



**Woodlands Library Cooperative**  
**Budget vs. Actual**  
**November 2023**

	Total	Budget	Balance	% of Budget
Income				
566.00 Direct State Aid	\$0.00	\$409,769.00	-\$409,769.00	0.0%
587.00 State Aid	\$0.00	\$409,769.00	-\$409,769.00	0.0%
607.00 Associate Membership	\$450.00	\$450.00	\$0.00	100.0%
665.00 Interest earned	\$0.00	\$0.00	\$0.00	0.0%
687.01 Miscellaneous	\$0.00	\$0.00	\$0.00	0.0%
687.04 Continuing ed	\$798.44	\$0.00	\$798.44	0.0%
Transfer from Fund Blance	\$200,000.00	\$200,000.00	\$0.00	100.0%
Total Income	<u>\$201,248.44</u>	<u>\$1,019,988.00</u>	<u>-\$818,739.56</u>	<u>19.7%</u>
Gross Profit	\$201,248.44			
Expenses				
705.00 Salary - Director	\$13,819.05	\$74,623.00	\$60,803.95	18.5%
707.00 Salary - Staff	\$10,175.75	\$52,914.00	\$42,738.25	19.2%
712.00 Board Members	\$448.00	\$2,754.00	\$2,306.00	16.3%
715.00 FICA Taxes	\$1,541.80	\$10,717.00	\$9,175.20	14.4%
716.00 Medical Ins Opt-Out	\$1,440.60	\$6,401.00	\$4,960.40	22.5%
716.01 Medical Insurance	\$0.00	\$0.00	\$0.00	#DIV/o!
717.00 Life Insurance	\$38.76	\$233.00	\$194.24	16.6%
718.00 Retirement	\$1,919.58	\$12,263.00	\$10,343.42	15.7%
719.00 Worker's Comp	\$50.76	\$307.00	\$256.24	16.5%
720.00 Unemployment Insurance	\$0.00	\$350.00	\$350.00	0.0%
723.00 Long Term Disability	\$71.64	\$360.00	\$288.36	19.9%
728.00 Postage	\$0.00	\$1,000.00	\$1,000.00	0.0%
735.00 Office Supplies	\$0.00	\$1,500.00	\$1,500.00	0.0%
735.01 Internet Access	\$100.00	\$600.00	\$500.00	16.7%
747.00 Periodicals - Office	\$40.98	\$300.00	\$259.02	13.7%
802.00 Fiscal Services	\$846.70	\$5,080.00	\$4,233.30	16.7%
808.00 Delivery	\$0.00	\$97,736.00	\$97,736.00	0.0%
809.00 Delivery Statewide	\$0.00	\$150,148.00	\$150,148.00	0.0%
812.00 OverDrive	\$16,540.57	\$37,000.00	\$20,459.43	44.7%
812.02 Consumer Reports Online	\$0.00	\$56,040.00	\$56,040.00	0.0%
812.03 Mango Languages	\$0.00	\$52,674.00	\$52,674.00	0.0%
812.04 Tudor.com	\$0.00	\$55,797.00	\$55,797.00	0.0%
812.05 OverDrive Magazines	\$0.00	\$25,000.00	\$25,000.00	0.0%
812.06 Midwest Tape - Hoopla	\$6,003.56	\$0.00	-\$6,003.56	#DIV/o!
813.02 Automation Services	\$2,250.00	\$13,500.00	\$11,250.00	16.7%
824.00 Audit	\$0.00	\$5,600.00	\$5,600.00	0.0%
826.00 Legal Services	\$0.00	\$500.00	\$500.00	0.0%
827.00 Consultants	\$570.00	\$50,000.00	\$49,430.00	1.1%
827.01 Consultant-Comm Engagement	\$2,255.00	\$15,000.00	\$12,745.00	15.0%
827.02 MAP	\$0.00	\$700.00	\$700.00	0.0%
828.00 Memberships	\$900.00	\$2,300.00	\$1,400.00	39.1%
828.01 Membership Dues	\$0.00	\$31,709.00	\$31,709.00	0.0%
830.00 Library Grants	\$0.00	\$100,000.00	\$100,000.00	0.0%
852.01 Phone, Fax & Conf Services	\$164.98	\$420.00	\$255.02	39.3%
861.01 Travel	\$1,011.74	\$5,000.00	\$3,988.26	20.2%
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	\$2,000.00	\$2,000.00	0.0%



