

**CLEVELAND PUBLIC LIBRARY
MONTHLY FINANCIAL STATEMENT OF FISCAL OFFICER TO BOARD OF LIBRARY TRUSTEES
FOR THE PERIOD NOVEMBER 1 – NOVEMBER 31, 2015**

Carrie Krenicky

FISCAL OFFICER, BOARD OF LIBRARY TRUSTEES

Cleveland Public Library
Revenues, Expenditures and Changes in Fund Balance
For the Period Ending November 30, 2015

	<u>General Fund</u>	<u>Special Revenue</u>	<u>Capital Projects</u>	<u>Permanent</u>	<u>Agency</u>	<u>Total</u>
41 Taxes	25,480,981.16	0.00	0.00	0.00	\$ 0.00	25,480,981.16
42 Intergovernmental	24,126,302.53	1,435,350.79	0.00	0.00	\$ 0.00	25,561,653.32
43 Fines & Fees	374,404.73	0.00	0.00	0.00	\$ 0.00	374,404.73
44 Investment Earnings	335,010.62	105,383.07	0.00	32,562.59	\$ 0.00	472,956.28
45 Charges for Services	303,682.45	4,330,456.45	0.00	0.00	\$ 0.00	4,634,138.90
46 Contributions & Donations	6,300.05	622,225.13	0.00	0.00	\$ 0.00	628,525.18
48 Miscellaneous Revenue	668,099.68	9,113.93	0.00	0.00	\$ 58,849.87	736,063.48
Total Revenues	\$ 51,294,781.22	\$ 6,502,529.37	\$ 0.00	\$ 32,562.59	\$ 58,849.87	\$ 57,888,723.05
51 Salaries/Benefits	31,541,856.39	2,566,040.17	0.00	0.00	\$ 0.00	34,107,896.56
52 Supplies	892,800.51	68,008.58	0.00	5,768.29	\$ 0.00	966,577.38
53 Purchased/Contracted Services	8,947,744.21	2,245,889.12	33,075.81	4,572.37	\$ 0.00	11,231,281.51
54 Library Materials	5,787,776.08	1,186,926.55	0.00	89,742.18	\$ 0.00	7,064,444.81
55 Capital Outlay	466,190.92	374,888.02	1,230,643.47	0.00	\$ 0.00	2,071,722.41
57 Miscellaneous Expenses	79,211.86	28,150.90	0.00	0.00	\$ 49,916.62	157,279.38
Total Expenditures	\$ 47,715,579.97	\$ 6,469,903.34	\$ 1,263,719.28	\$ 100,082.84	\$ 49,916.62	\$ 55,599,202.05
Revenue Over/(Under) Expenditures	\$ 3,579,201.25	\$ 32,626.03	\$(1,263,719.28)	\$(67,520.25)	\$ 8,933.25	\$ 2,289,521.00
91 Sale of Capital Assets	0.00	0.00	0.00	0.00	\$ 0.00	0.00
98 Advances	(55,000.00)	55,000.00	0.00	0.00	\$ 0.00	0.00
99 Transfers	0.00	0.00	0.00	0.00	\$ 0.00	0.00
Total Other Sources / Uses	\$(55,000.00)	\$ 55,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Revenue & Other Sources Over/(Under) Expenditures & Other Uses	\$ 3,524,201.25	\$ 87,626.03	\$(1,263,719.28)	\$(67,520.25)	\$ 8,933.25	\$ 2,289,521.00
Beginning Year Cash Balance	\$ 30,592,658.21	\$ 14,428,776.07	\$ 14,622,709.07	\$ 3,395,863.62	\$ 11,163.67	\$ 63,051,170.64
Current Cash Balance	\$ 34,116,859.46	\$ 14,516,402.10	\$ 13,358,989.79	\$ 3,328,343.37	\$ 20,096.92	\$ 65,340,691.64

Cleveland Public Library
Certified Revenue, Appropriations and Balances
General Fund
For the Period Ending November 30, 2015

