

# MID-HUDSON LIBRARY SYSTEM

## MONTHLY FINANCIAL REPORT

May 31, 2009

### Summary

#### Cash and Cash Equivalents

	Current Month Ended	Previous Month Ended	Change \$	Change %
Total Operating	629,681	799,722	-170,041	-21.26%
Capital - MHLS	51,113	51,105	8	0.02%
Capital - Members	80,182	73,270	6,912	9.43%
<b>Total</b>	<b>760,976</b>	<b>924,097</b>	<b>-163,121</b>	<b>-17.65%</b>

#### Fund Balances

	Current Month Ended	Previous Month Ended	Change \$	Change %
Basic Operations	647,356	822,667	-175,311	-21.31%
Total Fund Balance	629,537	814,800	-185,263	-22.74%

Total Receipts for the month were \$25,254.

Total Disbursements for the month were \$188,375.

The amount of interfund loans from Operating Funds for the month were \$0.

**STATEMENT OF FINANCIAL POSITION - MAY 31, 2009  
RECEIPTS AND DISBURSEMENTS**

**Cash Balance**

5/1/2009

**\$924,047**

**RECEIPTS**

Various	Battle of Books	1,055	
New York State	Bldg.Your Base-Phase II	2,211	
	Summer Reading	2,400	
Dutchess County	OASAS	7,415	13,081
Printing		745	
Equipment Loan		95	
Video Clean/Repair		60	
Property Rental		1,200	
Miscellaneous		62	
ILL Charges		75	
Databases		5,000	
Automation		3,625	
SUB-TOTAL			10,862

Expense Credits:

Misc. Reimbursements		931	
Workshops		60	
SUB-TOTAL			991

SUB-TOTAL RECEIPTS 24,934

Certificates of Deposits:

Proceeds		0	
Interest		0	
SUB-TOTAL			<u>0</u>

Cash Receipts #8840-8950 24,934

Interest Income

Regular Checking Account		8	
Money Market Savings		292	
Capital Savings - MHLS		8	
Capital Savings - Members		12	
SUB-TOTAL			<u>320</u>

**TOTAL RECEIPTS 25,254**

**TOTAL CASH AVAILABLE 949,301**

**DISBURSEMENTS**

Regular Checks	#73420-73500	62,352
Electronic Transfer - NYS Retirement		0
Electronic Transfer - PR taxes		21,323
Electronic Transfer - H.R. Transports		19,772
Payroll Checks	#8240-8265/DD 5092-5157	84,740
Bank Fees		188
Investments - Certificates of Deposit		0

**TOTAL DISBURSEMENTS 188,375**

**Cash Balance**

5/31/2009

**\$760,926**

**STATEMENT OF FINANCIAL POSITION - MAY 31, 2009**

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

**CASH IN BANK**

Regular Checking Account	30,163
Payroll Checking Account	832
Money Market Savings	598,636
Capital Savings - MHLS	51,113
Capital Savings - Members	80,182

TOTAL CASH IN BANK 760,926

Petty Cash Fund 50

**TOTAL CASH AVAILABLE 760,976**

**INVESTMENTS**

Certificates of Deposit-MHLS

**TOTAL INVESTMENTS-MHLS 0**

Certificates of Deposit-Automation

0

**TOTAL INVESTMENTS-AUTOMATION 0**

**TOTAL CASH AND INVESTMENTS \$760,976**

Total Cash and Investments - 5/31/2008: \$761,579

***TRANSFERS***

Transfer from Regular Account	6,900
Transfer from Money Market	58,000
<b>TOTAL TRANSFERS</b>	<b><u>64,900</u></b>

