



**Woodlands Library Cooperative**  
**Budget vs. Actual**  
**January 2018**

	Total	Budget	Balance	% of Budget
<b>Income</b>				
566.00 Direct State Aid	\$0.00	\$298,254.00	(298,254.00)	0.0%
587.00 State Aid	\$0.00	\$295,865.00	(295,865.00)	0.0%
607.00 Associate Membership	\$1,650.00	\$1,800.00	(150.00)	91.7%
665.00 Interest earned	\$1,039.55	\$1,800.00	(760.45)	57.8%
687.01 Miscellaneous	\$0.00	\$0.00	0.00	
687.04 Continuing ed	\$840.00	\$2,000.00	(1,160.00)	42.0%
<b>Total Income</b>	<b>\$3,529.55</b>	<b>\$599,719.00</b>	<b>(596,189.45)</b>	<b>0.6%</b>
<b>Gross Profit</b>				
	<b>\$3,529.55</b>			
<b>Expenses</b>				
705.00 Salary - Director	\$21,440.43	\$61,939.00	\$40,498.57	34.6%
707.00 Salary - Staff	\$15,202.71	\$43,919.00	\$28,716.29	34.6%
712.00 Board Members	\$1,017.58	\$3,276.00	\$2,258.42	31.1%
715.00 FICA Taxes	\$2,778.45	\$9,377.00	\$6,598.55	29.6%
716.00 Medical Ins Opt-Out	\$1,107.00	\$3,200.00	\$2,093.00	34.6%
716.01 Medical Insurance	\$3,755.22	\$13,268.00	\$9,512.78	28.3%
717.00 Life Insurance	\$96.90	\$250.00	\$153.10	38.8%
718.00 Retirement	\$3,257.16	\$10,586.00	\$7,328.84	30.8%
719.00 Worker's comp	\$62.91	\$265.00	\$202.09	23.7%
720.00 Unemployment Insurance	\$0.00	\$350.00	\$350.00	0.0%
722.00 Dental Ins	\$109.71	\$400.00	\$290.29	27.4%
723.00 Long-term Disability	\$143.16	\$360.00	\$216.84	39.8%
728.00 Postage	\$0.00	\$1,000.00	\$1,000.00	0.0%
735.00 Office Supplies	\$208.18	\$1,500.00	\$1,291.82	13.9%
735.01 Internet Access	\$200.00	\$600.00	\$400.00	33.3%
747.00 Periodicals - office	\$0.00	\$300.00	\$300.00	0.0%
802.00 Fiscal Services	\$1,270.03	\$5,080.00	\$3,809.97	25.0%
808.00 Delivery	\$0.00	\$81,814.00	\$81,814.00	0.0%
809.00 Delivery Statewide	\$0.00	\$109,888.00	\$109,888.00	0.0%
812.00 OverDrive	\$25,000.00	\$25,000.00	\$0.00	100.0%
812.01 Ancestry Database	\$0.00	\$0.00	\$0.00	0.0%
812.02 Consumer Reports Online	\$47,000.00	\$47,000.00	\$0.00	100.0%
813.02 Automation Services	\$3,375.00	\$13,500.00	\$10,125.00	25.0%
824.00 Audit	\$5,100.00	\$5,500.00	\$400.00	92.7%
826.00 Legal Services	\$0.00	\$500.00	\$500.00	0.0%
827.00 Consultants	\$0.00	\$10,000.00	\$10,000.00	0.0%
828.00 Memberships	\$900.00	\$2,078.00	\$1,178.00	43.3%
828.01 Membership Dues	\$750.00	\$29,673.00	\$28,923.00	2.5%
830.00 Library Grants	\$10,000.00	\$49,000.00	\$51,000.00	20.4%
852.01 Phone, Fax & Conf Services	\$692.15	\$1,680.00	\$987.85	41.2%
861.01 Travel	\$1,883.00	\$8,000.00	\$6,117.00	23.5%
881.00 Public Information	\$0.00	\$100.00	\$100.00	0.0%
901.02 Printing-Misc	\$0.00	\$500.00	\$500.00	0.0%
911.00 General Insurance	\$0.00	\$1,374.00	\$1,374.00	0.0%
933.00 Office equip - rpr/maint	\$151.18	\$700.00	\$548.82	21.6%
958.01 Cont Ed - members	\$1,404.35	\$20,250.00	\$18,845.65	6.9%
958.02 Cont Ed - Staff	\$10.00	\$1,500.00	\$1,490.00	0.7%
963.00 Bank Fees	\$207.03	\$1,000.00	\$792.97	20.7%
979.00 Office equipment	\$639.48	\$2,222.00	\$1,582.52	28.8%



