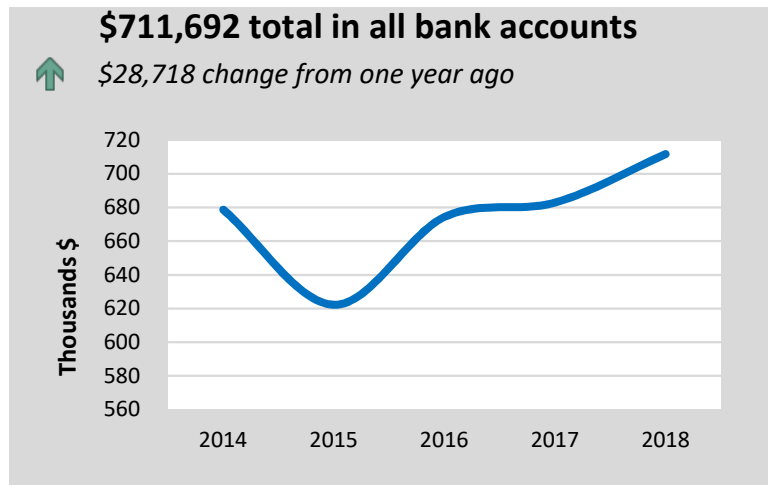


## How much money does the library have in the bank?

*How does it compare with prior years?*

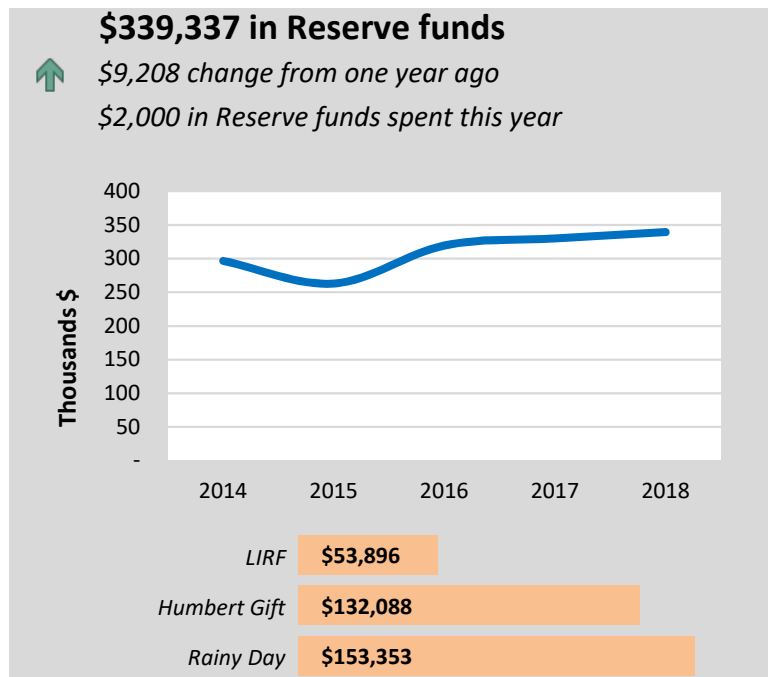


## How much money is in the library's reserve funds?

*The library depends on these funds to pay for equipment, improvements, major repairs, etc.*

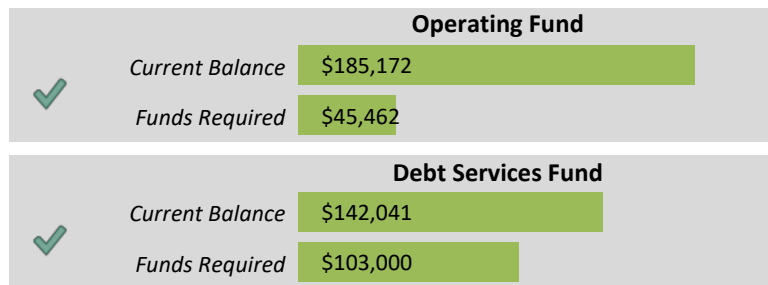
*These funds are very difficult to replenish. New monies are typically from Operating Fund transfers and interest.*

