

CLEVELAND PUBLIC LIBRARY
MONTHLY FINANCIAL STATEMENT OF FISCAL OFFICER TO BOARD OF LIBRARY TRUSTEES
FOR THE PERIOD JANUARY 1 – JANUARY 31, 2016

Carrie Krenicky

FISCAL OFFICER, BOARD OF LIBRARY TRUSTEES

Cleveland Public Library
Revenues, Expenditures and Changes in Fund Balance
For the Period Ending January 31, 2016

	General Fund	Special Revenue	Capital Projects	Permanent	Agency	Total
41 Taxes	1,914,000.00	0.00	0.00	0.00	\$ 0.00	1,914,000.00
42 Intergovernmental	1,874,508.85	125,683.00	0.00	0.00	\$ 0.00	2,000,191.85
43 Fines & Fees	26,475.39	0.00	0.00	0.00	\$ 0.00	26,475.39
44 Investment Earnings	17,306.22	20,333.05	0.00	13,084.02	\$ 0.00	50,723.29
45 Charges for Services	0.00	1,987,102.65	0.00	0.00	\$ 0.00	1,987,102.65
46 Contributions & Donations	1,250.00	242,888.00	0.00	0.00	\$ 0.00	244,138.00
48 Miscellaneous Revenue	7,524.60	0.00	0.00	0.00	\$ 10,197.07	17,721.67
Total Revenues	\$ 3,841,065.06	\$ 2,376,006.70	\$ 0.00	\$ 13,084.02	\$ 10,197.07	\$ 6,240,352.85
51 Salaries/Benefits	2,862,580.33	241,653.57	0.00	0.00	\$ 0.00	3,104,233.90
52 Supplies	28,058.60	324.61	0.00	0.00	\$ 0.00	28,383.21
53 Purchased/Contracted Services	2,237,465.50	50,511.19	0.00	0.00	\$ 0.00	2,287,976.69
54 Library Materials	257,354.29	28,479.52	0.00	1,441.87	\$ 0.00	287,275.68
55 Capital Outlay	60,552.55	22,578.00	42,135.06	0.00	\$ 0.00	125,265.61
57 Miscellaneous Expenses	19,608.36	0.00	0.00	0.00	\$ 7,506.32	27,114.68
Total Expenditures	\$ 5,465,619.63	\$ 343,546.89	\$ 42,135.06	\$ 1,441.87	\$ 7,506.32	\$ 5,860,249.77
Revenue Over/(Under) Expenditures	\$(1,624,554.57)	\$ 2,032,459.81	\$(42,135.06)	\$ 11,642.15	\$ 2,690.75	\$ 380,103.08
91 Sale of Capital Assets	0.00	0.00	0.00	0.00	\$ 0.00	0.00
98 Advances	(29,500.00)	29,500.00	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
Total Other Sources / Uses	\$(1,529,500.00)	\$ 29,500.00	\$ 1,500,000.00	\$ 0.00	\$ 0.00	\$ 0.00
Revenue & Other Sources Over/(Under) Expenditures & Other Uses	\$(3,154,054.57)	\$ 2,061,959.81	\$ 1,457,864.94	\$ 11,642.15	\$ 2,690.75	\$ 380,103.08
Beginning Year Cash Balance	\$ 30,293,887.52	\$ 15,311,265.03	\$ 13,248,624.25	\$ 3,477,276.35	\$ 18,241.33	\$ 62,349,294.48
Current Cash Balance	\$ 27,139,806.42	\$ 17,373,224.84	\$ 14,706,489.19	\$ 3,488,918.50	\$ 20,932.08	\$ 62,729,371.03

Cleveland Public Library
Certified Revenue, Appropriations and Balances
General Fund
For the Period Ending January 31, 2016

