

**MID-HUDSON LIBRARY SYSTEM**

**MONTHLY FINANCIAL REPORT**

**December 31, 2005**

**Prepared for the Board of Trustees**

**Statement of Financial Position**

**Receipts & Disbursements Summary**

**General Fund**

**Capital Fund for Automation**

Date Prepared: January 11, 2006

**STATEMENT OF FINANCIAL POSITION - DECEMBER 31, 2005**  
**RECEIPTS AND DISBURSEMENTS**

**Cash Balance**

12/1/2005

**\$288,300**

**RECEIPTS**

Dutchess County	OASAS	6,833	
	County Funds	102,367	
			109,200
Printing		4,622	
Tech Support		445	
Equipment Loan		65	
Property Rental		350	
Miscellaneous		195	
Video Clean/Repair		199	
ILL Fees		165	
Automation		883	
SUB-TOTAL			6,924

Expense Credits:

Medical Reimbursement		138	
Equipment Pass-thru		534	
Misc.Reimbursement		84	
Postage/Phone		59	
Workshop		40	
Computer Serv.Contract (SAM)		6,251	
SUB-TOTAL			7,106

SUB-TOTAL RECEIPTS 123,230

Certificates of Deposits:

Proceeds		492,000	
Interest		1,754	
SUB-TOTAL			<u>493,754</u>

Cash Receipts #4644-4712 616,984

Interest Income

Regular Checking Account		34	
Money Market Savings		73	
Automation Capital Savings		31	
SUB-TOTAL			<u>138</u>

**TOTAL RECEIPTS 617,122**

**TOTAL CASH AVAILABLE 905,422**

**DISBURSEMENTS**

Regular Checks	#67820-67987	406,632
Electronic Trnsfr - NYS Retirement		0
Electronic Transfer-PR taxes		27,375
Payroll Checks	#7137-7168/DD 3267-3329	76,548
Bank Fees		108
Investments - Certificates of Deposit		219,000

**TOTAL DISBURSEMENTS 729,663**

**Cash Balance**

12/31/2005

**\$175,759**

**STATEMENT OF FINANCIAL POSITION - DECEMBER 31, 2005**

**CASH AND INVESTMENTS-AS OF END OF MONTH**

**CASH IN BANK**

Regular Checking Account	30,913
Payroll Checking Account	26,578
Money Market Savings	83,576
Automation Capital Savings	34,692

TOTAL CASH IN BANK 175,759

Petty Cash Fund 0  
TOTAL CASH AVAILABLE 175,759

**INVESTMENTS**

Certificates of Deposit-MHLS

Due 01/4/06 34 Days at 4.21%	75,000
Due 01/18/06 184 Days at 3.72%	500,000
Due 01/31/06 41 Days at 4.18%	144,000

TOTAL INVESTMENTS-MHLS 719,000

Certificates of Deposit-Automation

0

TOTAL INVESTMENTS-AUTOMATION 0

**TOTAL CASH AND INVESTMENTS** \$894,759

Total Cash and Investments - 12/31/2004: \$962,504

**TRANSFERS**

Transfer from Regular Account	52,000
Transfer from Money Market	0
TOTAL TRANSFERS	<u>52,000</u>

**RECEIPTS SUMMARY - DECEMBER 31, 2005**

	2004	2005				
	Actual	Budget	Adjusted Budget	Actual 12/31/2005	Balance \$	Balance %
<u>Basic Operations</u>						
Basic System State Aid	1,411,817	1,501,458	1,504,350	1,519,247	-14,897	-1%
Interest	13,738	10,000	10,000	15,857	-5,857	-59%
Gifts & Donations	0	0	1,200	1,200		
Printing	30,537	26,000	26,000	28,351	-2,351	-9%
Automated Network	129,579	155,012	155,012	173,224	-18,212	-12%
Miscellaneous	34,054	60,000	60,000	50,276	9,724	16%
Total Basic Operations	1,619,725	1,752,470	1,756,562	1,788,155	-31,593	-2%
<u>State Aid Directed</u>						
Correctional Facilities(State)	82,427	80,346	86,947	86,947	0	0%
Coordinated Outreach	112,889	117,578	119,086	119,086	0	0%
Construction Grant	0	0	0	0	0	
Technology Grant	0		0	0		
County Jails	4,404	4,404	4,820	4,820	0	0%
Summer Reading Grant	0	0	0	0		
Total State Aid Directed	199,720	202,328	210,853	210,853	0	0%
<u>Project Grants</u>						
LSTA(Library Serv. & Tech)	53,142	0	107,053	46,840	60,213	56%
OASAS	77,100	81,992	96,908	84,712	12,196	13%
Other	32,487		12,325	9,700	2,625	
Total Project Grants	162,729	81,992	216,286	141,252	75,034	35%
Total Basic Operations	1,982,174	2,036,790	2,183,701	2,140,260	43,441	2%
<u>Pass-Through Funds</u>						
Local Library Services Aid	170,283	199,162	203,874	224,650	-20,776	-10%
Central Library Develop. Aid	177,327	186,660	187,214	187,214	0	0%
Central Book Aid(CBA)	67,925	71,500	71,500	71,500	0	0%
Grants in Aid	230,000	0	145,900	145,900	0	
Total Pass Through	645,535	457,322	608,488	629,264	-20,776	-3%
Automation-Capital Develop	0	0	0	0	0	
Total Receipts	2,627,709	2,494,112	2,792,189	2,769,524	22,665	1%