*Which funds are available for reserve spending?*

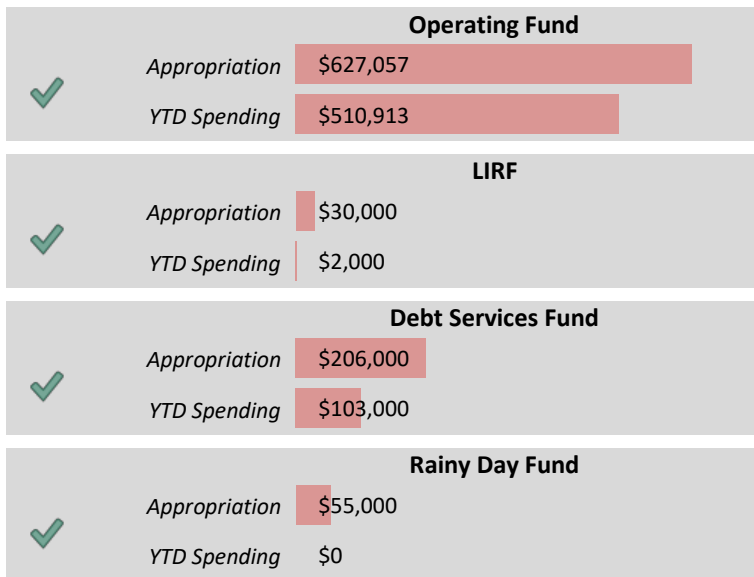


## Are there adequate monies in the Operating and Debt Services Funds until the next property tax distribution?

*Typically occurs in June and December*

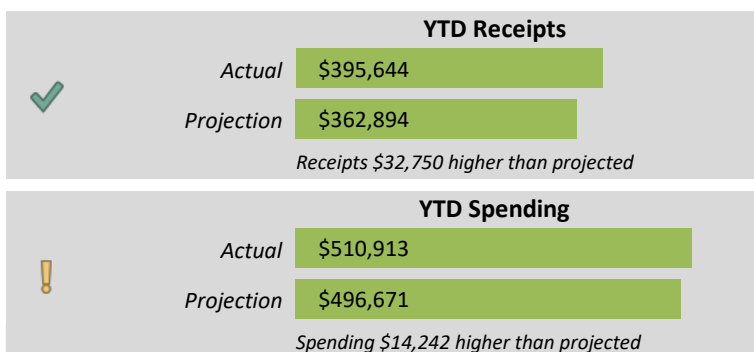


## Is spending within the DLGF approved appropriations?



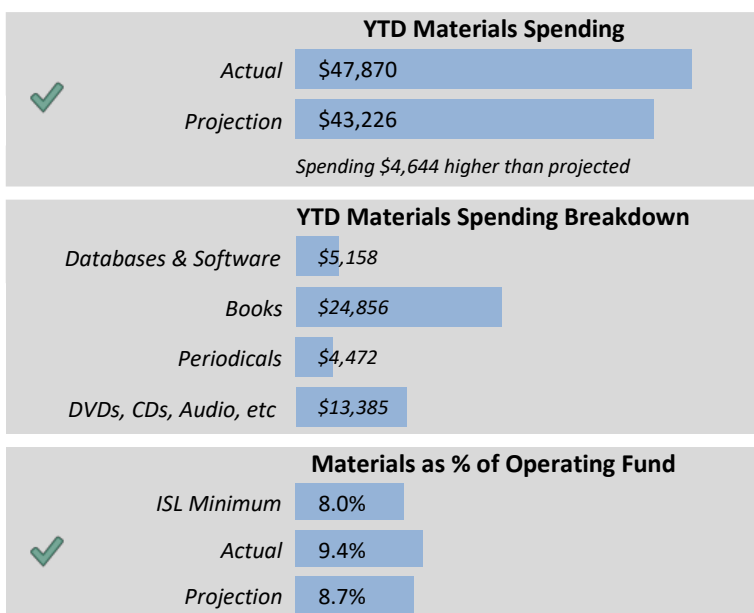
## Operating Fund Projections

*How do actual Operating Fund receipts and spending compare to projections?*



## Materials Spending

*What materials are being purchased?*



*The Indiana State Library (ISL) requires a minimum of 8.0% of Operating Funds to be spent annually for materials available to patrons.*