	<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	22,003,405	1,874,509	20,128,896	9%	9%
General Property Tax	21,766,764	1,914,000	19,852,764	9%	10%
Rollback, Homestead, CAT	2,565,829	0	2,565,829	0%	0%
Fines & Fees	399,000	26,475	372,525	7%	8%
Investment Earnings	320,863	17,306	303,556	5%	6%
Services to Others-Clevnet	0	0	-	0%	171%
Contributions	0	1,250	(1,250)	100%	0%
Miscellaneous	1,363,614	7,525	1,356,089	1%	1%
Return of Advances Out	0	0	0	0%	0%
Total	<u>\$ 48,419,474</u>	<u>\$ 3,841,065</u>	<u>\$ 44,578,409</u>	<u>8%</u>	<u>9%</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	35,067,672	3,018,704	32,048,967	9%	12%
Supplies	1,132,081	338,300	793,781	30%	34%
Purchased Services	12,087,367	5,987,895	6,099,473	50%	29%
Library Materials	10,671,638	3,648,798	7,022,840	34%	38%
Capital Outlay	1,669,663	514,508	1,155,155	31%	17%
Other	138,391	55,232	83,158	40%	14%
Sub Total	<u>\$ 60,766,811</u>	<u>\$ 13,563,437</u>	<u>\$ 47,203,374</u>	<u>22%</u>	<u>20%</u>
Advances Out	0	29,500	(29,500)	100%	0%
Transfers Out	1,500,000	1,500,000	0	100%	0%
Total	<u>\$ 62,266,811</u>	<u>\$ 15,092,937</u>	<u>\$ 47,173,874</u>	<u>24%</u>	<u>20%</u>

Note (1): Certificate from Cuyahoga County Budget Commission dated January 19, 2016.

Note (2): Subtotal Amended Appropriation of \$54,918,752 plus carried forward encumbrance of \$5,848,058.

Note (3): Subtotal includes 9% expended and 13% encumbered.

**Cleveland Public Library
Appropriation, Expenditures and Balances
General Fund
For the Period Ending January 31, 2016**

		Current Year Appropriation	Total Appropriated Funds	Current Year Expenditures	Encumbered and Unpaid	Unencumbered Balance
51110	Professional Salaries	10,357,232.30	10,357,232.30	784,313.82	0.00	9,572,918.48
51120	Clerical Salaries	9,763,561.38	9,774,149.54	792,968.40	0.00	8,981,181.14
51130	Non-Clerical Salaries	1,352,494.21	1,352,494.21	96,755.46	0.00	1,255,738.75
51140	Buildings Salaries	4,231,071.52	4,231,071.52	306,933.38	0.00	3,924,138.14
51150	Other Salaries	504,715.64	504,715.64	38,121.91	0.00	466,593.73
51180	Severance Pay	0.00	160,032.62	159,733.15	0.00	299.47
51190	Non-Base Pay	268,614.73	268,614.73	29,081.35	0.00	239,533.38
51400	OPERS	3,747,870.46	3,749,352.84	288,098.43	0.00	3,461,254.41
51610	Health Insurance	3,666,090.97	3,666,090.97	316,393.75	0.00	3,349,697.22
51611	Dental Insurance	202,195.26	202,195.26	17,011.91	0.00	185,183.35
51612	Vision Insurance	14,758.07	14,758.07	1,250.66	0.00	13,507.41
51620	Life Insurance	12,528.25	12,528.25	1,048.80	0.00	11,479.45
51625	Short Term Disability Insurace	29,467.05	29,467.05	2,412.01	0.00	27,055.04
51630	Workers Compensation	216,511.75	347,043.22	0.00	130,531.47	216,511.75
51640	Unemployment Compensation	20,000.00	25,299.12	0.00	25,299.12	0.00
51650	Medicare - ER	348,684.34	351,148.29	28,457.30	293.54	322,397.45
51900	Other Benefits	21,478.28	21,478.28	0.00	0.00	21,478.28
	Salaries/Benefits	\$34,757,274.21	\$ 35,067,671.91	\$ 2,862,580.33	\$ 156,124.13	\$ 32,048,967.45
52110	Office Supplies	45,600.00	46,024.94	2,018.04	4,422.77	39,584.13
52120	Stationery	54,200.00	55,320.80	(145.80)	5,743.78	49,722.82
52130	Duplication Supplies	39,850.00	39,900.97	4,612.55	1,328.64	33,959.78
52140	Hand Tools	600.00	600.00	0.00	60.60	539.40
52150	Book Repair Supplies	102,500.00	102,500.00	0.00	11,537.48	90,962.52
52210	Janitorial Supplies	118,900.00	119,776.24	3,507.92	13,215.82	103,052.50

