

CUTPL Financial Summary (Nov 2013)

Bank Summary	Bank Number	Ending Balance
First Farmers Bank & Trust	5	\$ 15,729
First National Bank of Monterey	7	\$ 645,821
First Farmers Bank & Trust	8	\$ 2,186
First Farmers Bank & Trust	9	\$ 3,530
First Farmers Bank & Trust	10	\$ 13,621
TOTAL ALL BANKS		\$ 680,887

Funds	2013 Appropriation	YTD Disbursements ¹	Unexpended Balance	YTD Receipts ¹	Ending Balance	Target
Operating Fund	\$ 536,551	\$ 410,435	✓ \$ 126,116	\$ 306,580	✓ \$ 235,947	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	\$ 8,267	✓ \$ 31,733	\$ -	✓ \$ 134,062	\$100,000+
Gift and Grant Funds ²		\$ 5,633		\$ 7,830	✓ \$ 155,348	\$100,000+
Misc ³		\$ 32,549		\$ 26,003	✓ \$ 218	zero+
TOTAL ALL FUNDS		\$ 560,010		\$ 449,629	\$ 680,887	

Operating Fund	Nov	Nov Projection	Difference	YTD	%	YTD Projection	%	Difference
RECEIPTS								
Tax Receipts	\$ 11,181	\$ 11,181	\$ -	\$ 291,472	95.1%	\$ 299,920	95.4%	✗ \$ (8,448)
Other Receipts	\$ 827	\$ 1,083	\$ (256)	\$ 15,108	4.9%	\$ 14,517	4.6%	✓ \$ 591
TOTAL RECEIPTS	\$ 12,008	\$ 12,264	\$ (256)	\$ 306,580	100.0%	\$ 314,437	100.0%	✗ \$ (7,857)
EXPENDITURES								
Personal Services	\$ 24,294	\$ 22,967	\$ 1,327	\$ 276,175	67.3%	\$ 275,920	67.5%	! \$ 255
Supplies	\$ 289	\$ 678	\$ (389)	\$ 6,603	1.6%	\$ 7,462	1.8%	✓ \$ (859)
Other Services and Charges	\$ 5,300	\$ 5,940	\$ (640)	\$ 92,112	22.4%	\$ 93,453	22.8%	✓ \$ (1,341)
Capital Outlays	\$ 3,450	\$ 2,725	\$ 725	\$ 35,546	8.7%	\$ 32,225	7.9%	✗ \$ 3,321
TOTAL EXPENDITURES	\$ 33,334	\$ 32,310	\$ 1,024	\$ 410,435	100.0%	\$ 409,059	100.0%	! \$ 1,376
Adjustments (see Notes page)				\$ 6,476				
ENDING BALANCE				\$ 235,947		\$ 245,251		✗ \$ (9,305)

Material Expenditures	\$ 3,450	\$ 2,642	\$ 809	\$ 36,283	8.8%	\$ 36,218	8.9%	✓ \$ 65
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Financial Targets			
Operating Fund (number of months balance is sufficient to cover)		6 mos. operation Jan & Jul 1st	✓ 6.4
Materials Expenditures (YTD as percent of Operating Expenditures) ⁴		7.5% minimum by end of year	✓ 8.8%
Personal Services (YTD as percent of Operating Expenditures) ⁴		67.5% maximum	✓ 67.3%

