



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

	Total	Budget	Balance	% of Budget
<b>Income</b>				
566.00 Direct State Aid	\$150,097.77	\$298,254.00	(\$148,156.23)	50.3%
587.00 State Aid	\$0.00	\$295,865.00	(\$295,865.00)	0.0%
607.00 Associate Membership	\$1,350.00	\$1,800.00	(\$450.00)	75.0%
665.00 Interest earned	\$36.75	\$1,800.00	(\$1,763.25)	2.0%
687.01 Miscellaneous	\$3.19	\$0.00	\$3.19	
687.04 Continuing ed	\$845.00	\$2,000.00	(\$1,155.00)	42.3%
<b>Total Income</b>	<b>\$152,332.71</b>	<b>\$599,719.00</b>	<b>(\$447,386.29)</b>	<b>25.4%</b>
<b>Gross Profit</b>				
	<b>\$152,332.71</b>			
<b>Expenses</b>				
705.00 Salary - Director	\$30,969.51	\$61,939.00	\$30,969.49	50.0%
707.00 Salary - Staff	\$21,959.47	\$43,919.00	\$21,959.53	50.0%
712.00 Board Members	\$1,487.86	\$3,276.00	\$1,788.14	45.4%
715.00 FICA Taxes	\$4,483.89	\$9,377.00	\$4,893.11	47.8%
716.00 Medical Ins Opt-Out	\$1,599.00	\$3,200.00	\$1,601.00	50.0%
716.01 Medical Insurance	\$4,498.20	\$13,268.00	\$8,769.80	33.9%
717.00 Life Insurance	\$116.28	\$250.00	\$133.72	46.5%
718.00 Retirement	\$5,292.89	\$10,586.00	\$5,293.11	50.0%
719.00 Worker's comp	\$104.85	\$265.00	\$160.15	39.6%
720.00 Unemployment Insurance	\$0.00	\$350.00	\$350.00	0.0%
722.00 Dental Ins	\$355.19	\$400.00	\$44.81	88.8%
723.00 Long-term Disability	\$214.52	\$360.00	\$145.48	59.6%
728.00 Postage	\$0.00	\$1,000.00	\$1,000.00	0.0%
735.00 Office Supplies	\$364.48	\$1,500.00	\$1,135.52	24.3%
735.01 Internet Access	\$300.00	\$600.00	\$300.00	50.0%
747.00 Periodicals - office	\$0.00	\$300.00	\$300.00	0.0%
802.00 Fiscal Services	\$2,116.69	\$5,080.00	\$2,963.31	41.7%
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	\$5,625.00	\$13,500.00	\$7,875.00	41.7%
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	\$1,384.00	\$2,078.00	\$694.00	66.6%
828.01 Membership Dues	\$750.00	\$29,673.00	\$28,923.00	2.5%
830.00 Library Grants	\$22,000.00	\$49,000.00	\$51,000.00	44.9%
852.01 Phone, Fax & Conf Services	\$945.69	\$1,680.00	\$734.31	56.3%
861.01 Travel	\$3,395.39	\$8,000.00	\$4,604.61	42.4%
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	\$1,702.99	\$20,250.00	\$18,547.01	8.4%
958.02 Cont Ed - Staff	\$50.00	\$1,500.00	\$1,450.00	3.3%
963.00 Bank Fees	\$301.93	\$1,000.00	\$698.07	30.2%
979.00 Office equipment	\$639.48	\$2,222.00	\$1,582.52	28.8%



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980.00 Fixtures & Furnishings	\$0.00	\$100.00	\$100.00	0.0%
982.07 Software	\$3,744.15	\$3,963.00	\$218.85	94.5%
999.00 Contingency	\$0.00	\$28,708.00	\$28,708.00	0.0%
<b>Total Expenses</b>	<u>\$191,652.64</u>	<b>\$599,720.00</b>		<b>32.0%</b>
<b>Net Operating Income</b>	<u>-\$39,319.93</u>			
<b>Other Income</b>				
9000 Member Pass Through				
687.02 Member purchases	\$7,036.22			
687.06 Overdrive Income	\$42,330.99			
687.10 Ancestry Income	\$19,804.00			
<b>Total 9000 Member Pass Through</b>	<u>\$69,171.21</u>			
<b>Total Other Income</b>	<u>\$69,171.21</u>			
<b>Other Expenses</b>				
9100 Member Pass Through Exp				
986.04 Member Purchases	\$7,094.00			
986.05 Overdrive Expense	\$14,609.08			
986.10 Ancestry Expense	\$19,804.00			
<b>Total 9100 Member Pass Through Exp</b>	<u>\$41,507.08</u>			
<b>Total Other Expenses</b>	<u>\$41,507.08</u>			
<b>Net Other Income</b>	<u>\$27,664.13</u>			
<b>Net Income</b>	<u>-\$11,655.80</u>			



