

CUTPL Financial Summary (Dec 2013)

Bank Summary	Bank Number	Ending Balance
First Farmers Bank & Trust	5	\$ 26,695
First National Bank of Monterey	7	\$ 726,425
First Farmers Bank & Trust	8	\$ 2,186
First Farmers Bank & Trust	9	\$ 3,530
First Farmers Bank & Trust	10	\$ 13,623
TOTAL ALL BANKS		\$ 772,459

Funds	2013 Appropriation	YTD Disbursements ¹	Unexpended Balance	YTD Receipts ¹	Ending Balance	Target
Operating Fund	\$ 536,551	\$ 472,722	✓ \$ 63,829	\$ 445,589	✓ \$ 312,669	6 months operation
LIRF	\$ 20,000	\$ (26,874)	✓ \$ 46,874	\$ -	! \$ 64,642	\$100,000+
Debt Services	\$ 200,000	\$ 200,000	✓ \$ -	\$ 191,498	✓ \$ 102,953	\$100,500+
Rainy Day	\$ 40,000	\$ 8,267	✓ \$ 31,733	\$ -	✓ \$ 134,062	\$100,000+
Gift and Grant Funds ²		\$ 6,314		\$ 11,075	✓ \$ 157,912	\$100,000+
Misc ³		\$ 34,652		\$ 28,109	✓ \$ 222	zero+
TOTAL ALL FUNDS		\$ 695,081		\$ 676,272	\$ 772,459	

Operating Fund	Dec	Dec Projection	Difference	YTD	%	YTD Projection	%	Difference
RECEIPTS								
Tax Receipts	\$ 138,114	\$ 142,209	\$ (4,095)	\$ 429,586	96.4%	\$ 442,129	96.6%	✗ \$ (12,543)
Other Receipts	\$ 895	\$ 1,083	\$ (188)	\$ 16,003	3.6%	\$ 15,600	3.4%	✓ \$ 403
TOTAL RECEIPTS	\$ 139,009	\$ 143,292	\$ (4,283)	\$ 445,589	100.0%	\$ 457,729	100.0%	✗ \$ (12,140)
EXPENDITURES								
Personal Services	\$ 20,924	\$ 22,679	\$ (1,755)	\$ 297,099	62.8%	\$ 298,598	67.5%	✓ \$ (1,500)
Supplies	\$ 613	\$ 678	\$ (65)	\$ 7,216	1.5%	\$ 8,140	1.8%	✓ \$ (924)
Other Services and Charges	\$ 39,258	\$ 7,210	\$ 32,048	\$ 131,370	27.8%	\$ 100,663	22.8%	✗ \$ 30,707
Capital Outlays	\$ 1,491	\$ 2,600	\$ (1,109)	\$ 37,037	7.8%	\$ 34,825	7.9%	✗ \$ 2,212
TOTAL EXPENDITURES	\$ 62,287	\$ 33,167	\$ 29,119	\$ 472,722	100.0%	\$ 442,226	100.0%	✗ \$ 30,496
Adjustments (see Notes page)				\$ 6,476				
ENDING BALANCE				\$ 312,669		\$ 355,376		✗ \$ (42,707)

Material Expenditures	\$ 1,491	\$ 2,517	\$ (1,026)	\$ 37,774	8.0%	\$ 38,735	8.8%	! \$ (961)
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Financial Targets			
Operating Fund (number of months balance is sufficient to cover)		6 mos. operation Jan & Jul 1st	✓ 8.5
Materials Expenditures (YTD as percent of Operating Expenditures) ⁴		7.5% minimum by end of year	! 8.5%
Personal Services (YTD as percent of Operating Expenditures) ⁴		67.5% maximum	✓ 67.1%

Notes	
Transfers YTD between Operating Fund bank accounts	\$ 456,500.00

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), PLAC (800) and Pass-Through (810)

