



Woodlands Library Cooperative
Budget vs. Actual
September 2018

	Total	Budget	Balance	% of Budget
Income				
566.00 Direct State Aid	\$302,386.80	\$298,254.00	4,132.80	101.4%
587.00 State Aid	\$298,041.44	\$295,865.00	2,176.44	100.7%
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	\$917.59	\$0.00	917.59	
687.04 Continuing ed	\$1,335.00	\$2,000.00	(665.00)	66.8%
Total Income	\$604,067.58	\$599,719.00	4,348.58	100.7%
Gross Profit				
	\$604,067.58			
Expenses				
705.00 Salary - Director	\$61,939.00	\$61,939.00	\$0.00	100.0%
707.00 Salary - Staff	\$43,919.00	\$43,919.00	\$0.00	100.0%
712.00 Board Members	\$2,175.53	\$3,276.00	\$1,100.47	66.4%
715.00 FICA Taxes	\$8,964.85	\$9,377.00	\$412.15	95.6%
716.00 Medical Ins Opt-Out	\$3,200.00	\$3,200.00	\$0.00	100.0%
716.01 Medical Insurance	\$8,956.08	\$13,268.00	\$4,311.92	67.5%
717.00 Life Insurance	\$232.56	\$250.00	\$17.44	93.0%
718.00 Retirement	\$10,585.79	\$10,586.00	\$0.21	100.0%
719.00 Worker's comp	\$272.62	\$275.00	\$2.38	99.1%
720.00 Unemployment Insurance	\$0.00	\$350.00	\$350.00	0.0%
722.00 Dental Ins	\$1,214.37	\$1,220.00	\$5.63	99.5%
723.00 Long-term Disability	\$428.60	\$430.00	\$1.40	99.7%
728.00 Postage	\$144.00	\$1,000.00	\$856.00	14.4%
735.00 Office Supplies	\$671.61	\$1,500.00	\$828.39	44.8%
735.01 Internet Access	\$600.00	\$600.00	\$0.00	100.0%
747.00 Periodicals - office	\$89.99	\$300.00	\$210.01	30.0%
802.00 Fiscal Services	\$5,080.00	\$5,080.00	\$0.00	100.0%
808.00 Delivery	\$78,477.00	\$81,814.00	\$3,337.00	95.9%
809.00 Delivery Statewide	\$119,801.25	\$119,888.00	\$86.75	99.9%
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	\$13,500.00	\$13,500.00	\$0.00	100.0%
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	\$2,098.86	\$2,100.00	\$1.14	99.9%
828.01 Membership Dues	\$23,313.11	\$29,673.00	\$6,359.89	78.6%
830.00 Library Grants	\$49,000.00	\$49,000.00	\$0.00	100.0%
852.01 Phone, Fax & Conf Services	\$1,717.55	\$1,720.00	\$2.45	99.9%
861.01 Travel	\$8,356.62	\$8,400.00	\$43.38	99.5%
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	\$1,247.88	\$1,374.00	\$126.12	90.8%
933.00 Office equip - rpr/maint	\$251.86	\$700.00	\$448.14	36.0%
958.01 Cont Ed - members	\$8,042.49	\$20,250.00	\$12,207.51	39.7%
958.02 Cont Ed - Staff	\$775.00	\$1,500.00	\$725.00	51.7%
963.00 Bank Fees	\$587.33	\$1,000.00	\$412.67	58.7%
979.00 Office equipment	\$758.88	\$2,222.00	\$1,463.12	34.2%



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980.00 Fixtures & Furnishings	\$0.00	\$100.00	\$100.00	0.0%
982.07 Software	\$4,726.84	\$5,000.00	\$273.16	94.5%
999.00 Contingency	\$39.75	\$16,309.00	\$16,269.25	0.2%
Total Expenses	<u>\$538,268.42</u>	\$599,720.00		89.8%
Net Operating Income	<u>\$65,799.16</u>			
Other Income				
9000 Member Pass Through				
687.02 Member purchases	\$9,704.13			
687.06 Overdrive Income	\$59,788.90			
687.10 Ancestry Income	\$19,804.00			
Total 9000 Member Pass Through	<u>\$89,297.03</u>			
Total Other Income	<u>\$89,297.03</u>			
Other Expenses				
9100 Member Pass Through Exp				
986.04 Member Purchases	\$9,978.89			
986.05 Overdrive Expense	\$56,492.29			
986.10 Ancestry Expense	\$19,804.00			
Total 9100 Member Pass Through Exp	<u>\$86,275.18</u>			
Total Other Expenses	<u>\$86,275.18</u>			
Net Other Income	<u>\$3,021.85</u>			
Net Income	<u>\$68,821.01</u>			



