

CUTPL Financial Summary (Jul 2013)

Bank Summary	Bank Number	Ending Balance
First Farmers Bank & Trust	5	\$ 29,931
First National Bank of Monterey	7	\$ 740,154
First Farmers Bank & Trust	8	\$ 2,184
First Farmers Bank & Trust	9	\$ 3,527
First Farmers Bank & Trust	10	\$ 13,614
TOTAL ALL BANKS		\$ 789,411

Funds	2013 Appropriation	YTD Disbursements ¹	Unexpended Balance	YTD Receipts ¹	Ending Balance	Target
Operating Fund	\$ 536,551	\$ 255,712	✓ \$ 280,839	\$ 254,817	✓ \$ 338,923	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		\$ 4,021		\$ 3,340	✓ \$ 152,470	\$100,000+
Misc ³		\$ 22,600		\$ 16,213	✓ \$ 377	zero+
TOTAL ALL FUNDS		\$ 385,459		\$ 383,586	\$ 789,411	

Operating Fund	Jul	Jul Projection	Difference	YTD	%	YTD Projection	%	Difference
RECEIPTS								
Tax Receipts	\$ 11,181	\$ 11,181	\$ -	\$ 246,749	96.8%	\$ 249,047	97.0%	✗ \$ (2,298)
Other Receipts	\$ 1,804	\$ 1,083	\$ 720	\$ 8,068	3.2%	\$ 7,583	3.0%	✓ \$ 485
TOTAL RECEIPTS	\$ 12,984	\$ 12,264	\$ 720	\$ 254,817	100.0%	\$ 256,630	100.0%	! \$ (1,813)
EXPENDITURES								
Personal Services	\$ 23,062	\$ 23,534	\$ (472)	\$ 171,915	67.2%	\$ 172,517	65.8%	✓ \$ (602)
Supplies	\$ 531	\$ 678	\$ (147)	\$ 4,473	1.7%	\$ 4,748	1.8%	✓ \$ (275)
Other Services and Charges	\$ 8,686	\$ 9,084	\$ (398)	\$ 59,687	23.3%	\$ 63,216	24.1%	✓ \$ (3,528)
Capital Outlays	\$ 3,784	\$ 5,810	\$ (2,026)	\$ 19,636	7.7%	\$ 21,530	8.2%	✓ \$ (1,894)
TOTAL EXPENDITURES	\$ 36,064	\$ 39,107	\$ (3,042)	\$ 255,712	100.0%	\$ 262,011	100.0%	✓ \$ (6,299)
Adjustments (see Notes page)				\$ 6,492				
ENDING BALANCE				\$ 338,923		\$ 334,493		✓ \$ 4,429

Material Expenditures	\$ 19,418	7.6%	\$ 20,947	8.0%	! \$ (1,529)
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Financial Targets			
Operating Fund (number of months balance is sufficient to cover)		6 mos. operation Jan & Jul 1st	✓ 9.2
Materials Expenditures (YTD as percent of Operating Expenditures) ⁴		7.5% minimum by end of year	! 7.6%
Personal Services (YTD as percent of Operating Expenditures) ⁴		67.5% maximum	✓ 67.2%