⁴ Transfers to LIRF are excluded in calculation

CUTPL 2013 Operating Fund: Working Budget

2013 Operating Fund	Dec	Dec Projection	Difference	◀	YTD	%	YTD Projection	%	Difference	◀	see Notes
RECEIPTS											
General Property Taxes	\$ 119,792	\$ 123,648	\$ (3,856)	◀	\$ 282,315	63.4%	\$ 294,400	64.3%	\$ (12,085)	◀	*
Financial Institution Tax	\$ 29	\$ 30	\$ (1)		\$ 59	0.0%	\$ 60	0.0%	\$ (1)		
CAGIT Certified Shares	\$ 8,903	\$ 8,903	\$ 0		\$ 106,834	24.0%	\$ 106,834	23.3%	\$ 0		
CAGIT PTRC	\$ 2,278	\$ 2,278	\$ (0)		\$ 27,335	6.1%	\$ 27,335	6.0%	\$ (0)		
Auto and Aircraft Excise Tax	\$ 6,373	\$ 6,600	\$ (227)		\$ 11,566	2.6%	\$ 12,000	2.6%	\$ (434)		*
CVET	\$ 739	\$ 750	\$ (11)		\$ 1,478	0.3%	\$ 1,500	0.3%	\$ (22)		*
Photocopy Fees	\$ 198	\$ 208	\$ (10)		\$ 3,310	0.7%	\$ 2,500	0.5%	\$ 810	▶	
Fines & Fees	\$ 519	\$ 583	\$ (65)		\$ 6,308	1.4%	\$ 7,000	1.5%	\$ (692)	▶	
Interest Earned	\$ 178	\$ 292	\$ (114)		\$ 2,708	0.6%	\$ 3,500	0.8%	\$ (792)	▶	
Refunds / Reimbursements	\$ -	\$ -	\$ -		\$ 3,621	0.8%	\$ 2,600	0.6%	\$ 1,021	▶	
Miscellaneous	\$ -	\$ -	\$ -		\$ 56	0.0%	\$ -	0.0%	\$ 56		
TOTAL RECEIPTS	\$ 139,009	\$ 143,292	\$ (4,283)	◀	\$ 445,589	100.0%	\$ 457,729	100.0%	\$ (12,140)	◀	
2013 Operating Fund											
2013 Operating Fund	Dec	Dec Projection	Difference	◀	YTD	%	YTD Projection	%	Difference	◀	see Notes
EXPENDITURES											
100 PERSONAL SERVICES											
Salary of Librarian	\$ 3,329	\$ 3,329	\$ (0)		\$ 43,217	9.1%	\$ 43,217	9.8%	\$ (0)		
Salary of Assistants	\$ 15,041	\$ 14,759	\$ 283		\$ 201,800	42.7%	\$ 199,617	45.1%	\$ 2,183		
Employee Benefits	\$ 2,554	\$ 4,591	\$ (2,037)	▶	\$ 52,082	11.0%	\$ 55,764	12.6%	\$ (3,682)	▶	
FICA (Employer's Share)	\$ 1,405	\$ 1,384	\$ 22		\$ 18,729	4.0%	\$ 18,577	4.2%	\$ 152		
PERF (Employer's Share)	\$ 729	\$ 899	\$ (170)		\$ 10,722	2.3%	\$ 11,673	2.6%	\$ (951)		
Group Insurance (Employer's Share)	\$ 420	\$ 2,183	\$ (1,764)	▶	\$ 22,631	4.8%	\$ 24,015	5.4%	\$ (1,384)		12
Unemployment Compensation	\$ -	\$ 83	\$ (83)		\$ -	0.0%	\$ 1,000	0.2%	\$ (1,000)		
