

MID-HUDSON LIBRARY SYSTEM**MONTHLY FINANCIAL REPORT****November 30, 2013****Summary****Cash and Cash Equivalents**

	Current Month Ended	Previous Month Ended	Change \$	Change %
Total Operating	2,250,545	2,380,327	-129,782	-5.45%
Capital - MHLS	168,194	168,187	7	0.00%
Capital - Members	121,834	117,930	3,904	3.31%
Total	2,540,572	2,666,444	-125,872	-4.72%

Fund Balances

	Current Month Ended	Previous Month Ended	Change \$	Change %
Basic Operations	2,176,308	2,250,825	-74,517	-3.31%
Total Fund Balance	2,193,670	2,322,139	-128,469	-5.53%

Total Receipts for the month were \$70,703 including the balance of Summer Reading funds-\$9,600.

Total Disbursements for the month were \$196,575.

The amount of interfund loans from Operating Funds for the month were \$0.

STATEMENT OF FINANCIAL POSITION - NOVEMBER 30, 2013
RECEIPTS AND DISBURSEMENTS

Cash Balance

11/1/2013

\$2,666,394

RECEIPTS

New York State Summer Reading Balance	9,600	
SUB-TOTAL		9,600

Tech Support	2,525	
Member Assessment Fee	53,948	
Donations - eBooks	1,000	
Miscellaneous	160	
ILL	60	
License Maintenance	329	
Teleforms	1,396	
SUB-TOTAL		59,418

Expense Credits:

Misc. Reimbursements	945	
Workshops	25	
Equip. Pass-through	526	
SUB-TOTAL		1,496

SUB-TOTAL RECEIPTS #13421-13490		<u>70,514</u>
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Interest Income

Regular Checking Account	9	
Money Market Savings	171	
Capital Savings - MHLS	7	
Capital Savings - Members	4	
SUB-TOTAL		<u>190</u>

TOTAL RECEIPTS		<u>70,703</u>
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TOTAL CASH AVAILABLE		<u>2,737,097</u>
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DISBURSEMENTS

Regular Checks #78999-79120		
Electronic Transfer - NYS Retirement		102,748
Electronic Transfer - Federal PR Taxes		23,043
Electronic Transfer - NYS Payroll Tax		3,874
Electronic Transfer - TIAA-CREF		1,895
Electronic Transfer - H.R. Transports		32,513
Electronic Transfer - PayPal		30
Payroll Checks #9302-9307/ DD 7472-7517		32,472

TOTAL DISBURSEMENTS		<u>196,575</u>
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Cash Balance

11/30/2013

\$2,540,522

STATEMENT OF FINANCIAL POSITION - NOVEMBER 30, 2013

CASH AND INVESTMENTS-AS OF END OF MONTH

CASH IN BANK

Regular Checking Account	104,364
Payroll Checking Account	5
Money Market Savings	2,146,126
Capital Savings - MHLS	168,194
Capital Savings - Members	121,834

TOTAL CASH IN BANK	<u>2,540,522</u>
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Petty Cash Fund	50
TOTAL CASH AVAILABLE	<u>2,540,572</u>

INVESTMENTS

Certificates of Deposit-MHLS

TOTAL INVESTMENTS-MHLS	<u>0</u>
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TOTAL CASH AND INVESTMENTS

\$2,540,572

(Total Cash and Investments - 11/30/2012: \$2,294,976)

TRANSFERS

Transfer from Regular Account	36,372
Transfer from Money Market	0
Transfer from Member's Capital	0

TOTAL TRANSFERS	<u>36,372</u>
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RECEIPTS SUMMARY - NOVEMBER 30, 2013

	2012	2013				% Received
	Actual	Budget	Adjusted Budget	Actual 11/30/2013	\$ Balance	
<u>Operating Fund Receipts</u>						
State Aid General	1,450,422	1,383,072	1,516,911	1,510,951	5,960	100%
State Aid Restricted	664,589	22,828	699,740	684,363	15,377	98%
Public Funds- T/O Union Vale*	-	-	25,000	25,000	-	100%
Member Assessment	485,701	630,232	580,677	550,203	30,474	95%
Member Services	56,033	44,900	38,624	32,112	6,512	83%
Member Databases	88,994	92,828	92,828	53,146	39,682	57%
Member Digital Content	64,495	46,600	46,600	47,303	(703)	102%
Catalog Enhancements	17,620	18,430	34,430	31,710	2,720	92%
Miscellaneous Reimbursements	25,652	27,500	27,700	27,927	(227)	101%
Miscellaneous Receipts	39,933	36,550	38,350	38,506	(156)	100%
Transfers from MHLS Capital	-	-	-	-	-	N/A
Transfers from Member's Capital	6,500	-	47,750	47,750	-	100%
Total Operating Fund Receipts	2,899,939	2,302,940	3,148,610	3,048,971	99,639	97%
<u>Project Grants</u>						
LSTA(Library Serv. & Tech)	34,250	-	33,611	31,681	1,930	94%
Other Grants	-	-	-	-	-	N/A
Total Project Grants	34,250	-	33,611	31,681	1,930	94%
From Fund Balance			4,153			
GRAND TOTAL RECEIPTS	2,934,189	2,302,940	3,186,374	3,080,652	101,569	97%

