

## CUTPL Financial Summary (Oct 2012)

Bank Summary	Bank Number	Ending Balance
First Farmers Bank & Trust	5	\$ 11,277
First National Bank of Monterey	7	\$ 673,330
First Farmers Bank & Trust	8	\$ 2,142
First Farmers Bank & Trust	9	\$ 3,609
First Farmers Bank & Trust	10	\$ 10,111
<b>TOTAL ALL BANKS</b>		<b>\$ 700,469</b>

Funds	2012 Appropriation	YTD Disbursements <sup>1</sup>	Unexpended Balance	YTD Receipts <sup>1</sup>	Ending Balance	Target
Operating Fund	\$ 596,168	\$ 375,835	✓ \$ 220,333	\$ 316,320	✓ \$ 260,540	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 <sup>2</sup>		\$ 6,740		\$ 5,480	✓ \$ 149,709	\$100,000+
Misc <sup>3</sup>		\$ 4,806		\$ 10,921	✓ \$ 7,379	zero+
<b>TOTAL ALL FUNDS</b>		<b>\$ 488,272</b>		<b>\$ 444,521</b>	<b>\$ 700,469</b>	

Operating Fund	Oct	Oct Projection	Difference	YTD	%	YTD Projection	%	Difference
<b>RECEIPTS</b>								
Tax Receipts	\$ 10,999	\$ 9,779	\$ 1,220	\$ 302,595	95.7%	\$ 262,164	94.2%	✓ \$ 40,431
Other Receipts	\$ 1,029	\$ 1,320	\$ (291)	\$ 13,725	4.3%	\$ 15,997	5.8%	✗ \$ (2,272)
<b>TOTAL RECEIPTS</b>	<b>\$ 12,028</b>	<b>\$ 11,099</b>	<b>\$ 929</b>	<b>\$ 316,320</b>	<b>100.0%</b>	<b>\$ 278,160</b>	<b>100.0%</b>	<b>✓ \$ 38,159</b>
<b>EXPENDITURES</b>								
Personal Services	\$ 24,778	\$ 25,141	\$ (363)	\$ 247,617	66.7%	\$ 251,954	67.9%	✓ \$ (4,337)
Supplies	\$ 931	\$ 746	\$ 185	\$ 6,060	1.6%	\$ 7,458	2.0%	✓ \$ (1,399)
Other Services and Charges	\$ 9,628	\$ 8,766	\$ 862	\$ 87,990	23.7%	\$ 84,110	22.7%	✗ \$ 3,879
Capital Outlays	\$ 4,131	\$ 3,600	\$ 531	\$ 29,769	8.0%	\$ 27,682	7.5%	✗ \$ 2,087
<b>TOTAL EXPENDITURES</b>	<b>\$ 39,468</b>	<b>\$ 38,253</b>	<b>\$ 1,215</b>	<b>\$ 371,435</b>	<b>100.0%</b>	<b>\$ 371,205</b>	<b>100.0%</b>	<b>! \$ 230</b>
<i>Adjustments (see Notes page)</i>				\$ 4,401				
<b>Total Disbursements</b>				\$ 375,835				
<b>ENDING BALANCE</b>				<b>\$ 260,540</b>		<b>\$ 227,011</b>		<b>✓ \$ 33,529</b>

Financial Targets		
Operating Fund (number of months balance is sufficient to cover)	6 mos. operation Jan & Jul 1st	✓ <b>7.1</b>
Materials Expenditures (YTD as percent of Operating Expenditures) <sup>4</sup>	7.5% minimum	✓ <b>9.5%</b>
Personal Services (YTD as percent of Operating Expenditures) <sup>4</sup>	65% maximum	! <b>66.7%</b>

Notes
<b>Transfers YTD between Operating Fund bank accounts</b> <span style="float: right;"><b>\$ 460,000.00</b></span>
<b>Reasons for X flag:</b>
<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
<i>Capital Outlays</i> are high due to EBSCO paid in July but projected for November

Notes:

<sup>1</sup> Does not include transfers within funds

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

<sup>3</sup> Includes Levy Excess (010), Payroll (200) and PLAC (800)