Notes	
Transfers YTD between Operating Fund bank accounts	\$ 276,500.00

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	Jul	Jul Projection	Difference	YTD	%	YTD Projection	%	Difference	see Notes
RECEIPTS									
General Property Taxes	\$ -	\$ -	\$ -	\$ 162,523	63.8%	\$ 170,752	66.5%	\$ (8,229)	*
Financial Institution Tax	\$ -	\$ -	\$ -	\$ 29	0.0%	\$ 30	0.0%	\$ (1)	
CAGIT Certified Shares	\$ 8,903	\$ 8,903	\$ -	\$ 62,320	24.5%	\$ 62,320	24.3%	\$ -	
CAGIT PTRC	\$ 2,278	\$ 2,278	\$ -	\$ 15,945	6.3%	\$ 15,945	6.2%	\$ -	
Auto and Aircraft Excise Tax	\$ -	\$ -	\$ -	\$ 5,193	2.0%	\$ -	0.0%	\$ 5,193	*
CVET	\$ -	\$ -	\$ -	\$ 739	0.3%	\$ -	0.0%	\$ 739	*
Photocopy Fees	\$ 382	\$ 208	\$ 174	\$ 1,912	0.8%	\$ 1,458	0.6%	\$ 454	
Fines & Fees	\$ 600	\$ 583	\$ 16	\$ 3,519	1.4%	\$ 4,083	1.6%	\$ (565)	
Interest Earned	\$ 260	\$ 292	\$ (32)	\$ 1,734	0.7%	\$ 2,042	0.8%	\$ (308)	
Refunds / Reimbursements	\$ 562	\$ -	\$ 562	\$ 847	0.3%	\$ -	0.0%	\$ 847	
Miscellaneous	\$ -	\$ -	\$ -	\$ 56	0.0%	\$ -	0.0%	\$ 56	
TOTAL RECEIPTS	\$ 12,984	\$ 12,264	\$ 720	\$ 254,817	100.0%	\$ 256,630	100.0%	\$ (1,813)	
2013 Operating Fund									
2013 Operating Fund	Jul	Jul Projection	Difference	YTD	%	YTD Projection	%	Difference	see Notes
EXPENDITURES									
100 PERSONAL SERVICES									
Salary of Librarian	\$ 3,329	\$ 3,329	\$ (0)	\$ 24,906	9.7%	\$ 24,906	9.5%	\$ (0)	
Salary of Assistants	\$ 15,559	\$ 15,737	\$ (178)	\$ 115,867	45.3%	\$ 115,383	44.0%	\$ 484	
Employee Benefits	\$ 4,174	\$ 4,467	\$ (293)	\$ 31,142	12.2%	\$ 32,228	12.3%	\$ (1,086)	
FICA (Employer's Share)	\$ 1,444	\$ 1,459	\$ (15)	\$ 10,754	4.2%	\$ 10,732	4.1%	\$ 22	
PERF (Employer's Share)	\$ 746	\$ 899	\$ (153)	\$ 6,448	2.5%	\$ 6,728	2.6%	\$ (280)	
Group Insurance (Employer's Share)	\$ 1,985	\$ 1,985	\$ -	\$ 13,940	5.5%	\$ 13,893	5.3%	\$ 47	
Unemployment Compensation	\$ -	\$ 83	\$ (83)	\$ -	0.0%	\$ 583	0.2%	\$ (583)	