**Woodlands Library Cooperative**  
**Budget vs. Actual**  
**November 2023**

933.00 Office Equip - Rpr/Maint	\$102.95	\$1,000.00	\$897.05	10.3%
958.01 Cont Ed - Members	\$5,224.23	\$60,000.00	\$54,775.77	8.7%
958.02 Cont Ed - Staff	\$324.00	\$3,000.00	\$2,676.00	10.8%
963.00 Bank Fees	\$115.01	\$1,000.00	\$884.99	11.5%
979.00 Office equipment	\$0.00	\$1,890.00	\$1,890.00	0.0%
980.00 Fixtures & Furnishings	\$724.99	\$1,000.00	\$275.01	72.5%
982.07 Software	\$3,265.25	\$7,804.00	\$4,538.75	41.8%
999.00 Contingency	\$0.00	\$73,169.00	\$73,169.00	0.0%
Total Expenses	<u>\$69,945.90</u>	\$1,019,989.00		6.9%
Net Operating Income	<u>\$131,302.54</u>			
Other Income				
9000 Member Pass Through				
687.02 Member Purchases	\$469.27			
687.06 Overdrive Income	\$10,006.00			
687.10 Ancestry Income	\$27,380.00			
687.12 Labor Law Poster Income	\$0.00			
Total 9000 Member Pass Through	<u>\$37,855.27</u>			
Total Other Income	<u>\$37,855.27</u>			
Other Expenses				
9100 Member Pass Through Exp				
986.04 Member Purchases	\$375.67			
986.05 Overdrive Expense	\$0.00			
986.10 Ancestry Expense	\$30,593.86			
986.12 Labor Law Poster Expense	\$0.00			
Total 9100 Member Pass Through Exp	<u>\$30,969.53</u>			
Total Other Expenses	<u>\$30,969.53</u>			
Net Other Income	<u>\$6,885.74</u>			
Net Income	<u>\$138,188.28</u>			



**Woodlands Library Cooperative**  
**Expenses**  
**November 2023**

Account	Item	Amount
712.00 Board Members	Ameenah Asante	\$64.00
958.01 Cont Ed-Members	Charlotte Community Library	\$770.00
712.00 Board Members	Ellen Krenz	\$64.00
712.00 Board Members	Gayle Hazelbaker	\$64.00
716.00 Medical Ins Opt-Out	HealthiestYou	\$25.50
958.01 Cont Ed-Members	Jessica Tefft	\$3,040.00
Split	Kate-Reimburseables	\$404.00
705.00 Salary-Director	Kate Pohjola Andrade	\$5,805.54
707.00 Salary-Staff	Laura Claucherty	\$4,348.22
Split (New Chair)	Laura-Reimburseables	\$749.99
712.00 Board Members	Marsha Lambert	\$64.00
718.00 Retirement	MERS Defined Contribution	\$959.79
812.06 Midwest Tape-Hoopla	Midwest Tape	\$4,022.90
712.00 Board Members	Mike Grodi	\$64.00
Split	Monroe County Library System	\$1,573.71
958.01 Cont Ed-Members	Mulliken District Library	\$380.00
812.00 OverDrive	OverDrive	\$7,026.63
Split	PNC Bank	\$655.86
827.01 Community Engagement	Publisher's Consulting	\$660.00
712.00 Board Members	Sally Seifert	\$64.00
723.00 Long-term Disability	Standard Insurance Co.	\$71.64
712.00 Board Members	Sue Garrity	\$64.00
958.01 Cont Ed-Members	Vermontville Township Library	\$541.15
715.00 FICA Taxes	Woodlands US Tax	\$770.90
<b>Total</b>		<b>\$32,253.83</b>





