



**Woodlands Library Cooperative**  
**Budget vs. Actual**  
 March 2017

	Total	Budget	\$ Remaining	% of Budget
<b>Income</b>				
566.00 Direct State Aid	\$0.00	\$286,340.00	\$286,340.00	0.0%
587.00 State Aid	\$0.00	\$284,209.00	\$284,209.00	0.0%
607.00 Associate Membership	\$1,800.00	\$1,800.00	\$0.00	100.0%
665.00 Interest earned	\$370.02	\$1,800.00	\$1,429.98	20.6%
687.01 Miscellaneous	\$46.62	\$0.00	-\$46.62	
687.04 Continuing ed	\$490.00	\$2,000.00	\$1,510.00	24.5%
<b>Total Income</b>	<b>\$2,706.64</b>	<b>\$576,149.00</b>	<b>\$573,442.36</b>	<b>0.5%</b>
<b>Gross Profit</b>	<b>\$2,706.64</b>			
<b>Expenses</b>				
705.00 Salary - Director	\$30,067.44	\$60,135.00	\$30,067.56	50.0%
707.00 Salary - Staff	\$21,403.85	\$42,640.00	\$21,236.15	50.2%
712.00 Board Members	\$1,434.87	\$3,000.00	\$1,565.13	47.8%
715.00 FICA Taxes	\$4,364.00	\$8,968.00	\$4,604.00	48.7%
716.00 Medical Ins Opt-Out	\$1,599.00	\$3,200.00	\$1,601.00	50.0%
716.01 Medical Insurance	\$4,368.12	\$11,000.00	\$6,631.88	39.7%
717.00 Life Insurance	\$116.28	\$250.00	\$133.72	46.5%
718.00 Retirement	\$5,137.92	\$10,278.00	\$5,140.08	50.0%
719.00 Worker's comp	\$81.16	\$257.00	\$175.84	31.6%
720.00 Unemployment Insurance	\$0.00	\$350.00	\$350.00	0.0%
722.00 Dental Ins	\$146.28	\$400.00	\$253.72	36.6%
723.00 Long-term Disability	\$212.75	\$360.00	\$147.25	59.1%
728.00 Postage	\$5.77	\$1,000.00	\$994.23	0.6%
735.00 Office Supplies	\$318.98	\$1,500.00	\$1,181.02	21.3%
735.01 Internet Access	\$300.00	\$600.00	\$300.00	50.0%
747.00 Periodicals - office	\$79.99	\$100.00	\$20.01	80.0%
802.00 Fiscal Services	\$1,693.36	\$5,080.00	\$3,386.64	33.3%
808.00 Delivery	\$0.00	\$81,814.00	\$81,814.00	0.0%
809.00 Delivery Statewide	\$0.00	\$125,287.00	\$125,287.00	0.0%
812.00 OverDrive	\$18,000.00	\$18,000.00	\$0.00	100.0%
812.01 Ancestry Database	\$6,177.00	\$10,000.00	\$3,823.00	61.8%
813.02 Automation Services	\$4,500.00	\$13,500.00	\$9,000.00	33.3%
824.00 Audit	\$5,000.00	\$5,100.00	\$100.00	98.0%
826.00 Legal Services	\$0.00	\$500.00	\$500.00	0.0%
Consultants	\$0.00	\$10,000.00	\$10,000.00	0.0%
828.00 Memberships	\$895.00	\$1,840.00	\$945.00	48.6%
828.01 Membership Dues	\$0.00	\$24,172.00	\$24,172.00	0.0%
830.00 Library Grants	\$27,000.00	\$51,000.00	\$51,000.00	52.9%
852.01 Office Telephone	\$1,020.12	\$1,680.00	\$659.88	60.7%
861.01 Travel	\$2,485.19	\$8,000.00	\$5,514.81	31.1%
881.00 Public Information	\$0.00	\$100.00	\$100.00	0.0%
901.02 Printing-Misc	\$31.96	\$500.00	\$468.04	6.4%
911.00 General Insurance	\$0.00	\$1,374.00	\$1,374.00	0.0%
933.00 Office equip - rpr/maint	\$45.23	\$700.00	\$654.77	6.5%
958.01 Cont Ed - members	\$1,625.42	\$13,250.00	\$11,624.58	12.3%
958.02 Cont Ed - Staff	\$190.00	\$1,500.00	\$1,310.00	12.7%
963.00 Bank Fees	\$253.15	\$1,000.00	\$746.85	25.3%
979.00 Office equipment	\$8,975.55	\$8,300.00	-\$675.55	108.1%
980.00 Fixtures & Furnishings	\$0.00	\$100.00	\$100.00	0.0%



**Woodlands Library Cooperative**  
**Budget vs. Actual**  
 March 2017

982.07 Software	\$1,406.86	\$1,775.00	\$368.14	79.3%
999.00 Contingency	\$0.00	\$47,539.00	\$47,539.00	0.0%
<b>Total Expenses</b>	<b>\$148,935.25</b>	<b>\$576,149.00</b>		<b>25.9%</b>
<b>Net Operating Income</b>	<b>-\$146,228.61</b>			
<b>Other Income</b>				
9000 Member Pass Through				
687.02 Member purchases	\$21,343.07			
687.06 Overdrive Income	\$40,736.11			
<b>Total 9000 Member Pass Through</b>	<b>\$62,079.18</b>			
<b>Total Other Income</b>	<b>\$62,079.18</b>			
<b>Other Expenses</b>				
9100 Member Pass Through Exp				
986.04 Member Purchases	\$21,447.55			
986.05 Overdrive Expense	\$18,784.15			
<b>Total 9100 Member Pass Through Exp</b>	<b>\$40,231.70</b>			
<b>Total Other Expenses</b>	<b>\$40,231.70</b>			
<b>Net Other Income</b>	<b>\$21,847.48</b>			
<b>Net Income</b>	<b>-\$124,381.13</b>			



