



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

	Total	Budget	Balance	% of Budget
<b>Income</b>				
566.00 Direct State Aid	\$290,060.34	\$286,340.00	\$3,720.34	101.3%
587.00 State Aid	\$286,184.99	\$284,209.00	\$1,975.99	100.7%
607.00 Associate Membership	\$1,800.00	\$1,800.00	\$0.00	100.0%
665.00 Interest earned	\$388.19	\$1,800.00	(\$1,411.81)	21.6%
687.01 Miscellaneous	\$140.37	\$0.00	\$140.37	
687.04 Continuing ed	\$2,615.00	\$2,000.00	\$615.00	130.8%
<b>Total Income</b>	<b>\$581,188.89</b>	<b>\$576,149.00</b>	<b>\$5,039.89</b>	<b>100.9%</b>
<b>Gross Profit</b>				
	<b>\$581,188.89</b>			
<b>Expenses</b>				
705.00 Salary - Director	\$60,135.00	\$60,135.00	\$0.00	100.0%
707.00 Salary - Staff	\$42,800.73	\$42,800.73	\$0.00	100.0%
712.00 Board Members	\$2,630.41	\$3,000.00	\$369.59	87.7%
715.00 FICA Taxes	\$8,741.89	\$8,968.00	\$226.11	97.5%
716.00 Medical Ins Opt-Out	\$3,200.00	\$3,200.00	\$0.00	100.0%
716.01 Medical Insurance	\$8,906.64	\$11,000.00	\$2,093.36	81.0%
717.00 Life Insurance	\$232.56	\$250.00	\$17.44	93.0%
718.00 Retirement	\$10,276.69	\$10,278.00	\$1.31	100.0%
719.00 Worker's comp	\$264.58	\$273.00	\$8.42	96.9%
720.00 Unemployment Insurance	\$0.00	\$350.00	\$350.00	0.0%
722.00 Dental Ins	\$438.84	\$440.00	\$1.16	99.7%
723.00 Long-term Disability	\$424.19	\$425.00	\$0.81	99.8%
728.00 Postage	\$641.52	\$1,000.00	\$358.48	64.2%
735.00 Office Supplies	\$523.31	\$1,500.00	\$976.69	34.9%
735.01 Internet Access	\$600.00	\$600.00	\$0.00	100.0%
747.00 Periodicals - office	\$79.99	\$100.00	\$20.01	80.0%
802.00 Fiscal Services	\$5,080.00	\$5,080.00	\$0.00	100.0%
808.00 Delivery	\$80,924.07	\$81,814.00	\$889.93	98.9%
809.00 Delivery Statewide	\$116,498.05	\$125,287.00	\$8,788.95	93.0%
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	\$13,500.00	\$13,500.00	\$0.00	100.0%
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%
	<b>Consultants</b>			
	\$0.00	\$10,000.00	\$10,000.00	0.0%
828.00 Memberships	\$1,734.86	\$2,440.00	\$705.14	71.1%
828.01 Membership Dues	\$22,501.02	\$24,172.00	\$1,670.98	93.1%
830.00 Library Grants	\$51,000.00	\$51,000.00	\$51,000.00	100.0%
852.01 Office Telephone	\$2,052.68	\$2,080.00	\$27.32	98.7%
861.01 Travel	\$6,164.21	\$8,000.00	\$1,835.79	77.1%
881.00 Public Information	\$0.00	\$100.00	\$100.00	0.0%
901.02 Printing-Misc	\$52.09	\$500.00	\$447.91	10.4%
911.00 General Insurance	\$1,140.43	\$1,374.00	\$233.57	83.0%
933.00 Office equip - rpr/maint	\$194.22	\$700.00	\$505.78	27.7%
958.01 Cont Ed - members	\$17,098.24	\$17,750.00	\$651.76	96.3%
958.02 Cont Ed - Staff	\$190.00	\$1,500.00	\$1,310.00	12.7%
963.00 Bank Fees	\$480.30	\$1,000.00	\$519.70	48.0%
979.00 Office equipment	\$12,506.34	\$12,600.00	\$93.66	99.3%
980.00 Fixtures & Furnishings	\$0.00	\$100.00	\$100.00	0.0%



