

CUTPL Financial Summary (Aug 2013)

Bank Summary	Bank Number	Ending Balance
First Farmers Bank & Trust	5	\$ 20,749
First National Bank of Monterey	7	\$ 711,601
First Farmers Bank & Trust	8	\$ 2,185
First Farmers Bank & Trust	9	\$ 3,528
First Farmers Bank & Trust	10	\$ 13,616
TOTAL ALL BANKS		\$ 751,679

Funds	2013 Appropriation	YTD Disbursements ¹	Unexpended Balance	YTD Receipts ¹	Ending Balance	Target
Operating Fund	\$ 536,551	\$ 305,499	✓ \$ 231,052	\$ 267,330	✓ \$ 301,648	6 months operation
LIRF	\$ 20,000	\$ 3,126	✓ \$ 16,874	\$ -	! \$ 34,642	\$100,000+
Debt Services	\$ 200,000	\$ 100,000	✓ \$ 100,000	\$ 109,216	✓ \$ 120,671	\$100,500+
Rainy Day	\$ 40,000	\$ -	✓ \$ 40,000	\$ -	✓ \$ 142,329	\$100,000+
Gift and Grant Funds ²		\$ 4,423		\$ 3,445	✓ \$ 152,173	\$100,000+
Misc ³		\$ 25,680		\$ 19,133	✓ \$ 216	zero+
TOTAL ALL FUNDS		\$ 438,729		\$ 399,124	\$ 751,679	

Operating Fund	Aug	Aug Projection	Difference	YTD	%	YTD Projection	%	Difference
RECEIPTS								
Tax Receipts	\$ 11,181	\$ 17,331	\$ (6,150)	\$ 257,930	96.5%	\$ 266,378	95.9%	✗ \$ (8,448)
Other Receipts	\$ 1,332	\$ 3,683	\$ (2,351)	\$ 9,400	3.5%	\$ 11,267	4.1%	✗ \$ (1,867)
TOTAL RECEIPTS	\$ 12,513	\$ 21,014	\$ (8,501)	\$ 267,330	100.0%	\$ 277,645	100.0%	✗ \$ (10,315)
EXPENDITURES								
Personal Services	\$ 34,474	\$ 34,044	\$ 430	\$ 206,389	67.6%	\$ 206,560	67.0%	✓ \$ (171)
Supplies	\$ 608	\$ 678	\$ (70)	\$ 5,082	1.7%	\$ 5,427	1.8%	✓ \$ (345)
Other Services and Charges	\$ 7,552	\$ 8,607	\$ (1,055)	\$ 67,240	22.0%	\$ 71,823	23.3%	✓ \$ (4,583)
Capital Outlays	\$ 7,153	\$ 2,770	\$ 4,383	\$ 26,789	8.8%	\$ 24,300	7.9%	✗ \$ 2,489
TOTAL EXPENDITURES	\$ 49,788	\$ 46,099	\$ 3,689	\$ 305,499	100.0%	\$ 308,110	100.0%	✓ \$ (2,610)
Adjustments (see Notes page)				\$ 6,492				
ENDING BALANCE				\$ 301,648		\$ 309,408		✗ \$ (7,761)

Material Expenditures	\$ 25,652	8.4%	\$ 26,543	8.6%	! \$ (891)
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Financial Targets			
Operating Fund (number of months balance is sufficient to cover)	6 mos. operation Jan & Jul 1st	✓	8.2
Materials Expenditures (YTD as percent of Operating Expenditures) ⁴	7.5% minimum by end of year	!	8.4%
Personal Services (YTD as percent of Operating Expenditures) ⁴	67.5% maximum	✓	67.6%

Notes	
Transfers YTD between Operating Fund bank accounts	\$ 316,500.00

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 2013 Operating Fund: Working Budget