	<u>Certified Revenue (1)</u>	<u>Income To Date</u>	<u>Balance</u>	<u>Percent To Date</u>	<u>Percent Prior Year</u>
PLF State Income Tax	21,008,530	19,927,593	1,080,937	95%	93%
General Property Tax	24,732,239	25,480,981	(748,742)	103%	104%
Rollback, Homestead, CAT	3,647,530	4,163,716	(516,187)	114%	87%
Federal Aid	34,993	34,993	-	100%	0%
Fines & Fees	399,000	374,405	24,595	94%	100%
Investment Earnings	313,492	335,011	(21,519)	107%	163%
Services to Others-Clevnet	303,182	303,682	(500)	100%	90%
Contributions	6,200	6,300	(100)	100%	126%
Miscellaneous	768,184	668,100	100,085	87%	135%
Return of Advances Out	0	0	0	0%	154%
Total	<u>\$ 51,213,350</u>	<u>\$ 51,294,781</u>	<u>\$ (81,431)</u>	<u>100%</u>	<u>98%</u>

	<u>Appropriation(2)</u>	<u>Expended/ Encumbered</u>	<u>Balance</u>	<u>Percent To Date (3)</u>	<u>Percent Prior Year</u>
Salaries/Benefits	36,145,731	31,580,665	4,565,066	87%	88%
Supplies	1,235,898	1,030,394	205,503	83%	74%
Purchased Services	12,523,362	10,843,736	1,679,627	87%	91%
Library Materials	10,428,341	8,839,722	1,588,619	85%	89%
Capital Outlay	1,152,841	689,444	463,397	60%	63%
Other	140,853	87,645	53,208	62%	99%
Sub Total	<u>\$ 61,627,026</u>	<u>\$ 53,071,606</u>	<u>\$ 8,555,420</u>	<u>86%</u>	<u>88%</u>
Advances Out	0	55,000	(55,000)	0%	0%
Transfers Out	0	0	0	0%	100%
Total	<u>\$ 61,627,026</u>	<u>\$ 53,126,606</u>	<u>\$ 8,500,420</u>	<u>86%</u>	<u>89%</u>

Note (1): Certificate from Cuyahoga County Budget Commission dated October 5, 2015.

Note (2): Subtotal Amended Appropriation of \$53,943,569 plus carried forward encumbrance of \$7,683,457.

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

**Cleveland Public Library
Appropriation, Expenditures and Balances
General Fund
For the Period Ending November 30, 2015**

		Current Year Appropriation	Total Appropriated Funds	Current Year Expenditures	Encumbered and Unpaid	Unencumbered Balance
51110	Professional Salaries	9,707,192.46	10,627,649.75	9,115,512.35	0.00	1,512,137.40
51120	Clerical Salaries	9,302,289.34	10,183,369.79	8,935,371.55	10,878.23	1,237,120.01
51130	Non-Clerical Salaries	1,252,878.27	1,369,969.76	1,175,319.58	0.00	194,650.18
51140	Buildings Salaries	3,735,097.03	4,079,586.64	3,460,616.40	0.00	618,970.24
51150	Other Salaries	466,003.38	528,542.37	441,492.36	0.00	87,050.01
51180	Severance Pay	0.00	146,227.65	173,290.95	0.00	(27,063.30)
51190	Non-Base Pay	62,441.07	78,323.45	454,970.96	0.00	(376,647.51)
51400	OPERS	3,432,794.08	3,761,210.05	3,308,421.56	1,522.99	451,265.50
51610	Health Insurance	3,778,911.10	4,163,736.41	3,690,078.05	0.00	473,658.36
51611	Dental Insurance	181,829.33	208,615.07	177,836.03	0.00	30,779.04
51612	Vision Insurance	13,332.29	14,079.29	13,016.16	0.00	1,063.13
51620	Life Insurance	12,074.65	13,804.80	11,436.60	0.00	2,368.20
51625	Short Term Disability Insurace	9,383.86	9,910.20	12,625.02	0.00	(2,714.82)
51630	Workers Compensation	208,631.74	554,085.43	222,844.50	19,792.88	311,448.05
51640	Unemployment Compensation	23,672.50	48,951.29	17,052.73	5,340.03	26,558.53
51650	Medicare - ER	311,377.84	343,349.89	308,462.75	500.22	34,386.92
51900	Other Benefits	12,451.12	14,318.85	23,508.84	773.81	(9,963.80)
	Salaries/Benefits	\$32,510,360.06	\$ 36,145,730.69	\$ 31,541,856.39	\$ 38,808.16	\$ 4,565,066.14
52110	Office Supplies	40,480.84	47,911.04	32,602.47	797.67	14,510.90
52120	Stationery	51,733.11	53,761.33	30,623.14	8,473.80	14,664.39
52130	Duplication Supplies	30,188.73	36,695.52	26,367.04	1,465.77	8,862.71
52140	Hand Tools	531.96	600.00	558.32	0.00	41.68
52150	Book Repair Supplies	89,324.95	115,505.58	94,935.76	9,097.65	11,472.17
52210	Janitorial Supplies	88,881.65	108,398.29	93,236.40	2,677.31	12,484.58