# CUTPL Monthly Financial Summary - Operating Fund

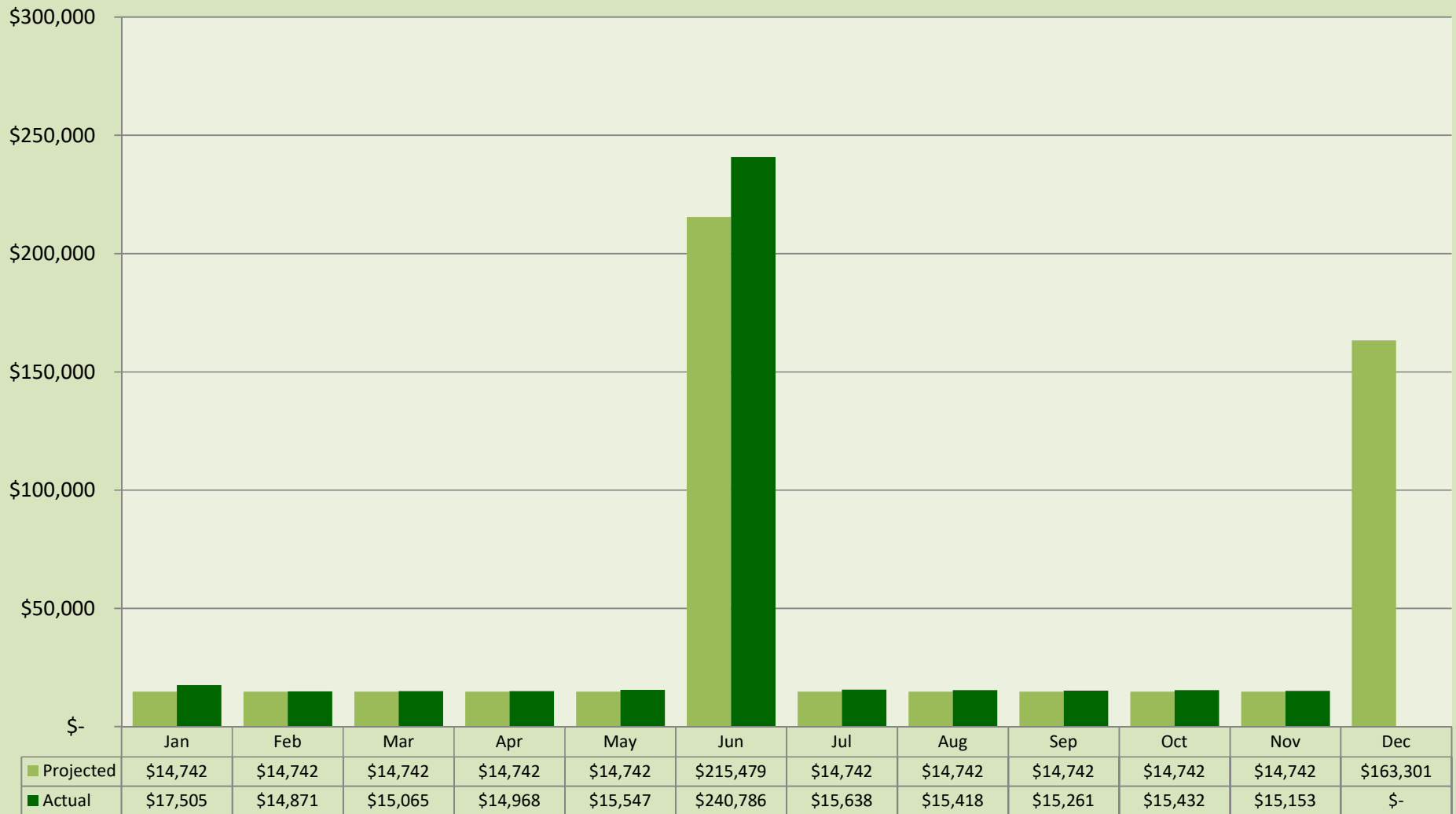
November 2018

| RECEIPTS                   | November         |                  |               |    | Year-to-Date     |                  |               |                  | green = favorable<br>red = unfavorable |
|----------------------------|------------------|------------------|---------------|----|------------------|------------------|---------------|------------------|--|
|                            | Projected        | Actual           | Difference    | √? | Projected        | Actual           | %             | Difference       |  |
| Levy Excess - Revenue      | \$ -             | \$ -             | \$ -          | ■  | \$ -             | \$ -             | 0.0%          | \$ -             |  |
| General Property Tax       | \$ -             | \$ -             | \$ -          | ■  | \$ 193,993       | \$ 216,989       | 54.8%         | \$ 22,996        |  |
| Financial Institution Tax  | \$ -             | \$ -             | \$ -          | ■  | \$ 27            | \$ 28            | 0.0%          | \$ 1             |  |
| Auto & Aircraft Excise Tax | \$ -             | \$ -             | \$ -          | ■  | \$ 6,017         | \$ 6,943         | 1.8%          | \$ 927           |  |
| Local Income Tax (LIT)     | \$ 13,992        | \$ 13,992        | \$ -          | ■  | \$ 153,907       | \$ 155,522       | 39.3%         | \$ 1,615         |  |
| CVET                       | \$ -             | \$ -             | \$ -          | ■  | \$ 701           | \$ 680           | 0.2%          | \$ (21)          |  |
| Fines and Fees             | \$ 417           | \$ 352           | \$ (65)       | ■  | \$ 4,583         | \$ 5,073         | 1.3%          | \$ 490           |  |
| Photocopy Fees             | \$ 167           | \$ 105           | \$ (62)       | ■  | \$ 1,833         | \$ 1,675         | 0.4%          | \$ (158)         |  |
| Interest on Investments    | \$ 167           | \$ 704           | \$ 538        | ●  | \$ 1,833         | \$ 5,623         | 1.4%          | \$ 3,790         |  |
| Reimbursements             | \$ -             | \$ -             | \$ -          | ■  | \$ -             | \$ 3,104         | 0.8%          | \$ 3,104         |  |
| Refunds                    | \$ -             | \$ -             | \$ -          | ■  | \$ -             | \$ 8             | 0.0%          | \$ 8             |  |
| Misc Receipts              | \$ -             | \$ -             | \$ -          | ■  | \$ -             | \$ -             | 0.0%          | \$ -             |  |
| <b>TOTALS</b>              | <b>\$ 14,742</b> | <b>\$ 15,153</b> | <b>\$ 411</b> | ●  | <b>\$362,894</b> | <b>\$395,644</b> | <b>100.0%</b> | <b>\$ 32,750</b> | ●                                      |