2013 Operating Fund	Aug	Aug Projection	Difference	YTD	%	YTD Projection	%	Difference	see Notes
RECEIPTS									
General Property Taxes	\$ -	\$ -	\$ -	\$ 162,523	60.8%	\$ 170,752	61.5%	\$ (8,229)	* ◀
Financial Institution Tax	\$ -	\$ -	\$ -	\$ 29	0.0%	\$ 30	0.0%	\$ (1)	
CAGIT Certified Shares	\$ 8,903	\$ 8,903	\$ -	\$ 71,223	26.6%	\$ 71,223	25.7%	\$ -	
CAGIT PTRC	\$ 2,278	\$ 2,278	\$ -	\$ 18,223	6.8%	\$ 18,223	6.6%	\$ -	
Auto and Aircraft Excise Tax	\$ -	\$ 5,400	\$ (5,400)	\$ 5,193	1.9%	\$ 5,400	1.9%	\$ (207)	* ◀
CVET	\$ -	\$ 750	\$ (750)	\$ 739	0.3%	\$ 750	0.3%	\$ (11)	* ◀
Photocopy Fees	\$ 455	\$ 208	\$ 246	\$ 2,367	0.9%	\$ 1,667	0.6%	\$ 700	▶
Fines & Fees	\$ 652	\$ 583	\$ 69	\$ 4,171	1.6%	\$ 4,667	1.7%	\$ (496)	
Interest Earned	\$ 225	\$ 292	\$ (67)	\$ 1,959	0.7%	\$ 2,333	0.8%	\$ (375)	
Refunds / Reimbursements	\$ -	\$ 2,600	\$ (2,600)	\$ 847	0.3%	\$ 2,600	0.9%	\$ (1,753)	▶
Miscellaneous	\$ -	\$ -	\$ -	\$ 56	0.0%	\$ -	0.0%	\$ 56	
TOTAL RECEIPTS	\$ 12,513	\$ 21,014	\$ (8,501)	\$ 267,330	100.0%	\$ 277,645	100.0%	\$ (10,315)	▶
2013 Operating Fund									
2013 Operating Fund	Aug	Aug Projection	Difference	YTD	%	YTD Projection	%	Difference	see Notes
EXPENDITURES									
100 PERSONAL SERVICES									
Salary of Librarian	\$ 4,994	\$ 4,994	\$ (0)	\$ 29,900	9.8%	\$ 29,900	9.7%	\$ (0)	
Salary of Assistants	\$ 24,198	\$ 23,418	\$ 780	\$ 140,065	45.8%	\$ 138,801	45.0%	\$ 1,264	
Employee Benefits	\$ 5,282	\$ 5,632	\$ (349)	\$ 36,424	11.9%	\$ 37,860	12.3%	\$ (1,435)	
FICA (Employer's Share)	\$ 2,233	\$ 2,174	\$ 60	\$ 12,988	4.3%	\$ 12,906	4.2%	\$ 82	
PERF (Employer's Share)	\$ 1,065	\$ 1,349	\$ (284)	\$ 7,512	2.5%	\$ 8,077	2.6%	\$ (564)	
Group Insurance (Employer's Share)	\$ 1,985	\$ 1,985	\$ -	\$ 15,925	5.2%	\$ 15,878	5.2%	\$ 47	
Unemployment Compensation	\$ -	\$ 83	\$ (83)	\$ -	0.0%	\$ 667	0.2%	\$ (667)	
Education Reimbursement	\$ -	\$ 42	\$ (42)	\$ -	0.0%	\$ 333	0.1%	\$ (333)	
TOTAL PERSONAL SERVICES	\$ 34,474	\$ 34,044	\$ 430	\$ 206,389	67.6%	\$ 206,560	67.0%	\$ (171)	
200 SUPPLIES									
Office Supplies	\$ 71	\$ 292	\$ (221)	\$ 1,300	0.4%	\$ 2,333	0.8%	\$ (1,034)	
Operating Supplies	\$ 310	\$ 220	\$ 90	\$ 2,329	0.8%	\$ 1,760	0.6%	\$ 569	
Cleaning and Sanitation Supplies	\$ 151	\$ 100	\$ 51	\$ 998	0.3%	\$ 800	0.3%	\$ 198	
Misc Operating Supplies	\$ 160	\$ 120	\$ 40	\$ 1,331	0.4%	\$ 960	0.3%	\$ 371	
Repair and Maintenance Supplies	\$ -	\$ -	\$ -	\$ -	0.0%	\$ -	0.0%	\$ -	
Other Supplies	\$ 227	\$ 167	\$ 61	\$ 1,453	0.5%	\$ 1,333	0.4%	\$ 119	
TOTAL SUPPLIES	\$ 608	\$ 678	\$ (70)	\$ 5,082	1.7%	\$ 5,427	1.8%	\$ (345)	
300 OTHER SERVICES AND CHGS									
Professional Services	\$ 3,007	\$ 3,383	\$ (376)	\$ 9,599	3.1%	\$ 9,679	3.1%	\$ (80)	
Legal	\$ 907	\$ 83	\$ 823	\$ 1,519	0.5%	\$ 667	0.2%	\$ 852	
Payroll	\$ 325	\$ 327	\$ (1)	\$ 2,088	0.7%	\$ 2,140	0.7%	\$ (52)	
E-Rate Filing	\$ -	\$ -	\$ -	\$ 240	0.1%	\$ 480	0.2%	\$ (240)	
Computer Support	\$ -	\$ -	\$ -	\$ -	0.0%	\$ -	0.0%	\$ -	
Computer DB & Software (Materials)	\$ 1,675	\$ 2,910	\$ (1,235)	\$ 2,175	0.7%	\$ 2,910	0.9%	\$ (735)	3
Computer DB & Software (Other)	\$ -	\$ -	\$ -	\$ 2,976	1.0%	\$ 2,976	1.0%	\$ -	
Debt Collection	\$ 81	\$ 33	\$ 47	\$ 260	0.1%	\$ 267	0.1%	\$ (7)	
Misc Professional Services	\$ 20	\$ 30	\$ (10)	\$ 342	0.1%	\$ 240	0.1%	\$ 102	
Printing and Advertising	\$ 57	\$ 17	\$ 41	\$ 81	0.0%	\$ 133	0.0%	\$ (52)	
Advertising and Publication of Notices	\$ 57	\$ 17	\$ 41	\$ 81	0.0%	\$ 133	0.0%	\$ (52)	
Other Printing	\$ -	\$ -	\$ -	\$ -	0.0%	\$ -	0.0%	\$ -	
Insurance	\$ -	\$ -	\$ -	\$ 9,955	3.3%	\$ 9,250	3.0%	\$ 705	
Official Bonds	\$ -	\$ -	\$ -	\$ 1,549	0.5%	\$ 1,450	0.5%	\$ 99	
Property-Liability	\$ -	\$ -	\$ -	\$ 7,444	2.4%	\$ 6,800	2.2%	\$ 644	4
Worker's Compensation	\$ -	\$ -	\$ -	\$ 962	0.3%	\$ 1,000	0.3%	\$ (38)	