<sup>4</sup> Transfers to LIRF are excluded in calculation

# CUTPL 2012 Operating Fund: Working Budget

2012 Operating Fund	Oct	Oct Projection	Difference ◀ ?	YTD	%	YTD Projection	%	Difference ◀ ?	see Notes
<b>RECEIPTS</b>									
General Property Taxes	\$ -	\$ -	\$ -	\$ 170,146	53.8%	\$ 157,728	56.7%	\$ 12,418 ◀	B
Financial Institution Tax	\$ -	\$ -	\$ -	\$ 30	0.0%	\$ 45	0.0%	\$ (15)	
CAGIT Certified Shares	\$ 9,050	\$ 7,830	\$ 1,220 ◀	\$ 102,055	32.3%	\$ 78,299	28.1%	\$ 23,756 ◀	5
CAGIT PTRC	\$ 1,949	\$ 1,949	\$ 0	\$ 23,933	7.6%	\$ 19,492	7.0%	\$ 4,441 ◀	5
Auto and Aircraft Excise Tax	\$ -	\$ -	\$ -	\$ 5,686	1.8%	\$ 5,850	2.1%	\$ (164)	C
CVET	\$ -	\$ -	\$ -	\$ 745	0.2%	\$ 750	0.3%	\$ (5)	A
Photocopy Fees	\$ 128	\$ 250	\$ (122)	\$ 2,116	0.7%	\$ 2,500	0.9%	\$ (384)	
Fines & Fees	\$ 660	\$ 583	\$ 77	\$ 6,066	1.9%	\$ 5,833	2.1%	\$ 232	
Interest Earned	\$ 241	\$ 483	\$ (243)	\$ 2,684	0.8%	\$ 4,833	1.7%	\$ (2,149) ▶	
Refunds / Reimbursements	\$ -	\$ -	\$ -	\$ 2,860	0.9%	\$ 2,800	1.0%	\$ 60	
Miscellaneous	\$ -	\$ 3	\$ (3)	\$ -	0.0%	\$ 30	0.0%	\$ (30)	
<b>TOTAL RECEIPTS</b>	<b>\$ 12,028</b>	<b>\$ 11,099</b>	<b>\$ 929 ◀</b>	<b>\$ 316,320</b>	<b>100.0%</b>	<b>\$ 278,160</b>	<b>100.0%</b>	<b>\$ 38,159 ◀</b>	
<b>2012 Operating Fund</b>									
	Oct	Oct Projection	Difference ◀ ?	YTD	%	YTD Projection	%	Difference ◀ ?	see Notes
<b>EXPENDITURES</b>									
<b>100 PERSONAL SERVICES</b>									
Salary of Librarian	\$ 3,201	\$ 3,201	\$ 0	\$ 35,214	9.5%	\$ 35,214	9.5%	\$ 0	
Salary of Assistants	\$ 15,174	\$ 15,169	\$ 5	\$ 164,915	44.4%	\$ 166,959	45.0%	\$ (2,044)	
Employee Benefits	\$ 6,402	\$ 6,770	\$ (368)	\$ 47,488	12.8%	\$ 49,782	13.4%	\$ (2,293)	
FICA (Employer's Share)	\$ 1,404	\$ 1,405	\$ (2)	\$ 15,288	4.1%	\$ 15,466	4.2%	\$ (179)	
PERF (Employer's Share)	\$ 3,074	\$ 3,073	\$ 0	\$ 11,290	3.0%	\$ 11,399	3.1%	\$ (108)	
Group Insurance (Employer's Share)	\$ 1,925	\$ 2,250	\$ (325)	\$ 20,910	5.6%	\$ 22,500	6.1%	\$ (1,590)	D
Unemployment Compensation	\$ -	\$ 42	\$ (42)	\$ -	0.0%	\$ 417	0.1%	\$ (417)	
<b>TOTAL PERSONAL SERVICES</b>	<b>\$ 24,778</b>	<b>\$ 25,141</b>	<b>\$ (363)</b>	<b>\$ 247,617</b>	<b>66.7%</b>	<b>\$ 251,954</b>	<b>67.9%</b>	<b>\$ (4,337) ◀</b>	