Notes	
Transfers YTD between Operating Fund bank accounts	\$ 416,500.00

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	Nov	Nov Projection	Difference	YTD	%	YTD Projection	%	Difference	see Notes
RECEIPTS									
General Property Taxes	\$ -	\$ -	\$ -	\$ 162,523	53.0%	\$ 170,752	54.3%	\$ (8,229)	* ◀
Financial Institution Tax	\$ -	\$ -	\$ -	\$ 29	0.0%	\$ 30	0.0%	\$ (1)	
CAGIT Certified Shares	\$ 8,903	\$ 8,903	\$ -	\$ 97,931	31.9%	\$ 97,931	31.1%	\$ -	
CAGIT PTRC	\$ 2,278	\$ 2,278	\$ -	\$ 25,057	8.2%	\$ 25,057	8.0%	\$ -	
Auto and Aircraft Excise Tax	\$ -	\$ -	\$ -	\$ 5,193	1.7%	\$ 5,400	1.7%	\$ (207)	*
CVET	\$ -	\$ -	\$ -	\$ 739	0.2%	\$ 750	0.2%	\$ (11)	*
Photocopy Fees	\$ 180	\$ 208	\$ (28)	\$ 3,112	1.0%	\$ 2,292	0.7%	\$ 820	▶
Fines & Fees	\$ 446	\$ 583	\$ (137)	\$ 5,789	1.9%	\$ 6,417	2.0%	\$ (628)	▶
Interest Earned	\$ 151	\$ 292	\$ (141)	\$ 2,530	0.8%	\$ 3,208	1.0%	\$ (679)	▶
Refunds / Reimbursements	\$ 50	\$ -	\$ 50	\$ 3,621	1.2%	\$ 2,600	0.8%	\$ 1,021	▶
Miscellaneous	\$ -	\$ -	\$ -	\$ 56	0.0%	\$ -	0.0%	\$ 56	
TOTAL RECEIPTS	\$ 12,008	\$ 12,264	\$ (256)	\$ 306,580	100.0%	\$ 314,437	100.0%	\$ (7,857)	▶
2013 Operating Fund									
2013 Operating Fund	Nov	Nov Projection	Difference	YTD	%	YTD Projection	%	Difference	see Notes
EXPENDITURES									
100 PERSONAL SERVICES									
Salary of Librarian	\$ 3,329	\$ 3,329	\$ (0)	\$ 39,887	9.7%	\$ 39,887	9.8%	\$ (0)	
Salary of Assistants	\$ 16,304	\$ 15,210	\$ 1,094	\$ 186,759	45.5%	\$ 184,859	45.2%	\$ 1,900	
Employee Benefits	\$ 4,660	\$ 4,427	\$ 233	\$ 49,528	12.1%	\$ 51,173	12.5%	\$ (1,645)	
FICA (Employer's Share)	\$ 1,502	\$ 1,418	\$ 84	\$ 17,324	4.2%	\$ 17,193	4.2%	\$ 131	
PERF (Employer's Share)	\$ 841	\$ 899	\$ (58)	\$ 9,993	2.4%	\$ 10,774	2.6%	\$ (780)	
Group Insurance (Employer's Share)	\$ 2,317	\$ 1,985	\$ 333	\$ 22,211	5.4%	\$ 21,832	5.3%	\$ 380	
Unemployment Compensation	\$ -	\$ 83	\$ (83)	\$ -	0.0%	\$ 917	0.2%	\$ (917)	