Education Reimbursement	\$ -	\$ 42	\$ (42)	\$ -	0.0%	\$ 292	0.1%	\$ (292)	
TOTAL PERSONAL SERVICES	\$ 23,062	\$ 23,534	\$ (472)	\$ 171,915	67.2%	\$ 172,517	65.8%	\$ (602)	
200 SUPPLIES									
Office Supplies	\$ 341	\$ 292	\$ 50	\$ 1,229	0.5%	\$ 2,042	0.8%	\$ (813)	
Operating Supplies	\$ 158	\$ 220	\$ (62)	\$ 2,019	0.8%	\$ 1,540	0.6%	\$ 479	
Cleaning and Sanitation Supplies	\$ 130	\$ 100	\$ 30	\$ 848	0.3%	\$ 700	0.3%	\$ 148	
Misc Operating Supplies	\$ 28	\$ 120	\$ (92)	\$ 1,172	0.5%	\$ 840	0.3%	\$ 332	
Repair and Maintenance Supplies	\$ -	\$ -	\$ -	\$ -	0.0%	\$ -	0.0%	\$ -	
Other Supplies	\$ 32	\$ 167	\$ (135)	\$ 1,226	0.5%	\$ 1,167	0.4%	\$ 59	
TOTAL SUPPLIES	\$ 531	\$ 678	\$ (147)	\$ 4,473	1.7%	\$ 4,748	1.8%	\$ (275)	
300 OTHER SERVICES AND CHGS									
Professional Services	\$ 414	\$ 606	\$ (192)	\$ 6,592	2.6%	\$ 6,296	2.4%	\$ 296	
Legal	\$ -	\$ 83	\$ (83)	\$ 613	0.2%	\$ 583	0.2%	\$ 29	
Payroll	\$ 237	\$ 219	\$ 18	\$ 1,763	0.7%	\$ 1,813	0.7%	\$ (50)	
E-Rate Filing	\$ -	\$ 240	\$ (240)	\$ 240	0.1%	\$ 480	0.2%	\$ (240)	
Computer Support	\$ -	\$ -	\$ -	\$ -	0.0%	\$ -	0.0%	\$ -	
Computer DB & Software (Materials)	\$ -	\$ -	\$ -	\$ 500	0.2%	\$ -	0.0%	\$ 500	3
Computer DB & Software (Other)	\$ -	\$ -	\$ -	\$ 2,976	1.2%	\$ 2,976	1.1%	\$ -	
Debt Collection	\$ -	\$ 33	\$ (33)	\$ 179	0.1%	\$ 233	0.1%	\$ (54)	
Misc Professional Services	\$ 176	\$ 30	\$ 146	\$ 322	0.1%	\$ 210	0.1%	\$ 112	
Printing and Advertising	\$ -	\$ 17	\$ (17)	\$ 24	0.0%	\$ 117	0.0%	\$ (93)	
Advertising and Publication of Notices	\$ -	\$ 17	\$ (17)	\$ 24	0.0%	\$ 117	0.0%	\$ (93)	
Other Printing	\$ -	\$ -	\$ -	\$ -	0.0%	\$ -	0.0%	\$ -	
Insurance	\$ 2,511	\$ 1,000	\$ 1,511	\$ 9,955	3.9%	\$ 9,250	3.5%	\$ 705	
Official Bonds	\$ 1,549	\$ -	\$ 1,549	\$ 1,549	0.6%	\$ 1,450	0.6%	\$ 99	
Property-Liability	\$ -	\$ -	\$ -	\$ 7,444	2.9%	\$ 6,800	2.6%	\$ 644	4
Worker's Compensation	\$ 962	\$ 1,000	\$ (38)	\$ 962	0.4%	\$ 1,000	0.4%	\$ (38)	