**Cleveland Public Library
Appropriation, Expenditures and Balances
General Fund
For the Period Ending November 30, 2015**

		Current Year Appropriation	Total Appropriated Funds	Current Year Expenditures	Encumbered and Unpaid	Unencumbered Balance
52220	Electrical Supplies	80,370.29	65,432.38	51,412.36	7,320.82	6,699.20
52230	Maintenance Supplies	179,367.16	398,501.39	347,862.39	36,333.57	14,305.43
52240	Uniforms	22,165.00	37,284.55	27,631.90	214.17	9,438.48
52300	Motor Vehicle Supplies	77,462.24	106,615.48	49,973.10	39,623.62	17,018.76
52900	Other Supplies	239,780.97	265,192.06	137,597.63	31,589.44	96,004.99
	Supplies	\$900,286.90	\$ 1,235,897.62	\$ 892,800.51	\$ 137,593.82	\$ 205,503.29
53100	Travel/Meetings	106,000.00	137,535.01	63,049.10	14,655.66	59,830.25
53210	Telecommunications	292,272.53	414,249.95	291,277.96	89,765.95	33,206.04
53230	Postage/Freight	89,464.00	109,472.45	83,806.19	16,477.91	9,188.35
53240	PR/Other Communications	135,680.00	188,485.50	123,037.70	52,719.05	12,728.75
53310	Building Repairs	488,787.20	639,423.75	177,776.15	206,702.00	254,945.60
53320	Machine Repairs	16,960.00	19,723.95	10,211.25	2,765.19	6,747.51
53340	Building Maintenance	162,705.76	255,787.86	158,484.46	85,673.25	11,630.15
53350	Machine Maintenance	186,781.33	354,755.31	193,994.87	79,135.19	81,625.25
53360	Computer Maintenance	275,595.61	330,511.56	217,471.80	34,927.52	78,112.24
53370	Motor Vehicle Repairs	31,376.00	40,553.02	15,802.95	18,180.58	6,569.49
53380	Contract Security	584,272.00	927,795.21	816,762.58	106,982.63	4,050.00
53390	Landscaping	25,440.00	30,225.75	22,212.25	3,712.75	4,300.75
53400	Insurance	372,095.61	495,813.00	407,795.22	58,773.33	29,244.45
53510	Rent/Leases	143,649.51	163,794.61	140,229.05	23,565.56	0.00
53520	Equipment Rental	51,982.40	62,921.20	38,765.61	7,464.48	16,691.11
53610	Electricity	1,290,945.94	2,117,395.40	1,779,757.09	320,045.71	17,592.60
53620	Gas	619,807.43	232,090.10	139,724.40	70,170.75	22,194.95
53630	Chilled Water	748,081.00	987,203.90	896,828.28	87,697.86	2,677.76

**Cleveland Public Library
Appropriation, Expenditures and Balances
General Fund
For the Period Ending November 30, 2015**