Education Reimbursement	\$ -	\$ 42	\$ (42)		\$ -	0.0%	\$ 500	0.1%	\$ (500)		
TOTAL PERSONAL SERVICES	\$ 20,924	\$ 22,679	\$ (1,755)	▶	\$ 297,099	62.8%	\$ 298,598	67.5%	\$ (1,500)		
200 SUPPLIES											
Office Supplies	\$ 124	\$ 292	\$ (168)		\$ 1,776	0.4%	\$ 3,500	0.8%	\$ (1,724)		
Operating Supplies	\$ 372	\$ 220	\$ 152		\$ 3,413	0.7%	\$ 2,640	0.6%	\$ 773		
Cleaning and Sanitation Supplies	\$ 63	\$ 100	\$ (37)		\$ 1,534	0.3%	\$ 1,200	0.3%	\$ 334		
Misc Operating Supplies	\$ 309	\$ 120	\$ 189		\$ 1,879	0.4%	\$ 1,440	0.3%	\$ 439		
Repair and Maintenance Supplies	\$ -	\$ -	\$ -		\$ -	0.0%	\$ -	0.0%	\$ -		
Other Supplies	\$ 117	\$ 167	\$ (49)		\$ 2,028	0.4%	\$ 2,000	0.5%	\$ 28		
TOTAL SUPPLIES	\$ 613	\$ 678	\$ (65)		\$ 7,216	1.5%	\$ 8,140	1.8%	\$ (924)		
300 OTHER SERVICES AND CHGS											
Professional Services	\$ 475	\$ 595	\$ (120)		\$ 15,917	3.4%	\$ 15,409	3.5%	\$ 509		
Legal	\$ -	\$ 83	\$ (83)		\$ 2,169	0.5%	\$ 1,000	0.2%	\$ 1,169		
Payroll	\$ 215	\$ 208	\$ 6		\$ 2,964	0.6%	\$ 2,993	0.7%	\$ (29)		
E-Rate Filing	\$ 240	\$ 240	\$ -		\$ 710	0.2%	\$ 720	0.2%	\$ (10)		
Computer Support	\$ -	\$ -	\$ -		\$ -	0.0%	\$ -	0.0%	\$ -		
Computer DB & Software (Materials)	\$ -	\$ -	\$ -		\$ 4,335	0.9%	\$ 4,910	1.1%	\$ (575)		3, 6
Computer DB & Software (Other)	\$ -	\$ -	\$ -		\$ 4,996	1.1%	\$ 5,026	1.1%	\$ (30)		7
Debt Collection	\$ -	\$ 33	\$ (33)		\$ 313	0.1%	\$ 400	0.1%	\$ (87)		
Misc Professional Services	\$ 20	\$ 30	\$ (10)		\$ 430	0.1%	\$ 360	0.1%	\$ 70		
Printing and Advertising	\$ -	\$ 17	\$ (17)		\$ 81	0.0%	\$ 200	0.0%	\$ (119)		
Advertising and Publication of Notices	\$ -	\$ 17	\$ (17)		\$ 81	0.0%	\$ 200	0.0%	\$ (119)		
Other Printing	\$ -	\$ -	\$ -		\$ -	0.0%	\$ -	0.0%	\$ -		
Insurance	\$ 200	\$ -	\$ 200		\$ 10,155	2.1%	\$ 9,350	2.1%	\$ 805		
Official Bonds	\$ 200	\$ -	\$ 200		\$ 1,749	0.4%	\$ 1,550	0.4%	\$ 199		
Property-Liability	\$ -	\$ -	\$ -		\$ 7,444	1.6%	\$ 6,800	1.5%	\$ 644		4
Worker's Compensation	\$ -	\$ -	\$ -		\$ 962	0.2%	\$ 1,000	0.2%	\$ (38)		