EXPENSES SUMMARY - NOVEMBER 30, 2013

	2012	2013					
	Actual	Budget	Adjusted Budget	Encumb.	Actual 11/30/2013	\$ Balance	% Expended
<u>Operating Fund Expenses</u>							
Personnel	702,131	773,569	790,071	-	716,424	73,647	91%
Employee Benefits	401,507	495,107	489,370	-	299,425	189,945	61%
Professional Development	19,984	35,725	30,400	-	20,606	9,794	68%
Governance	1,874	4,000	4,500	-	1,770	2,730	39%
Library & Computer Res.	7,183	14,150	14,150	-	10,184	3,966	72%
Equipment	13,987	12,500	8,279	-	9,677	(1,398)	117%
Business & Office Expense	23,318	29,150	30,596	297	26,963	3,337	88%
Professional Fees	25,833	27,500	55,300	-	58,400	(3,100)	106%
Telecommunications	33,212	34,390	34,390	-	28,915	5,475	84%
Bldg Operations/Maint.	132,072	153,150	160,560	-	85,838	74,722	53%
Automotive Expenses	2,571	3,900	3,902	-	2,546	1,356	65%
Member Resources	696,119	655,418	728,528	2,000	629,987	96,541	86%
Library Grants	459,019	-	524,944	-	500,808	24,136	95%
Categorical Aid	163,774	-	195,773	6,776	150,278	38,719	77%
Transfer to MHLS Capital	51,907	19,271	12,000	-	-	12,000	0%
Trnsfr to Members Capital	73,984	54,600	70,000	-	36,300	33,700	52%
Total Operating Expenses	2,808,475	2,312,430	3,152,763	9,072	2,578,121	565,570	82%
<u>Project Grants</u>							
LSTA(Libr.Serv & Technology	34,250	-	33,611	-	14,319	19,292	43%
Other	-	-	-	-	-	-	N/A
Total Project Grants	34,250	-	33,611	-	14,319	19,292	43%
TOTAL EXPENSES	2,842,725	2,312,430	3,186,374	9,072	2,592,440	584,862	81%

REIMBURSEMENTS & PASS-THROUGHS
NOVEMBER 30, 2013

REIMBURSEMENTS

Databases	Receipts	Disbursements	Difference
NextReads	4,000	4,000	0
Novelist	16,000	16,000	0
Syndetics	5,250	5,250	0
OverDrive	47,303	54,732	-7,429
Title Source	6,460	6,460	0
Gale-Price It/Chilton/Testing	14,812	14,513	299
SAM	25,076	25,751	-675
Teleforms	9,748	10,341	-593
Tumble Books	815	0	815
JobNow/Cypress Resume/Learning Exp	16,826	17,200	-374
Mango	19,123	19,123	0
Total Reimbursements	165,414	173,369	-7,956

County Funds	Receipts	Disbursements	Balance
Columbia County	58,662	58,662	0
Dutchess County	26,635	26,635	0
Ulster County (Prev Bal - 55,191)	74,250	47,782	81,660
Total County Funds	159,547	133,079	81,660

CAPITAL FUNDS - NOVEMBER 30, 2013

CAPITAL FUND - MHLS	2012	2013		
	Actual	Starting Budget	Adjusted Budget	Actual as of 11/30/2013
Fund Balance Jan. 1	116,097	168,117	168,117	168,117
Receipts				
Interest	112	0	0	77
E-Rate Refund (Trnsfr from Gen.Fund)	21,907	19,271	19,271	0
Transfer from General Fund	30,000	0	0	0
Transfer To General Fund	0	0	0	0
Fund Balance	168,117	168,117	187,388	168,194

E-rate Funds 94,600
 Building Funds 60,000
 Interest 13,594
 168,194

CAPITAL FUND - MEMBERS	2012	2013		
	Actual	Starting Budget	Adjusted Budget	Actual as of 11/30/2013
Fund Balance Jan. 1	65,668	133,230	133,230	133,230
Receipts				
Interest	79	0	0	54
Millennium Capital Fee	43,983	39,600	39,600	36,300
Cloud Fee	30,000	30,000	30,000	0
Disbursements	-6,500	0	0	-47,750
Fund Balace	133,230	172,830	202,830	121,834

Licenses 15,000
 Modules - 60% 49,650
 Migration - 40% 25,614
 Cloud 30,000
 Interest 1,570
 121,834