CUTPL 2013 Operating Fund: Working Budget

2013 Operating Fund	Jul	Jul Projection	Difference	YTD	%	YTD Projection	%	Difference	see Notes
Utilities	\$ 3,191	\$ 2,949	\$ 243	\$ 25,381	9.9%	\$ 23,885	9.1%	\$ 1,496	
Gas & Electricity	\$ 2,564	\$ 2,553	\$ 11	\$ 22,185	8.7%	\$ 21,114	8.1%	\$ 1,071	
Water	\$ 229	\$ 229	\$ (1)	\$ 1,604	0.6%	\$ 1,604	0.6%	\$ 0	
Waste Disposal Services	\$ 399	\$ 167	\$ 232	\$ 1,591	0.6%	\$ 1,167	0.4%	\$ 424	
Repairs and Maintenance	\$ 1,891	\$ 3,802	\$ (1,911)	\$ 12,938	5.1%	\$ 18,391	7.0%	\$ (5,454)	
Cleaning Service (Interior)	\$ 1,224	\$ 1,000	\$ 224	\$ 7,548	3.0%	\$ 7,000	2.7%	\$ 548	
Cleaning Service Misc	\$ -	\$ 2,000	\$ (2,000)	\$ 375	0.1%	\$ 2,425	0.9%	\$ (2,050)	
Elevator (Service Contract)	\$ 72	\$ 214	\$ (142)	\$ 501	0.2%	\$ 643	0.2%	\$ (142)	
Elevator Misc	\$ 120	\$ 83	\$ 37	\$ 120	0.0%	\$ 583	0.2%	\$ (463)	
Fire Monitoring	\$ 163	\$ -	\$ 163	\$ 613	0.2%	\$ 450	0.2%	\$ 163	
HVAC (Service Contract)	\$ -	\$ -	\$ -	\$ -	0.0%	\$ 1,886	0.7%	\$ (1,886)	*
HVAC Misc	\$ -	\$ 83	\$ (83)	\$ 1,397	0.5%	\$ 583	0.2%	\$ 814	2
Pest Control	\$ 50	\$ 50	\$ -	\$ 350	0.1%	\$ 350	0.1%	\$ -	
Snow Removal	\$ -	\$ -	\$ -	\$ 974	0.4%	\$ 1,875	0.7%	\$ (901)	
Misc R&M Building	\$ 220	\$ 333	\$ (113)	\$ 913	0.4%	\$ 2,333	0.9%	\$ (1,420)	
Misc R&M Equipment	\$ 42	\$ 38	\$ 5	\$ 147	0.1%	\$ 263	0.1%	\$ (116)	
Rentals	\$ -	\$ -	\$ -	\$ 20	0.0%	\$ -	0.0%	\$ 20	
Dues	\$ 7	\$ -	\$ 7	\$ 342	0.1%	\$ 300	0.1%	\$ 42	
Communication and Transportation	\$ 672	\$ 711	\$ (39)	\$ 4,436	1.7%	\$ 4,977	1.9%	\$ (541)	
Telephone	\$ 238	\$ 233	\$ 4	\$ 2,222	0.9%	\$ 1,633	0.6%	\$ 589	1
Postage	\$ 43	\$ 21	\$ 22	\$ 230	0.1%	\$ 146	0.1%	\$ 84	
Travel Expense	\$ -	\$ 167	\$ (167)	\$ 626	0.2%	\$ 1,167	0.4%	\$ (541)	
Professional Meetings	\$ -	\$ 167	\$ (167)	\$ 240	0.1%	\$ 1,167	0.4%	\$ (927)	
Internet Access	\$ 141	\$ 115	\$ 26	\$ 869	0.3%	\$ 806	0.3%	\$ 63	
Misc Comm and Trans	\$ 250	\$ 8	\$ 242	\$ 250	0.1%	\$ 58	0.0%	\$ 192	
Transfer to LIRF	\$ -	\$ -	\$ -	\$ -	0.0%	\$ -	0.0%	\$ -	
TOTAL OTHER SVCS AND CHGS	\$ 8,686	\$ 9,084	\$ (398)	\$ 59,687	23.3%	\$ 63,216	24.1%	\$ (3,528)	
400 CAPITAL OUTLAYS									
Furniture & Equipment	\$ 210	\$ 83	\$ 126	\$ 718	0.3%	\$ 583	0.2%	\$ 135	
Books	\$ 2,260	\$ 1,667	\$ 593	\$ 11,704	4.6%	\$ 11,667	4.5%	\$ 37	
Periodicals	\$ 10	\$ 3,227	\$ (3,217)	\$ 425	0.2%	\$ 3,447	1.3%	\$ (3,022)	
EBSCO	\$ -	\$ 3,000	\$ (3,000)	\$ 33	0.0%	\$ 3,000	1.1%	\$ (2,967)	
Newspapers	\$ -	\$ 210	\$ (210)	\$ 198	0.1%	\$ 330	0.1%	\$ (132)	
Misc Periodicals	\$ 10	\$ 17	\$ (7)	\$ 194	0.1%	\$ 117	0.0%	\$ 77	
Nonprinted Materials	\$ 1,305	\$ 833	\$ 472	\$ 6,790	2.7%	\$ 5,833	2.2%	\$ 956	
CDs/DVDs/Audiobooks	\$ 1,305	\$ 833	\$ 472	\$ 6,790	2.7%	\$ 5,833	2.2%	\$ 956	
Misc Nonprinted Materials	\$ -	\$ -	\$ -	\$ -	0.0%	\$ -	0.0%	\$ -	
TOTAL CAPITAL OUTLAYS	\$ 3,784	\$ 5,810	\$ (2,026)	\$ 19,636	7.7%	\$ 21,530	8.2%	\$ (1,894)	
TOTAL EXPENDITURES	\$ 36,064	\$ 39,107	\$ (3,042)	\$ 255,712	100.0%	\$ 262,011	100.0%	\$ (6,299)	
BALANCE	Jul	Jul Projection	Difference	YTD		YTD Projection		Difference	see Notes
Beginning Balance	\$ 362,003	\$ 361,336	\$ 667	\$ 333,326		\$ 333,326		\$ -	
plus Receipts	\$ 12,984	\$ 12,264	\$ 720	\$ 254,817		\$ 256,630		\$ (1,813)	
minus Expenditures	\$ (36,064)	\$ (39,107)	\$ 3,042	\$ (255,712)		\$ (262,011)		\$ 6,299	
Adjustments (see Notes Page for details)	\$ -	\$ -	\$ -	\$ 6,492		\$ 6,548		\$ (56)	adj
ENDING BALANCE	\$ 338,923	\$ 334,493	\$ 4,429	\$ 338,923		\$ 334,493		\$ 4,429	
Material Expenditures	\$ 3,575	\$ 5,727	\$ (2,152)	\$ 19,418		\$ 20,947		\$ (1,529)	
Flag Criteria	Current Month			YTD			see Notes		
	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)