142,853.32</b>	<b>\$ 290,553.69</b>
53100	Travel/Meetings	200,000.00	209,764.37	74,885.52	19,053.89	115,824.96
53210	Telecommunications	300,316.00	374,527.62	287,288.87	41,606.57	45,632.18
53230	Postage/Freight	91,500.00	100,893.23	76,752.96	8,792.00	15,348.27
53240	PR/Other Communications	166,000.00	206,232.52	132,963.12	24,209.72	49,059.68
53310	Building Repairs	407,000.00	448,677.34	264,603.06	25,748.09	158,326.19
53320	Machine Repairs	17,550.00	33,117.85	9,472.99	14,363.61	9,281.25
53340	Building Maintenance	171,279.00	236,600.23	151,246.17	78,577.08	6,776.98
53350	Machine Maintenance	240,641.00	406,621.99	248,803.48	115,220.61	42,597.90
53360	Computer Maintenance	347,189.95	352,342.97	223,910.96	56,235.91	72,196.10
53370	Motor Vehicle Repairs	25,000.00	37,876.86	21,649.30	4,331.87	11,895.69
53380	Contract Security	800,000.00	974,091.35	809,879.41	118,391.20	45,820.74
53390	Landscaping	25,440.00	28,277.75	10,519.00	11,192.00	6,566.75
53400	Insurance	429,039.00	493,528.61	434,888.69	58,639.92	0.00
53510	Rent/Leases	178,749.24	199,678.74	150,969.51	33,393.52	15,315.71
53520	Equipment Rental	57,403.00	77,591.86	28,942.67	12,632.80	36,016.39
53610	Electricity	1,936,774.33	2,016,256.83	1,568,339.37	312,786.95	135,130.51
53620	Gas	195,527.22	208,229.54	100,147.50	27,953.62	80,128.42
53630	Chilled Water	946,859.92	846,966.95	765,219.56	38,412.17	43,335.22

**Cleveland Public Library**  
**Appropriation, Expenditures and Balances**  
**General Fund**  
**For the Period Ending November 30, 2016**

		<b>Current Year Appropriation</b>	<b>Total Appropriated Funds</b>	<b>Current Year Expenditures</b>	<b>Encumbered and Unpaid</b>	<b>Unencumbered Balance</b>
53640	Water/Sewer	87,230.72	130,946.07	92,412.00	26,752.72	11,781.35
53710	Professional Services	963,562.58	1,789,502.11	988,326.57	454,364.16	346,811.38
53720	Auditors Fees	780,030.07	728,094.52	575,842.60	86,700.00	65,551.92
53730	Bank Service Charges	20,060.00	20,060.00	8,924.94	0.00	11,135.06
53800	Library Material Control	250,000.00	366,688.32	205,092.13	159,146.03	2,450.16
53900	Other Purchased Services	1,800,648.52	1,800,799.52	1,800,256.52	19.50	523.50
	<b>Purchased/Contracted Services</b>	<b>\$10,437,800.55</b>	<b>\$ 12,087,367.15</b>	<b>\$ 9,031,336.90</b>	<b>\$ 1,728,523.94</b>	<b>\$ 1,327,506.31</b>
54110	Books	2,360,000.00	2,871,015.38	1,942,908.68	544,298.65	383,808.05
54120	Continuations	372,000.00	819,280.36	420,927.37	184,303.65	214,049.34
54210	Periodicals	825,000.00	1,191,144.17	208,175.73	885,475.56	97,492.88
54220	Microforms	77,000.00	261,216.13	61,040.95	70,315.33	129,859.85
54310	Video Media	1,928,180.00	2,241,568.68	1,640,943.66	285,659.65	314,965.37
54320	Audio Media - Spoken	151,000.00	171,561.13	114,689.80	36,719.09	20,152.24
54325	Audio Media - Music	363,000.00	555,698.03	330,273.39	33,106.91	192,317.73
54500	Database Services	570,000.00	1,010,333.08	457,484.35	71,309.94	481,538.79
54530	eMedia	602,000.00	1,366,171.51	831,370.70	532,719.79	2,081.02
54600	Interlibrary Loan	3,000.00	3,978.00	2,146.50	1,544.00	287.50
54710	Bookbinding	25,000.00	53,641.14	21,284.45	32,356.69	0.00
54720	Preservation Services	45,000.00	95,762.59	40,455.50	5,937.34	49,369.75
54730	Preservation Boxing	5,000.00	5,994.15	5,314.72	328.89	350.54
54790	Preservation Reformatting	22,000.00	24,273.33	5,015.30	11,213.33	8,044.70
	<b>Library Materials</b>	<b>\$7,348,180.00</b>	<b>\$ 10,671,637.68</b>	<b>\$ 6,082,031.10</b>	<b>\$ 2,695,288.82</b>	<b>\$ 1,894,317.76</b>
55300	Construction/Improvements	0.00	689.85	689.85	0.00	0.00
55510	Furniture	152,200.00	232,303.48	97,462.40	64,714.41	70,126.67

