



Woodlands Library Cooperative
Budget vs. Actual
December 2018

	Total	Budget	Balance	% of Budget
Income				
566.00 Direct State Aid	\$0.00	\$329,825.00	(329,825.00)	0.0%
587.00 State Aid	\$0.00	\$327,220.00	(327,220.00)	0.0%
607.00 Associate Membership	\$1,050.00	\$1,350.00	(300.00)	77.8%
665.00 Interest earned	\$0.00	\$0.00	0.00	
687.01 Miscellaneous	\$0.00	\$0.00	0.00	
687.04 Continuing ed	\$1,020.00	\$2,000.00	(980.00)	51.0%
Transfer from Fund Blance	\$0.00	\$125,000.00	(125,000.00)	0.0%
Total Income	\$2,070.00	\$785,395.00	(783,325.00)	0.3%
Gross Profit	\$2,070.00			
Expenses				
705.00 Salary - Director	\$17,176.11	\$63,797.00	\$46,620.89	26.9%
707.00 Salary - Staff	\$12,179.16	\$45,237.00	\$33,057.84	26.9%
712.00 Board Members	\$0.00	\$3,300.00	\$3,300.00	0.0%
715.00 FICA Taxes	\$2,138.76	\$9,658.00	\$7,519.24	22.1%
716.00 Medical Ins Opt-Out	\$887.39	\$3,296.00	\$2,408.61	26.9%
716.01 Medical Insurance	\$3,390.72	\$13,666.00	\$10,275.28	24.8%
717.00 Life Insurance	\$77.52	\$258.00	\$180.48	30.0%
718.00 Retirement	\$2,516.19	\$10,903.00	\$8,386.81	23.1%
719.00 Worker's comp	\$64.80	\$273.00	\$208.20	23.7%
720.00 Unemployment Insurance	\$0.00	\$361.00	\$361.00	0.0%
722.00 Dental Ins	\$368.22	\$1,473.00	\$1,104.78	25.0%
723.00 Long-term Disability	\$107.00	\$371.00	\$264.00	28.8%
728.00 Postage	\$614.35	\$1,000.00	\$385.65	61.4%
735.00 Office Supplies	\$118.55	\$1,500.00	\$1,381.45	7.9%
735.01 Internet Access	\$150.00	\$600.00	\$450.00	25.0%
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	\$80,598.00	\$80,598.00	0.0%
809.00 Delivery Statewide	\$1,819.00	\$123,670.00	\$121,851.00	1.5%
812.00 OverDrive	\$19,328.11	\$37,000.00	\$17,671.89	52.2%
812.02 Consumer Reports Online	\$49,350.00	\$49,350.00	\$5,350.00	89.2%
812.03 Mango Languages	\$44,000.00	\$43,950.00	-\$50.00	100.1%
813.02 Automation Services	\$3,375.00	\$13,500.00	\$10,125.00	25.0%
824.00 Audit	\$5,200.00	\$5,500.00	\$300.00	94.5%
826.00 Legal Services	\$0.00	\$500.00	\$500.00	0.0%
827.00 Consultants	\$950.15	\$20,000.00	\$19,049.85	4.8%
828.00 Memberships	\$900.00	\$2,100.00	\$1,200.00	42.9%
828.01 Membership Dues	\$0.00	\$31,219.00	\$31,219.00	0.0%
830.00 Library Grants	\$34,000.00	\$100,000.00	\$51,000.00	34.0%
852.01 Phone, Fax & Conf Services	\$380.33	\$1,680.00	\$1,299.67	22.6%
861.01 Travel	\$1,787.15	\$8,000.00	\$6,212.85	22.3%
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	\$1,400.00	\$1,400.00	0.0%
933.00 Office equip - rpr/maint	\$90.83	\$700.00	\$609.17	13.0%
958.01 Cont Ed - members	\$2,436.49	\$72,750.00	\$70,313.51	3.3%
958.02 Cont Ed - Staff	\$20.00	\$1,500.00	\$1,480.00	1.3%
963.00 Bank Fees	\$181.15	\$1,000.00	\$818.85	18.1%



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979.00 Office equipment	\$205.46	\$2,727.00	\$2,521.54	7.5%
980.00 Fixtures & Furnishings	\$0.00	\$100.00	\$100.00	0.0%
982.07 Software	\$2,744.99	\$5,861.00	\$3,116.01	46.8%
999.00 Contingency	\$0.00	\$20,617.00	\$20,617.00	0.0%
Total Expenses	\$207,827.46	\$785,395.00		26.5%
Net Operating Income	-\$205,757.46			
Other Income				
9000 Member Pass Through				
687.02 Member purchases	\$1,896.44			
687.06 Overdrive Income	\$12,018.20			
687.10 Ancestry Income	\$25,030.00			
Total 9000 Member Pass Through	\$38,944.64			
Total Other Income	\$38,944.64			
Other Expenses				
9100 Member Pass Through Exp				
986.04 Member Purchases	\$1,888.65			
986.05 Overdrive Expense	\$2,749.11			
986.10 Ancestry Expense	\$25,030.00			
Total 9100 Member Pass Through Exp	\$29,667.76			
Total Other Expenses	\$29,667.76			
Net Other Income	\$9,276.88			
Net Income	-\$196,480.58			



