

**CLEVELAND PUBLIC LIBRARY  
MONTHLY FINANCIAL STATEMENT OF FISCAL OFFICER TO BOARD OF LIBRARY TRUSTEES  
FOR THE PERIOD FEBRUARY 1 – FEBRUARY 28, 2017**

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**FISCAL OFFICER, BOARD OF LIBRARY TRUSTEES**

**Cleveland Public Library**  
**Revenues, Expenditures and Changes in Fund Balance**  
**For the Period Ending February 28, 2017**

	<u>General Fund</u>	<u>Special Revenue</u>	<u>Capital Projects</u>	<u>Permanent</u>	<u>Agency</u>	<u>Total</u>
41 Taxes	12,530,000.00	0.00	0.00	0.00	\$ 0.00	12,530,000.00
42 Intergovernmental	3,874,549.60	251,366.00	0.00	0.00	\$ 0.00	4,125,915.60
43 Fines & Fees	59,816.41	0.00	0.00	0.00	\$ 0.00	59,816.41
44 Investment Earnings	68,792.88	34,188.24	0.00	6,597.59	\$ 0.00	109,578.71
45 Charges for Services	0.00	2,183,253.15	0.00	0.00	\$ 0.00	2,183,253.15
46 Contributions & Donations	1,150.00	4,335.00	0.00	0.00	\$ 0.00	5,485.00
48 Miscellaneous Revenue	49,932.43	0.00	30,000.00	0.00	\$ 22,103.40	102,035.83
<b>Total Revenues</b>	<b>\$ 16,584,241.32</b>	<b>\$ 2,473,142.39</b>	<b>\$ 30,000.00</b>	<b>\$ 6,597.59</b>	<b>\$ 22,103.40</b>	<b>\$ 19,116,084.70</b>
51 Salaries/Benefits	5,497,902.86	465,482.51	0.00	0.00	\$ 0.00	5,963,385.37
52 Supplies	144,089.06	5,705.56	0.00	0.00	\$ 0.00	149,794.62
53 Purchased/Contracted Services	2,748,522.21	280,194.10	0.00	1,185.25	\$ 0.00	3,029,901.56
54 Library Materials	1,664,892.84	262,566.06	0.00	8,751.12	\$ 0.00	1,936,210.02
55 Capital Outlay	388,720.54	3,641.95	161,551.63	0.00	\$ 0.00	553,914.12
57 Miscellaneous Expenses	46,228.08	880.11	0.00	0.00	\$ 20,522.07	67,630.26
<b>Total Expenditures</b>	<b>\$ 10,490,355.59</b>	<b>\$ 1,018,470.29</b>	<b>\$ 161,551.63</b>	<b>\$ 9,936.37</b>	<b>\$ 20,522.07</b>	<b>\$ 11,700,835.95</b>
<b>Revenue Over/(Under) Expenditures</b>	<b>\$ 6,093,885.73</b>	<b>\$ 1,454,672.10</b>	<b>\$(131,551.63)</b>	<b>\$(3,338.78)</b>	<b>\$ 1,581.33</b>	<b>\$ 7,415,248.75</b>
91 Sale of Capital Assets	0.00	0.00	0.00	0.00	\$ 0.00	0.00
98 Advances	(101,500.00)	101,500.00	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
<b>Total Other Sources / Uses</b>	<b>\$(1,401,500.00)</b>	<b>\$ 101,500.00</b>	<b>\$ 1,300,000.00</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>\$ 4,692,385.73</b>	<b>\$ 1,556,172.10</b>	<b>\$ 1,168,448.37</b>	<b>\$(3,338.78)</b>	<b>\$ 1,581.33</b>	<b>\$ 7,415,248.75</b>
<b>Beginning Year Cash Balance</b>	<b>\$ 27,013,868.65</b>	<b>\$ 16,832,090.86</b>	<b>\$ 10,492,034.84</b>	<b>\$ 3,684,678.73</b>	<b>\$ 7,601.54</b>	<b>\$ 58,030,274.62</b>
<b>Current Cash Balance</b>	<b>\$ 31,706,251.18</b>	<b>\$ 18,388,262.96</b>	<b>\$ 11,660,483.21</b>	<b>\$ 3,681,339.95</b>	<b>\$ 9,182.87</b>	<b>\$ 65,445,520.17</b>

**Cleveland Public Library**  
**Certified Revenue, Appropriations and Balances**  
**General Fund**  
**For the Period Ending February 28, 2017**

