

CUTPL Financial Summary (Nov 2012)

Bank Summary	Bank Number	Ending Balance
First Farmers Bank & Trust	5	\$ 22,574
First National Bank of Monterey	7	\$ 644,894
First Farmers Bank & Trust	8	\$ 2,148
First Farmers Bank & Trust	9	\$ 3,610
First Farmers Bank & Trust	10	\$ 10,113
TOTAL ALL BANKS		\$ 683,339

Funds	2012 Appropriation	YTD Disbursements ¹	Unexpended Balance	YTD Receipts ¹	Ending Balance	Target
Operating Fund	\$ 596,168	\$ 403,615	✓ \$ 192,554	\$ 328,158	✓ \$ 244,599	6 months operation
LIRF	\$ 8,162	\$ 390	✓ \$ 7,772	\$ -	! \$ 12,768	\$100,000+
Debt Services	\$ 201,000	\$ 100,500	✓ \$ 100,500	\$ 111,800	✓ \$ 127,744	\$100,500+
Rainy Day	\$ 35,000	\$ -	✓ \$ 35,000	\$ -	✓ \$ 142,329	\$100,000+
Gift and Grant Funds ²		\$ 7,102		\$ 5,589	✓ \$ 149,456	\$100,000+
Misc ³		\$ 8,135		\$ 13,314	✓ \$ 6,443	zero+
TOTAL ALL FUNDS		\$ 519,742		\$ 458,861	\$ 683,339	

Operating Fund	Nov	Nov Projection	Difference	YTD	%	YTD Projection	%	Difference
RECEIPTS								
Tax Receipts	\$ 10,999	\$ 9,779	\$ 1,220	\$ 313,594	95.6%	\$ 271,943	94.0%	✓ \$ 41,651
Other Receipts	\$ 839	\$ 1,320	\$ (480)	\$ 14,564	4.4%	\$ 17,316	6.0%	✗ \$ (2,752)
TOTAL RECEIPTS	\$ 11,838	\$ 11,099	\$ 740	\$ 328,158	100.0%	\$ 289,259	100.0%	✓ \$ 38,899
EXPENDITURES								
Personal Services	\$ 20,685	\$ 21,858	\$ (1,173)	\$ 268,302	67.2%	\$ 273,812	67.6%	✓ \$ (5,510)
Supplies	\$ 138	\$ 746	\$ (608)	\$ 6,197	1.6%	\$ 8,204	2.0%	✓ \$ (2,007)
Other Services and Charges	\$ 4,978	\$ 5,876	\$ (898)	\$ 92,967	23.3%	\$ 89,986	22.2%	✗ \$ 2,981
Capital Outlays	\$ 1,978	\$ 5,225	\$ (3,247)	\$ 31,747	8.0%	\$ 32,907	8.1%	✓ \$ (1,160)
TOTAL EXPENDITURES	\$ 27,779	\$ 33,705	\$ (5,926)	\$ 399,214	100.0%	\$ 404,910	100.0%	✓ \$ (5,696)
<i>Adjustments (see Notes page)</i>				\$ 4,401				
Total Disbursements				\$ 403,615				
ENDING BALANCE				\$ 244,599		\$ 204,405		✓ \$ 40,194

Financial Targets			
Operating Fund (number of months balance is sufficient to cover)		6 mos. operation Jan & Jul 1st	✓ 6.7
Materials Expenditures (YTD as percent of Operating Expenditures) ⁴		7.5% minimum	✓ 9.3%
Personal Services (YTD as percent of Operating Expenditures) ⁴		65% maximum	✗ 67.2%

Notes	
<i>Transfers YTD between Operating Fund bank accounts</i>	\$ 500,000.00
Reasons for X flag:	
<i>Other Receipts</i> are low due to "Interest Earned" projection too high	
<i>Other Services and Charges</i> are high primarily due to unaccounted for \$3900 for MS Windows and Office licenses	

Notes:

¹ Does not include transfers within funds

² Includes all Gift & Grant Funds (500-599 in Chart of Accounts)

³ Includes Levy Excess (010), Payroll (200) and PLAC (800)

⁴ Transfers to LIRF are excluded in calculation

CUTPL 2012 Operating Fund: Working Budget

2012 Operating Fund	Nov	Nov Projection	Difference ◀ ?	YTD	%	YTD Projection	%	Difference ◀ ?	see Notes
RECEIPTS									
General Property Taxes	\$ -	\$ -	\$ -	\$ 170,146	51.8%	\$ 157,728	54.5%	\$ 12,418 ◀	B
Financial Institution Tax	\$ -	\$ -	\$ -	\$ 30	0.0%	\$ 45	0.0%	\$ (15)	
CAGIT Certified Shares	\$ 9,050	\$ 7,830	\$ 1,220 ◀	\$ 111,105	33.9%	\$ 86,129	29.8%	\$ 24,976 ◀	5
CAGIT PTRC	\$ 1,949	\$ 1,949	\$ 0	\$ 25,882	7.9%	\$ 21,441	7.4%	\$ 4,441 ◀	5
Auto and Aircraft Excise Tax	\$ -	\$ -	\$ -	\$ 5,686	1.7%	\$ 5,850	2.0%	\$ (164)	C
CVET	\$ -	\$ -	\$ -	\$ 745	0.2%	\$ 750	0.3%	\$ (5)	A
Photocopy Fees	\$ 159	\$ 250	\$ (91)	\$ 2,275	0.7%	\$ 2,750	1.0%	\$ (475)	
Fines & Fees	\$ 476	\$ 583	\$ (108)	\$ 6,541	2.0%	\$ 6,417	2.2%	\$ 124	
Interest Earned	\$ 205	\$ 483	\$ (279)	\$ 2,889	0.9%	\$ 5,317	1.8%	\$ (2,428) ▶	
Refunds / Reimbursements	\$ -	\$ -	\$ -	\$ 2,860	0.9%	\$ 2,800	1.0%	\$ 60	
Miscellaneous	\$ -	\$ 3	\$ (3)	\$ -	0.0%	\$ 33	0.0%	\$ (33)	
TOTAL RECEIPTS	\$ 11,838	\$ 11,099	\$ 740	\$ 328,158	100.0%	\$ 289,259	100.0%	\$ 38,899 ◀	
2012 Operating Fund									
	Nov	Nov Projection	Difference ◀ ?	YTD	%	YTD Projection	%	Difference ◀ ?	see Notes
EXPENDITURES									
100 PERSONAL SERVICES									
Salary of Librarian	\$ 3,201	\$ 3,201	\$ 0	\$ 38,415	9.6%	\$ 38,415	9.5%	\$ 0	
Salary of Assistants	\$ 13,252	\$ 14,975	\$ (1,723) ◀	\$ 178,167	44.6%	\$ 181,934	44.9%	\$ (3,767) ◀	
Employee Benefits	\$ 4,232	\$ 3,682	\$ 550 ▶	\$ 51,720	13.0%	\$ 53,464	13.2%	\$ (1,743)	
FICA (Employer's Share)	\$ 1,257	\$ 1,390	\$ (134)	\$ 16,544	4.1%	\$ 16,857	4.2%	\$ (312)	
PERF (Employer's Share)	\$ 1,592	\$ -	\$ 1,592 ▶	\$ 12,882	3.2%	\$ 11,399	2.8%	\$ 1,483	13
Group Insurance (Employer's Share)	\$ 1,384	\$ 2,250	\$ (866) ◀	\$ 22,294	5.6%	\$ 24,750	6.1%	\$ (2,456)	D
Unemployment Compensation	\$ -	\$ 42	\$ (42)	\$ -	0.0%	\$ 458	0.1%	\$ (458)	
