

Library Finance Summary

September 2016

Revenue

In September the library received donations from East Marlborough and Pennsbury totaling \$58K. Offsetting that was a transfer of \$5057 from the library Fund (020) to the Adult Literacy Fund (023) as the Home & Garden committee usually awards part of the net receipts from the event to ALP and this year they decided that it should be 15%. Further, a transfer of \$28K was made from Fund 021 to Fund 022 (which holds the investment portfolio). This transaction should have been made in August when this bequest donation was received and by not doing that we had a false sense of hope as to the progress of reducing the budgeted deficit.

YTD September 2016					
Revenue	Actual	Budget	% Chg	2015	% Chg
Governmental revenue	\$485,317	\$481,850	0.7%	\$451,350	7.5%
Library revenue	24,813	23,100	7.4%	24,409	1.7%
Donations/Grants	93,214	78,900	18.1%	60,496	54.1%
Transfer from/to other funds	(40,163)	-	NM	93,500	-143.0%
Total	\$563,180	\$583,850	-3.5%	\$629,755	-10.6%

The Adult Literacy Program (“ALP”) year-to-date revenue is 24 % ahead of budget due to donation and grant revenue and the Home & Garden transfer mentioned above. The program has benefited from \$59K and donations and grants this year.

Expenses

Library year-to-date expenses, before capital outlay, are now 3.3% higher than budget and 3% higher than 2015 expenses. The largest expense category, personnel services, is down 4% versus budget and 2% greater than 2015 and part of this reflects the vacation pay and comp time payout to the library director. The issue of concern continues to be library materials which is now 41% above budget and 12% higher than last year. We need to significantly curtail further expenses in this area for the

YTD September 2016					
Expense	Actual	Budget	% Chg	2015	% Chg
Personnel	\$ 375,254	\$ 391,573	-4.2%	\$ 368,804	1.7%
Materials	105,215	74,732	40.8%	94,206	11.7%
Facilities	49,948	53,475	-6.6%	50,437	-1.0%
Programming	24,378	13,000	87.5%	19,886	22.6%
Supplies	12,240	12,916	-5.2%	11,373	7.6%
All other	31,934	34,195	-6.6%	36,442	-12.4%
Total	598,968	579,890	3.3%	581,148	3.1%
Net, before Capital Outlays	(\$35,788)	\$ 3,960	-1003.7%	\$ 48,607	-173.6%
Capital Outlay					
Capital expenditures	\$ 9,408	\$ -	NM	\$ 91,904	-89.8%
Net	\$ (45,196)	\$ 3,960	-1241.2%	\$ (43,297)	NM

remainder of the year.

Programming costs are now 88% higher than budget at \$24.4K and 23% greater than last year and this reflects greater programming initiatives. While this is good in creating interest and attracting visits to the library, we will simply have to budget a higher amount for next year to continue these excellent programs.

On a year-to-date basis, ALP expenses are 19% greater than budget due to higher wage costs (along with the associated employer mandated SSI and MC costs) and ALP materials. It should be noted that the executive committee approved a request from the manager to increase her weekly hours from 20 to 30 hours per week and for the admin assistant an increase of five hours per week. These two had been volunteering many unpaid overtime hours trying to manage this successful program.

Net

The library “net” for the first nine months is \$(35.8)K (not including Capex), lower than budget of \$4K. The library has spent \$9K on capital outlay year-to-date. The ALP has benefited from very strong revenue slightly offset by higher expenses with a net that is at \$2.6K versus a budgeted net of \$160.

Cash Management

At the end of September there is less than one month of available cash on hand in the library account. It will be necessary to supplement the operating account with cash from the investment portfolio which would be the first time this year. It will be recommended to the Finance Committee that \$30,000 be transferred as soon as possible.