**Cleveland Public Library  
Appropriation, Expenditures and Balances  
General Fund  
For the Period Ending November 30, 2016**

	<b>Current Year Appropriation</b>	<b>Total Appropriated Funds</b>	<b>Current Year Expenditures</b>	<b>Encumbered and Unpaid</b>	<b>Unencumbered Balance</b>
55520 Equipment	188,500.00	285,678.09	124,091.12	47,287.95	114,299.02
55530 Computer Hardware	536,000.00	694,222.17	283,909.62	314,546.96	95,765.59
55540 Software	314,500.00	483,827.38	281,846.82	45,915.41	156,065.15
<b>Capital Outlay</b>	<b>\$1,191,200.00</b>	<b>\$ 1,696,720.97</b>	<b>\$ 787,999.81</b>	<b>\$ 472,464.73</b>	<b>\$ 436,256.43</b>
57100 Memberships	70,555.78	75,160.16	69,066.11	4,312.83	1,781.22
57200 Taxes	12,000.00	13,352.97	11,593.71	1,284.57	474.69
57500 Refunds/Reimbursements	49,204.22	65,837.47	23,687.06	16,989.22	25,161.19
<b>Miscellaneous Expenses</b>	<b>\$131,760.00</b>	<b>\$ 154,350.60</b>	<b>\$ 104,346.88</b>	<b>\$ 22,586.62</b>	<b>\$ 27,417.10</b>
59810 Advances Out	0.00	0.00	54,500.00	0.00	(54,500.00)
<b>Advances</b>	<b>\$0.00</b>	<b>\$ 0.00</b>	<b>\$ 54,500.00</b>	<b>\$ 0.00</b>	<b>\$(54,500.00)</b>
59900 Transfers Out	0.00	1,500,000.00	1,500,000.00	0.00	0.00
<b>Transfers</b>	<b>\$0.00</b>	<b>\$ 1,500,000.00</b>	<b>\$ 1,500,000.00</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>
<b>TOTAL</b>	<b>\$54,918,752.76</b>	<b>\$ 62,324,273.04</b>	<b>\$ 49,634,219.44</b>	<b>\$ 5,084,319.17</b>	<b>\$ 7,605,734.43</b>

**Cleveland Public Library**  
**Revenue, Expenditures and Changes in Fund Balances**  
**For the Period Ending November 30, 2016**

	<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	30,293,887.52	50,133,236.60	49,634,219.44	5,084,319.17	25,708,585.51
<b>Total General Fund</b>	<b>\$ 30,293,887.52</b>	<b>\$ 50,133,236.60</b>	<b>\$ 49,634,219.44</b>	<b>\$ 5,084,319.17</b>	<b>\$ 25,708,585.51</b>
201 Anderson	276,296.99	0.00	0.00	0.00	276,296.99
202 Endowment for the Blind	2,170,265.69	0.00	23,056.65	0.00	2,147,209.04
203 Founders	6,094,545.65	543,395.89	312,240.30	151,699.45	6,174,001.79
204 Kaiser	58,614.88	0.00	0.00	0.00	58,614.88
205 Kralej	179,670.47	599.53	5,364.63	1,058.17	173,847.20
206 Library	178,122.12	7,495.53	25,476.82	2,372.07	157,768.76
207 Pepke	127,745.59	(1,485.96)	0.00	0.00	126,259.63
208 Wickwire	1,350,020.58	6,090.87	19,381.17	1,902.94	1,334,827.34
209 Wittke	86,265.93	0.00	0.00	0.00	86,265.93
210 Young	4,000,361.89	16,027.23	48,616.73	0.00	3,967,772.39
225 Friends	0.00	29,500.00	11,991.34	1,159.64	16,349.02
226 Judd	5,972.23	173,033.50	138,152.66	4,639.13	36,213.94
228 Lockwood Thompson Memorial	136,626.00	90,199.50	150,973.34	15,016.26	60,835.90
229 Ohio Center for the Book	0.00	900.00	900.00	0.00	0.00
230 Schweinfurth	89,172.29	74,717.00	38,718.54	0.00	125,170.75
231 CLEVNET	490,999.25	4,762,269.33	4,410,499.38	661,323.13	181,446.07
251 OLBPD-Library for the Blind	0.00	1,382,511.00	1,306,480.54	4,171.93	71,858.53
252 LSTA-Know It Now	27,058.22	0.00	27,058.22	0.00	0.00
254 MyCom	39,527.25	123,943.36	108,925.48	224.05	54,321.08
256 Learning Centers	0.00	86,000.00	68,589.11	78,532.64	(61,121.75)
<b>Total Special Revenue Funds</b>	<b>\$ 15,311,265.03</b>	<b>\$ 7,295,196.78</b>	<b>\$ 6,696,424.91</b>	<b>\$ 922,099.41</b>	<b>\$ 14,987,937.49</b>
401 Building & Repair	13,248,624.25	1,503,500.16	4,116,059.76	1,385,100.79	9,250,963.86
<b>Total Capital Project Funds</b>	<b>\$ 13,248,624.25</b>	<b>\$ 1,503,500.16</b>	<b>\$ 4,116,059.76</b>	<b>\$ 1,385,100.79</b>	<b>\$ 9,250,963.86</b>