**RECEIPTS SUMMARY - MAY 31, 2009**

	2008	2009				
	Actual	Budget	Adjusted Budget	Actual 5/31/2009	Balance \$	Balance 58%
<b><u>Basic Operations</u></b>						
System Operating Aid	1,740,184	1,546,238	1,546,238	0	1,546,238	100%
Interest	28,137	30,000	30,000	2,062	27,938	93%
Gifts & Donations	0	0	0	0	0	N/A
Printing	26,165	28,000	28,000	4,429	23,571	84%
Automated Network Reimburse.	363,683	345,613	345,613	101,391	244,222	71%
Miscellaneous	76,974	63,750	63,750	17,889	45,861	72%
<b>Total Basic Operations</b>	<b>2,235,143</b>	<b>2,013,601</b>	<b>2,013,601</b>	<b>125,771</b>	<b>1,887,830</b>	<b>94%</b>
<b><u>State Aid Directed</u></b>						
Coordinated Outreach	120,951	99,180	111,275	0	111,275	100%
Correctional Facilities	84,282	69,111	77,539	0	77,539	100%
County Jails	4,990	4,990	4,990	0	4,990	100%
Construction/Server Grants	60,974	0	0	0	0	N/A
Member Item/Digital Press	13,500		0	0		
<b>Total State Aid Directed</b>	<b>284,697</b>	<b>173,281</b>	<b>193,804</b>	<b>0</b>	<b>193,804</b>	<b>100%</b>
<b><u>Project Grants</u></b>						
LSTA/Library Serv. & Tech)	60,003	0	29,567	4,611	24,956	84%
OASAS Grants	103,194	88,986	110,922	58,739	52,183	47%
Other Grants	119,347		80,729	16,015	64,714	80%
<b>Total Project Grants</b>	<b>282,544</b>	<b>88,986</b>	<b>221,218</b>	<b>79,366</b>	<b>141,853</b>	<b>64%</b>
<b>Transfers from Capital</b>	<b>9,000</b>	<b>0</b>	<b>0</b>	<b>0</b>		
<b>TOTAL RECEIPTS</b>	<b>2,811,384</b>	<b>2,275,868</b>	<b>2,428,623</b>	<b>205,136</b>	<b>2,223,487</b>	<b>92%</b>
<b>From Fund Balance</b>		<b>218,545</b>	<b>205,950</b>			
<b>GRAND TOTAL RECEIPTS</b>	<b>2,811,384</b>	<b>2,494,413</b>	<b>2,634,573</b>	<b>205,136</b>	<b>2,223,487</b>	<b>84%</b>

**DISBURSEMENTS SUMMARY - MAY 31, 2009**

	2008	2009					
	Actual	Budget	Adjusted Budget	Encumb.	Actual 5/31/2009	Balance \$	Balance 58%
<b><u>Basic Operations</u></b>							
Personnel Costs	867,301	883,570	883,570	0	382,437	501,133	57%
Employee Benefits	367,025	387,753	387,753	0	119,903	267,850	69%
Library Material/Databases	172,753	168,873	168,873	673	69,518	98,682	58%
Grants to Member Libraries	54,150	48,500	48,500	0	18,892	29,608	61%
Capital Expenditures	23,973	12,500	16,240	5,725	7,801	2,714	17%
Operation & Maintenance	77,862	79,700	79,700	0	37,744	41,956	53%
Automotive Expenses	150	1,150	1,150	0	1,032	118	10%
Postage & Telephone	43,031	44,390	44,390	0	19,453	24,937	56%
Publicity & Printing	26,622	35,000	38,373	768	10,332	27,273	71%
Leases/Contracts	216,958	144,000	144,000	0	63,514	80,486	56%
Office Supplies & Expense	6,194	13,225	13,283	164	6,739	6,380	48%
Travel & Dues	35,128	34,900	34,900	0	10,417	24,483	70%
Delivery/Prof'l Fees	301,499	333,275	333,275	0	107,026	226,249	68%
Transfers to Capital Accts	52,880	46,000	46,000	0	15,353	30,648	67%
<b>Total Basic Operations</b>	<b>2,245,526</b>	<b>2,232,836</b>	<b>2,240,007</b>	<b>7,329</b>	<b>870,160</b>	<b>1,362,518</b>	<b>61%</b>
<b><u>State Aid-Directed</u></b>							
Coordinated Outreach	113,577	99,180	119,965	0	38,974	80,991	68%
Correctional Facilities	83,222	69,111	80,799	0	24,116	56,683	70%
County Jails	3,313	4,990	6,929	0	2,002	4,927	71%
Building Construction	45,784	0	0	0	0	0	N/A
<b>Total State Aid Directed</b>	<b>245,896</b>	<b>173,281</b>	<b>207,693</b>	<b>0</b>	<b>65,092</b>	<b>142,601</b>	<b>69%</b>
<b><u>Project Grants</u></b>							
LSTA(Libr.Serv & Technolog	56,310	0	28,055	0	3,000	25,055	89%
OASAS	89,954	88,296	91,752	1,410	27,255	63,087	69%
Other	131,550	0	67,066	0	1,838	65,228	97%
<b>Total Project Grants</b>	<b>277,814</b>	<b>88,296</b>	<b>186,873</b>	<b>1,410</b>	<b>32,093</b>	<b>153,370</b>	<b>82%</b>
<b>TOTAL DISBURSEMENTS</b>	<b>2,769,236</b>	<b>2,494,413</b>	<b>2,634,573</b>	<b>8,739</b>	<b>967,345</b>	<b>1,658,489</b>	<b>63%</b>