Woodlands Library Cooperative
Expenses
September 2018

Account	Item	Amount
Split	Adrian District Library	\$4,280.05
Split	Albion District Library	\$3,171.00
718.00 Retirement	Ameriprise Financial	\$814.29
712.00 Board Members	Anne Good	\$54.00
830.00 Library Grants	Athens Community Library	\$1,000.00
828.01 Membership Dues	Bellevue Township Library	\$116.70
809.00 Delivery Statewide	Branch District Library	\$3,684.00
712.00 Board Members	Carol Walker	\$54.00
712.00 Board Members	Cindy Goodrich	\$54.00
Split	Clinton Township Public Library	\$3,530.32
Split	Colon Township Library	\$2,518.79
Split	Constatine Township Library	\$2,819.00
809.00 Delivery Statewide	Delta Township District Library	\$3,834.00
Split	Delton District Library	\$3,171.00
Split	DeWitt District Library	\$4,568.05
Split	Dorothy Hull Library	\$2,819.00
828.01 Membership Dues	East Lansing Public Library	\$1,558.46
Split	Eaton Rapids Public Library	\$1,462.55
735.00 Office Supplies	Family Fare	\$4.99
Split	Grand Ledge Area District Library	\$4,289.25
830.00 Library Grants	GW Spindler Memorial Library	\$1,000.00
Split	Hudson Carnegie District Library	\$3,530.32
Split	Kate	\$886.41
705.00 Salary-Director	Kate Pohjola Andrade	\$4,764.52
707.00 Salary-Staff	Laura Claucherty	\$3,626.44
735.01 Office Internet	Laura	\$25.00
809.00 Delivery Statewide	Litchfield District Library	\$2,121.00
830.00 Library Grants	Marshall District Library	\$1,000.00
735.00 Office Supplies	Mejier	\$13.09
Split	Mendon Township Library	\$2,935.70
958.02 Continueing Ed	Michigan Library Association	\$275.00
Split	Monroe County Library System	\$6,625.01
830.00 Library Grants	Nottawa township Library	\$1,000.00
Split	Office Depot	\$354.33
712.00 Board Members	Peggy Townshend	\$54.00
Split	Pittsford District Library	\$1,909.05
Split	PNC Bank	\$1,041.30
712.00 Board Members	Randy Westbrook	\$54.00
809.00 Delivery Statewide	Reading Community Library	\$2,049.00
828.01 Membership Dues	Schoolcraft Community Library	\$125.00
Split	Schultz-Holmes Memorial Library	\$2,483.83
809.00 Delivery Statewide	Stair District Library	\$2,121.00
723.00 Long term Disability	Standard Ins. Co.	\$35.68
809.00 Delivery Statewide	Sunfield District Library	\$2,121.00
Split	Tecumseh District Library	\$3,098.18
809.00 Delivery Statewide	Vermontville Township Library	\$1,819.00
712.00 Board Members	Wayne Summers	\$54.00
715.00 FICA Tax	Woodlands US Tax	\$694.00



**Woodlands Library Cooperative
Expenses
September 2018**

Total		\$89,619.31
986.04 Member Purchasing		\$0.00
986.05 OverDrive	OverDrive	\$6,700.25
Total		\$96,319.56



Woodlands Library Cooperative
Trial Balance
September 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	\$544,366.29	
110.00 PNC, Monroe	\$579,031.96	
115.00 Petty Cash	\$100.00	
120.00 Account Receivable	\$2,170.60	
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		\$1,107,097.81
566.00 Direct State Aid		\$302,386.80
587.00 State Aid		\$298,041.44
607.00 Associate Membership		\$1,350.00
665.00 Interest earned		\$36.75
687.01 Miscellaneous		\$917.59
687.04 Continuing Ed		\$1,335.00
705.00 Salary - Director	\$61,939.00	
707.00 Salary - Staff	\$43,919.00	
712.00 Board Members	\$2,175.53	
715.00 FICA Taxes	\$8,964.85	
716.00 Medical Ins Opt-Out	\$3,200.00	
716.01 Medical Insurance	\$8,956.08	
717.00 Life Insurance	\$232.56	
718.00 Retirement	\$10,585.79	
719.00 Worker's Comp	\$272.62	
720.00 Unemployment Ins	\$0.00	
722.00 Dental Ins	\$1,214.37	
723.00 Long-Term Disability	\$428.60	
728.00 Postage	\$144.00	
735.00 Office Supplies	\$671.61	
735.01 Office Internet	\$600.00	
747.00 Periodicals - office	\$89.99	
802.00 Fiscal Services	\$5,080.00	
808.00 Delivery	\$78,477.00	
809.00 Delivery Statewide	\$119,801.25	
812.00 OverDrive	\$25,000.00	
812.01 Ancestry	\$0.00	
812.02 Consumer Reports Online	\$47,000.00	
813.02 Automation Services	\$13,500.00	
824.00 Audit	\$5,100.00	
828.00 Memberships	\$2,098.86	
828.01 Membership Dues	\$23,313.11	
830.00 Library Grants	\$49,000.00	



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Trial Balance
September 2018

852.01 Office Telephone	\$1,717.55	
861.01 Travel	\$8,356.62	
901.02 Printing-Misc	\$0.00	
911.00 General Insurance	\$1,247.88	
933.00 Office equip - rpr/maint	\$251.86	
958.01 Cont Ed - Members	\$8,042.49	
958.02 Cont Ed-Staff	\$775.00	
963.00 Bank Fees	\$587.33	
979.00 Office Equipment	\$758.88	
982.07 Software	\$4,726.84	
986.01 Professional Collection	\$0.00	
999.00 Contingency	\$39.75	
687.02 Member Pass Through:Member purchases		\$9,704.13
687.06 Member Pass Through:Overdrive Income		\$59,788.90
687.10 Member Pass Through: Ancestry Income		\$19,804.00
986.04 Member Pass Through: Exp: Member Purchases	\$9,978.89	
986.05 Member Pass Through Exp:Overdrive Expense	\$56,492.29	
986.10 Member Pass Through: Exp: Ancestry Expense	\$19,804.00	
TOTAL	\$1,800,462.42	\$1,800,462.42