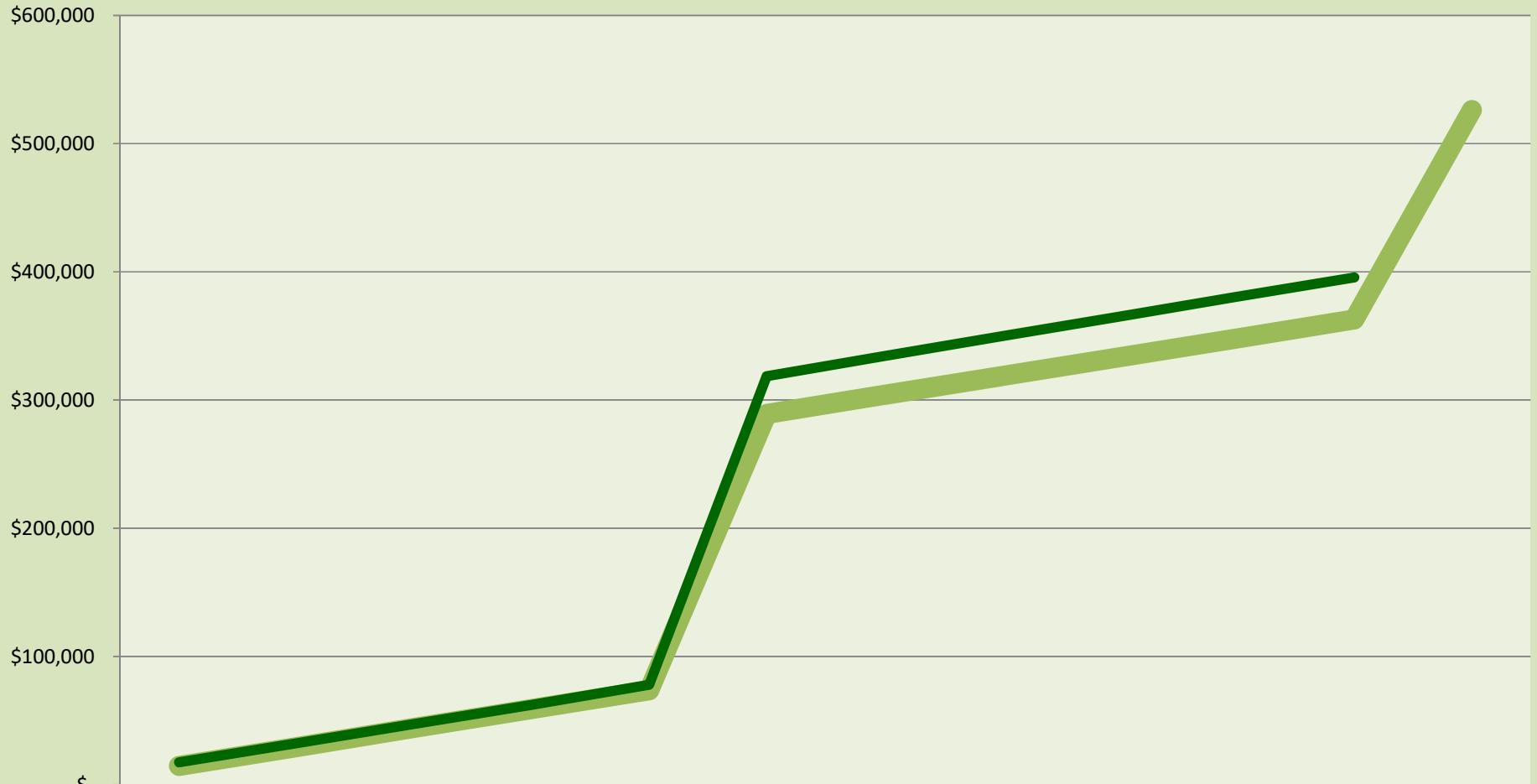
| EXPENDITURES                      | November         |                  |                   |    | Year-to-Date     |                  |               |                  | green = favorable<br>red = unfavorable |
|-----------------------------------|------------------|------------------|-------------------|----|------------------|------------------|---------------|------------------|--|
|                                   | Projected        | Actual           | Difference        | √? | Projected        | Actual           | %             | Difference       |  |
| Salary of Assistants              | \$ 28,848        | \$ 26,292        | \$ (2,556)        | ●  | \$ 229,943       | \$ 229,671       | 45.0%         | \$ (272)         |  |
| Salary of Librarian               | \$ 5,676         | \$ 5,676         | \$ -              | ■  | \$ 45,371        | \$ 45,371        | 8.9%          | \$ (0)           |  |
| Education Reimbursement           | \$ 83            | \$ -             | \$ (83)           | ■  | \$ 917           | \$ 500           | 0.1%          | \$ (417)         |  |
| Employer's Contribution - Group   | \$ 3,393         | \$ 3,395         | \$ 2              | ■  | \$ 38,529        | \$ 41,857        | 8.2%          | \$ 3,328         |  |
| Employer's Contribution - PERF    | \$ 2,293         | \$ 2,293         | \$ 0              | ■  | \$ 18,332        | \$ 18,330        | 3.6%          | \$ (2)           |  |
| Employer's Share - FICA           | \$ 2,641         | \$ 2,446         | \$ (195)          | ■  | \$ 21,064        | \$ 21,041        | 4.1%          | \$ (23)          |  |
| Unemployment Compensation         | \$ 100           | \$ -             | \$ (100)          | ■  | \$ 1,100         | \$ -             | 0.0%          | \$ (1,100)       |  |
| Office Supplies                   | \$ 217           | \$ 240           | \$ 23             | ■  | \$ 2,387         | \$ 2,608         | 0.5%          | \$ 221           |  |
| Operating Supplies                | \$ 192           | \$ 172           | \$ (20)           | ■  | \$ 2,108         | \$ 1,632         | 0.3%          | \$ (476)         |  |
| Other Supplies                    | \$ 151           | \$ 146           | \$ (5)            | ■  | \$ 1,661         | \$ 1,886         | 0.4%          | \$ 225           |  |
| Professional Services             | \$ 158           | \$ 286           | \$ 128            | ■  | \$ 9,843         | \$ 15,559        | 3.0%          | \$ 5,717         |  |
| Professional Services - Materials | \$ 91            | \$ -             | \$ (91)           | ■  | \$ 5,026         | \$ 5,158         | 1.0%          | \$ 132           |  |
| Legal Services                    | \$ 83            | \$ -             | \$ (83)           | ■  | \$ 917           | \$ 882           | 0.2%          | \$ (35)          |  |
| Communication & Transportation    | \$ 15            | \$ 27            | \$ 12             | ■  | \$ 465           | \$ 652           | 0.1%          | \$ 187           |  |
| Postage                           | \$ 23            | \$ 1             | \$ (22)           | ■  | \$ 254           | \$ 260           | 0.1%          | \$ 7             |  |
| Professional Meetings             | \$ 50            | \$ -             | \$ (50)           | ■  | \$ 550           | \$ 25            | 0.0%          | \$ (525)         |  |