CUTPL 2013 Operating Fund: Working Budget

2013 Operating Fund	Aug	Aug Projection	Difference ◀	YTD	%	YTD Projection	%	Difference ◀	see Notes
Utilities	\$ 2,987	\$ 2,909	\$ 79	\$ 28,368	9.3%	\$ 26,793	8.7%	\$ 1,575	
Gas & Electricity	\$ 2,544	\$ 2,513	\$ 31	\$ 24,729	8.1%	\$ 23,626	7.7%	\$ 1,103	
Water	\$ 238	\$ 229	\$ 9	\$ 1,842	0.6%	\$ 1,833	0.6%	\$ 9	
Waste Disposal Services	\$ 206	\$ 167	\$ 39	\$ 1,797	0.6%	\$ 1,333	0.4%	\$ 464	
Repairs and Maintenance	\$ 1,070	\$ 1,588	\$ (518) ◀	\$ 14,008	4.6%	\$ 19,979	6.5%	\$ (5,971) ◀	
Cleaning Service (Interior)	\$ 1,020	\$ 1,000	\$ 20	\$ 8,568	2.8%	\$ 8,000	2.6%	\$ 568	
Cleaning Service Misc	\$ -	\$ -	\$ -	\$ 375	0.1%	\$ 2,425	0.8%	\$ (2,050) ◀	
Elevator (Service Contract)	\$ -	\$ -	\$ -	\$ 501	0.2%	\$ 643	0.2%	\$ (142)	
Elevator Misc	\$ -	\$ 83	\$ (83)	\$ 120	0.0%	\$ 667	0.2%	\$ (547)	
Fire Monitoring	\$ -	\$ -	\$ -	\$ 613	0.2%	\$ 450	0.1%	\$ 163	
HVAC (Service Contract)	\$ -	\$ -	\$ -	\$ -	0.0%	\$ 1,886	0.6%	\$ (1,886)	*
HVAC Misc	\$ -	\$ 83	\$ (83)	\$ 1,397	0.5%	\$ 667	0.2%	\$ 731	2
Pest Control	\$ 50	\$ 50	\$ -	\$ 400	0.1%	\$ 400	0.1%	\$ -	
Snow Removal	\$ -	\$ -	\$ -	\$ 974	0.3%	\$ 1,875	0.6%	\$ (901)	
Misc R&M Building	\$ -	\$ 333	\$ (333)	\$ 913	0.3%	\$ 2,667	0.9%	\$ (1,754)	
Misc R&M Equipment	\$ -	\$ 38	\$ (38)	\$ 147	0.0%	\$ 300	0.1%	\$ (153)	
Rentals	\$ -	\$ -	\$ -	\$ 20	0.0%	\$ -	0.0%	\$ 20	
Dues	\$ -	\$ -	\$ -	\$ 342	0.1%	\$ 300	0.1%	\$ 42	
Communication and Transportation	\$ 430	\$ 711	\$ (281)	\$ 4,866	1.6%	\$ 5,688	1.8%	\$ (822)	
Telephone	\$ 241	\$ 233	\$ 8	\$ 2,463	0.8%	\$ 1,867	0.6%	\$ 597	1
Postage	\$ -	\$ 21	\$ (21)	\$ 230	0.1%	\$ 167	0.1%	\$ 63	
Travel Expense	\$ 47	\$ 167	\$ (119)	\$ 673	0.2%	\$ 1,333	0.4%	\$ (660)	
Professional Meetings	\$ -	\$ 167	\$ (167)	\$ 240	0.1%	\$ 1,333	0.4%	\$ (1,093)	
Internet Access	\$ 141	\$ 115	\$ 26	\$ 1,010	0.3%	\$ 921	0.3%	\$ 89	
