

MID-HUDSON LIBRARY SYSTEM

MONTHLY FINANCIAL REPORT

December 31, 2012

Summary

Cash and Cash Equivalents

	Current Month Ended	Previous Month Ended	Change \$	Change %
Total Operating	1,687,869	2,058,440	-370,571	-18.00%
Capital - MHLS	168,117	138,111	30,006	21.73%
Capital - Members	133,230	98,426	34,804	35.36%
Total	1,989,216	2,294,977	-305,761	-13.32%

Fund Balances

	Current Month Ended	Previous Month Ended	Change \$	Change %
Basic Operations	1,686,752	2,020,816	-334,064	-16.53%
Total Fund Balance	1,705,457	2,050,594	-345,137	-16.83%

Total Receipts for the month were \$21,920.

Total Disbursements for the month were \$327,680, including State Retirement payment of \$116,696.

The amount of interfund loans from Operating Funds for the month were \$17,056.

STATEMENT OF FINANCIAL POSITION - DECEMBER 31, 2012
RECEIPTS AND DISBURSEMENTS

Cash Balance

12/1/2012

\$2,294,926

RECEIPTS

Tech Support	4,506	
Property Rental	100	
Miscellaneous	603	
ILL	60	
eCommerce	8,304	
Databases	7,844	
SUB-TOTAL		21,417

Expense Credits:

Misc. Reimbursements	184	
SUB-TOTAL		184

SUB-TOTAL RECEIPTS #12626-12678		<hr/> 21,601
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Interest Income

Regular Checking Account	6	
Money Market Savings	303	
Capital Savings - MHLS	6	
Capital Savings - Members	5	
SUB-TOTAL		<hr/> 319

TOTAL RECEIPTS		<hr/> 21,920
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TOTAL CASH AVAILABLE		<hr/> 2,316,846
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DISBURSEMENTS

Regular Checks	#77863-77996	236,163
Electronic Transfer - NYS Retirement		457
Electronic Transfer - Federal PR Taxes		15,056
Electronic Transfer - NYS Payroll Tax		2,568
Electronic Transfer - TIAA-CREF		2,343
Electronic Transfer - H.R. Transports		25,521
Electronic Transfer - PayPal		30
Payroll Checks	#9189-9200/ DD 7022-7060	45,542

TOTAL DISBURSEMENTS		<hr/> 327,680
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Cash Balance

12/31/2012

\$1,989,166

STATEMENT OF FINANCIAL POSITION - DECEMBER 31, 2012

CASH AND INVESTMENTS-AS OF END OF MONTH

CASH IN BANK

Regular Checking Account	95,910
Payroll Checking Account	28
Money Market Savings	1,591,881
Capital Savings - MHLS	168,117
Capital Savings - Members	133,230

TOTAL CASH IN BANK	<hr/>	1,989,166
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Petty Cash Fund	<hr/>	50
TOTAL CASH AVAILABLE	<hr/>	1,989,216

INVESTMENTS

Certificates of Deposit-MHLS

TOTAL INVESTMENTS-MHLS	<hr/>	0
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Certificates of Deposit-Automation

0

TOTAL INVESTMENTS-AUTOMATION	<hr/>	0
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<u>TOTAL CASH AND INVESTMENTS</u>	<hr/>	\$1,989,216
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Total Cash and Investments - 12/31/2011: \$1,778,317

TRANSFERS

Transfer from Regular Account	0
Transfer from Money Market	300,325
Transfer from Member's Capital	0

TOTAL TRANSFERS	<hr/>	300,325
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RECEIPTS SUMMARY - DECEMBER 31, 2012

	2011	2012				
	Actual	Budget	Adjusted Budget	Actual 12/31/2012	Balance \$	Balance 0%
<u>Basic Operations</u>						
System Operating Aid	1,383,072	1,328,606	1,450,422	1,450,422	0	0%
Interest	4,653	4,000	4,000	3,768	232	6%
Delivery	216,481	0	0	0	0	N/A
Assessment Fees		600,000	484,000	485,701	-1,701	0%
Construction Grant		32,879	32,879	29,591	3,288	10%
Gifts/Donations	410	0	1,500	1,500	0	0%
Automated Network Reimburse.	417,565	176,139	195,758	204,162	-8,404	-4%
Miscellaneous	76,633	66,400	66,903	83,296	-16,393	-25%
Total Basic Operations	2,098,814	2,208,024	2,235,462	2,258,441	-22,979	-1%
<u>State Aid Directed</u>						
Coordinated Outreach	97,431	0	102,017	102,017	0	N/A
Correctional Facilities	67,892	0	69,374	69,374	0	N/A
County Jails	4,175	0	4,588	4,588	0	N/A
Total State Aid Directed	169,498	0	175,979	175,979	0	N/A
<u>Project Grants</u>						
LSTA/Library Serv. & Tech)	43,320	0	36,569	34,250	2,319	6%
Other Grants	62,939		0	0	0	N/A
Total Project Grants	106,259	0	36,569	34,250	2,319	6%
Transfers from MHLS Capital	0	35,000	35,000	0	35,000	100%
Transfers from Member's Capital	62,000	0	6,700	6,500	200	3%
TOTAL RECEIPTS	2,436,571	2,243,024	2,489,710	2,475,170	14,540	1%
From Fund Balance			43,611			
GRAND TOTAL RECEIPTS	2,436,571	2,243,024	2,533,321	2,475,170	14,540	1%