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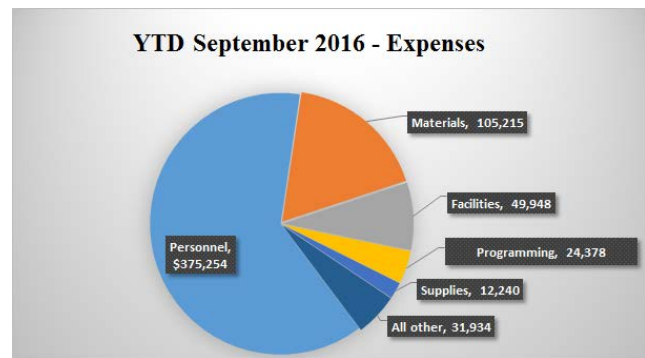
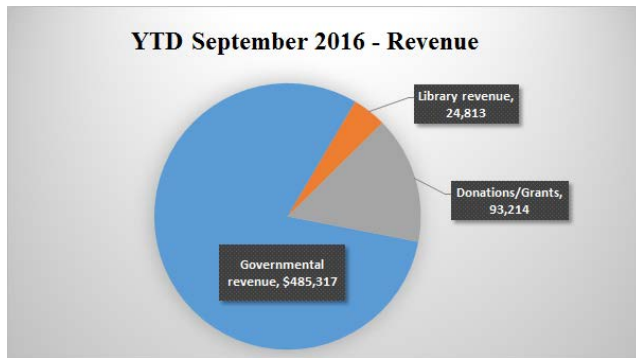
September 2016

ALP is also with positive cash at the end of September and \$8500 was received from the United Way in early October and that should satisfy the cash needs for the next one or two months.

The investment portfolio has increased \$173K since the start of the year (even including withdrawals during the year) although September performance was weak with lower pricing across all four funds.

September 2016					
Fund Balances	BTML (020)	CapRes (021)	ALP (023)	LSTA (329)	Total
Beg of Year Fund Balance	\$ 116,479	\$ (4,884)	\$ 12,423	\$ 3,837	\$ 127,855
Chg in Cash	\$ (49,589)	\$ 13,595	\$ (2,113)	\$ -	\$ (38,106)
September 2016 Cash Balance	\$ 66,891	\$ 8,711	\$ 10,310	\$ -	\$ 85,912
Beg of Year Investment Balance		\$ 2,742,529			\$ 2,742,529
Restricted Account		805,246			805,246
McMullan Account		268,052		Six diabetes	268,052
Wellesley		1,733,720			1,733,720
Exelon Account		108,451			108,451
Current Investment Balance	\$ -	\$ 2,915,468	\$ -	\$ -	\$ 2,915,468
Chg in Investment Balance	\$ -	\$ 172,939	\$ -	\$ -	\$ 172,939
Total Fund Balance	\$ 66,891	\$ 2,924,179	\$ 10,310	\$ 0	\$ 3,001,380
Last Month	\$ 133,263	\$ 2,928,853	11,952	0	3,074,068
Change from last month	(\$66,372)	(\$4,673)	(\$1,642)	\$0	(\$72,688)

William C McLachlan
Treasurer



Summary of Accounts

Account	September	2016			2015
	Current month	YTD	Budget	% chg	YTD
Revenue					
BTML - 020	\$ 28,415	\$ 563,180	\$ 583,850	-3.5%	\$ 629,755
Capital Reserve -021	\$ 0	\$ 16,002	\$ -	NM	\$ (27,759)
Adult Literacy - 023	\$ 5,590	\$ 59,056	\$ 47,480	24.4%	\$ 53,153
Total Revenue	\$ 34,005	\$ 638,238	\$ 631,330	1.1%	\$ 655,149
Expense					
BTML - 020	\$ 93,383	\$ 608,376	\$ 579,890	4.9%	\$ 673,052
Capital Reserve -021	\$ 814	\$ 69,907	\$ -	NM	\$ 26,982
Adult Literacy - 023	\$ 7,232	\$ 56,469	\$ 47,320	19.3%	\$ 21,490
Total Expense	\$ 101,429	\$ 734,752	\$ 627,210	17.1%	\$ 721,524
Net					
BTML - 020	\$ (64,968)	\$ (45,196)	\$ 3,960	-1241.2%	\$ (43,297)
Capital Reserve -021	\$ (813)	\$ (53,905)	\$ -	NM	\$ (54,740)
Adult Literacy - 023	\$ (1,642)	\$ 2,587	\$ 160	1512.3%	\$ 31,663
Total Net	\$ (67,423)	\$ (96,515)	\$ 4,121	-2442.2%	\$ (66,374)

Expenses are inclusive of capital outlays