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

982.07 Software	\$2,876.04	\$2,975.00	\$98.96	96.7%
986.01 Professional Collection	\$159.30	\$160.00	\$0.70	99.6%
999.00 Contingency	\$400.00	\$36,097.27	\$35,697.27	1.1%
<b>Total Expenses</b>	<u>\$503,625.20</u>	<u>\$576,149.00</u>		<b>87.4%</b>
<b>Net Operating Income</b>	<u>\$77,563.69</u>			
<b>Other Income</b>				
9000 Member Pass Through				
687.02 Member purchases	\$22,054.63			
687.06 Overdrive Income	\$52,995.64			
<b>Total 9000 Member Pass Through</b>	<u>\$75,050.27</u>			
<b>Total Other Income</b>	<u>\$75,050.27</u>			
<b>Other Expenses</b>				
9100 Member Pass Through Exp				
986.04 Member Purchases	\$21,918.33			
986.05 Overdrive Expense	\$56,443.58			
<b>Total 9100 Member Pass Through Exp</b>	<u>\$78,361.91</u>			
<b>Total Other Expenses</b>	<u>\$78,361.91</u>			
<b>Net Other Income</b>	<u>-\$3,311.64</u>			
<b>Net Income</b>	<u>\$74,252.05</u>			



**Woodlands Library Cooperative**  
**Expenses**  
**September 2017**

<b>Account</b>	<b>Item</b>	<b>Amount</b>
Split	Arian District Library	\$3,082.72
split	Albion District Library	\$1,296.60
718.00 Retirement	Ameriprise Financial	\$1,185.87
712.00 Board Members	Anne Good	\$54.00
830.00 Library Grants	Athens Community Library	\$1,000.00
Split	Branch District Library	\$14,017.80
830.00 Library Grants	Burr oak Township Library	\$1,000.00
712.00 Board Members	Carol Walker	\$54.00
712.00 Board Members	Cindy Goodrich	\$54.00
712.00 Board Members	Colleen Mauren	\$54.00
Split	Colon Township Library	\$2,271.46
Split	Constantine Township Library	\$1,362.83
Split	Delta Township District Library	\$5,936.61
Split	Delton District Library	\$3,098.67
828.01 Membership Dues	DeWitt District Library	\$959.05
Split	Dorothy Hull Library	\$2,956.31
828.01 Membership Dues	East Lansing Public Library	\$1,558.46
830.00 Library Grants	Eaton Rapids Public Library	\$1,000.00
712.00 Board Members	Elizabeth Raduazo	\$54.00
735.00 Office Supplies	Family Fare	\$16.88
Split	Grand Ledge Area District Library	\$6,215.18
830.00 Library Grants	GW Spindler	\$1,000.00
Split	Hillsdale Community Library	\$2,172.67
828.01 Membership Dues	Homer Public Library	\$284.32
Split	Hudson Carnegie District Library	\$1,222.79
828.01 Membership Dues	Jackson District Library	\$3,230.44
712.00 Board Members	Jane Poczatek	\$54.00
735.00 Office Supplies	Jim Oliver	\$32.36
Split	Kate	\$376.31
705.00 Salary-Director	Kate Pohjola Andrade	\$4,625.88
707.00 Salary-Staff	Laura Claucherty	\$3,528.00
735.01 Office Internet	Laura	\$25.00
958.01 Cont Ed-Members	Laura Sulak	\$105.93
712.00 Board Members	Laurence Gregory	\$54.00
Split	Litchfield District Library	\$3,048.67
712.00 Board Members	Lynda Dunn	\$54.00
712.00 Board Members	Marisa Evans	\$54.00
830.00 Library Grants	Marshall District Library	\$1,000.00
735.00 Office Supplies	Meijer	\$2.99
809.00 Delivery Statewide	Mendon Township District Library	\$1,734.00
Split	Monroe County Library System	\$3,220.75
712.00 Board Members	Peggy Townshend	\$54.00
Split	Pittsford District Library	\$1,909.05
Split	PNC Bank	\$1,668.36
828.01 Membership Dues	Portland District Library	\$247.00
712.00 Board Members	Randy Westbrooks	\$54.00
852.01 Office Telephone	Ready Talk	\$5.89
735.00 Office Supplies	Sam's Club	\$19.98
809.00 Delivery Statewide	Stair District Library	\$2,048.67