DISBURSEMENTS SUMMARY - DECEMBER 31, 2012

	2011	2012					
	Actual	Budget	Adjusted Budget	Encumb.	Actual 12/31/2012	Balance \$	Balance 0%
<u>Basic Operations</u>							
Personnel Costs	660,074	719,074	706,237	0	702,131	4,106	1%
Employee Benefits	400,548	468,067	422,725	0	401,506	21,219	5%
Library Material/Databases	178,493	157,433	176,398	33	171,009	5,356	3%
Grants to Member Libraries	7,151	6,310	6,310	0	5,290	1,020	16%
Capital Expenditures	248	93,750	59,298	4,221	14,246	40,831	69%
Operation & Maintenance	70,117	151,545	151,063	0	129,645	21,418	14%
Automotive Expenses	106	1,700	1,700	0	463	1,237	73%
Postage/Telecommunication	39,589	41,840	41,840	0	37,746	4,094	10%
Publicity & Printing	2,305	10,500	8,951	1,446	2,494	5,011	56%
Leases/Contracts	225,781	134,800	210,543	0	210,023	520	0%
Office Supplies & Expense	5,430	7,000	8,000	0	6,649	1,351	17%
Prof'l Devel. & Dues	17,163	33,750	35,480	0	23,928	11,552	33%
Delivery/Prof'l Fees	337,328	356,112	364,773	0	354,661	10,112	3%
Transfers to Capital Accts	84,325	57,600	125,891	0	125,891	0	0%
Total Basic Operations	2,028,658	2,239,481	2,319,209	5,700	2,185,682	127,827	6%
<u>State Aid-Directed</u>							
Coordinated Outreach	97,431	0	102,017	6,916	94,103	998	1%
Correctional Facilities	72,843	0	70,365	888	65,222	4,255	6%
County Jails	7,000	0	5,161	60	4,449	652	13%
Total State Aid Directed	177,274	0	177,543	7,864	163,774	5,905	3%
<u>Project Grants</u>							
LSTA(Libr.Serv & Technolog	37,644	0	36,569	0	34,250	2,319	6%
Other	62,939	0	0	0	0	0	N/A
Total Project Grants	100,583	0	36,569	0	34,250	2,319	6%
TOTAL DISBURSEMENTS	2,306,515	2,239,481	2,533,321	13,564	2,383,706	136,051	5%

BASIC OPERATING RECEIPTS/TRANSFERS FROM CAPITAL

2,264,941

BASIC OPERATING DISBURSEMENTS

-2,185,682

BASIC OPERATING SURPLUS/(DEFICIT)

79,259

REIMBURSEMENTS & PASS-THROUGHS
DECEMBER 31, 2012

REIMBURSEMENTS

Databases	Receipts	Disbursements	Difference
NextReads	4,000	4,000	0
Syndetics	7,160	7,160	0
OverDrive	64,495	73,820	-9,325
Title Source	6,460	6,460	0
Gale-Price It/Chilton/Testing	13,822	13,822	0
SAM	21,353	21,353	0
Teleforms	832	6,912	-6,080
Tumble Books	11,553	8,970	2,583
Heritage Quest	47,078	47,078	0
Mango	19,123	19,123	0
Total Reimbursements	195,875	208,698	-12,823

PASS-THROUGHS

Pass-Through Aid	Receipts	Disbursements	Balance
Local Library Services Aid (LLSA)	157,825	175,362	-17,537
Central Library Develop.Aid	166,489	166,489	0
Central Book Aid	57,168	57,168	0
Member Item Aid	60,000	60,000	0
Total Pass-Through Aid	441,482	459,019	-17,537

County/Town Funds	Receipts	Disbursements	Balance
Columbia County	58,662	58,662	0
Dutchess County	51,493	51,493	0
Ulster County (Prev Bal - 66,647)	67,500	78,956	55,191
Town of Unionvale	25,000	25,000	0
Total County/Town Funds	177,655	189,111	55,191

CAPITAL FUNDS - DECEMBER 31, 2012

CAPITAL FUND - MHLS	2011	2012		
	Actual	Starting Budget	Adjusted Budget	Actual as of 12/31/2012
Fund Balance Jan. 1	61,257	116,097	116,097	116,097
Receipts				
Interest	112	0	0	112
E-Rate Refund (Trnsfr from Gen.Fund)	24,728	18,000	18,000	21,907
Transfer from General Fund	30,000	0	0	30,000
Transfer To General Fund	0			0
Fund Balance	116,097	116,097	134,097	168,117

CAPITAL FUND - MEMBERS	2011	2012		
	Actual	Starting Budget	Adjusted Budget	Actual as of 12/31/2012
Fund Balance Jan. 1	97,900	65,668	65,668	65,668
Receipts				
Interest	170	0	0	79
License Fees	29,598	39,600	39,600	43,983
Cloud Fee		0	0	30,000
Disbursements	-62,000	0	0	-6,500
Fund Balace	65,668	105,268	105,268	133,230

Licenses	15,000	
Modules - 60%	75,620	
Migration - 40%	11,094	(\$6,500 Sierra Migration)
Cloud	30,000	
Interest	1,516	
	<u>133,230</u>	