		Current Year Appropriation	Total Appropriated Funds	Current Year Expenditures	Encumbered and Unpaid	Unencumbered Balance
53640	Water/Sewer	67,636.26	108,737.86	80,604.64	20,995.33	7,137.89
53710	Professional Services	1,030,021.46	2,110,836.87	811,542.21	385,693.76	913,600.90
53720	Auditors Fees	674,764.45	743,553.50	661,370.68	56,500.00	25,682.82
53730	Bank Service Charges	15,688.00	18,500.00	15,418.89	0.00	3,081.11
53800	Library Material Control	236,931.20	426,050.38	197,770.15	153,235.88	75,044.35
53900	Other Purchased Services	1,362,796.83	1,607,946.23	1,604,050.73	151.00	3,744.50
	Purchased/Contracted Services	\$9,009,734.52	\$ 12,523,362.37	\$ 8,947,744.21	\$ 1,895,991.34	\$ 1,679,626.82
54110	Books	2,160,000.00	2,752,000.29	2,068,040.30	471,549.85	212,410.14
54120	Continuations	345,000.00	873,452.88	368,412.24	286,821.99	218,218.65
54210	Periodicals	793,400.00	1,237,224.31	318,134.54	801,547.57	117,542.20
54220	Microforms	77,000.00	230,857.20	39,627.39	189,210.78	2,019.03
54310	Video Media	1,665,000.00	1,927,262.49	1,503,705.11	254,074.31	169,483.07
54320	Audio Media - Spoken	136,000.00	156,789.04	122,016.48	22,936.17	11,836.39
54325	Audio Media - Music	363,000.00	517,904.42	307,402.51	150,122.76	60,379.15
54500	Database Services	501,000.00	1,077,246.31	478,316.90	319,966.77	278,962.64
54530	eMedia	596,918.00	1,345,557.00	502,682.21	455,505.91	387,368.88
54600	Interlibrary Loan	3,000.00	3,380.00	2,136.00	1,097.00	147.00
54710	Bookbinding	25,000.00	54,036.34	22,159.21	31,877.13	0.00
54720	Preservation Services	45,000.00	102,947.24	42,480.08	50,762.59	9,704.57
54730	Preservation Boxing	5,000.00	5,660.04	663.40	994.15	4,002.49
54790	Preservation Reformatting	130,000.00	144,023.44	11,999.71	15,479.41	116,544.32
	Library Materials	\$6,845,318.00	\$ 10,428,341.00	\$ 5,787,776.08	\$ 3,051,946.39	\$ 1,588,618.53
55510	Furniture	115,866.70	264,648.18	139,647.45	59,564.75	65,435.98
55520	Equipment	171,575.35	340,216.98	171,404.86	101,091.24	67,720.88

**Cleveland Public Library
Appropriation, Expenditures and Balances
General Fund
For the Period Ending November 30, 2015**

	Current Year Appropriation	Total Appropriated Funds	Current Year Expenditures	Encumbered and Unpaid	Unencumbered Balance
55530 Computer Hardware	213,111.80	319,769.10	126,037.27	50,109.86	143,621.97
55540 Software	149,653.35	225,407.18	26,301.34	12,487.65	186,618.19
55700 Motor Vehicles	0.00	2,800.00	2,800.00	0.00	0.00
Capital Outlay	\$650,207.20	\$ 1,152,841.44	\$ 466,190.92	\$ 223,253.50	\$ 463,397.02
57100 Memberships	50,085.40	67,109.62	57,373.80	4,250.76	5,485.06
57200 Taxes	9,182.40	13,035.72	10,582.31	2,226.75	226.66
57500 Refunds/Reimbursements	40,764.08	60,707.65	11,255.75	1,955.59	47,496.31
Miscellaneous Expenses	\$100,031.88	\$ 140,852.99	\$ 79,211.86	\$ 8,433.10	\$ 53,208.03
59810 Advances Out	0.00	0.00	55,000.00	0.00	(55,000.00)
Advances	\$0.00	\$ 0.00	\$ 55,000.00	\$ 0.00	\$(55,000.00)
Transfers	\$0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
TOTAL	\$50,015,938.56	\$ 61,627,026.11	\$ 47,770,579.97	\$ 5,356,026.31	\$ 8,500,419.83

Cleveland Public Library
Revenue, Expenditures and Changes in Fund Balances
For the Period Ending November 30, 2015

	<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	30,592,658.21	51,294,781.22	47,770,579.97	5,356,026.31	28,760,833.15
Total General Fund	\$ 30,592,658.21	\$ 51,294,781.22	\$ 47,770,579.97	\$ 5,356,026.31	\$ 28,760,833.15
201 Anderson	260,376.72	1,159.85	0.00	0.00	261,536.57
202 Endowment for the Blind	2,045,936.62	11,453.91	0.00	0.00	2,057,390.53
203 Founders	5,922,184.85	317,674.22	390,367.37	374,729.14	5,474,762.56
204 Kaiser	55,406.44	0.00	0.00	0.00	55,406.44
205 Kralej	183,286.36	1,739.01	13,253.27	1,273.11	170,498.99
206 Library	173,927.60	11,674.89	11,934.21	8,074.35	165,593.93
207 Pepke	118,840.00	2,600.49	0.00	0.00	121,440.49
208 Wickwire	1,316,624.63	10,831.82	48,564.16	527.12	1,278,365.17
209 Wittke	81,572.76	0.00	0.00	0.00	81,572.76
210 Young	3,784,783.65	50,022.78	45,440.23	0.00	3,789,366.20
225 Friends	0.00	23,000.00	22,111.10	0.00	888.90
226 Judd	7,568.18	162,744.53	142,445.10	13,719.36	14,148.25
228 Lockwood Thompson Memorial	180,103.77	85,108.09	172,662.77	46,902.80	45,646.29
229 Ohio Center for the Book	0.00	900.00	900.00	0.00	0.00
230 Schweinfurth	63,795.29	57,812.54	45,612.54	16,420.00	59,575.29
231 CLEVNET	0.00	4,330,456.45	3,901,804.34	346,167.66	82,484.45
251 OLBPD-Library for the Blind	0.00	1,281,823.00	1,362,616.89	4,910.57	(85,704.46)
252 LSTA-Know It Now	43,626.78	88,007.79	104,576.35	0.00	27,058.22
254 MyCom	95,000.00	120,520.00	124,411.37	44,980.79	46,127.84
256 Learning Centers	95,742.42	0.00	83,203.64	12,538.78	0.00
Total Special Revenue Funds	\$ 14,428,776.07	\$ 6,557,529.37	\$ 6,469,903.34	\$ 870,243.68	\$ 13,646,158.42
401 Building & Repair	14,622,709.07	0.00	1,263,719.28	1,163,118.03	12,195,871.76
Total Capital Project Funds	\$ 14,622,709.07	\$ 0.00	\$ 1,263,719.28	\$ 1,163,118.03	\$ 12,195,871.76