| Telephone and Internet            | \$ 318           | \$ 231           | \$ (88)           | ■  | \$ 3,502         | \$ 2,524         | 0.5%          | \$ (978)         |  |
| Travel Expense                    | \$ 75            | \$ 143           | \$ 68             | ■  | \$ 825           | \$ 1,277         | 0.2%          | \$ 452           |  |
| Advertising Public Notices        | \$ 8             | \$ -             | \$ (8)            | ■  | \$ 88            | \$ 44            | 0.0%          | \$ (44)          |  |
| Insurance                         | \$ -             | \$ -             | \$ -              | ■  | \$ 10,400        | \$ 9,395         | 1.8%          | \$ (1,005)       |  |
| Official Bonds                    | \$ -             | \$ -             | \$ -              | ■  | \$ 1,900         | \$ 1,708         | 0.3%          | \$ (192)         |  |
| Electricity                       | \$ 2,060         | \$ 2,036         | \$ (24)           | ■  | \$ 22,195        | \$ 22,639        | 4.4%          | \$ 444           |  |
| Gas                               | \$ 283           | \$ 411           | \$ 128            | ■  | \$ 4,262         | \$ 4,476         | 0.9%          | \$ 214           |  |
| Waste Disposal                    | \$ 121           | \$ -             | \$ (121)          | ■  | \$ 1,331         | \$ 1,599         | 0.3%          | \$ 268           |  |
| Water                             | \$ 315           | \$ 293           | \$ (22)           | ■  | \$ 3,465         | \$ 3,240         | 0.6%          | \$ (225)         |  |
| R&M Building & Structures         | \$ 2,052         | \$ 1,080         | \$ (972)          | ●  | \$ 27,928        | \$ 31,087        | 6.1%          | \$ 3,159         |  |
| R&M Equipment                     | \$ 50            | \$ 28            | \$ (22)           | ■  | \$ 550           | \$ 478           | 0.1%          | \$ (72)          |  |
| Rentals                           | \$ 4             | \$ -             | \$ (4)            | ■  | \$ 44            | \$ 40            | 0.0%          | \$ (4)           |  |
| Dues                              | \$ 320           | \$ -             | \$ (320)          | ●  | \$ 1,000         | \$ 632           | 0.1%          | \$ (368)         |  |
| Transfer to LIRF                  | \$ -             | \$ -             | \$ -              | ■  | \$ -             | \$ -             | 0.0%          | \$ -             |  |
| Furniture and Equipment           | \$ 400           | \$ 393           | \$ (7)            | ■  | \$ 4,400         | \$ 3,629         | 0.7%          | \$ (772)         |  |
| Books                             | \$ 1,833         | \$ 3,482         | \$ 1,648          | ●  | \$ 20,167        | \$ 24,856        | 4.9%          | \$ 4,689         |  |
| Nonprinted Materials              | \$ 1,250         | \$ 1,115         | \$ (135)          | ■  | \$ 13,750        | \$ 13,385        | 2.6%          | \$ (365)         |  |
| Periodicals and Newspapers        | \$ 3,117         | \$ 3,024         | \$ (93)           | ■  | \$ 4,283         | \$ 4,472         | 0.9%          | \$ 189           |  |
| <b>TOTALS</b>                     | <b>\$ 56,220</b> | <b>\$ 53,209</b> | <b>\$ (3,011)</b> | ●  | <b>\$498,556</b> | <b>\$510,913</b> | <b>100.0%</b> | <b>\$ 12,357</b> | ●                                      |