**Woodlands Library Cooperative**  
**Expenses**  
**September 2017**

723.00 Long-term Disability	Standard Insurance Co	\$70.48
830.00 Library Grants	Sturgis District Library	\$1,000.00
809.00 Delivery Statewide	Sunfield District Library	\$2,048.67
828.01 Membership Dues	Tecumseh District Library	\$752.18
828.01 Membership Dues	Van Buren District Library	\$608.00
809.00 Delivery Statewide	Vermontville Township Library	\$1,734.00
809.00 Delivery Statewide	White Pigeon Township Library	\$2,048.67
715.00 FICA Taxes	Woodlands MI & US Tax	\$987.46
<b>Total</b>		<b>\$88,310.96</b>
986.04 Member Purchasing		\$0.00
986.05 OverDrive	OverDrive	\$5,901.88
<b>Total</b>		<b>\$94,212.84</b>



**Woodlands Library Cooperative**  
**Trial Balance**  
 September 2017

	<u>Debit</u>	<u>Credit</u>
100.00 FirstMerit Bank	\$0.00	
101.00 Homestead	\$115,525.85	
102.00 Chemical Bank	\$0.00	
103.00 Ameriprise Management	\$246,906.57	
110.00 PNC, Monroe	\$689,931.52	
115.00 Petty Cash	\$100.00	
120.00 Account Receivable	\$4,807.98	
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		\$290,060.34
587.00 State Aid		\$286,184.99
607.00 Associate Membership		\$1,800.00
665.00 Interest earned		\$388.19
687.01 Miscellaneous		\$140.37
687.04 Continuing Ed		\$2,615.00
705.00 Salary - Director	\$60,135.00	
707.00 Salary - Staff	\$42,800.73	
712.00 Board Members	\$2,630.41	
715.00 FICA Taxes	\$8,741.89	
716.00 Medical Ins Opt-Out	\$3,200.00	
716.01 Medical Insurance	\$8,906.64	
717.00 Life Insurance	\$232.56	
718.00 Retirement	\$10,276.69	
719.00 Worker's Comp	\$264.58	
720.00 Unemployment Ins	\$0.00	
722.00 Dental Ins	\$438.84	
723.00 Long-Term Disability	\$424.19	
728.00 Postage	\$641.52	
735.00 Office Supplies	\$523.31	
735.01 Office Internet	\$600.00	
747.00 Periodicals - office	\$79.99	
802.00 Fiscal Services	\$5,080.00	
808.00 Delivery	\$80,924.07	
809.00 Delivery Statewide	\$116,498.05	
812.00 OverDrive	\$18,000.00	
812.01 Ancestry	\$6,177.00	
813.02 Automation Services	\$13,500.00	
824.00 Audit	\$5,000.00	
828.00 Memberships	\$1,734.86	
828.01 Membership Dues	\$22,501.02	
830.00 Library Grants	\$51,000.00	
852.01 Office Telephone	\$2,052.68	



**Woodlands Library Cooperative**  
**Trial Balance**  
**September 2017**

861.01 Travel	\$6,164.21	
901.02 Printing-Misc	\$52.09	
911.00 General Insurance	\$1,140.43	
933.00 Office equip - rpr/maint	\$194.22	
958.01 Cont Ed - Members	\$17,098.24	
958.02 Cont Ed-Staff	\$190.00	
963.00 Bank Fees	\$480.30	
979.00 Office Equipment	\$12,506.34	
982.07 Software	\$2,876.04	
986.01 Professional Collection	\$159.30	
999.00 Contingency	\$400.00	
687.02 Member Pass Through:Member purchases		\$22,054.63
687.06 Member Pass Through:Overdrive Income		\$52,995.64
986.04 Member Pass Through: Exp: Member Purchases	\$21,918.33	
986.05 Member Pass Through Exp:Overdrive Expense	\$56,443.58	
<b>TOTAL</b>	<b>\$1,689,509.00</b>	<b>\$1,689,509.00</b>