<b>200 SUPPLIES</b>									
Office Supplies	\$ 558	\$ 333	\$ 224	\$ 2,749	0.7%	\$ 3,333	0.9%	\$ (584)	
Operating Supplies	\$ 36	\$ 221	\$ (185)	\$ 2,066	0.6%	\$ 2,208	0.6%	\$ (143)	
Cleaning and Sanitation Supplies	\$ 36	\$ 83	\$ (47)	\$ 877	0.2%	\$ 833	0.2%	\$ 43	
Misc Operating Supplies	\$ -	\$ 138	\$ (138)	\$ 1,189	0.3%	\$ 1,375	0.4%	\$ (186)	
Repair and Maintenance Supplies	\$ -	\$ -	\$ -	\$ -	0.0%	\$ -	0.0%	\$ -	
Other Supplies	\$ 337	\$ 192	\$ 145	\$ 1,245	0.3%	\$ 1,917	0.5%	\$ (672)	
<b>TOTAL SUPPLIES</b>	<b>\$ 931</b>	<b>\$ 746</b>	<b>\$ 185</b>	<b>\$ 6,060</b>	<b>1.6%</b>	<b>\$ 7,458</b>	<b>2.1%</b>	<b>\$ (1,399)</b>	
<b>300 OTHER SERVICES AND CHGS</b>									
Professional Services	\$ 3,376	\$ 2,877	\$ 499	\$ 16,245	4.4%	\$ 12,870	3.5%	\$ 3,375 ▶	
Legal	\$ -	\$ 83	\$ (83)	\$ -	0.0%	\$ 833	0.2%	\$ (833)	
Payroll	\$ 219	\$ 202	\$ 17	\$ 2,427	0.7%	\$ 2,384	0.6%	\$ 43	
E-Rate Filing	\$ -	\$ -	\$ -	\$ 430	0.1%	\$ 460	0.1%	\$ (30)	
Computer Support	\$ -	\$ -	\$ -	\$ -	0.0%	\$ -	0.0%	\$ -	
Computer DB & Software (Materials)	\$ 500	\$ 500	\$ -	\$ 6,165	1.7%	\$ 3,300	0.9%	\$ 2,865 ▶	3, 8, 9, 11
Computer DB & Software (Other)	\$ 2,569	\$ 2,000	\$ 569 ▶	\$ 6,627	1.8%	\$ 4,976	1.3%	\$ 1,651	8
Debt Collection	\$ 72	\$ 33	\$ 38	\$ 277	0.1%	\$ 333	0.1%	\$ (56)	
Misc Professional Services	\$ 18	\$ 58	\$ (41)	\$ 318	0.1%	\$ 583	0.2%	\$ (265)	
Printing and Advertising	\$ -	\$ 17	\$ (17)	\$ 124	0.0%	\$ 167	0.0%	\$ (43)	
Advertising and Publication of Notices	\$ -	\$ 17	\$ (17)	\$ 124	0.0%	\$ 167	0.0%	\$ (43)	
Other Printing	\$ -	\$ -	\$ -	\$ -	0.0%	\$ -	0.0%	\$ -	
Insurance	\$ 1,128	\$ -	\$ 1,128 ▶	\$ 8,621	2.3%	\$ 7,320	2.0%	\$ 1,301	
Official Bonds	\$ -	\$ -	\$ -	\$ 1,435	0.4%	\$ 1,400	0.4%	\$ 35	
Property-Liability	\$ 1,128	\$ -	\$ 1,128 ▶	\$ 6,223	1.7%	\$ 5,000	1.3%	\$ 1,223	12
Worker's Compensation	\$ -	\$ -	\$ -	\$ 963	0.3%	\$ 920	0.2%	\$ 43	E
Utilities	\$ 2,586	\$ 2,518	\$ 69	\$ 32,180	8.7%	\$ 30,293	8.2%	\$ 1,887	
Gas & Electricity	\$ 2,036	\$ 2,160	\$ (123)	\$ 28,164	7.6%	\$ 26,709	7.2%	\$ 1,455	
Water	\$ 229	\$ 217	\$ 12	\$ 2,280	0.6%	\$ 2,167	0.6%	\$ 114	
Waste Disposal Services	\$ 321	\$ 142	\$ 180	\$ 1,735	0.5%	\$ 1,417	0.4%	\$ 319	