TOTAL PERSONAL SERVICES	\$ 20,685	\$ 21,858	\$ (1,173) ◀	\$ 268,302	67.2%	\$ 273,812	67.6%	\$ (5,510) ◀	
200 SUPPLIES									
Office Supplies	\$ 44	\$ 333	\$ (290)	\$ 2,793	0.7%	\$ 3,667	0.9%	\$ (874)	
Operating Supplies	\$ 94	\$ 221	\$ (127)	\$ 2,160	0.5%	\$ 2,429	0.6%	\$ (270)	
Cleaning and Sanitation Supplies	\$ 94	\$ 83	\$ 11	\$ 971	0.2%	\$ 917	0.2%	\$ 54	
Misc Operating Supplies	\$ -	\$ 138	\$ (138)	\$ 1,189	0.3%	\$ 1,513	0.4%	\$ (323)	
Repair and Maintenance Supplies	\$ -	\$ -	\$ -	\$ -	0.0%	\$ -	0.0%	\$ -	
Other Supplies	\$ -	\$ 192	\$ (192)	\$ 1,245	0.3%	\$ 2,108	0.5%	\$ (864)	
TOTAL SUPPLIES	\$ 138	\$ 746	\$ (608) ◀	\$ 6,197	1.6%	\$ 8,204	2.0%	\$ (2,007) ◀	
300 OTHER SERVICES AND CHGS									
Professional Services	\$ 508	\$ 375	\$ 133	\$ 16,752	4.2%	\$ 13,245	3.3%	\$ 3,508 ▶	
Legal	\$ -	\$ 83	\$ (83)	\$ -	0.0%	\$ 917	0.2%	\$ (917)	
Payroll	\$ 199	\$ 200	\$ (1)	\$ 2,626	0.7%	\$ 2,584	0.6%	\$ 42	
E-Rate Filing	\$ 240	\$ -	\$ 240	\$ 670	0.2%	\$ 460	0.1%	\$ 210	
Computer Support	\$ -	\$ -	\$ -	\$ -	0.0%	\$ -	0.0%	\$ -	
Computer DB & Software (Materials)	\$ -	\$ -	\$ -	\$ 6,165	1.5%	\$ 3,300	0.8%	\$ 2,865 ▶	3, 8, 9
Computer DB & Software (Other)	\$ -	\$ -	\$ -	\$ 6,627	1.7%	\$ 4,976	1.2%	\$ 1,651	8, 11
Debt Collection	\$ 45	\$ 33	\$ 11	\$ 322	0.1%	\$ 367	0.1%	\$ (44)	
Misc Professional Services	\$ 24	\$ 58	\$ (34)	\$ 343	0.1%	\$ 642	0.2%	\$ (299)	
Printing and Advertising	\$ -	\$ 17	\$ (17)	\$ 124	0.0%	\$ 183	0.0%	\$ (59)	
Advertising and Publication of Notices	\$ -	\$ 17	\$ (17)	\$ 124	0.0%	\$ 183	0.0%	\$ (59)	
Other Printing	\$ -	\$ -	\$ -	\$ -	0.0%	\$ -	0.0%	\$ -	
Insurance	\$ 100	\$ -	\$ 100	\$ 8,721	2.2%	\$ 7,320	1.8%	\$ 1,401	
Official Bonds	\$ 100	\$ -	\$ 100	\$ 1,535	0.4%	\$ 1,400	0.3%	\$ 135	
Property-Liability	\$ -	\$ -	\$ -	\$ 6,223	1.6%	\$ 5,000	1.2%	\$ 1,223	12
Worker's Compensation	\$ -	\$ -	\$ -	\$ 963	0.2%	\$ 920	0.2%	\$ 43	E
Utilities	\$ 2,572	\$ 2,582	\$ (10)	\$ 34,752	8.7%	\$ 32,875	8.1%	\$ 1,877	
Gas & Electricity	\$ 2,344	\$ 2,224	\$ 120	\$ 30,507	7.6%	\$ 28,933	7.1%	\$ 1,574	
Water	\$ 229	\$ 217	\$ 12	\$ 2,509	0.6%	\$ 2,383	0.6%	\$ 126	
Waste Disposal Services	\$ -	\$ 142	\$ (142)	\$ 1,735	0.4%	\$ 1,558	0.4%	\$ 177	