	<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	22,115,860	3,874,550	18,241,310	18%	18%
General Property Tax	23,957,875	12,530,000	11,427,875	52%	54%
Rollback, Homestead, CAT	2,412,490	0	2,412,490	0%	0%
Fines & Fees	399,000	59,816	339,184	15%	16%
Investment Earnings	387,440	68,793	318,647	18%	13%
Contributions	0	1,150	(1,150)	100%	100%
Miscellaneous	1,079,699	49,932	1,029,767	5%	2%
Return of Advances Out	0	0	0	0%	0%
<b>Total</b>	<b>\$ 50,352,364</b>	<b>\$ 16,584,241</b>	<b>\$ 33,768,123</b>	<b>33%</b>	<b>33%</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	37,285,718	5,546,778	31,738,939	15%	16%
Supplies	1,206,142	486,515	719,627	40%	36%
Purchased Services	11,589,886	7,899,307	3,690,579	68%	67%
Library Materials	10,194,363	4,435,480	5,758,883	44%	39%
Capital Outlay	1,566,470	502,696	1,063,774	32%	31%
Other	164,393	113,722	50,672	69%	49%
<b>Sub Total</b>	<b>\$ 62,006,971</b>	<b>\$ 18,984,498</b>	<b>\$ 43,022,473</b>	<b>31%</b>	<b>31%</b>
Advances Out	0	101,500	(101,500)	100%	100%
Transfers Out	1,300,000	1,300,000	0	100%	100%
<b>Total</b>	<b>\$ 63,306,971</b>	<b>\$ 20,385,998</b>	<b>\$ 42,920,973</b>	<b>32%</b>	<b>33%</b>

Note (1): Certificate from Cuyahoga County Budget Commission dated February 9, 2017.

Note (2): Subtotal Amended Appropriation of \$57,604,803 plus carried forward encumbrance of \$5,702,168.

Note (3): Subtotal includes 17% expended and 14% encumbered.

**Cleveland Public Library  
Appropriation, Expenditures and Balances  
General Fund  
For the Period Ending February 28, 2017**

	<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	10,966,049.11	10,966,049.11	1,547,057.81	0.00	9,418,991.30
51120 Clerical Salaries	10,947,183.68	10,947,183.68	1,572,281.53	0.00	9,374,902.15
51130 Non-Clerical Salaries	1,230,677.60	1,230,677.60	167,093.68	0.00	1,063,583.92
51140 Buildings Salaries	4,488,079.03	4,488,079.03	591,033.78	0.00	3,897,045.25
51150 Other Salaries	548,735.98	548,735.98	77,080.16	0.00	471,655.82
51180 Severance Pay	0.00	141,660.75	201,244.62	0.00	(59,583.87)
51190 Non-Base Pay	311,881.13	311,881.13	33,693.64	0.00	278,187.49
51400 OPERS	4,006,560.61	4,006,560.61	561,596.28	0.00	3,444,964.33
51610 Health Insurance	3,775,744.08	3,775,744.08	648,064.76	0.00	3,127,679.32
51611 Dental Insurance	202,006.32	202,006.32	34,327.20	0.00	167,679.12
51612 Vision Insurance	14,781.84	14,781.84	2,519.96	0.00	12,261.88
51620 Life Insurance	12,420.00	12,420.00	2,112.14	0.00	10,307.86
51625 Short Term Disability Insurance	28,563.36	28,563.36	4,717.71	0.00	23,845.65
51630 Workers Compensation	163,599.67	176,033.51	(2,409.31)	0.00	178,442.82
51640 Unemployment Compensation	20,200.00	26,757.87	202.40	26,557.87	(2.40)
51650 Medicare - ER	381,531.21	383,878.79	54,726.30	293.54	328,858.95
51900 Other Benefits	11,674.66	24,703.97	2,560.20	22,023.93	119.84
<b>Salaries/Benefits</b>	<b>\$37,109,688.28</b>	<b>\$ 37,285,717.63</b>	<b>\$ 5,497,902.86</b>	<b>\$ 48,875.34</b>	<b>\$ 31,738,939.43</b>
52110 Office Supplies	51,637.75	58,739.46	12,134.94	6,006.48	40,598.04
52120 Stationery	42,700.00	50,607.30	2,678.65	11,610.22	36,318.43
52130 Duplication Supplies	39,850.00	40,959.30	5,156.27	305.85	35,497.18
52140 Hand Tools	3,200.00	3,200.00	0.01	0.00	3,199.99
52150 Book Repair Supplies	72,100.00	82,382.76	22,783.34	598.92	59,000.50
52210 Janitorial Supplies	118,800.00	122,938.28	18,997.23	13,064.06	90,876.99

