



**Woodlands Library Cooperative**  
**Budget vs. Actual**  
 April 2019

	Total	Budget	Balance	% of Budget
<b>Income</b>				
566.00 Direct State Aid	\$163,657.61	\$329,825.00	(166,167.39)	49.6%
587.00 State Aid	\$0.00	\$327,220.00	(327,220.00)	0.0%
607.00 Associate Membership	\$750.00	\$1,350.00	(600.00)	55.6%
665.00 Interest earned	\$0.00	\$0.00	0.00	
687.01 Miscellaneous	\$60.00	\$0.00	60.00	
687.04 Continuing ed	\$1,020.00	\$2,000.00	(980.00)	51.0%
Transfer from Fund Blance	\$125,000.00	\$125,000.00	0.00	100.0%
<b>Total Income</b>	<b>\$290,487.61</b>	<b>\$785,395.00</b>	<b>(494,907.39)</b>	<b>37.0%</b>
<b>Gross Profit</b>	<b>\$290,487.61</b>			
<b>Expenses</b>				
705.00 Salary - Director	\$39,259.68	\$63,797.00	\$24,537.32	61.5%
707.00 Salary - Staff	\$27,838.08	\$45,237.00	\$17,398.92	61.5%
712.00 Board Members	\$448.00	\$3,300.00	\$2,852.00	13.6%
715.00 FICA Taxes	\$5,445.90	\$9,658.00	\$4,212.10	56.4%
716.00 Medical Ins Opt-Out	\$2,028.32	\$3,296.00	\$1,267.68	61.5%
716.01 Medical Insurance	\$8,037.84	\$13,666.00	\$5,628.16	58.8%
717.00 Life Insurance	\$155.04	\$258.00	\$102.96	60.1%
718.00 Retirement	\$6,290.47	\$10,903.00	\$4,612.53	57.7%
719.00 Worker's comp	\$140.40	\$273.00	\$132.60	51.4%
720.00 Unemployment Insurance	\$0.00	\$361.00	\$361.00	0.0%
722.00 Dental Ins	\$746.79	\$1,473.00	\$726.21	50.7%
723.00 Long-term Disability	\$244.16	\$371.00	\$126.84	65.8%
728.00 Postage	\$614.35	\$1,000.00	\$385.65	61.4%
735.00 Office Supplies	\$207.11	\$1,500.00	\$1,292.89	13.8%
735.01 Internet Access	\$375.00	\$600.00	\$225.00	62.5%
747.00 Periodicals - office	\$0.00	\$300.00	\$300.00	0.0%
802.00 Fiscal Services	\$2,540.02	\$5,080.00	\$2,539.98	50.0%
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	\$37,000.00	\$37,000.00	\$0.00	100.0%
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	\$6,750.00	\$13,500.00	\$6,750.00	50.0%
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	\$1,350.15	\$20,000.00	\$18,649.85	6.8%
828.00 Memberships	\$2,255.70	\$2,100.00	(\$155.70)	107.4%
828.01 Membership Dues	\$1,746.18	\$31,219.00	\$29,472.82	5.6%
830.00 Library Grants	\$62,500.00	\$100,000.00	\$51,000.00	62.5%
852.01 Phone, Fax & Conf Services	\$938.70	\$1,680.00	\$741.30	55.9%
861.01 Travel	\$3,118.32	\$8,000.00	\$4,881.68	39.0%
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	\$1,201.82	\$1,400.00	\$198.18	85.8%
933.00 Office equip - rpr/maint	\$435.77	\$700.00	\$264.23	62.3%
958.01 Cont Ed - members	\$8,977.26	\$72,750.00	\$63,772.74	12.3%
958.02 Cont Ed - Staff	\$95.00	\$1,500.00	\$1,405.00	6.3%
963.00 Bank Fees	\$338.90	\$1,000.00	\$661.10	33.9%



**Woodlands Library Cooperative**  
**Budget vs. Actual**  
**April 2019**

979.00 Office equipment	\$658.13	\$2,727.00	\$2,068.87	24.1%
980.00 Fixtures & Furnishings	\$0.00	\$100.00	\$100.00	0.0%
982.07 Software	\$3,718.99	\$5,861.00	\$2,142.01	63.5%
999.00 Contingency	\$126.50	\$20,617.00	\$20,490.50	0.6%
<b>Total Expenses</b>	<u>\$325,951.58</u>	<b>\$785,395.00</b>		<b>41.5%</b>
<b>Net Operating Income</b>	<u>-\$35,463.97</u>			
<b>Other Income</b>				
9000 Member Pass Through				
687.02 Member purchases	\$12,113.18			
687.06 Overdrive Income	\$42,036.20			
687.10 Ancestry Income	\$25,030.00			
<b>Total 9000 Member Pass Through</b>	<u>\$79,179.38</u>			
<b>Total Other Income</b>	<u>\$79,179.38</u>			
<b>Other Expenses</b>				
9100 Member Pass Through Exp				
986.04 Member Purchases	\$5,150.74			
986.05 Overdrive Expense	\$14,971.84			
986.10 Ancestry Expense	\$25,030.00			
<b>Total 9100 Member Pass Through Exp</b>	<u>\$45,152.58</u>			
<b>Total Other Expenses</b>	<u>\$45,152.58</u>			
<b>Net Other Income</b>	<u>\$34,026.80</u>			
<b>Net Income</b>	<u>-\$1,437.17</u>			