**Woodlands Library Cooperative**  
**Budget vs. Actual**  
**January 2018**

980.00 Fixtures & Furnishings	\$0.00	\$100.00	\$100.00	0.0%
982.07 Software	\$3,117.15	\$3,963.00	\$845.85	78.7%
999.00 Contingency	\$0.00	\$28,708.00	\$28,708.00	0.0%
<b>Total Expenses</b>	<b>\$150,878.78</b>	<b>\$599,720.00</b>		<b>25.2%</b>
<b>Net Operating Income</b>	<b>-\$147,349.23</b>			
<b>Other Income</b>				
9000 Member Pass Through				
687.02 Member purchases	\$6,715.42			
687.06 Overdrive Income	\$29,394.67			
687.10 Ancestry Income	\$19,804.00			
<b>Total 9000 Member Pass Through</b>	<b>\$55,914.09</b>			
<b>Total Other Income</b>	<b>\$55,914.09</b>			
<b>Other Expenses</b>				
9100 Member Pass Through Exp				
986.04 Member Purchases	\$6,046.22			
986.05 Overdrive Expense	\$2,816.14			
986.10 Ancestry Expense	\$19,804.00			
<b>Total 9100 Member Pass Through Exp</b>	<b>\$28,666.36</b>			
<b>Total Other Expenses</b>	<b>\$28,666.36</b>			
<b>Net Other Income</b>	<b>\$27,247.73</b>			
<b>Net Income</b>	<b>-\$120,101.50</b>			



**Woodlands Library Cooperative**  
**Expenses**  
**January 2018**

<b>Account</b>	<b>Item</b>	<b>Amount</b>
718.00 Retirement	Ameriprise Financial	\$814.29
712.00 Board Members	Carol Walker	\$54.00
830.00 Library Grants	Charlotte Community Library	\$1,000.00
712.00 Board Members	Cindy Goodrich	\$54.00
934.00 Office Equip-rpr/maint	D.L. Gallivan	\$67.22
830.00 Library Grants	DeWitt District Library	\$1,000.00
828.01 Membership Dues	Dorothy Hull Library	\$125.00
712.00 Board Members	Elizabeth Raduazo	\$54.00
712.00 Board Members	Jane Poczatek	\$54.00
958.02 Cont Ed-Staff	Kalamazoo Public Library	\$10.00
Split	Kate-Travel & Reimbursements	\$982.33
705.00 Salary-Director	Kate-Payroll	\$4,764.54
707.00 Salary-Staff	Laura-Payroll	\$3,624.38
735.01 Office Internet	Laura-Internet	\$25.00
712.00 Board Members	Larry Gregory	\$54.00
830.00 Library Grants	Lenawee District Library	\$1,000.00
Split	Office Depot	\$231.50
812.00 OverDrive	OverDrive	\$9,809.30
712.00 Board Members	Peggy Townshend	\$54.00
Split	PNC Bank-Credit card	\$556.39
830.00 Library Grants	Potterville-Benton Twp Dist Library	\$1,000.00
830.00 Library Grants	Schoolcraft Community Library	\$1,000.00
723.00 long-Term Disability	Standard Ins. Co.	\$35.68
830.00 Library Grants	Sunfield District Library	\$1,000.00
830.00 Library Grants	Tekonsha Township Library	\$1,000.00
830.00 Library Grants	Vermontville Township Library	\$1,000.00
830.00 Library Grants	Waldron District Library	\$1,000.00
830.00 Library Grants	White Pigeon Township Library	\$1,000.00
715.00 FICA Taxes	Woodlands Federal FICA Tax	\$693.84
<b>Total</b>		<b>\$32,063.47</b>
986.04 Member Purchasing	Faronics	\$775.00
986.05 OverDrive	Michigan Chamber Services	\$2,335.00
	OverDrive	\$0.00
<b>Total</b>		<b>\$35,173.47</b>