CUTPL 2012 Operating Fund: Working Budget

2012 Operating Fund	Nov	Nov Projection	Difference ◀ ?	YTD	%	YTD Projection	%	Difference ◀ ?	see Notes
Repairs and Maintenance	\$ 1,119	\$ 1,983	\$ (864) ◀	\$ 24,289	6.1%	\$ 25,704	6.3%	\$ (1,416)	
Cleaning Service (Interior)	\$ 918	\$ 1,021	\$ (103)	\$ 11,475	2.9%	\$ 11,479	2.8%	\$ (4)	
Cleaning Service Misc	\$ -	\$ 375	\$ (375)	\$ 2,425	0.6%	\$ 2,800	0.7%	\$ (375)	10
Elevator (Service Contract)	\$ -	\$ -	\$ -	\$ 832	0.2%	\$ 832	0.2%	\$ -	
Elevator Misc	\$ -	\$ 83	\$ (83)	\$ 120	0.0%	\$ 917	0.2%	\$ (797)	
Fire Monitoring	\$ -	\$ -	\$ -	\$ 819	0.2%	\$ 369	0.1%	\$ 450	4
HVAC (Service Contract)	\$ -	\$ -	\$ -	\$ 1,886	0.5%	\$ 1,886	0.5%	\$ (1)	
HVAC Misc	\$ -	\$ 83	\$ (83)	\$ 1,077	0.3%	\$ 917	0.2%	\$ 161	1
Pest Control	\$ 50	\$ 50	\$ -	\$ 500	0.1%	\$ 550	0.1%	\$ (50)	
Snow Removal	\$ -	\$ -	\$ -	\$ 1,407	0.4%	\$ 1,875	0.5%	\$ (468)	
Misc R&M Building	\$ 130	\$ 333	\$ (203)	\$ 3,397	0.9%	\$ 3,667	0.9%	\$ (270)	
Misc R&M Equipment	\$ 21	\$ 38	\$ (17)	\$ 351	0.1%	\$ 413	0.1%	\$ (62)	
Rentals	\$ -	\$ -	\$ -	\$ 20	0.0%	\$ -	0.0%	\$ 20	
Dues	\$ 140	\$ -	\$ 140	\$ 452	0.1%	\$ 550	0.1%	\$ (98)	
Communication and Transportation	\$ 539	\$ 919	\$ (380)	\$ 7,857	2.0%	\$ 10,109	2.5%	\$ (2,252) ◀	
Telephone	\$ 228	\$ 300	\$ (72)	\$ 2,574	0.6%	\$ 3,300	0.8%	\$ (726)	
Postage	\$ -	\$ 33	\$ (33)	\$ 198	0.0%	\$ 367	0.1%	\$ (169)	
Travel Expense	\$ 160	\$ 208	\$ (48)	\$ 1,431	0.4%	\$ 2,292	0.6%	\$ (861)	
Professional Meetings	\$ 70	\$ 208	\$ (138)	\$ 1,872	0.5%	\$ 2,292	0.6%	\$ (419)	6
Education Reimbursement	\$ -	\$ 83	\$ (83)	\$ -	0.0%	\$ 917	0.2%	\$ (917)	
Internet Access	\$ 82	\$ 82	\$ -	\$ 1,783	0.4%	\$ 897	0.2%	\$ 886	2
Misc Comm and Trans	\$ -	\$ 4	\$ (4)	\$ -	0.0%	\$ 46	0.0%	\$ (46)	