**Cleveland Public Library  
Appropriation, Expenditures and Balances  
General Fund  
For the Period Ending February 28, 2017**

		<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	63,750.00	71,365.80	8,039.96	40,584.39	22,741.45
52230	Maintenance Supplies	323,954.00	351,834.82	24,578.20	166,700.99	160,555.63
52240	Uniforms	23,000.00	23,000.00	0.00	0.00	23,000.00
52300	Motor Vehicle Supplies	78,000.00	101,334.05	4,564.11	67,603.19	29,166.75
52900	Other Supplies	259,050.25	299,779.80	45,156.35	35,951.54	218,671.91
	<b>Supplies</b>	<b>\$1,076,042.00</b>	<b>\$ 1,206,141.57</b>	<b>\$ 144,089.06</b>	<b>\$ 342,425.64</b>	<b>\$ 719,626.87</b>
53100	Travel/Meetings	125,000.00	143,524.79	9,403.73	94,121.06	40,000.00
53210	Telecommunications	288,616.00	307,648.07	52,028.92	245,097.37	10,521.78
53230	Postage/Freight	89,000.00	98,376.86	13,092.58	70,132.09	15,152.19
53240	PR/Other Communications	153,000.00	174,133.72	6,588.50	31,331.22	136,214.00
53310	Building Repairs	480,800.00	531,989.90	16,655.92	66,669.49	448,664.49
53320	Machine Repairs	21,200.00	25,631.27	267.50	6,783.58	18,580.19
53340	Building Maintenance	267,000.00	286,053.74	17,673.96	47,461.49	220,918.29
53350	Machine Maintenance	262,286.46	383,135.32	57,468.73	84,306.64	241,359.95
53360	Computer Maintenance	179,847.00	240,228.78	131,567.59	2,471.78	106,189.41
53370	Motor Vehicle Repairs	37,000.00	40,958.92	1,251.85	14,707.07	25,000.00
53380	Contract Security	950,000.00	970,819.40	109,043.85	861,775.55	0.00
53390	Landscaping	62,210.00	65,052.00	0.00	2,842.00	62,210.00
53400	Insurance	451,885.00	510,524.92	58,985.92	0.00	451,539.00
53510	Rent/Leases	182,632.64	198,056.94	34,163.76	156,893.18	7,000.00
53520	Equipment Rental	30,853.20	34,353.78	6,664.36	19,545.86	8,143.56
53610	Electricity	1,859,045.00	1,984,365.83	297,080.45	1,661,884.52	25,400.86
53620	Gas	125,750.00	137,782.40	39,338.11	97,504.76	939.53
53630	Chilled Water	787,000.00	810,555.68	29,762.57	773,869.16	6,923.95

**Cleveland Public Library**  
**Appropriation, Expenditures and Balances**  
**General Fund**  
**For the Period Ending February 28, 2017**

		<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	119,621.28	127,192.40	22,823.71	98,752.55	5,616.14
53710	Professional Services	1,009,985.00	1,661,322.21	99,708.18	623,091.23	938,522.80
53720	Auditors Fees	653,595.00	740,295.00	0.00	86,700.00	653,595.00
53730	Bank Service Charges	11,000.00	11,000.00	1,439.04	0.00	9,560.96
53800	Library Material Control	255,000.00	394,370.46	38,331.38	101,039.08	255,000.00
53900	Other Purchased Services	1,712,076.85	1,712,513.35	1,705,181.60	3,805.25	3,526.50
	<b>Purchased/Contracted Services</b>	<b>\$10,114,403.43</b>	<b>\$ 11,589,885.74</b>	<b>\$ 2,748,522.21</b>	<b>\$ 5,150,784.93</b>	<b>\$ 3,690,578.60</b>
54110	Books	2,130,000.00	2,795,869.07	334,798.09	576,469.14	1,884,601.84
54120	Continuations	318,723.65	673,700.02	89,110.21	288,809.99	295,779.82
54210	Periodicals	760,000.00	1,076,484.24	52,002.61	267,309.22	757,172.41
54220	Microforms	31,000.00	230,878.22	30,386.50	169,187.22	31,304.50
54310	Video Media	1,765,000.00	2,293,401.76	470,859.20	270,178.20	1,552,364.36
54320	Audio Media - Spoken	136,000.00	183,737.46	27,850.09	36,293.83	119,593.54
54325	Audio Media - Music	332,000.00	535,171.67	42,397.66	177,469.89	315,304.12
54500	Database Services	570,000.00	1,212,873.41	488,739.47	149,118.10	575,015.84
54530	eMedia	602,000.00	1,030,747.12	128,214.53	773,717.42	128,815.17
54600	Interlibrary Loan	4,000.00	5,391.50	152.00	5,239.50	0.00
54710	Bookbinding	20,000.00	52,356.69	0.00	32,356.69	20,000.00
54720	Preservation Services	45,000.00	47,269.24	0.00	2,269.24	45,000.00
54730	Preservation Boxing	6,000.00	6,328.89	382.48	2,015.37	3,931.04
54790	Preservation Reformatting	30,000.00	50,153.33	0.00	20,153.33	30,000.00
	<b>Library Materials</b>	<b>\$6,749,723.65</b>	<b>\$ 10,194,362.62</b>	<b>\$ 1,664,892.84</b>	<b>\$ 2,770,587.14</b>	<b>\$ 5,758,882.64</b>
55300	Construction/Improvements	20,452.87	21,714.57	0.00	1,261.70	20,452.87
55510	Furniture	210,025.00	270,435.78	38,000.81	24,328.11	208,106.86