## CUTPL 2012 Operating Fund: Working Budget

2012 Operating Fund	Oct	Oct Projection	Difference ◀ ?	YTD	%	YTD Projection	%	Difference ◀ ?	see Notes
<b>Repairs and Maintenance</b>	\$ 2,013	\$ 2,186	\$ (172)	\$ 23,170	6.2%	\$ 23,721	6.4%	\$ (551)	
Cleaning Service (Interior)	\$ 1,275	\$ 1,021	\$ 254	\$ 10,557	2.8%	\$ 10,458	2.8%	\$ 99	
Cleaning Service Misc	\$ -	\$ -	\$ -	\$ 2,425	0.7%	\$ 2,425	0.7%	\$ -	10
Elevator (Service Contract)	\$ 208	\$ 208	\$ -	\$ 832	0.2%	\$ 832	0.2%	\$ -	
Elevator Misc	\$ -	\$ 83	\$ (83)	\$ 120	0.0%	\$ 833	0.2%	\$ (713)	
Fire Monitoring	\$ 369	\$ 369	\$ -	\$ 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%	\$ 833	0.2%	\$ 244	1
Pest Control	\$ -	\$ 50	\$ (50)	\$ 450	0.1%	\$ 500	0.1%	\$ (50)	
Snow Removal	\$ -	\$ -	\$ -	\$ 1,407	0.4%	\$ 1,875	0.5%	\$ (468)	
Misc R&M Building	\$ 140	\$ 333	\$ (193)	\$ 3,267	0.9%	\$ 3,333	0.9%	\$ (67)	
Misc R&M Equipment	\$ 21	\$ 38	\$ (17)	\$ 330	0.1%	\$ 375	0.1%	\$ (45)	
<b>Rentals</b>	\$ -	\$ -	\$ -	\$ 20	0.0%	\$ -	0.0%	\$ 20	
<b>Dues</b>	\$ 10	\$ 250	\$ (240)	\$ 312	0.1%	\$ 550	0.1%	\$ (238)	
<b>Communication and Transportation</b>	\$ 514	\$ 919	\$ (405)	\$ 7,318	2.0%	\$ 9,190	2.5%	\$ (1,872)	
Telephone	\$ 234	\$ 300	\$ (66)	\$ 2,346	0.6%	\$ 3,000	0.8%	\$ (654)	
Postage	\$ -	\$ 33	\$ (33)	\$ 198	0.1%	\$ 333	0.1%	\$ (135)	
Travel Expense	\$ 176	\$ 208	\$ (33)	\$ 1,271	0.3%	\$ 2,083	0.6%	\$ (812)	
Professional Meetings	\$ 23	\$ 208	\$ (185)	\$ 1,802	0.5%	\$ 2,083	0.6%	\$ (281)	6
Education Reimbursement	\$ -	\$ 83	\$ (83)	\$ -	0.0%	\$ 833	0.2%	\$ (833)	
Internet Access	\$ 82	\$ 82	\$ -	\$ 1,701	0.5%	\$ 815	0.2%	\$ 886	2
Misc Comm and Trans	\$ -	\$ 4	\$ (4)	\$ -	0.0%	\$ 42	0.0%	\$ (42)	
<b>Transfer to LIRF</b>	\$ -	\$ -	\$ -	\$ -	0.0%	\$ -	0.0%	\$ -	
<b>TOTAL OTHER SVCS AND CHGS</b>	\$ 9,628	\$ 8,766	\$ 862 ◀	\$ 87,990	23.7%	\$ 84,110	22.7%	\$ 3,879 ◀	
<b>400 CAPITAL OUTLAYS</b>									
<b>Furniture &amp; Equipment</b>	\$ -	\$ 125	\$ (125)	\$ 601	0.2%	\$ 1,250	0.3%	\$ (649)	
<b>Books</b>	\$ 2,347	\$ 1,667	\$ 680 ◀	\$ 15,985	4.3%	\$ 16,667	4.5%	\$ (682)	
<b>Periodicals</b>	\$ -	\$ 17	\$ (17)	\$ 3,651	1.0%	\$ 849	0.2%	\$ 2,802 ◀	
EBSCO	\$ -	\$ -	\$ -	\$ 2,965	0.8%	\$ -	0.0%	\$ 2,965 ◀	
Newspapers	\$ -	\$ -	\$ -	\$ 526	0.1%	\$ 682	0.2%	\$ (156)	
Misc Periodicals	\$ -	\$ 17	\$ (17)	\$ 159	0.0%	\$ 167	0.0%	\$ (7)	
<b>Nonprinted Materials</b>	\$ 1,785	\$ 1,792	\$ (7)	\$ 9,532	2.6%	\$ 8,917	2.4%	\$ 615	
CDs/DVDs	\$ 785	\$ 625	\$ 160	\$ 8,509	2.3%	\$ 6,250	1.7%	\$ 2,259 ◀	