Transfer to LIRF	\$ -	\$ -	\$ -	\$ -	0.0%	\$ -	0.0%	\$ -	
TOTAL OTHER SVCS AND CHGS	\$ 4,978	\$ 5,876	\$ (898) ◀	\$ 92,967	23.3%	\$ 89,986	22.2%	\$ 2,981	
400 CAPITAL OUTLAYS									
Furniture & Equipment	\$ -	\$ 125	\$ (125) ◀	\$ 601	0.2%	\$ 1,375	0.3%	\$ (774)	
Books	\$ 764	\$ 1,667	\$ (902) ◀	\$ 16,749	4.2%	\$ 18,333	4.5%	\$ (1,584)	
Periodicals	\$ 125	\$ 2,642	\$ (2,517) ◀	\$ 3,776	0.9%	\$ 3,490	0.9%	\$ 285	
EBSCO	\$ -	\$ 2,500	\$ (2,500) ◀	\$ 2,965	0.7%	\$ 2,500	0.6%	\$ 465	14
Newspapers	\$ 125	\$ 125	\$ (0)	\$ 651	0.2%	\$ 807	0.2%	\$ (156)	
Misc Periodicals	\$ -	\$ 17	\$ (17)	\$ 159	0.0%	\$ 183	0.0%	\$ (24)	
Nonprinted Materials	\$ 1,089	\$ 792	\$ 298	\$ 10,621	2.7%	\$ 9,708	2.4%	\$ 913	
CDs/DVDs	\$ 1,089	\$ 625	\$ 464	\$ 9,598	2.4%	\$ 6,875	1.7%	\$ 2,723 ◀	
Audio Books	\$ -	\$ 167	\$ (167)	\$ 23	0.0%	\$ 1,833	0.5%	\$ (1,810)	
Misc Nonprinted Materials	\$ -	\$ -	\$ -	\$ 1,000	0.3%	\$ 1,000	0.2%	\$ -	
TOTAL CAPITAL OUTLAYS	\$ 1,978	\$ 5,225	\$ (3,247) ◀	\$ 31,747	8.0%	\$ 32,907	8.1%	\$ (1,160)	
TOTAL EXPENDITURES	\$ 27,779	\$ 33,705	\$ (5,926) ◀	\$ 399,214	100.0%	\$ 404,910	100.0%	\$ (5,696) ◀	
BALANCE	Nov	Nov Projection	Difference ◀ ?	YTD	%	YTD Projection	%	Difference ◀ ?	see Notes
Beginning Balance	\$ 260,540	\$ 227,011	\$ 33,529 ◀					\$ -	
plus Receipts	\$ 11,838	\$ 11,099	\$ 740	\$ 328,158		\$ 289,259		\$ 38,899	
minus Expenditures	\$ 27,779	\$ 33,705	\$ (5,926) ◀	\$ 399,214		\$ 404,910		\$ (5,696)	
Adjustments (see Notes Page for details)	\$ -	\$ -		\$ (4,401)		\$ -		\$ (4,401)	adj
ENDING BALANCE	\$ 244,599	\$ 204,405	\$ 40,194 ◀						
Flag Criteria	Current Month			YTD			see Notes		
		Minimum	\$ 500		Minimum	\$ 2,000	*		
		Percent	10%		Percent	15%			
		Amount	\$ 750		Amount	\$ 3,000	*		
◀ favorable ▶ unfavorable									