**Woodlands Library Cooperative**  
**Expenses**  
**April 2019**

Account	Item	Amount
718.00 Retirement	Ameriprise Financial	\$838.73
911.00 General Insurance	Auto-Owners Insurance	\$403.82
830.00 Library Grants	Bellevue Township Library	\$2,000.00
828.01 Membership Dues	Charlotte Community Library	\$759.70
911.00 General Insurance	CNA Surety	\$100.00
933.00 Office Equip	D.L. Gallivan	\$110.71
Split	Eaton Rapids District Library	\$394.95
Split	Hillsdale Community Library	\$843.28
Split	Kate-Mileage & Reimbursements	\$2,639.16
705.00 Salary-Director	Kate Pohjola Andrade	\$7,361.19
707.00 Salary-Staff	Laura Claucherty	\$5,599.95
Split	Laura-Mileage & Reimbursements	\$66.24
828.00 Memberships	Michigan Library Association	\$854.70
Split	Monroe County Library System	\$3,403.04
Split	PNC Bank	\$617.51
958.01 Cont Ed-Members	Publishers Consulting LLC	\$2,145.00
828.01 Membership Dues	Reading Community Library	\$225.02
830.00 Library Grants	Stair District Library	\$2,000.00
723.00 Long-term Disability	Standard Insurance Co.	\$68.58
911.00 General Insurance	US Liability Insurance Co	\$698.00
715.00 FICA Taxes	Woodlands US Tax	\$744.96
<b>Total</b>		<b>\$31,874.54</b>
986.04 Member Purchasing		\$0.00
986.05 OverDrive	OverDrive	\$13,533.36
<b>Total</b>		<b>\$45,407.90</b>



**Woodlands Library Cooperative  
Trial Balance  
April 2019**

	<u>Debit</u>	<u>Credit</u>
101.00 Homestead	\$100.00	
103.00 Ameriprise Management	\$540,210.70	
110.00 PNC - Monroe	\$454,986.94	
115.00 Petty Cash	\$100.00	
120.00 Account Receivable	\$1,725.60	
149.9 Undeposited Funds	\$0.00	
200.00 Accounts Payable	\$50,299.07	
210.10 Payroll Liabilities:Federal Withholding		\$774.30
210.20 Payroll Liabilities:State Withholding		\$688.52
210.30 Payroll Liabilities:City Withholding		\$73.83
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		\$163,657.61
587.00 State Aid		\$0.00
607.00 Associate Membership		\$750.00
664.00 Unrealized Gain/Loss	\$13,068.31	
665.00 Interest Earned		\$0.00
687.01 Miscellaneous		\$60.00
687.04 Continuing Education		\$1,020.00
705.00 Salary - Director	\$39,259.68	
707.00 Salary - Staff	\$27,838.08	
712.00 Board Members	\$448.00	
715.00 FICA Taxes	\$5,445.90	
716.00 Medical Insurance Opt-Out	\$2,028.32	
716.01 Medical Insurance	\$8,037.84	
717.00 Life Insurance	\$155.04	
718.00 Retirement	\$6,290.47	
719.00 Worker's Compensation	\$140.40	
720.00 Unemployment Insurance	\$0.00	
722.00 Dental Insurance	\$746.79	
723.00 Long-Term Disability	\$244.16	
728.00 Postage	\$614.35	
735.00 Office Supplies	\$207.11	
735.01 Office Internet	\$375.00	
747.00 Periodicals - Office	\$0.00	
802.00 Fiscal Services	\$2,540.02	
808.00 Delivery - Service Contracts	\$0.00	
809.00 Delivery Statewide	\$1,819.00	
812.00 OverDrive	\$37,000.00	
812.02 Consumer Reports Online	\$49,350.00	
812.03 Mango Languages	\$44,000.00	
813.02 Automation Services	\$6,750.00	
824.00 Audit	\$5,200.00	
827.00 IT Consultants/Grants	\$1,350.15	
828.00 Memberships - Cooperative	\$2,255.70	
828.01 Memberships - Members	\$1,746.18	
830.00 Library Grants	\$62,500.00	
852.01 Phone, Fax & Conference Services	\$938.70	



**Woodlands Library Cooperative**  
**Trial Balance**  
April 2019

861.01 Travel	\$3,118.32	
901.02 Printing-Misc	\$0.00	
911.00 General Insurance	\$1,201.82	
933.00 Office Equipment - Repair/Maintenance	\$435.77	
958.01 Continuing Education - Members	\$8,977.26	
958.02 Continuing Education - Staff	\$95.00	
963.00 Bank Fees	\$338.90	
979.00 Office Equipment	\$658.13	
980.00 Fixtures & Furnishings	\$0.00	
982.07 Software	\$3,718.99	
999.00 Contingency	\$126.50	
687.02 Member Pass Through:Member Purchases		\$12,113.18
687.06 Member Pass Through:Overdrive Income		\$42,036.20
687.10 Member Pass Through: Ancestry Income		\$25,030.00
986.04 Member Pass Through: Exp: Member Purchases	\$5,150.74	
986.05 Member Pass Through Exp: Overdrive Expense	\$14,971.84	
986.10 Member Pass Through: Exp: Ancestry Expense	\$25,030.00	
<b>TOTAL</b>	<b>\$1,431,594.78</b>	<b>\$1,431,594.78</b>