**Cleveland Public Library  
Appropriation, Expenditures and Balances  
General Fund  
For the Period Ending February 28, 2017**

	<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	187,505.00	229,747.09	24,721.94	42,533.36	162,491.79
55530 Computer Hardware	568,200.00	883,167.81	305,849.56	28,561.26	548,756.99
55540 Software	123,000.00	161,404.66	20,148.23	17,291.18	123,965.25
<b>Capital Outlay</b>	<b>\$1,109,182.87</b>	<b>\$ 1,566,469.91</b>	<b>\$ 388,720.54</b>	<b>\$ 113,975.61</b>	<b>\$ 1,063,773.76</b>
57100 Memberships	71,451.78	72,951.78	34,959.98	23,662.80	14,329.00
57200 Taxes	13,000.00	13,305.67	1,921.92	11,383.75	0.00
57500 Refunds/Reimbursements	61,310.60	78,135.93	9,346.18	32,447.08	36,342.67
<b>Miscellaneous Expenses</b>	<b>\$145,762.38</b>	<b>\$ 164,393.38</b>	<b>\$ 46,228.08</b>	<b>\$ 67,493.63</b>	<b>\$ 50,671.67</b>
59810 Advances Out	0.00	0.00	101,500.00	0.00	(101,500.00)
<b>Advances</b>	<b>\$0.00</b>	<b>\$ 0.00</b>	<b>\$ 101,500.00</b>	<b>\$ 0.00</b>	<b>\$(101,500.00)</b>
59900 Transfers Out	0.00	1,300,000.00	1,300,000.00	0.00	0.00
<b>Transfers</b>	<b>\$0.00</b>	<b>\$ 1,300,000.00</b>	<b>\$ 1,300,000.00</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>
<b>TOTAL</b>	<b>\$56,304,802.61</b>	<b>\$ 63,306,970.85</b>	<b>\$ 11,891,855.59</b>	<b>\$ 8,494,142.29</b>	<b>\$ 42,920,972.97</b>