**Woodlands Library Cooperative**  
**Trial Balance**  
**November 2023**

	Debit	Credit
101.00 Homestead	\$1,000.00	
103.00 Ameriprise Management	\$582,873.08	
107.00 PayPal	\$146.32	
110.00 PNC - Monroe	\$112,739.64	
115.00 Petty Cash	\$100.00	
120.00 Account Receivable	\$29,303.74	
149.9 Undeposited Funds	\$92.42	
200.00 Accounts Payable	\$50,249.97	
210.10 Payroll Liabilities:Federal Withholding		\$309.08
210.20 Payroll Liabilities:State Withholding		\$1,296.34
210.40 Payroll Liabilities:FICA/Medicare Withholding		\$384.71
210.50 Payroll Liabilities:Deferred Compensation		\$100.00
210.60 Payroll Liabilities:Health Savings Account		\$47.99
390.00 Retained Earnings		\$832,991.66
566.00 Direct State Aid		\$0.00
587.00 State Aid		\$0.00
607.00 Associate Membership		\$450.00
664.00 Unrealized Gain/Loss		\$3,187.11
665.00 Interest Earned		\$0.00
687.01 Miscellaneous		\$0.00
687.04 Continuing Education		\$798.44
705.00 Salary - Director	\$13,819.05	
705.01 Bonus - Director	\$0.00	
707.00 Salary - Staff	\$10,175.75	
707.01 Bonus - Staff	\$0.00	
712.00 Board Members	\$448.00	
715.00 FICA Taxes	\$1,541.80	
716.00 Medical Insurance Opt-Out	\$1,440.60	
717.00 Life Insurance	\$38.76	
718.00 Retirement	\$1,919.58	
719.00 Worker's Compensation	\$50.76	
720.00 Unemployment Insurance	\$0.00	
722.00 Dental Insurance	\$0.00	
723.00 Long-Term Disability	\$71.64	
728.00 Postage	\$0.00	
735.00 Office Supplies	\$0.00	
735.01 Office Internet	\$100.00	
747.00 Periodicals - Office	\$40.98	
802.00 Fiscal Services	\$846.70	
808.00 Delivery - Service Contracts	\$0.00	
809.00 Delivery Statewide	\$0.00	
812.00 OverDrive	\$16,540.57	
812.02 Consumer Reports Online	\$0.00	
812.03 Mango Languages	\$0.00	
812.04 Tutor.com	\$0.00	
812.05 OverDrive Magazines	\$0.00	
812.06 Midwest Tape-Hoopla	\$6,003.56	
813.02 Automation Services	\$2,250.00	
824.00 Audit	\$0.00	
827.00 IT Consultants/Grants	\$570.00	



**Woodlands Library Cooperative**  
**Trial Balance**  
**November 2023**

827.01 Consultant-Comm Engagement	\$2,255.00	
827.02 MAP	\$0.00	
828.00 Memberships - Cooperative	\$900.00	
828.01 Memberships - Members	\$0.00	
830.00 Library Grants	\$0.00	
852.01 Phone, Fax & Conference Services	\$164.98	
861.01 Travel	\$1,011.74	
901.02 Printing-Misc	\$0.00	
911.00 General Insurance	\$0.00	
933.00 Office Equipment - Repair/Maintenance	\$102.95	
958.01 Continuing Education - Members	\$5,224.23	
958.02 Continuing Education - Staff	\$324.00	
963.00 Bank Fees	\$115.01	
979.00 Office Equipment	\$0.00	
980.00 Fixtures & Furnishings	\$724.99	
982.07 Software	\$3,265.25	
999.00 Contingency	\$0.00	
687.02 Member Pass Through:Member Purchases		\$469.27
687.06 Member Pass Through:Overdrive Income		\$10,006.00
687.10 Member Pass Through: Ancestry Income		\$27,380.00
687.12 Member Pass Through: Labor Law Poster Income		\$0.00
986.04 Member Pass Through: Exp: Member Purchases	\$375.67	
986.05 Member Pass Through Exp: Overdrive Expense	\$0.00	
986.10 Member Pass Through: Exp: Ancestry Expense	\$30,593.86	
986.12 Member Pass Through: Exp: Labor Law Poster Expense	\$0.00	
<b>TOTAL</b>	<b>\$877,420.60</b>	<b>\$877,420.60</b>