Woodlands Library Cooperative
Expenses
December 2018

Account	Item	Amount
718.00 Retirement	Ameriprise Financial	\$838.73
830.00 Library Grants	Bath Township Public Library	\$2,000.00
830.00 Library Grants	Delton District Library	\$2,000.00
830.00 Library Grants	DeWitt District Library	\$2,000.00
Split	Kate	\$1,335.40
705.00 Salary-Director	Kate Pohjola Andrade	\$4,907.46
707.00 Salary-Staff	Laura Claucherty	\$3,733.30
Split	Laura	\$46.80
Split	Monroe County Library System	\$3,385.97
735.00 Office Supplies	Office Depot	\$27.60
Split	PNC Bank	\$3,104.08
958.01 Cont Ed-Members	Schoolcraft Community Library	\$699.00
723.00 Long Term Disability	Standard Insurance Co.	\$34.29
827.00 Consultants	Waldron District Library	\$150.15
827.00 Consultants	White Pigeon Township Library	\$400.00
715.00 FICA Taxes	Woodlands US Tax	\$712.92
Total		\$25,375.70
986.04 Member Purchasing	Faronics & Office Depot	\$1,568.21
986.05 OverDrive	OverDrive	\$4,923.91
Total		\$31,867.82



Woodlands Library Cooperative
Trial Balance
 December 2018

	Debit	Credit
101.00 Homestead	\$100.00	
103.00 Ameriprise Management	\$540,210.70	
110.00 PNC - Monroe	\$383,449.62	
115.00 Petty Cash	\$100.00	
120.00 Account Receivable	\$2,678.32	
149.9 Undeposited Funds	\$0.00	
200.00 Accounts Payable	\$50,249.97	
210.10 Payroll Liabilities:Federal Withholding		\$673.54
210.20 Payroll Liabilities:State Withholding		\$246.24
210.30 Payroll Liabilities:City Withholding		\$26.58
210.40 Payroll Liabilities:FICA/Medicare Withholding		\$417.66
210.50 Payroll Liabilities:Deferred Compensation		\$100.00
210.60 Payroll Liabilities:Health Savings Account		\$41.94
390.00 Retained Earnings		\$1,184,831.54
566.00 Direct State Aid		\$0.00
587.00 State Aid		\$0.00
607.00 Associate Membership		\$1,050.00
664.00 Unrealized Gain/Loss	\$13,068.31	
665.00 Interest Earned		\$0.00
687.01 Miscellaneous		\$0.00
687.04 Continuing Education		\$1,020.00
705.00 Salary - Director	\$17,176.11	
707.00 Salary - Staff	\$12,179.16	
712.00 Board Members	\$0.00	
715.00 FICA Taxes	\$2,138.76	
716.00 Medical Insurance Opt-Out	\$887.39	
716.01 Medical Insurance	\$3,390.72	
717.00 Life Insurance	\$77.52	
718.00 Retirement	\$2,516.19	
719.00 Worker's Compensation	\$64.80	
720.00 Unemployment Insurance	\$0.00	
722.00 Dental Insurance	\$368.22	
723.00 Long-Term Disability	\$107.00	
728.00 Postage	\$614.35	
735.00 Office Supplies	\$118.55	
735.01 Office Internet	\$150.00	
747.00 Periodicals - Office	\$0.00	
802.00 Fiscal Services	\$1,270.03	
808.00 Delivery - Service Contracts	\$0.00	
809.00 Delivery Statewide	\$1,819.00	
812.00 OverDrive	\$19,328.11	
812.02 Consumer Reports Online	\$49,350.00	
812.03 Mango Languages	\$44,000.00	
813.02 Automation Services	\$3,375.00	
824.00 Audit	\$5,200.00	
827.00 IT Consultants/Grants	\$950.15	
828.00 Memberships - Cooperative	\$900.00	
828.01 Memberships - Members	\$0.00	
830.00 Library Grants	\$34,000.00	
852.01 Phone, Fax & Conference Services	\$380.33	



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861.01 Travel	\$1,787.15	
901.02 Printing-Misc	\$0.00	
911.00 General Insurance	\$0.00	
933.00 Office Equipment - Repair/Maintenance	\$90.83	
958.01 Continuing Education - Members	\$2,436.49	
958.02 Continuing Education - Staff	\$20.00	
963.00 Bank Fees	\$181.15	
979.00 Office Equipment	\$205.46	
980.00 Fixtures & Furnishings	\$0.00	
982.07 Software	\$2,744.99	
999.00 Contingency	\$0.00	
687.02 Member Pass Through:Member Purchases		\$1,896.44
687.06 Member Pass Through:Overdrive Income		\$12,018.20
687.10 Member Pass Through: Ancestry Income		\$25,030.00
986.04 Member Pass Through: Exp: Member Purchases	\$1,888.65	
986.05 Member Pass Through Exp: Overdrive Expense	\$2,749.11	
986.10 Member Pass Through: Exp: Ancestry Expense	\$25,030.00	
TOTAL	\$1,227,352.14	\$1,227,352.14