**Cleveland Public Library**  
**Revenue, Expenditures and Changes in Fund Balances**  
**For the Period Ending November 30, 2016**

	<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	218,076.10	1,902.62	895.00	0.00	219,083.72
502 Ambler	2,218.69	0.00	0.00	0.00	2,218.69
503 Beard	132,508.14	(614.51)	2,459.64	2,353.36	127,080.63
504 Klein	5,251.17	0.00	0.00	0.00	5,251.17
505 Malon/Schroeder	280,913.05	622.26	6,603.84	854.87	274,076.60
506 McDonald	182,871.96	0.00	0.00	0.00	182,871.96
507 Ratner	90,938.24	(1,138.21)	0.00	0.00	89,800.03
508 Root	38,361.65	0.00	0.00	0.00	38,361.65
509 Sugarman	198,051.98	1,627.54	11,318.07	300.00	188,061.45
510 Thompson	155,047.07	360.20	2,850.00	0.00	152,557.27
511 Weidenthal	6,513.72	0.00	0.00	0.00	6,513.72
512 White	2,082,088.70	10,379.15	44,782.48	3,869.22	2,043,816.15
513 Beard Anna Young	84,435.88	(55.03)	1,144.36	3,051.64	80,184.85
<b>Total Permanent Funds</b>	<b>\$ 3,477,276.35</b>	<b>\$ 13,084.02</b>	<b>\$ 70,053.39</b>	<b>\$ 10,429.09</b>	<b>\$ 3,409,877.89</b>
901 Unclaimed Funds	10,735.01	2,998.07	100.00	0.00	13,633.08
905 CLEVNET Fines & Fees	7,506.32	110,161.05	108,434.63	0.00	9,232.74
<b>Others</b>	<b>\$ 18,241.33</b>	<b>\$ 113,159.12</b>	<b>\$ 108,534.63</b>	<b>\$ 0.00</b>	<b>\$ 22,865.82</b>
<b>Total All Funds</b>	<b>\$ 62,349,294.48</b>	<b>\$ 59,058,176.68</b>	<b>\$ 60,625,292.13</b>	<b>\$ 7,401,948.46</b>	<b>\$ 53,380,230.57</b>

**Cleveland Public Library  
Depository Balance Detail  
For the Period Ending November 30, 2016**

<b>Balance of All Funds</b>	<b><u><u>\$ 60,782,152.50</u></u></b>
KeyBank - Concentration Acct	0.00
KeyBank - Checking (ZBA)	461,874.32
KeyBank - Merchant Acct	0.00
KeyBank - FSA Account	5,207.19
Petty Cash	330.00
Change Fund	4,640.00
KeyBank-Payroll Account (ZBA)	255.52
<b>Cash in Library Treasury</b>	<b><u><u>\$ 472,307.03</u></u></b>
PNC - Money Market	10,046.89
PNC - Investments	37,122,288.07
PNC - Investments Money Market	73,880.38
STAR Ohio Investment	6,391,109.02
STAR Plus Program	0.00
<b>Investments</b>	<b><u><u>\$ 43,597,324.36</u></u></b>
PNC- Endowment Account	16,712,521.11
<b>Endowment Account</b>	<b><u><u>\$ 16,712,521.11</u></u></b>
<b>Cash in Banks and On Hand</b>	<b><u><u>\$ 60,782,152.50</u></u></b>