|   |   |  |   |
|---|---|--|---|
| Difference is at least \$250 more favorable than projection | ● | ... at least \$3000 more favorable ... | ● |
| Difference is within \$250 of projection                    | ■ | ... within \$3000 ...                  | ■ |
| Difference is at least \$250 less favorable than projection | ● | ... at least \$3000 less favorable ... | ● |

# Projected vs Actual Receipts (Operating Fund)

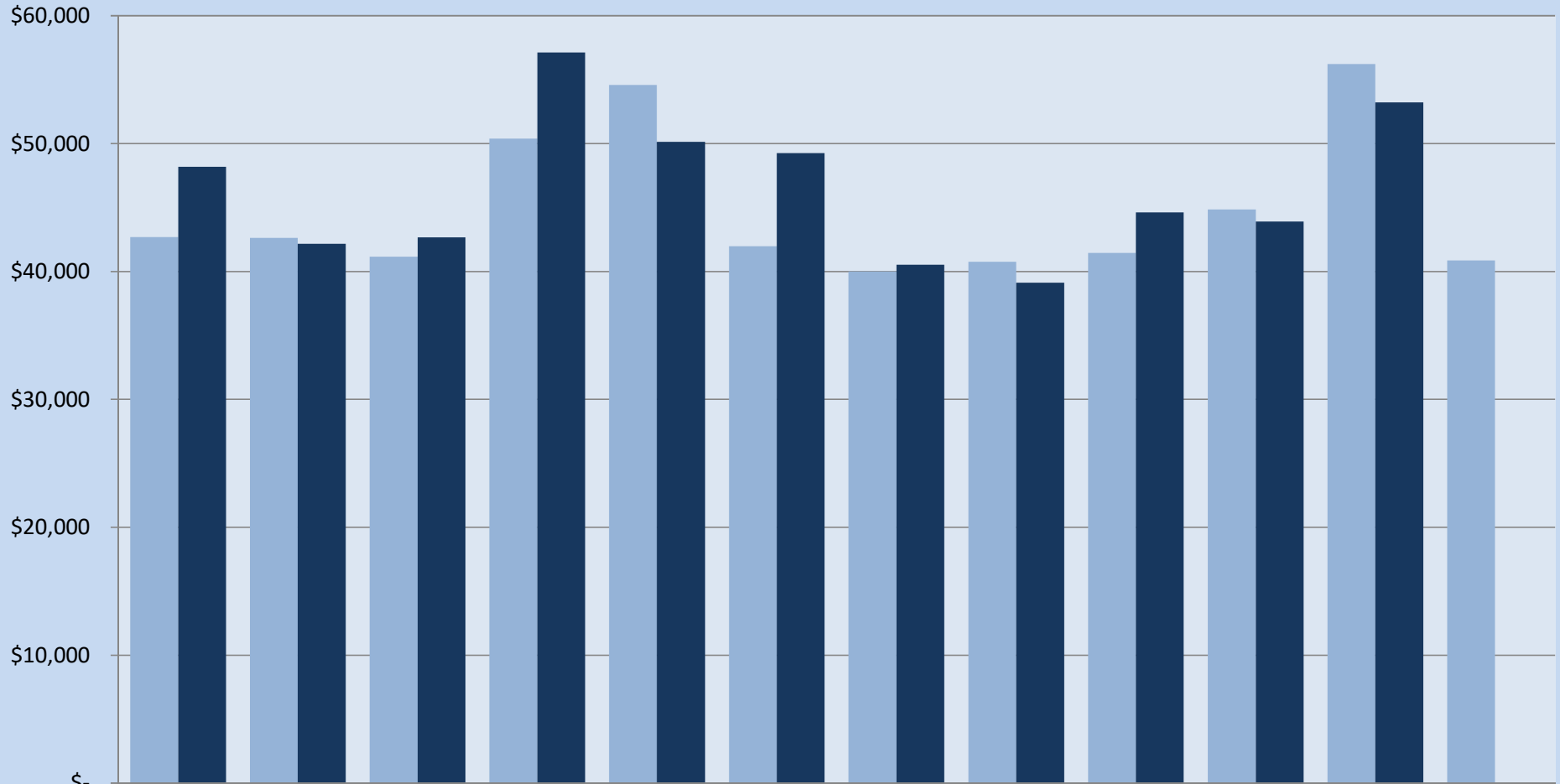


# Projected vs Actual Receipts (Operating Fund Running Totals)



|           | Jan      | Feb      | Mar      | Apr      | May      | Jun       | Jul       | Aug       | Sep       | Oct       | Nov       | Dec       |
|-----------|----------|----------|----------|----------|----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|
| Projected | \$14,742 | \$29,483 | \$44,225 | \$58,966 | \$73,708 | \$289,187 | \$303,928 | \$318,670 | \$333,411 | \$348,153 | \$362,894 | \$526,195 |
| Actual    | \$17,505 | \$32,376 | \$47,441 | \$62,410 | \$77,956 | \$318,742 | \$334,380 | \$349,798 | \$365,059 | \$380,491 | \$395,644 |           |