**DISBURSEMENTS SUMMARY - DECEMBER 31, 2005**

	2004	2005					
	Actual	Budget	Adjusted Budget	Encumb.	Actual 12/31/2005	Balance \$	Balance %
<u>Basic Operations</u>							
Personnel Costs	855,468	739,049	739,049	0	736,647	2,402	0%
Employee Benefits	459,534	449,061	449,061	0	417,855	31,206	7%
Library Material & Binding	8,225	10,100	13,119	44	7,623	5,452	42%
Grants to Member Libraries	90,152	56,775	56,775	0	76,752	-19,977	-35%
Capital Expenditures	15,609	13,000	15,566	50	8,982	6,534	42%
Operation & Maintenance	77,053	80,669	80,669	0	90,579	-9,910	-12%
Automotive Expenses	18,898	4,208	4,208	0	3,799	409	10%
Postage & Telephone	43,170	38,300	38,300	0	34,766	3,534	9%
Publicity & Printing	40,324	33,500	33,780	106	28,350	5,324	16%
Office Equipment & Maint.	166,717	162,127	174,127	4,000	249,900	-79,773	-46%
Office Supplies & Expense	22,078	18,700	19,776	0	9,825	9,951	50%
Travel & Dues	32,957	26,580	26,752	0	28,270	-1,518	-6%
Miscellaneous	60,428	201,280	201,280	0	190,071	11,209	6%
Total Basic Operations	1,890,613	1,833,349	1,852,462	4,200	1,883,419	-35,157	-2%
<u>State Aid-Directed</u>							
Correctional Facilities	78,903	80,346	94,625	13,644	80,291	690	1%
Coordinated Outreach	112,668	117,578	129,437	2,386	123,736	3,315	3%
County Jails	5,466	4,404	5,223	1,545	3,652	26	0%
Total State Aid Directed	197,037	202,328	229,285	17,575	207,679	4,031	2%
<u>Project Grants</u>							
LSTA(Libr.Serv & Technolog	58,345	0	104,420	0	79,300	25,120	24%
OASAS	82,902	81,992	83,483	690	81,726	1,067	1%
Other	19,079	0	10,737	360	10,430	-53	0%
Total Project Grants	160,326	81,992	198,640	1,050	171,456	26,134	13%
Total Basic Operations, State Aid Directed & ProjectGrants	2,247,976	2,117,669	2,280,387	22,825	2,262,554	-4,992	0%
<u>Pass-Through Funds</u>							
Local Library Aid(LLSA)	191,054	199,162	203,874	0	203,874	0	0%
Central Library Dev. Aid	177,327	186,660	186,660	0	187,214	-554	0%
Central Book Aid(CBA)	67,925	71,500	71,500	0	71,500	0	0%
Grant In Aid	230,000	0	117,900	0	117,900	0	0%
Total Pass Thru Funds	666,306	457,322	579,934	0	580,488	-554	0%
Automation Capital Dev.	0	0	0	0	0	0	0%
Total Disbursements	2,914,282	2,574,991	2,860,321	22,825	2,843,042	-5,546	0%

**MHLS AUTOMATED NETWORK-PARTICIPANTS COSTS  
RECEIPTS & DISBURSEMENTS - DECEMBER 31, 2005**

	2004	2005			
	Actual	Adjusted Budget	Actual 12/31/2005	Balance \$ 12/31/2005	Balance % 12/31/2005
<b>RECEIPTS</b>					
Maintenance (Participants' Equipment)	33,616	35,116	38,954	-3,838	-11%
Circulation	63,945	65,976	72,422	-6,446	-10%
Miscellaneous	436	0	0	0	
<b>Total Receipts from Participants</b>	<b>97,997</b>	<b>101,092</b>	<b>111,376</b>	<b>-10,284</b>	<b>-10%</b>

	2004	2005			
	Actual	Adjusted Budget	Actual 12/31/2005	Balance \$ 12/31/2005	Balance % 12/31/2005
<b>DISBURSEMENTS</b>					
Maintenance (Participants' Equipment)	106,108	91,000	111,725	-20,725	-23%
Telephone (Dedicated Circuits)	20,328	13,800	13,622	178	
<b>Total Disbursements for Participants</b>	<b>126,436</b>	<b>104,800</b>	<b>125,347</b>	<b>-20,547</b>	<b>-20%</b>

**GENERAL OPERATING FUND**

	2004	2005				2006	2006
	Actual	Starting Budget	Adjusted Budget	Actual as of 12/31/2005	Estimated For 12/31/05	PASSED Budget	AMENDED Budget
Fund Balance Jan 1	1,233,532	937,804	937,804	937,804	937,804	839,413	864,286
<u>Fund Changes Jan.-Dec.</u>							
Basic Operations	-270,888	-80,879	-95,900	-95,264	-95,264	<b>-8,075</b>	<b>11,044</b>
State Aid Directed	2,683	0	-18,432	3,174	3,174	0	0
Project Grants	2,403	0	17,646	-30,204	-30,204	0	0
Pass-Through Funds	-20,771	0	28,554	48,776	48,776	0	0
Increase or Decrease To Fund Balance	-286,573	-80,879	-68,132	-73,518	-73,518	-8,075	11,044
To Capital Fund	-9,155			0	0		
From Capital Fund							
Fund Balance Dec.31	937,804	856,925	869,672	864,286	864,286	<b>831,338</b>	<b>875,330</b>

**CAPITAL FUND FOR TELECOM-MHLS**

	2004	2005			
	Actual	Starting Budget	Adjusted Budget	Actual as of 12/31/2005	Estimated for 12/31/2005
Fund Balance Jan 1	25,312	34,571	34,571	34,571	34,571
Increases	0	0	0	0	0
Interest earned	104	0	150	121	150
E-Rate Refund (Trnsfr from Gen.Fund)	9,155			0	
Payments for central site upgrades	0			0	0
To General Fund	0	0	0	0	0
From General Fund	0			0	0
From Capital Fund Autom-Members					
Fund Balance Dec 31	34,571	34,571	34,721	34,692	34,721