**Woodlands Library Cooperative**  
**Trial Balance**  
January 2018

	<u>Debit</u>	<u>Credit</u>
100.00 FirstMerit Bank	\$0.00	
101.00 Homestead	\$0.00	
102.00 Chemical Bank	\$0.00	
103.00 Ameriprise Management	\$546,906.57	
110.00 PNC, Monroe	\$395,083.38	
115.00 Petty Cash	\$100.00	
120.00 Account Receivable	\$14,518.35	
149.9 Undeposited Funds	\$12,542.84	
200.00 Accounts Payable	\$20,098.05	
210.10 Payroll Liabilities:Federal W.H		\$652.48
210.20 Payroll Liabilities:State W/H		\$641.29
210.30 Payroll Liabilities:City Withholding		\$68.24
210.40 Payroll Liabilities:FICA/Medicare Wthld		\$376.08
210.50 Payroll Liabilities:Deferred Comp		\$50.00
210.51 Payroll Liabilities:Roth Deferred Comp		\$0.00
210.60 Payroll Liabilities:Health Savings		\$40.71
390.00 Retained Earnings		\$1,107,521.89
566.00 Direct State Aid		\$0.00
587.00 State Aid		\$0.00
607.00 Associate Membership		\$1,650.00
665.00 Interest earned		\$1,039.55
687.01 Miscellaneous		\$0.00
687.04 Continuing Ed		\$840.00
705.00 Salary - Director	\$21,440.43	
707.00 Salary - Staff	\$15,202.71	
712.00 Board Members	\$1,017.58	
715.00 FICA Taxes	\$2,778.45	
716.00 Medical Ins Opt-Out	\$1,107.00	
716.01 Medical Insurance	\$3,755.22	
717.00 Life Insurance	\$96.90	
718.00 Retirement	\$3,257.16	
719.00 Worker's Comp	\$62.91	
720.00 Unemployment Ins	\$0.00	
722.00 Dental Ins	\$109.71	
723.00 Long-Term Disability	\$143.16	
728.00 Postage	\$0.00	
735.00 Office Supplies	\$208.18	
735.01 Office Internet	\$200.00	
747.00 Periodicals - office	\$0.00	
802.00 Fiscal Services	\$1,270.03	
808.00 Delivery	\$0.00	
809.00 Delivery Statewide	\$0.00	
812.00 OverDrive	\$25,000.00	
812.01 Ancestry	\$47,000.00	
813.02 Automation Services	\$3,375.00	
824.00 Audit	\$5,100.00	
828.00 Memberships	\$900.00	
828.01 Membership Dues	\$750.00	
830.00 Library Grants	\$10,000.00	
852.01 Office Telephone	\$692.15	



**Woodlands Library Cooperative**  
**Trial Balance**  
**January 2018**

861.01 Travel	\$1,883.00	
901.02 Printing-Misc	\$0.00	
911.00 General Insurance	\$0.00	
933.00 Office equip - rpr/maint	\$151.18	
958.01 Cont Ed - Members	\$1,404.35	
958.02 Cont Ed-Staff	\$10.00	
963.00 Bank Fees	\$207.03	
979.00 Office Equipment	\$639.48	
982.07 Software	\$3,117.15	
986.01 Professional Collection	\$0.00	
999.00 Contingency	\$0.00	
687.02 Member Pass Through:Member purchases		\$6,715.42
687.06 Member Pass Through:Overdrive Income		\$29,394.67
687.10 Member Pass Through: Ancestry Income		\$19,804.00
986.04 Member Pass Through: Exp: Member Purchases	\$6,046.22	
986.05 Member Pass Through Exp:Overdrive Expense	\$2,816.14	
986.10 Member Pass Through: Exp: Ancestry Expense	\$19,804.00	
<b>TOTAL</b>	<b>\$1,168,794.33</b>	<b>\$1,168,794.33</b>