CUTPL 2013 Operating Fund: Working Budget

2013 Operating Fund	Dec	Dec Projection	Difference	YTD	%	YTD Projection	%	Difference	see Notes
Utilities	\$ 4,982	\$ 3,675	\$ 1,306	\$ 41,419	8.8%	\$ 38,750	8.8%	\$ 2,669	
Gas & Electricity	\$ 4,646	\$ 3,280	\$ 1,367	\$ 36,314	7.7%	\$ 34,000	7.7%	\$ 2,314	10
Water	\$ 229	\$ 229	\$ (1)	\$ 2,765	0.6%	\$ 2,750	0.6%	\$ 15	
Waste Disposal Services	\$ 107	\$ 167	\$ (60)	\$ 2,340	0.5%	\$ 2,000	0.5%	\$ 340	
Repairs and Maintenance	\$ 2,854	\$ 2,213	\$ 641	\$ 25,913	5.5%	\$ 27,912	6.3%	\$ (1,999)	
Cleaning Service (Interior)	\$ 2,669	\$ 1,000	\$ 1,669	\$ 14,552	3.1%	\$ 12,000	2.7%	\$ 2,552	9
Cleaning Service Misc	\$ -	\$ -	\$ -	\$ 2,375	0.5%	\$ 2,800	0.6%	\$ (425)	
Elevator (Service Contract)	\$ -	\$ -	\$ -	\$ 1,257	0.3%	\$ 857	0.2%	\$ 400	8
Elevator Misc	\$ -	\$ 83	\$ (83)	\$ 120	0.0%	\$ 1,000	0.2%	\$ (880)	
Fire Monitoring	\$ -	\$ -	\$ -	\$ 613	0.1%	\$ 819	0.2%	\$ (206)	
HVAC (Service Contract)	\$ -	\$ -	\$ -	\$ 1,886	0.4%	\$ 1,886	0.4%	\$ (1)	*
HVAC Misc	\$ -	\$ 83	\$ (83)	\$ 1,397	0.3%	\$ 1,000	0.2%	\$ 397	2
Pest Control	\$ 50	\$ 50	\$ -	\$ 600	0.1%	\$ 600	0.1%	\$ -	
Snow Removal	\$ 114	\$ 625	\$ (511)	\$ 1,087	0.2%	\$ 2,500	0.6%	\$ (1,413)	
Misc R&M Building	\$ -	\$ 333	\$ (333)	\$ 1,816	0.4%	\$ 4,000	0.9%	\$ (2,184)	
Misc R&M Equipment	\$ 21	\$ 38	\$ (17)	\$ 210	0.0%	\$ 450	0.1%	\$ (240)	
Rentals	\$ -	\$ -	\$ -	\$ 40	0.0%	\$ -	0.0%	\$ 40	
Dues	\$ 80	\$ -	\$ 80	\$ 652	0.1%	\$ 510	0.1%	\$ 142	
Communication and Transportation	\$ 668	\$ 711	\$ (43)	\$ 7,192	1.5%	\$ 8,532	1.9%	\$ (1,340)	
Telephone	\$ 237	\$ 233	\$ 3	\$ 3,412	0.7%	\$ 2,800	0.6%	\$ 612	1
Postage	\$ -	\$ 21	\$ (21)	\$ 436	0.1%	\$ 250	0.1%	\$ 186	
Travel Expense	\$ 79	\$ 167	\$ (87)	\$ 918	0.2%	\$ 2,000	0.5%	\$ (1,082)	
Professional Meetings	\$ 30	\$ 167	\$ (137)	\$ 420	0.1%	\$ 2,000	0.5%	\$ (1,580)	
Internet Access	\$ 322	\$ 115	\$ 207	\$ 1,756	0.4%	\$ 1,382	0.3%	\$ 374	
Misc Comm and Trans	\$ -	\$ 8	\$ (8)	\$ 250	0.1%	\$ 100	0.0%	\$ 150	
Transfer to LIRF	\$ 30,000	\$ -	\$ 30,000	\$ 30,000	6.3%	\$ -	0.0%	\$ 30,000	11
TOTAL OTHER SVCS AND CHGS	\$ 39,258	\$ 7,210	\$ 32,048	\$ 131,370	27.8%	\$ 100,663	22.8%	\$ 30,707	
400 CAPITAL OUTLAYS									
Furniture & Equipment	\$ -	\$ 83	\$ (83)	\$ 3,598	0.8%	\$ 1,000	0.2%	\$ 2,598	5
Books	\$ 893	\$ 1,667	\$ (773)	\$ 18,000	3.8%	\$ 20,000	4.5%	\$ (2,000)	
Periodicals	\$ 156	\$ 17	\$ 139	\$ 4,035	0.9%	\$ 3,825	0.9%	\$ 210	
EBSCO	\$ -	\$ -	\$ -	\$ 2,856	0.6%	\$ 3,000	0.7%	\$ (144)	
Newspapers	\$ 146	\$ -	\$ 146	\$ 746	0.2%	\$ 625	0.1%	\$ 121	
Misc Periodicals	\$ 10	\$ 17	\$ (7)	\$ 434	0.1%	\$ 200	0.0%	\$ 234	
Nonprinted Materials	\$ 442	\$ 833	\$ (391)	\$ 11,403	2.4%	\$ 10,000	2.3%	\$ 1,403	