**REIMBURSEMENTS & PASS-THROUGHS**  
**MAY 31, 2009**

**REIMBURSEMENTS**

<b>Automated Network</b>	<b>Receipts</b>	<b>Disbursements</b>	<b>Balance</b>
BookLetters		2,835	-2,835
Syndetics			0
Recorded Books	10,139	28,000	-17,861
Title Source	5,768	6,155	-387
Gale-Price It/Chilton/Testing	13,473	19,949	-6,476
SAM			0
Teleforms		3,788	-3,788
Serials Solutions		9,419	-9,419
Heritage Quest			0
Ecommerce	6,221	5,962	259
<b>Total Reimbursements</b>	<b>35,601</b>	<b>76,108</b>	<b>-40,507</b>

**PASS-THROUGHS**

<b>Pass-Through Aid</b>	<b>Budget</b>	<b>Receipts</b>	<b>Disbursements</b>
Local Library Services Aid (LLSA)	207,232	0	0
Central Library Develop.Aid	194,910	0	0
Central Book Aid	69,453	0	0
Member Item Aid	0	0	0
<b>Total Pass-Through Aid</b>	<b>471,595</b>	<b>0</b>	<b>0</b>

**County Funds and Public Library Admin. Program**

<b>County Funds</b>	<b>Receipts</b>	<b>Disbursements</b>	<b>Balance</b>
Columbia County	32,500	32,500	0
Dutchess County	67,179	67,179	0
Ulster County (Prev Bal - 19,925)		19,925	0
<b>Total County Funds</b>	<b>99,679</b>	<b>119,604</b>	
<b>Public Library Admin. Program</b>	<b>18,900</b>	<b>17,800</b>	<b>1,100</b>

**PASS-THROUGH GRANTS AS FISCAL AGENT**

	<b>Receipts</b>	<b>Disbursements</b>	<b>Balance</b>
	0	0	0

	<b>Interest</b>	<b>Disbursements</b>	<b>Balance</b>
	0	0	0

**CAPITAL FUNDS - MAY 31, 2009**

CAPITAL FUND - MHLS	2008	2009		
	Actual	Starting Budget	Adjusted Budget	Actual as of 5/31/2009
Fund Balance Jan. 1	38,293	51,062	51,062	51,062
Receipts				
Interest	459	0	0	51
E-Rate Refund (Trnsfr from Gen.Fund)	21,310			0
Transfer from General Fund	0			0
Transfer To General Fund	-9,000			0
Fund Balance	51,062	51,062	51,062	51,113

CAPITAL FUND - MEMBERS	2008	2009		
	Actual	Starting Budget	Adjusted Budget	Actual as of 5/31/2009
Fund Balance Jan. 1	32,737	64,761	64,761	64,761
Receipts				
Interest	454			68
License Fees	31,570	36,000	36,000	15,353
Disbursements				
Fund Balace	64,761	100,761	100,761	80,182

License	1,500
Modules - 60%	46,606
Migration - 40%	31,071
Interest	1,005
	<u>80,182</u>