Cleveland Public Library
Appropriation, Expenditures and Balances
General Fund
For the Period Ending January 31, 2016

		Current Year Appropriation	Total Appropriated Funds	Current Year Expenditures	Encumbered and Unpaid	Unencumbered Balance
52220	Electrical Supplies	63,600.00	66,645.01	3,858.98	33,656.61	29,129.42
52230	Maintenance Supplies	263,050.00	287,212.31	7,538.54	147,331.99	132,341.78
52240	Uniforms	23,000.00	23,000.00	0.00	0.00	23,000.00
52300	Motor Vehicle Supplies	78,000.00	114,693.14	2,532.74	52,060.40	60,100.00
52900	Other Supplies	263,238.00	276,407.44	4,135.63	40,883.06	231,388.75
	Supplies	\$1,052,538.00	\$ 1,132,080.85	\$ 28,058.60	\$ 310,241.15	\$ 793,781.10
53100	Travel/Meetings	200,000.00	209,764.37	6,861.29	77,903.08	125,000.00
53210	Telecommunications	300,316.00	374,527.62	31,418.53	47,389.44	295,719.65
53230	Postage/Freight	91,500.00	100,893.23	12,926.40	50,016.83	37,950.00
53240	PR/Other Communications	166,000.00	208,547.52	4,313.00	52,514.17	151,720.35
53310	Building Repairs	407,000.00	519,098.03	30,968.62	84,929.41	403,200.00
53320	Machine Repairs	17,550.00	20,315.19	0.00	7,778.43	12,536.76
53340	Building Maintenance	171,279.00	204,759.05	4,115.94	44,164.11	156,479.00
53350	Machine Maintenance	240,641.00	363,810.02	42,634.16	81,461.76	239,714.10
53360	Computer Maintenance	347,189.95	352,342.97	440.00	4,713.02	347,189.95
53370	Motor Vehicle Repairs	25,000.00	35,668.55	1,109.00	17,559.55	17,000.00
53380	Contract Security	800,000.00	824,091.35	13,228.20	10,863.15	800,000.00
53390	Landscaping	25,440.00	28,277.75	0.00	2,837.75	25,440.00
53400	Insurance	429,039.00	487,812.33	58,773.33	0.00	429,039.00
53510	Rent/Leases	178,749.24	189,545.42	16,905.29	59,706.50	112,933.63
53520	Equipment Rental	57,403.00	62,591.86	2,121.00	5,072.12	55,398.74
53610	Electricity	1,936,774.33	2,046,756.83	91,113.93	1,944,514.94	11,127.96
53620	Gas	195,527.22	249,079.54	2,489.74	246,589.80	0.00
53630	Chilled Water	946,859.92	999,966.95	14,578.78	38,528.25	946,859.92

Cleveland Public Library
Appropriation, Expenditures and Balances
General Fund
For the Period Ending January 31, 2016