Education Reimbursement	\$ -	\$ 42	\$ (42)	\$ -	0.0%	\$ 458	0.1%	\$ (458)	
TOTAL PERSONAL SERVICES	\$ 24,294	\$ 22,967	\$ 1,327	\$ 276,175	67.3%	\$ 275,920	67.5%	\$ 255	
200 SUPPLIES									
Office Supplies	\$ 39	\$ 292	\$ (252)	\$ 1,652	0.4%	\$ 3,208	0.8%	\$ (1,557)	
Operating Supplies	\$ 242	\$ 220	\$ 22	\$ 3,041	0.7%	\$ 2,420	0.6%	\$ 621	
Cleaning and Sanitation Supplies	\$ 44	\$ 100	\$ (56)	\$ 1,471	0.4%	\$ 1,100	0.3%	\$ 371	
Misc Operating Supplies	\$ 198	\$ 120	\$ 78	\$ 1,570	0.4%	\$ 1,320	0.3%	\$ 250	
Repair and Maintenance Supplies	\$ -	\$ -	\$ -	\$ -	0.0%	\$ -	0.0%	\$ -	
Other Supplies	\$ 8	\$ 167	\$ (158)	\$ 1,910	0.5%	\$ 1,833	0.4%	\$ 77	
TOTAL SUPPLIES	\$ 289	\$ 678	\$ (389)	\$ 6,603	1.6%	\$ 7,462	1.8%	\$ (859)	
300 OTHER SERVICES AND CHGS									
Professional Services	\$ 256	\$ 360	\$ (104)	\$ 15,443	3.8%	\$ 14,814	3.6%	\$ 629	
Legal	\$ -	\$ 83	\$ (83)	\$ 2,169	0.5%	\$ 917	0.2%	\$ 1,252	
Payroll	\$ 217	\$ 213	\$ 4	\$ 2,749	0.7%	\$ 2,785	0.7%	\$ (35)	
E-Rate Filing	\$ -	\$ -	\$ -	\$ 470	0.1%	\$ 480	0.1%	\$ (10)	
Computer Support	\$ -	\$ -	\$ -	\$ -	0.0%	\$ -	0.0%	\$ -	
Computer DB & Software (Materials)	\$ -	\$ -	\$ -	\$ 4,335	1.1%	\$ 4,910	1.2%	\$ (575)	3, 6
Computer DB & Software (Other)	\$ -	\$ -	\$ -	\$ 4,996	1.2%	\$ 5,026	1.2%	\$ (30)	7
Debt Collection	\$ 18	\$ 33	\$ (15)	\$ 313	0.1%	\$ 367	0.1%	\$ (53)	
Misc Professional Services	\$ 20	\$ 30	\$ (10)	\$ 410	0.1%	\$ 330	0.1%	\$ 80	
Printing and Advertising	\$ -	\$ 17	\$ (17)	\$ 81	0.0%	\$ 183	0.0%	\$ (102)	
Advertising and Publication of Notices	\$ -	\$ 17	\$ (17)	\$ 81	0.0%	\$ 183	0.0%	\$ (102)	
Other Printing	\$ -	\$ -	\$ -	\$ -	0.0%	\$ -	0.0%	\$ -	
Insurance	\$ -	\$ 100	\$ (100)	\$ 9,955	2.4%	\$ 9,350	2.3%	\$ 605	
Official Bonds	\$ -	\$ 100	\$ (100)	\$ 1,549	0.4%	\$ 1,550	0.4%	\$ (1)	
Property-Liability	\$ -	\$ -	\$ -	\$ 7,444	1.8%	\$ 6,800	1.7%	\$ 644	4
Worker's Compensation	\$ -	\$ -	\$ -	\$ 962	0.2%	\$ 1,000	0.2%	\$ (38)	