CDs/DVDs/Audiobooks	\$ 442	\$ 833	\$ (391)	\$ 11,403	2.4%	\$ 10,000	2.3%	\$ 1,403	
Misc Nonprinted Materials	\$ -	\$ -	\$ -	\$ -	0.0%	\$ -	0.0%	\$ -	
TOTAL CAPITAL OUTLAYS	\$ 1,491	\$ 2,600	\$ (1,109)	\$ 37,037	7.8%	\$ 34,825	7.9%	\$ 2,212	
TOTAL EXPENDITURES	\$ 62,287	\$ 33,167	\$ 29,119	\$ 472,722	100.0%	\$ 442,226	100.0%	\$ 30,496	
BALANCE	Dec	Dec Projection	Difference	YTD		YTD Projection		Difference	see Notes
Beginning Balance	\$ 235,947	\$ 245,251	\$ (9,305)	\$ 333,326		\$ 333,326		\$ -	
plus Receipts	\$ 139,009	\$ 143,292	\$ (4,283)	\$ 445,589		\$ 457,729		\$ (12,140)	
minus Expenditures	\$ (62,287)	\$ (33,167)	\$ (29,119)	\$ (472,722)		\$ (442,226)		\$ (30,496)	
Adjustments (see Notes Page for details)	\$ -	\$ -	\$ -	\$ 6,476		\$ 6,548		\$ (72)	adj
ENDING BALANCE	\$ 312,669	\$ 355,376	\$ (42,707)	\$ 312,669		\$ 355,376		\$ (42,707)	
Material Expenditures	\$ 1,491	\$ 2,517	\$ (1,026)	\$ 37,774	8.0%	\$ 38,735	8.8%	\$ (961)	
Flag Criteria	Current Month			YTD			see Notes		
favorable	Minimum	\$ 500		Minimum	\$ 2,000	*			
unfavorable	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
- ⁶ 09/04/13: paid \$660.00 to Newspaper Archive Pro, projected for August
- ⁷ 09/04/13: paid \$490.00 to Chester, Inc for Symantec Backup Exec, projected for October
- * 09/09/13: Transfer \$20,000 from Money Market Plus savings account to checking account (\$336,500 YTD)
- 09/10/13: paid \$1885.50 to McGrath for annual HVAC contract, projected for March
- 09/17/13: Transfer \$20,000 from Money Market Plus savings account to checking account (\$356,500 YTD)
- September: received \$3537 MCCF Distribution
- ⁸ 10/08/13: paid \$756.60 to Thyssenkrupp Elevator, annual fee under new contract
- 10/08/13: paid \$8267.24 (from Rainy Day Fund) to McGrath for new air handler compressor
- 10/14/13: Transfer \$20,000 from Money Market Plus savings account to checking account (\$376,500 YTD)
- 10/29/13: Transfer \$20,000 from Money Market Plus savings account to checking account (\$396,500 YTD)
- 11/12/13: Transfer \$20,000 from Money Market Plus savings account to checking account (\$416,500 YTD)
- 12/06/13: Transfer \$20,000 from Money Market Plus savings account to checking account (\$436,500 YTD)
- ⁹ 12/16/13: paid Dee Schrimsher \$1751.00 for "Deep Cleaning," was not in projection
- ¹⁰ 12/17/13: paid NIPSCO \$4646.44, estimated bill, highest bill of year by almost \$1000
- 12/17/13: paid \$100,000 to Bank of New York for semi-annual bond payment (\$1,305,000 balance)
- ¹¹ 12/18/13: Transfer \$30,000.00 from Operating Fund to LIRF
- 12/23/13: Transfer \$20,000 from Money Market Plus savings account to checking account (\$456,500 YTD)
- ¹² December: no Anthem group insurance payment