		Current Year Appropriation	Total Appropriated Funds	Current Year Expenditures	Encumbered and Unpaid	Unencumbered Balance
53640	Water/Sewer	87,230.72	95,446.07	1,867.01	93,579.06	0.00
53710	Professional Services	963,562.58	1,694,584.95	108,015.23	705,014.67	881,555.05
53720	Auditors Fees	780,030.07	814,530.07	0.00	34,500.00	780,030.07
53730	Bank Service Charges	20,060.00	20,060.00	905.03	0.00	19,154.97
53800	Library Material Control	250,000.00	384,097.96	0.00	134,097.96	250,000.00
53900	Other Purchased Services	1,800,648.52	1,800,799.52	1,792,681.02	6,695.00	1,423.50
	Purchased/Contracted Services	\$10,437,800.55	\$ 12,087,367.15	\$ 2,237,465.50	\$ 3,750,429.00	\$ 6,099,472.65
54110	Books	2,360,000.00	2,871,015.38	105,964.85	525,393.83	2,239,656.70
54120	Continuations	372,000.00	819,280.36	36,906.61	438,024.26	344,349.49
54210	Periodicals	825,000.00	1,191,144.17	5,215.95	358,883.35	827,044.87
54220	Microforms	77,000.00	261,216.13	10,364.67	177,115.53	73,735.93
54310	Video Media	1,928,180.00	2,241,568.68	49,830.83	374,572.40	1,817,165.45
54320	Audio Media - Spoken	151,000.00	171,561.13	8,800.20	14,841.57	147,919.36
54325	Audio Media - Music	363,000.00	555,698.03	16,752.93	194,242.38	344,702.72
54500	Database Services	570,000.00	1,010,333.08	8,593.67	475,877.26	525,862.15
54530	eMedia	602,000.00	1,366,171.51	13,415.70	750,352.73	602,403.08
54600	Interlibrary Loan	3,000.00	3,978.00	0.00	978.00	3,000.00
54710	Bookbinding	25,000.00	53,641.14	1,508.88	27,132.26	25,000.00
54720	Preservation Services	45,000.00	95,762.59	0.00	50,762.59	45,000.00
54730	Preservation Boxing	5,000.00	5,994.15	0.00	994.15	5,000.00
54790	Preservation Reformatting	22,000.00	24,273.33	0.00	2,273.33	22,000.00
	Library Materials	\$7,348,180.00	\$ 10,671,637.68	\$ 257,354.29	\$ 3,391,443.64	\$ 7,022,839.75
55510	Furniture	152,200.00	231,039.69	1,404.21	77,435.48	152,200.00
55520	Equipment	188,500.00	262,936.00	21,845.00	62,282.99	178,808.01

**Cleveland Public Library
Appropriation, Expenditures and Balances
General Fund
For the Period Ending January 31, 2016**

	Current Year Appropriation	Total Appropriated Funds	Current Year Expenditures	Encumbered and Unpaid	Unencumbered Balance
55530 Computer Hardware	536,000.00	628,765.47	29,261.74	87,957.55	511,546.18
55540 Software	314,500.00	546,921.59	8,041.60	226,279.59	312,600.40
Capital Outlay	\$1,191,200.00	\$ 1,669,662.75	\$ 60,552.55	\$ 453,955.61	\$ 1,155,154.59
57100 Memberships	70,555.78	73,551.16	18,330.38	25,804.56	29,416.22
57200 Taxes	12,000.00	13,352.97	878.28	0.00	12,474.69
57500 Refunds/Reimbursements	49,204.22	51,486.47	399.70	9,819.44	41,267.33
Miscellaneous Expenses	\$131,760.00	\$ 138,390.60	\$ 19,608.36	\$ 35,624.00	\$ 83,158.24
59810 Advances Out	0.00	0.00	29,500.00	0.00	(29,500.00)
Advances	\$0.00	\$ 0.00	\$ 29,500.00	\$ 0.00	\$(29,500.00)
59900 Transfers Out	0.00	1,500,000.00	1,500,000.00	0.00	0.00
Transfers	\$0.00	\$ 1,500,000.00	\$ 1,500,000.00	\$ 0.00	\$ 0.00
TOTAL	\$54,918,752.76	\$ 62,266,810.94	\$ 6,995,119.63	\$ 8,097,817.53	\$ 47,173,873.78