**Woodlands Library Cooperative**  
**Expenses**  
**March 2018**

<b>Account</b>	<b>Item</b>	<b>Amount</b>
718.00 Retirement	Ameriprise Financial	\$1,221.44
712.00 Board Members	Anne Good	\$54.00
830.00 Library Grants	Bellevue Township Library	\$1,000.00
712.00 Board Members	Carol Walker	\$54.00
712.00 Board Members	Cindy Goodrich	\$54.00
830.00 Library Grants	Colon Township Library	\$1,000.00
830.00 Library Grants	Dowling Public Library	\$1,000.00
712.00 Board Members	Elizabeth Raduazo	\$54.00
Split	Kate-Reimbursements	\$265.75
705.00 Salary-Director	Kate Pohjola Andrade	\$4,764.54
707.00 Salary-Staff	Laura Claucherty	\$3,624.38
735.01 Office Internet	Laura-Internet	\$25.00
830.00 Library Grants	Lyons Township District Library	\$1,000.00
958.02 Cont Ed-Staff	Midwest Collaborative for Library Services	\$40.00
Split	Monroe County Library System-Contracts	\$1,692.04
958.01 Cont Ed-Members	PayPal-NLLD Registrations	\$225.00
712.00 Board Members	Peggy Townshend	\$54.00
Split	PNC Bank	\$1,068.02
712.00 Board Members	Randy Westbrooks	\$54.00
723.00 Long Term Disability	Standard Insurance Co.	\$35.68
715.00 FICA Taxes	Woodlands Federal Tax	\$1,011.60
<b>Total</b>		<b>\$18,297.45</b>
986.04 Member Purchasing	Faronics	\$69.80
986.05 OverDrive	OverDrive	\$5,570.81
<b>Total</b>		<b>\$23,938.06</b>



Woodlands Library Cooperative  
Trial Balance  
March 2018

	Debit	Credit
100.00 FirstMerit Bank	\$0.00	
101.00 Homestead	\$0.00	
102.00 Chemical Bank	\$0.00	
103.00 Ameriprise Management	\$544,366.29	
110.00 PNC, Monroe	\$512,555.35	
115.00 Petty Cash	\$100.00	
120.00 Account Receivable	\$12,195.60	
149.9 Undeposited Funds	\$2,246.90	
200.00 Accounts Payable	\$23,977.87	
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		\$1,107,097.81
566.00 Direct State Aid		\$150,097.77
587.00 State Aid		\$0.00
607.00 Associate Membership		\$1,350.00
665.00 Interest earned		\$36.75
687.01 Miscellaneous		\$3.19
687.04 Continuing Ed		\$845.00
705.00 Salary - Director	\$30,969.51	
707.00 Salary - Staff	\$21,959.47	
712.00 Board Members	\$1,487.86	
715.00 FICA Taxes	\$4,483.89	
716.00 Medical Ins Opt-Out	\$1,599.00	
716.01 Medical Insurance	\$4,498.20	
717.00 Life Insurance	\$116.28	
718.00 Retirement	\$5,292.89	
719.00 Worker's Comp	\$104.85	
720.00 Unemployment Ins	\$0.00	
722.00 Dental Ins	\$355.19	
723.00 Long-Term Disability	\$214.52	
728.00 Postage	\$0.00	
735.00 Office Supplies	\$364.48	
735.01 Office Internet	\$300.00	
747.00 Periodicals - office	\$0.00	
802.00 Fiscal Services	\$2,116.69	
808.00 Delivery	\$0.00	
809.00 Delivery Statewide	\$0.00	
812.00 OverDrive	\$25,000.00	
812.01 Ancestry	\$0.00	
812.02 Consumer Reports Online	\$47,000.00	
813.02 Automation Services	\$5,625.00	
824.00 Audit	\$5,100.00	
828.00 Memberships	\$1,384.00	
828.01 Membership Dues	\$750.00	
830.00 Library Grants	\$22,000.00	



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**Trial Balance**  
March 2018

852.01 Office Telephone	\$945.69	
861.01 Travel	\$3,395.39	
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	\$1,702.99	
958.02 Cont Ed-Staff	\$50.00	
963.00 Bank Fees	\$301.93	
979.00 Office Equipment	\$639.48	
982.07 Software	\$3,744.15	
986.01 Professional Collection	\$0.00	
999.00 Contingency	\$0.00	
687.02 Member Pass Through:Member purchases		\$7,036.22
687.06 Member Pass Through:Overdrive Income		\$42,330.99
687.10 Member Pass Through: Ancestry Income		\$19,804.00
986.04 Member Pass Through: Exp: Member Purchases	\$7,094.00	
986.05 Member Pass Through Exp:Overdrive Expense	\$14,609.08	
986.10 Member Pass Through: Exp: Ancestry Expense	\$19,804.00	
<b>TOTAL</b>	<b>\$1,328,601.73</b>	<b>\$1,328,601.73</b>