Woodlands Library Cooperative  
Expenses  
March 2017

Account	Item	Amount
718.00 Retirement	Ameriprise Financial	\$1,185.87
712.00 Board Members	Anne Good	\$54.00
712.00 Board Members	Carol Walker	\$54.00
712.00 Board Members	Cindy Goodrich	\$54.00
830.00 Library Grants	Clinton Township Public Library	\$1,000.00
735.00 Office Supplies	Family fare	\$14.69
830.00 Library Grants	Grand Ledge Area District Library	\$1,000.00
712.00 Board Members	Jane Poczatek	\$54.00
Split	Kate - Reimbursements	\$216.67
705.00 Salary-Director	Kate Pohjola Andrade	\$4,625.76
707.00 Salary-Staff	Laura Claucherty	\$3,618.25
Split	Laura S. Claucherty - Reimbursements	\$49.61
712.00 Board Members	Laurence Gregory	\$54.00
712.00 Board Members	Lynda Dunn	\$54.00
712.00 Board Members	Marisa Evans	\$54.00
735.00 Office Supplies	Meijer	\$29.85
712.00 Board Members	Peggy Townshend	\$54.00
Split	PNC Bank - Credit Card	\$654.67
728.00 Postage	Post Office	\$5.77
735.00 Office Supplies	Quality Engraving	\$8.00
830.00 Library Grants	Schultz-Holmes Memorial Library	\$1,000.00
723.00 Long-Term Disability	Standard Insurance Co.	\$35.24
715.00 FICA Taxes	Woodlands MI & US Tax	\$992.75
<b>Total</b>		<b>\$14,869.13</b>
986.04 Member Purchasing	Office Depot - Packing Tape	\$231.50
986.05 OverDrive	OverDrive	\$5,850.78
<b>Total</b>		<b>\$20,951.41</b>



Woodlands Library Cooperative  
Trial Balance  
March 2017

	<u>Debit</u>	<u>Credit</u>
100.00 FirstMerit Bank	\$0.00	
101.00 Homestead	\$250,000.00	
102.00 Chemical Bank	\$112,414.25	
110.00 PNC, Monroe	\$484,720.86	
115.00 Petty Cash	\$100.00	
120.00 Account Receivable	\$11,403.63	
149.9 Undeposited Funds	\$0.00	
200.00 Accounts Payable	\$50,249.97	
210.10 Payroll Liabilities:Federal W.H		\$0.00
210.20 Payroll Liabilities:State W/H		\$0.00
210.30 Payroll Liabilities:City Withholding		\$0.00
210.40 Payroll Liabilities:FICA/Medicare Wthld		\$0.00
210.50 Payroll Liabilities:Deferred Comp		\$0.00
210.51 Payroll Liabilities:Roth Deferred Comp		\$0.00
210.60 Payroll Liabilities:Health Savings		\$0.00
390.00 Retained Earnings		\$1,033,269.84
566.00 Direct State Aid		\$0.00
587.00 State Aid		\$0.00
607.00 Associate Membership		\$1,800.00
665.00 Interest earned		\$370.02
687.01 Miscellaneous		\$46.62
687.04 Continuing Ed		\$490.00
705.00 Salary - Director	\$30,067.44	
707.00 Salary - Staff	\$21,403.85	
712.00 Board Members	\$1,434.87	
715.00 FICA Taxes	\$4,364.00	
716.00 Medical Ins Opt-Out	\$1,599.00	
716.01 Medical Insurance	\$4,368.12	
717.00 Life Insurance	\$116.28	
718.00 Retirement	\$5,137.92	
719.00 Worker's Comp	\$81.16	
720.00 Unemployment Ins	\$0.00	
722.00 Dental Ins	\$146.28	
723.00 Long-Term Disability	\$212.75	
728.00 Postage	\$5.77	
735.00 Office Supplies	\$318.98	
735.01 Office Internet	\$300.00	
747.00 Periodicals - office	\$79.99	
802.00 Fiscal Services	\$1,693.36	
808.00 Delivery	\$0.00	
809.00 Delivery Statewide	\$0.00	
812.00 OverDrive	\$18,000.00	
812.01 Ancestry	\$6,177.00	
813.02 Automation Services	\$4,500.00	
824.00 Audit	\$5,000.00	
828.00 Memberships	\$895.00	
828.01 Membership Dues	\$0.00	
830.00 Library Grants	\$27,000.00	
852.01 Office Telephone	\$1,020.12	
861.01 Travel	\$2,485.19	





**Woodlands Library Cooperative**  
**Trial Balance**  
March 2017

901.02 Printing-Misc	\$31.96	
911.00 General Insurance	\$0.00	
933.00 Office equip - rpr/maint	\$45.23	
958.01 Cont Ed - Members	\$1,625.42	
958.02 Cont Ed-Staff	\$190.00	
963.00 Bank Fees	\$253.15	
979.00 Office Equipment	\$8,975.55	
982.07 Software	\$1,406.86	
986.01 Professional Collection	\$0.00	
999.00 Contingency	\$0.00	
687.02 Member Pass Through:Member purchases		\$21,343.07
687.06 Member Pass Through:Overdrive Income		\$40,736.11
986.04 Member Pass Through: Exp: Member Purchases	\$21,447.55	
986.05 Member Pass Through Exp:Overdrive Expense	\$18,784.15	
<b>TOTAL</b>	<b>\$1,098,055.66</b>	<b>\$1,098,055.66</b>