CUTPL 2013 Operating Fund: Working Budget

2013 Operating Fund	Nov	Nov Projection	Difference ◀	YTD	%	YTD Projection	%	Difference ◀	see Notes
Utilities	\$ 2,769	\$ 2,790	\$ (22)	\$ 36,438	8.9%	\$ 35,075	8.6%	\$ 1,363	
Gas & Electricity	\$ 2,535	\$ 2,395	\$ 141	\$ 31,668	7.7%	\$ 30,720	7.5%	\$ 947	
Water	\$ 233	\$ 229	\$ 4	\$ 2,537	0.6%	\$ 2,521	0.6%	\$ 16	
Waste Disposal Services	\$ -	\$ 167	\$ (167)	\$ 2,233	0.5%	\$ 1,833	0.4%	\$ 400	
Repairs and Maintenance	\$ 1,617	\$ 1,963	\$ (345)	\$ 23,059	5.6%	\$ 25,700	6.3%	\$ (2,640)	
Cleaning Service (Interior)	\$ 1,020	\$ 1,000	\$ 20	\$ 11,883	2.9%	\$ 11,000	2.7%	\$ 883	
Cleaning Service Misc	\$ -	\$ 375	\$ (375)	\$ 2,375	0.6%	\$ 2,800	0.7%	\$ (425)	
Elevator (Service Contract)	\$ -	\$ -	\$ -	\$ 1,257	0.3%	\$ 857	0.2%	\$ 400	8
Elevator Misc	\$ -	\$ 83	\$ (83)	\$ 120	0.0%	\$ 917	0.2%	\$ (797)	
Fire Monitoring	\$ -	\$ -	\$ -	\$ 613	0.1%	\$ 819	0.2%	\$ (206)	
HVAC (Service Contract)	\$ -	\$ -	\$ -	\$ 1,886	0.5%	\$ 1,886	0.5%	\$ (1)	*
HVAC Misc	\$ -	\$ 83	\$ (83)	\$ 1,397	0.3%	\$ 917	0.2%	\$ 481	2
Pest Control	\$ 50	\$ 50	\$ -	\$ 550	0.1%	\$ 550	0.1%	\$ -	
Snow Removal	\$ -	\$ -	\$ -	\$ 974	0.2%	\$ 1,875	0.5%	\$ (901)	
Misc R&M Building	\$ 526	\$ 333	\$ 193	\$ 1,816	0.4%	\$ 3,667	0.9%	\$ (1,851)	
Misc R&M Equipment	\$ 21	\$ 38	\$ (17)	\$ 189	0.0%	\$ 413	0.1%	\$ (224)	
Rentals	\$ -	\$ -	\$ -	\$ 40	0.0%	\$ -	0.0%	\$ 40	
Dues	\$ 230	\$ -	\$ 230	\$ 572	0.1%	\$ 510	0.1%	\$ 62	
Communication and Transportation	\$ 429	\$ 711	\$ (282)	\$ 6,524	1.6%	\$ 7,821	1.9%	\$ (1,297)	
Telephone	\$ 237	\$ 233	\$ 4	\$ 3,175	0.8%	\$ 2,567	0.6%	\$ 609	1
Postage	\$ -	\$ 21	\$ (21)	\$ 436	0.1%	\$ 229	0.1%	\$ 207	
Travel Expense	\$ 50	\$ 167	\$ (117)	\$ 838	0.2%	\$ 1,833	0.4%	\$ (995)	
Professional Meetings	\$ -	\$ 167	\$ (167)	\$ 390	0.1%	\$ 1,833	0.4%	\$ (1,443)	
Internet Access	\$ 141	\$ 115	\$ 26	\$ 1,434	0.3%	\$ 1,267	0.3%	\$ 167	
Misc Comm and Trans	\$ -	\$ 8	\$ (8)	\$ 250	0.1%	\$ 92	0.0%	\$ 158	
Transfer to LIRF	\$ -	\$ -	\$ -	\$ -	0.0%	\$ -	0.0%	\$ -	
TOTAL OTHER SVCS AND CHGS	\$ 5,300	\$ 5,940	\$ (640) ◀	\$ 92,112	22.4%	\$ 93,453	22.8%	\$ (1,341)	
400 CAPITAL OUTLAYS									
Furniture & Equipment	\$ -	\$ 83	\$ (83)	\$ 3,598	0.9%	\$ 917	0.2%	\$ 2,682 ◀	5
Books	\$ 1,578	\$ 1,667	\$ (89)	\$ 17,107	4.2%	\$ 18,333	4.5%	\$ (1,226)	
Periodicals	\$ 175	\$ 142	\$ 33	\$ 3,880	0.9%	\$ 3,808	0.9%	\$ 71	
EBSCO	\$ 111	\$ -	\$ 111	\$ 2,856	0.7%	\$ 3,000	0.7%	\$ (144)	
Newspapers	\$ -	\$ 125	\$ (125)	\$ 600	0.1%	\$ 625	0.2%	\$ (25)	
Misc Periodicals	\$ 64	\$ 17	\$ 47	\$ 424	0.1%	\$ 183	0.0%	\$ 240	
Nonprinted Materials	\$ 1,698	\$ 833	\$ 864 ◀	\$ 10,961	2.7%	\$ 9,167	2.2%	\$ 1,795	
CDs/DVDs/Audiobooks	\$ 1,698	\$ 833	\$ 864 ◀	\$ 10,961	2.7%	\$ 9,167	2.2%	\$ 1,795	
Misc Nonprinted Materials	\$ -	\$ -	\$ -	\$ -	0.0%	\$ -	0.0%	\$ -	
TOTAL CAPITAL OUTLAYS	\$ 3,450	\$ 2,725	\$ 725 ◀	\$ 35,546	8.7%	\$ 32,225	7.9%	\$ 3,321 ◀	
TOTAL EXPENDITURES	\$ 33,334	\$ 32,310	\$ 1,024 ◀	\$ 410,435	100.0%	\$ 409,059	100.0%	\$ 1,376	
BALANCE	Nov	Nov Projection	Difference ◀	YTD		YTD Projection		Difference ◀	see Notes
Beginning Balance	\$ 257,273	\$ 265,298	\$ (8,025) ◀	\$ 333,326		\$ 333,326		\$ -	
plus Receipts	\$ 12,008	\$ 12,264	\$ (256)	\$ 306,580		\$ 314,437		\$ (7,857) ◀	
minus Expenditures	\$ (33,334)	\$ (32,310)	\$ (1,024) ◀	\$ (410,435)		\$ (409,059)		\$ (1,376)	
Adjustments (see Notes Page for details)	\$ -	\$ -	\$ -	\$ 6,476		\$ 6,548		\$ (72)	adj
ENDING BALANCE	\$ 235,947	\$ 245,251	\$ (9,305) ◀	\$ 235,947		\$ 245,251		\$ (9,305) ◀	
Material Expenditures	\$ 3,450	\$ 2,642	\$ 809 ◀	\$ 36,283	8.8%	\$ 36,218	8.9%	\$ 65	
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
- 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)