# Projected vs Actual Expenditures (Operating Fund)



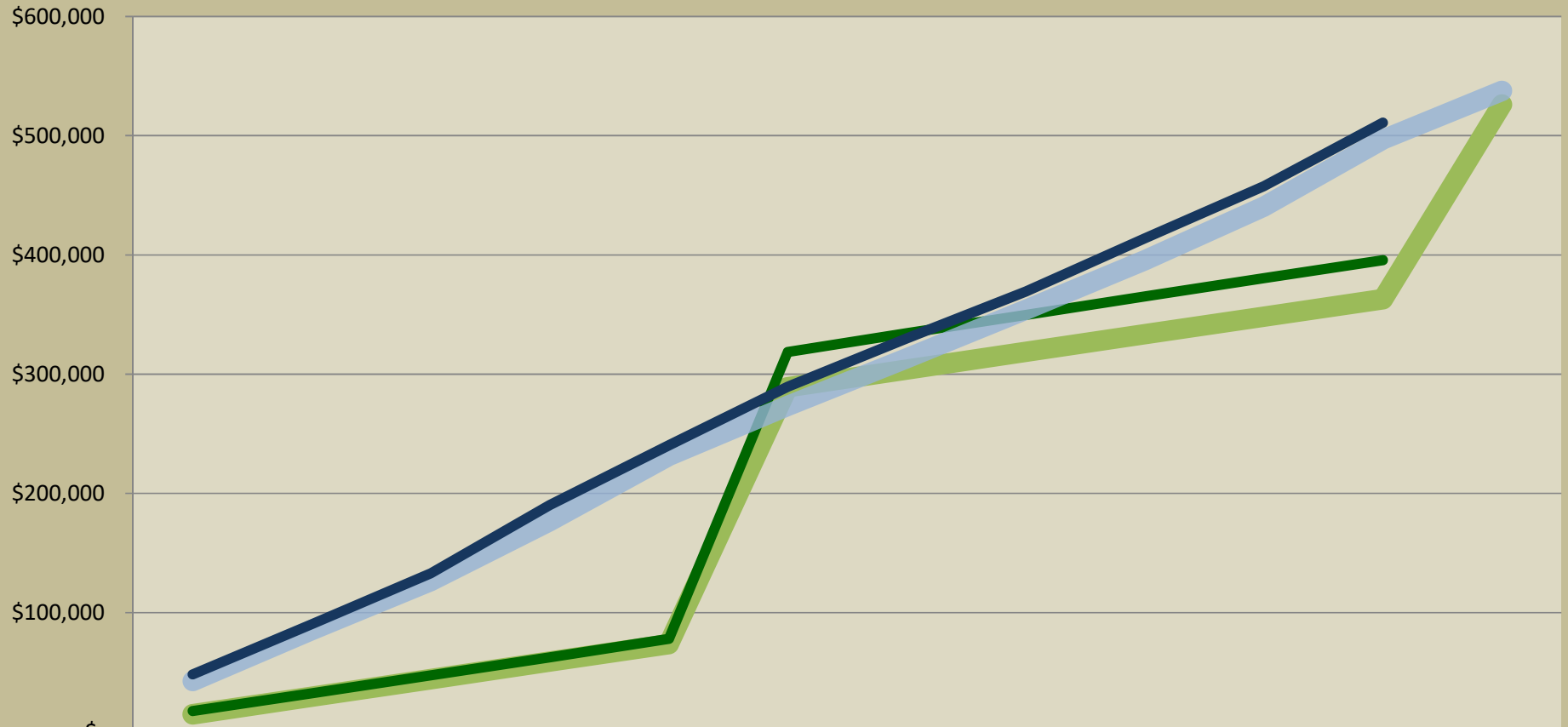
|           | Jan      | Feb      | Mar      | Apr      | May      | Jun      | Jul      | Aug      | Sep      | Oct      | Nov      | Dec      |
|-----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|
| Projected | \$42,695 | \$42,626 | \$41,139 | \$50,383 | \$54,586 | \$41,974 | \$39,995 | \$40,756 | \$41,447 | \$44,851 | \$56,220 | \$40,862 |
| Actual    | \$48,196 | \$42,166 | \$42,656 | \$57,128 | \$50,135 | \$49,241 | \$40,531 | \$39,129 | \$44,626 | \$43,897 | \$53,209 | \$-      |

# Projected vs Actual Expenditures (Operating Fund Running Totals)



|           | Jan      | Feb      | Mar       | Apr       | May       | Jun       | Jul       | Aug       | Sep       | Oct       | Nov       | Dec       |
|-----------|----------|----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|
| Projected | \$42,695 | \$85,321 | \$126,460 | \$176,843 | \$231,429 | \$273,403 | \$313,397 | \$354,153 | \$395,600 | \$440,451 | \$496,671 | \$537,533 |
| Actual    | \$48,196 | \$90,362 | \$133,017 | \$190,146 | \$240,281 | \$289,522 | \$330,052 | \$369,182 | \$413,808 | \$457,705 | \$510,913 |           |