**Cleveland Public Library**  
**Revenue, Expenditures and Changes in Fund Balances**  
**For the Period Ending February 28, 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	16,584,241.32	11,891,855.59	8,494,142.29	23,212,112.09
<b>Total General Fund</b>	<b>\$ 27,013,868.65</b>	<b>\$ 16,584,241.32</b>	<b>\$ 11,891,855.59</b>	<b>\$ 8,494,142.29</b>	<b>\$ 23,212,112.09</b>
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	0.00	1,037.50	2,323,140.49
203 Founders	6,708,521.05	15,795.38	75,705.31	224,686.68	6,423,924.44
204 Kaiser	63,388.19	0.00	0.00	0.00	63,388.19
205 Kralej	186,463.48	475.81	719.06	619.41	185,600.82
206 Library	168,490.28	3,734.45	2,422.62	1,976.05	167,826.06
207 Pepke	136,083.10	(766.79)	0.00	0.00	135,316.31
208 Wickwire	1,442,137.22	6,885.68	0.00	2,745.84	1,446,277.06
209 Wittke	93,248.13	0.00	0.00	0.00	93,248.13
210 Young	4,284,704.41	959.31	8,137.04	14,909.16	4,262,617.52
225 Friends	13,194.64	26,500.00	2,570.10	8,124.54	29,000.00
226 Judd	4,336.84	0.00	33,374.33	50,522.10	(79,559.59)
228 Lockwood Thompson Memorial	157,800.92	0.00	33,741.73	151,795.03	(27,735.84)
229 Ohio Center for the Book	0.00	900.00	0.00	0.00	900.00
230 Schweinfurth	122,685.75	2,485.00	13,770.00	8,255.00	103,145.75
231 CLEVNET	745,447.81	2,183,253.15	638,569.04	1,454,029.55	836,102.37
251 OLBPD-Library for the Blind	5,613.04	251,366.00	189,093.06	28,444.74	39,441.24
254 MyCom	21,065.13	75,000.00	15,750.00	224.05	80,091.08
256 Learning Centers	65,516.10	0.00	4,618.00	60,898.10	0.00
<b>Total Special Revenue Funds</b>	<b>\$ 16,832,090.86</b>	<b>\$ 2,574,642.39</b>	<b>\$ 1,018,470.29</b>	<b>\$ 2,008,267.75</b>	<b>\$ 16,379,995.21</b>
401 Building & Repair	10,492,034.84	1,330,000.00	161,551.63	1,308,216.62	10,352,266.59
<b>Total Capital Project Funds</b>	<b>\$ 10,492,034.84</b>	<b>\$ 1,330,000.00</b>	<b>\$ 161,551.63</b>	<b>\$ 1,308,216.62</b>	<b>\$ 10,352,266.59</b>
501 Abel	236,173.04	197.71	0.00	0.00	236,370.75

**Cleveland Public Library**  
**Revenue, Expenditures and Changes in Fund Balances**  
**For the Period Ending February 28, 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>
502 Ambler	2,393.48	0.00	0.00	0.00	2,393.48
503 Beard	139,651.53	992.30	576.42	4,709.39	135,358.02
504 Klein	5,663.48	0.00	0.00	0.00	5,663.48
505 Malon/Schroeder	294,339.66	923.42	150.00	120.77	294,992.31
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	4,888.99	6,781.82	2,203,603.83
513 Beard Anna Young	88,368.54	219.76	458.83	4,599.36	83,530.11
<b>Total Permanent Funds</b>	<b><u>\$ 3,684,678.73</u></b>	<b><u>\$ 6,597.59</u></b>	<b><u>\$ 9,936.37</u></b>	<b><u>\$ 16,711.34</u></b>	<b><u>\$ 3,664,628.61</u></b>
901 Unclaimed Funds	7,601.54	50.00	0.00	0.00	7,651.54
905 CLEVNET Fines & Fees	0.00	22,053.40	20,522.07	0.00	1,531.33
<b>Others</b>	<b><u>\$ 7,601.54</u></b>	<b><u>\$ 22,103.40</u></b>	<b><u>\$ 20,522.07</u></b>	<b><u>\$ 0.00</u></b>	<b><u>\$ 9,182.87</u></b>
<b>Total All Funds</b>	<b><u><u>\$ 58,030,274.62</u></u></b>	<b><u><u>\$ 20,517,584.70</u></u></b>	<b><u><u>\$ 13,102,335.95</u></u></b>	<b><u><u>\$ 11,827,338.00</u></u></b>	<b><u><u>\$ 53,618,185.37</u></u></b>

**Cleveland Public Library  
 Depository Balance Detail  
 For the Period Ending February 28, 2017**

<b>Balance of All Funds</b>	<b><u><u>\$ 65,445,520.17</u></u></b>
KeyBank - Concentration Acct	0.00
KeyBank - Checking (ZBA)	663,693.48
KeyBank - Merchant Acct	0.00
KeyBank - FSA Account	5,207.19
Petty Cash	320.00
Change Fund	1,585.00
KeyBank-Payroll Account (ZBA)	255.52
<b>Cash in Library Treasury</b>	<b><u><u>\$ 671,061.19</u></u></b>
PNC - Money Market	10,048.13
PNC - Investments	37,265,354.97
PNC - Investments Money Market	24,833.74
STAR Ohio Investment	9,649,029.88
STAR Plus Program	0.00
<b>Investments</b>	<b><u><u>\$ 46,949,266.72</u></u></b>
PNC- Endowment Account	17,825,192.26
<b>Endowment Account</b>	<b><u><u>\$ 17,825,192.26</u></u></b>
<b>Cash in Banks and On Hand</b>	<b><u><u>\$ 65,445,520.17</u></u></b>