Cleveland Public Library
Revenue, Expenditures and Changes in Fund Balances
For the Period Ending November 30, 2015

	<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	221,027.87	4,901.19	4,709.90	15,000.00	206,219.16
502 Ambler	2,101.20	0.00	0.00	0.00	2,101.20
503 Beard	130,822.20	2,654.87	5,756.00	2,007.00	125,714.07
504 Klein	4,974.03	0.00	0.00	0.00	4,974.03
505 Malon/Schroeder	271,840.33	56.64	4,550.66	48.98	267,297.33
506 McDonald	173,934.62	(743.58)	0.00	0.00	173,191.04
507 Ratner	84,450.89	1,922.56	0.00	0.00	86,373.45
508 Root	36,312.49	0.00	0.00	0.00	36,312.49
509 Sugarman	187,978.84	621.57	0.00	0.00	188,600.41
510 Thompson	153,931.01	3,045.51	9,850.00	0.00	147,126.52
511 Weidenthal	6,171.99	0.00	0.00	0.00	6,171.99
512 White	2,041,779.46	19,870.03	75,216.28	26,968.26	1,959,464.95
513 Beard Anna Young	80,538.69	233.80	0.00	0.00	80,772.49
Total Permanent Funds	<u>\$ 3,395,863.62</u>	<u>\$ 32,562.59</u>	<u>\$ 100,082.84</u>	<u>\$ 44,024.24</u>	<u>\$ 3,284,319.13</u>
901 Unclaimed Funds	11,163.67	1,070.06	14.77	0.00	12,218.96
905 CLEVNET Fines & Fees	0.00	57,779.81	49,901.85	0.00	7,877.96
Others	<u>\$ 11,163.67</u>	<u>\$ 58,849.87</u>	<u>\$ 49,916.62</u>	<u>\$ 0.00</u>	<u>\$ 20,096.92</u>
Total All Funds	<u><u>\$ 63,051,170.64</u></u>	<u><u>\$ 57,943,723.05</u></u>	<u><u>\$ 55,654,202.05</u></u>	<u><u>\$ 7,433,412.26</u></u>	<u><u>\$ 57,907,279.38</u></u>

**Cleveland Public Library
 Depository Balance Detail
 For the Period Ending November 30, 2015**

Balance of All Funds	<u><u>\$ 65,340,691.64</u></u>
KeyBank - Concentration Acct	0.00
KeyBank - Checking (ZBA)	3,201,576.38
KeyBank - Merchant Acct	13,846.73
KeyBank - FSA Account	5,207.19
Petty Cash	330.00
Change Fund	4,640.00
KeyBank-Payroll Account (ZBA)	255.52
Cash in Library Treasury	<u><u>\$ 3,225,855.82</u></u>
PNC - Money Market	10,042.20
PNC - Investments	40,219,917.70
PNC - Investments Money Market	58,439.18
STAR Ohio Investment	29,973.06
STAR Plus Program	5,820,881.03
Investments	<u><u>\$ 46,139,253.17</u></u>
PNC- Endowment Account	15,975,582.65
Endowment Account	<u><u>\$ 15,975,582.65</u></u>
Cash in Banks and On Hand	<u><u>\$ 65,340,691.64</u></u>