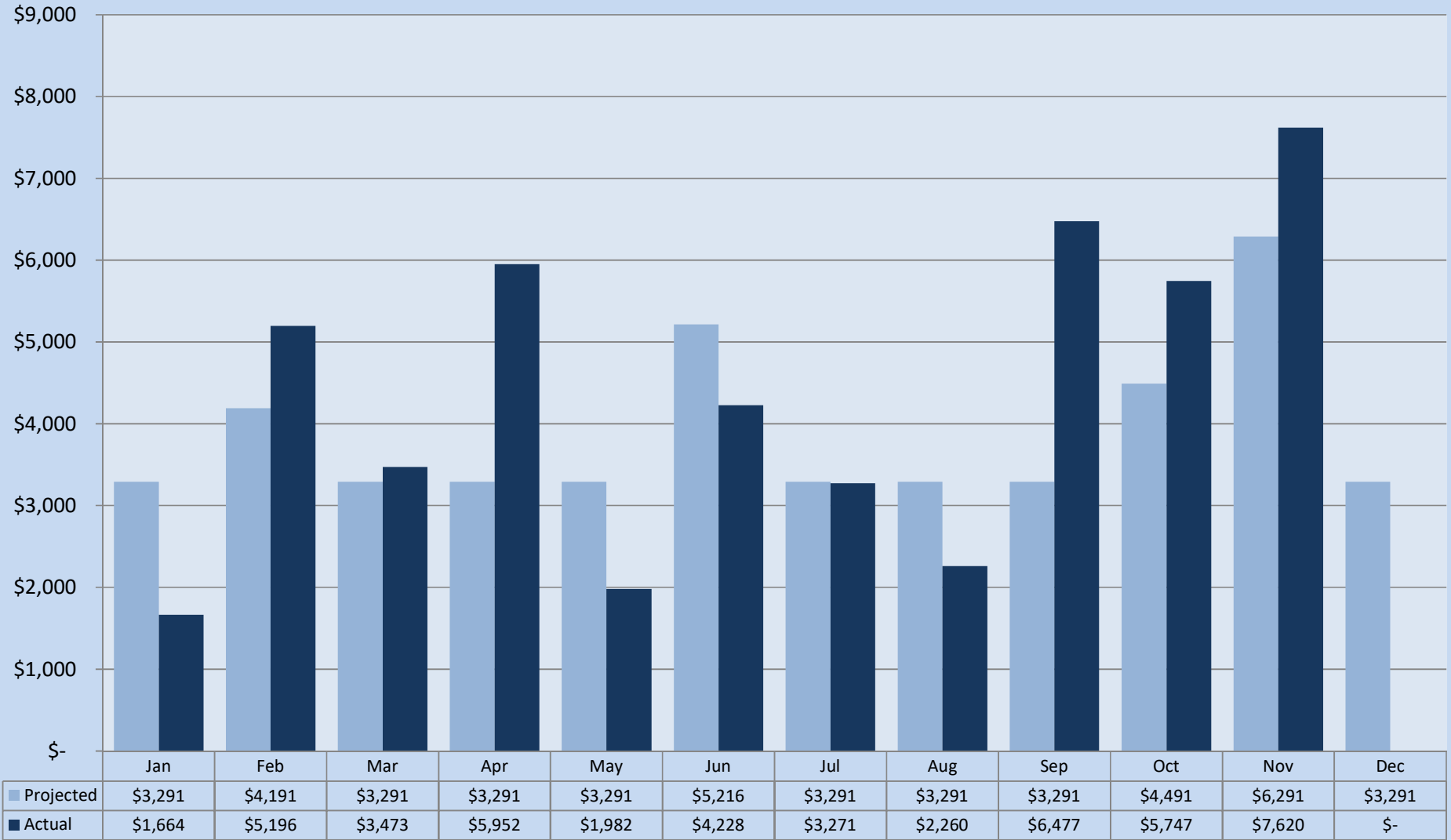
# Actual Receipts vs Expenditures (Operating Fund Running Totals)



|            | Jan      | Feb      | Mar       | Apr       | May       | Jun       | Jul       | Aug       | Sep       | Oct       | Nov       | Dec       |
|------------|----------|----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|
| Proj Rcpts | \$14,742 | \$29,483 | \$44,225  | \$58,966  | \$73,708  | \$289,187 | \$303,928 | \$318,670 | \$333,411 | \$348,153 | \$362,894 | \$526,195 |
| Rcpts      | \$17,505 | \$32,376 | \$47,441  | \$62,410  | \$77,956  | \$318,742 | \$334,380 | \$349,798 | \$365,059 | \$380,491 | \$395,644 |           |
| Proj Exp   | \$42,695 | \$85,321 | \$126,460 | \$176,843 | \$231,429 | \$273,403 | \$313,397 | \$354,153 | \$395,600 | \$440,451 | \$496,671 | \$537,533 |
| Exp        | \$48,196 | \$90,362 | \$133,017 | \$190,146 | \$240,281 | \$289,522 | \$330,052 | \$369,182 | \$413,808 | \$457,705 | \$510,913 |           |



## Projected vs Actual Material Expenditures (Operating Fund)



## Projected vs Actual Material Expenditures (Operating Fund Running Totals)



|           | Jan     | Feb     | Mar      | Apr      | May      | Jun      | Jul      | Aug      | Sep      | Oct      | Nov      | Dec      |
|-----------|---------|---------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|
| Projected | \$3,291 | \$7,482 | \$10,773 | \$14,064 | \$17,355 | \$22,571 | \$25,862 | \$29,153 | \$32,444 | \$36,935 | \$43,226 | \$46,517 |
| Actual    | \$1,664 | \$6,860 | \$10,333 | \$16,285 | \$18,266 | \$22,495 | \$25,766 | \$28,026 | \$34,503 | \$40,250 | \$47,870 |          |