Misc Comm and Trans	\$ -	\$ 8	\$ (8)	\$ 250	0.1%	\$ 67	0.0%	\$ 183	
Transfer to LIRF	\$ -	\$ -	\$ -	\$ -	0.0%	\$ -	0.0%	\$ -	
TOTAL OTHER SVCS AND CHGS	\$ 7,552	\$ 8,607	\$ (1,055) ◀	\$ 67,240	22.0%	\$ 71,823	23.3%	\$ (4,583) ◀	
400 CAPITAL OUTLAYS									
Furniture & Equipment	\$ 2,594	\$ 83	\$ 2,510 ◀	\$ 3,312	1.1%	\$ 667	0.2%	\$ 2,645 ◀	5
Books	\$ 796	\$ 1,667	\$ (871) ◀	\$ 12,499	4.1%	\$ 13,333	4.3%	\$ (834)	
Periodicals	\$ 3,092	\$ 187	\$ 2,905 ◀	\$ 3,516	1.2%	\$ 3,633	1.2%	\$ (117)	
EBSCO	\$ 2,712	\$ -	\$ 2,712 ◀	\$ 2,745	0.9%	\$ 3,000	1.0%	\$ (255)	
Newspapers	\$ 380	\$ 170	\$ 210	\$ 578	0.2%	\$ 500	0.2%	\$ 78	
Misc Periodicals	\$ -	\$ 17	\$ (17)	\$ 194	0.1%	\$ 133	0.0%	\$ 61	
Nonprinted Materials	\$ 672	\$ 833	\$ (161)	\$ 7,462	2.4%	\$ 6,667	2.2%	\$ 795	
CDs/DVDs/Audiobooks	\$ 672	\$ 833	\$ (161)	\$ 7,462	2.4%	\$ 6,667	2.2%	\$ 795	
Misc Nonprinted Materials	\$ -	\$ -	\$ -	\$ -	0.0%	\$ -	0.0%	\$ -	
TOTAL CAPITAL OUTLAYS	\$ 7,153	\$ 2,770	\$ 4,383 ◀	\$ 26,789	8.8%	\$ 24,300	7.9%	\$ 2,489	
TOTAL EXPENDITURES	\$ 49,788	\$ 46,099	\$ 3,689 ◀	\$ 305,499	100.0%	\$ 308,110	100.0%	\$ (2,610)	
BALANCE	Aug	Aug Projection	Difference ◀	YTD		YTD Projection		Difference ◀	see Notes
Beginning Balance	\$ 338,923	\$ 334,493	\$ 4,429 ◀	\$ 333,326		\$ 333,326		\$ -	
plus Receipts	\$ 12,513	\$ 21,014	\$ (8,501) ◀	\$ 267,330		\$ 277,645		\$ (10,315) ◀	
minus Expenditures	\$ (49,788)	\$ (46,099)	\$ (3,689) ◀	\$ (305,499)		\$ (308,110)		\$ 2,610 ◀	
Adjustments (see Notes Page for details)	\$ -	\$ -	\$ -	\$ 6,492		\$ 6,548		\$ (56)	adj
ENDING BALANCE	\$ 301,648	\$ 309,408	\$ (7,761) ◀	\$ 301,648		\$ 309,408		\$ (7,761) ◀	
Material Expenditures	\$ 6,234	\$ 5,597	\$ 638 ◀	\$ 25,652		\$ 26,543		\$ (891)	
Flag Criteria	Current Month			YTD			see Notes		
◀ favorable ◀ unfavorable	Minimum	\$ 500		Minimum	\$ 2,000	*			
	Percent	10%		Percent	15%				
	Amount	\$ 750		Amount	\$ 3,000	*			