Notes for CUTPL 2012 Working Budget

* Difference is at least \$500 (\$2000 YTD) AND greater than 10% (15%) from the Projection, OR difference is at least \$750 (\$3000 YTD) regardless of %

* Tech Grant (eRate reimbursement) has been removed from Operating Fund Receipts and set up as a separate fund as required by state

* Internet Access expenditure has been reduced by amount in Tech Grant Fund

01/03/12: Transfer \$20,000 from Money Market Plus savings account to checking account (\$20,000 YTD)

01/17/12: Transfer \$20,000 from Money Market Plus savings account to checking account (\$40,000 YTD)

¹ 01/28/12: \$1077 to McGrath for HVAC repair

02/07/12: Transfer \$20,000 from Money Market Plus savings account to checking account (\$60,000 YTD)

² 02/07/12: \$886 to Education Networks of America for Oct & Nov 2011 internet service

02/28/12: Transfer \$20,000 from Money Market Plus savings account to checking account (\$80,000 YTD)

March: Three payrolls this month

³ 03/05/12: \$1770 to Chester Inc for 20 MS Office Professional and 25 Windows Professional licenses

03/14/12: Transfer \$20,000 from Money Market Plus savings account to checking account (\$100,000 YTD)

⁴ 03/20/12: \$450 to Schmitt Communications for fire alarm testing and inspection

03/28/12: Transfer \$20,000 from Money Market Plus savings account to checking account (\$120,000 YTD)

04/09/12: Transfer \$20,000 from Money Market Plus savings account to checking account (\$140,000 YTD)

05/01/12: Transfer \$20,000 from Money Market Plus savings account to checking account (\$160,000 YTD)

⁵ 05/09/12: \$20,500 Undistributed Jan 2011 to Apr 2012 CAGIT & PTRC shortage received; May-Dec 2012 will include \$1522 additional per month

^{adj} 05/21/12: \$27.36 **Adjustment**, lost paycheck entered as a Receipt in Operating Fund

05/22/12: Transfer \$20,000 from Money Market Plus savings account to checking account (\$180,000 YTD)

⁶ 05/22/12: Prof Meetings of \$1337 paid for Andrew & Teresa's Evergreen Conference and Jim's Computrain summit

^A 05/24/12: \$745 CVET distribution received, not expected until August

^{adj} 05/25/12: \$4373.16 **Adjustment**, PTRC monies transferred from Operating Fund to Levy Excess Fund

^B June: Spring Distribution of Property Taxes \$12,418 greater than expected

^C June: \$5686 Auto and Aircraft Excise Tax distribution received, not expected until August

^D June: June and July payments made to Anthem for Group Insurance

^E June: Annual Worker's Comp paid in June was projected for July

⁷ 06/05/12: \$1542.50 to Korellis Roofing for roof repairs

06/05/12: Transfer \$20,000 from Money Market Plus savings account to checking account (\$200,000 YTD)

06/19/12: Transfer \$120,000 from Money Market Plus savings account to checking account (\$320,000 YTD)

⁸ 07/03/12: \$2142.50 to Chester Inc for 30 MS Office and 25 Windows licenses (partially allocated to material expenditures)

07/03/12: Transfer \$20,000 from Money Market Plus savings account to checking account (\$340,000 YTD)

07/17/12: Transfer \$20,000 from Money Market Plus savings account to checking account (\$360,000 YTD)

August: Three payrolls this month

⁹ 08/07/12: \$600.00 paid to Newspaper Archive Pro was projected for September

¹⁰ 08/07/12: \$2000.00 paid to Pratt's Floor Covering was projected for July

08/07/12: Transfer \$20,000 from Money Market Plus savings account to checking account (\$380,000 YTD)

08/29/12: Transfer \$20,000 from Money Market Plus savings account to checking account (\$400,000 YTD)

09/12/12: Transfer \$20,000 from Money Market Plus savings account to checking account (\$420,000 YTD)

10/09/12: Transfer \$20,000 from Money Market Plus savings account to checking account (\$440,000 YTD)

¹¹ 10/09/12: \$558.50 to Chester Inc for MS Windows Server

10/16/12: Transfer \$20,000 from Money Market Plus savings account to checking account (\$460,000 YTD)

¹² 10/16/12: \$1128 to Harleysville Insurance for annual insurance package adjustment

¹³ **November: PERF payments now made each pay period instead of quarterly**

¹⁴ **November: \$2965 paid to EBSCO in July was projected to be \$2500 in November**

11/06/12: Transfer \$20,000 from Money Market Plus savings account to checking account (\$480,000 YTD)

11/27/12: Transfer \$20,000 from Money Market Plus savings account to checking account (\$500,000 YTD)