Audio Books	\$ -	\$ 167	\$ (167)	\$ 23	0.0%	\$ 1,667	0.4%	\$ (1,644)	
Misc Nonprinted Materials	\$ 1,000	\$ 1,000	\$ -	\$ 1,000	0.3%	\$ 1,000	0.3%	\$ -	
<b>TOTAL CAPITAL OUTLAYS</b>	\$ 4,131	\$ 3,600	\$ 531 ◀	\$ 29,769	8.0%	\$ 27,682	7.5%	\$ 2,087	
<b>TOTAL EXPENDITURES</b>	\$ 39,468	\$ 38,253	\$ 1,215 ◀	\$ 371,435	100.0%	\$ 371,205	100.0%	\$ 230	
<b>BALANCE</b>	<b>Oct</b>	<b>Oct Projection</b>	<b>Difference ◀ ?</b>	<b>YTD</b>	<b>%</b>	<b>YTD Projection</b>	<b>%</b>	<b>Difference ◀ ?</b>	<b>see Notes</b>
Beginning Balance	\$ 287,980	\$ 254,165	\$ 33,815 ◀					\$ -	
plus Receipts	\$ 12,028	\$ 11,099	\$ 929 ◀	\$ 316,320		\$ 278,160		\$ 38,159	
minus Expenditures	\$ 39,468	\$ 38,253	\$ 1,215 ◀	\$ 371,435		\$ 371,205		\$ 230	
Adjustments (see Notes Page for details)	\$ -	\$ -	\$ -	\$ (4,401)		\$ -		\$ (4,401)	adj
<b>ENDING BALANCE</b>	<b>\$ 260,540</b>	<b>\$ 227,011</b>	<b>\$ 33,529 ◀</b>						
<b>Flag Criteria</b>  ◀ favorable    ▶ unfavorable	<b>Current Month</b>			<b>YTD</b>			<b>see Notes</b>		
		Minimum	\$ 500		Minimum	\$ 2,000	*		
		Percent	10%		Percent	15%			
		Amount	\$ 750		Amount	\$ 3,000	*		

## 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)

<sup>1</sup> 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)

<sup>2</sup> 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

<sup>3</sup> 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)

<sup>4</sup> 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)

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

<sup>adj</sup> 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)

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

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

<sup>adj</sup> 05/25/12: \$4373.16 **Adjustment**, PTRC monies transferred from Operating Fund to Levy Excess Fund

<sup>B</sup> June: Spring Distribution of Property Taxes \$12,418 greater than expected

<sup>C</sup> June: \$5686 Auto and Aircraft Excise Tax distribution received, not expected until August

<sup>D</sup> June: June and July payments made to Anthem for Group Insurance

<sup>E</sup> June: Annual Worker's Comp paid in June was projected for July

<sup>7</sup> 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)

<sup>8</sup> 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

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

<sup>10</sup> 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)

<sup>11</sup> 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)