Cleveland Public Library
Revenue, Expenditures and Changes in Fund Balances
For the Period Ending January 31, 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	3,841,065.06	6,995,119.63	8,097,817.53	19,042,015.42
Total General Fund	\$ 30,293,887.52	\$ 3,841,065.06	\$ 6,995,119.63	\$ 8,097,817.53	\$ 19,042,015.42
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	0.00	0.00	2,170,265.69
203 Founders	6,094,545.65	275,806.61	26,816.56	207,487.26	6,136,048.44
204 Kaiser	58,614.88	0.00	0.00	0.00	58,614.88
205 Kraley	179,670.47	599.53	13.16	743.71	179,513.13
206 Library	178,122.12	3,855.53	2,400.00	2,274.36	177,303.29
207 Pepke	127,745.59	(1,485.96)	0.00	0.00	126,259.63
208 Wickwire	1,350,020.58	6,090.87	0.00	352.12	1,355,759.33
209 Wittke	86,265.93	0.00	0.00	0.00	86,265.93
210 Young	4,000,361.89	(21,645.53)	1,917.93	12,948.50	3,963,849.93
225 Friends	0.00	29,500.00	0.00	359.64	29,140.36
226 Judd	5,972.23	0.00	15,864.00	55,580.80	(65,472.57)
228 Lockwood Thompson Memorial	136,626.00	0.00	5,762.35	96,473.50	34,390.15
230 Schweinfurth	89,172.29	0.00	0.00	19,800.00	69,372.29
231 CLEVNET	490,999.25	1,987,102.65	193,771.23	1,484,366.50	799,964.17
251 OLBPD-Library for the Blind	0.00	125,683.00	93,564.16	38,919.17	(6,800.33)
252 LSTA-Know It Now	27,058.22	0.00	0.00	0.00	27,058.22
254 MyCom	39,527.25	0.00	3,437.50	31,470.28	4,619.47
Total Special Revenue Funds	\$ 15,311,265.03	\$ 2,405,506.70	\$ 343,546.89	\$ 1,950,775.84	\$ 15,422,449.00
401 Building & Repair	13,248,624.25	1,500,000.00	42,135.06	4,122,854.43	10,583,634.76
Total Capital Project Funds	\$ 13,248,624.25	\$ 1,500,000.00	\$ 42,135.06	\$ 4,122,854.43	\$ 10,583,634.76
501 Abel	218,076.10	1,902.62	0.00	0.00	219,978.72
502 Ambler	2,218.69	0.00	0.00	0.00	2,218.69

Cleveland Public Library
Revenue, Expenditures and Changes in Fund Balances
For the Period Ending January 31, 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>
503 Beard	132,508.14	(614.51)	0.00	0.00	131,893.63
504 Klein	5,251.17	0.00	0.00	0.00	5,251.17
505 Malon/Schroeder	280,913.05	622.26	0.00	0.00	281,535.31
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	0.00	0.00	199,679.52
510 Thompson	155,047.07	360.20	0.00	0.00	155,407.27
511 Weidenthal	6,513.72	0.00	0.00	0.00	6,513.72
512 White	2,082,088.70	10,379.15	1,441.87	8,976.91	2,082,049.07
513 Beard Anna Young	84,435.88	(55.03)	0.00	0.00	84,380.85
Total Permanent Funds	\$ 3,477,276.35	\$ 13,084.02	\$ 1,441.87	\$ 8,976.91	\$ 3,479,941.59
901 Unclaimed Funds	10,735.01	51.00	0.00	0.00	10,786.01
905 CLEVNET Fines & Fees	7,506.32	10,146.07	7,506.32	0.00	10,146.07
Others	\$ 18,241.33	\$ 10,197.07	\$ 7,506.32	\$ 0.00	\$ 20,932.08
Total All Funds	\$ 62,349,294.48	\$ 7,769,852.85	\$ 7,389,749.77	\$ 14,180,424.71	\$ 48,548,972.85

**Cleveland Public Library
Depository Balance Detail
For the Period Ending January 31, 2016**

Balance of All Funds	<u><u>\$ 62,729,371.03</u></u>
KeyBank - Concentration Acct	0.00
KeyBank - Checking (ZBA)	2,293,076.05
KeyBank - Merchant Acct	16,649.76
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>\$ 2,320,158.52</u>
PNC - Money Market	10,042.69
PNC - Investments	40,285,477.53
PNC - Investments Money Market	48,071.21
STAR Ohio Investment	30,002.45
STAR Plus Program	3,323,097.52
Investments	<u>\$ 43,696,691.40</u>
PNC- Endowment Account	16,712,521.11
Endowment Account	<u>\$ 16,712,521.11</u>
Cash in Banks and On Hand	<u><u>\$ 62,729,371.03</u></u>