Notes for CUTPL 2013 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 %

01/15/13: Transfer \$20,000 from Money Market Plus savings account to checking account (\$20,000 YTD)

01/29/13: Transfer \$20,000 from Money Market Plus savings account to checking account (\$40,000 YTD)

January: 3 payrolls

¹ 02/06/13: paid AT&T \$555.95 to meet minimum spending requirement as per contract

02/12/13: Transfer \$20,000 from Money Market Plus savings account to checking account (\$60,000 YTD)

² 02/12/13: paid McGrath \$1003.10 for HVAC repair (initial repair Aug 2012, completed Jan 2013, trouble finding discontinued part)

^{adj} 02/28/13: Transfer \$6547.66 from Levy Excess Fund to Operating Fund

03/13/13: Transfer \$20,000 from Money Market Plus savings account to checking account (\$80,000 YTD)

³ 03/25/13: paid \$500 to World Vital Records for genealogy database

03/25/13: Transfer \$20,000 from Money Market Plus savings account to checking account (\$100,000 YTD)

03/25/13: paid \$1563 (from LIRF) to Custom Awning as 50% deposit for east lobby window shades

^{adj} 03/31/13: Correction made to February's Levy Excess to Operating Fund transfer

* **March: projected \$1886 to be paid to McGrath for annual HVAC contract, yet to be billed**

04/09/13: Transfer \$20,000 from Money Market Plus savings account to checking account (\$120,000 YTD)

⁴ 04/16/13: paid \$7444.00 to Harleysville Insurance (projected to be about \$6800)

04/25/13: Transfer \$20,000 from Money Market Plus savings account to checking account (\$140,000 YTD)

* **May: received \$738.97 for CVET, projected for August**

05/13/13: Transfer \$6,500 from Money Market Plus savings account to checking account (\$146,500 YTD)

05/14/13: Transfer \$40,000 from Money Market Plus savings account to checking account (\$186,500 YTD)

05/14/13: Transfer \$10,000 from Money Market Plus savings account to checking account (\$196,500 YTD)

05/29/13: Transfer \$20,000 from Money Market Plus savings account to checking account (\$216,500 YTD)

06/04/13: \$100,000 Bond payment made to Bank of New York

06/25/13: Transfer \$20,000 from Money Market Plus savings account to checking account (\$236,500 YTD)

06/25/13: paid \$1563 balance (from LIRF) to Custom Awning for east lobby window shades

* June: received \$162,523 for Property Tax, projected \$170,752 - last 3 years averaged 58% of annual property tax in June, only received 55% this year

* **June: received \$5192 for Auto & Aircraft Excise tax projected for August**

07/11/13: Transfer \$20,000 from Money Market Plus savings account to checking account (\$256,500 YTD)

07/22/13: Transfer \$20,000 from Money Market Plus savings account to checking account (\$276,500 YTD)

08/13/13: Transfer \$20,000 from Money Market Plus savings account to checking account (\$296,500 YTD)

08/20/13: Transfer \$20,000 from Money Market Plus savings account to checking account (\$316,500 YTD)

⁵ August: approximately \$2500 paid for projector and new server components

August: 3 payrolls