

Eastern Shore Public Library  
**Balance Sheet**  
As of October 31, 2020

	<u>Oct 31, 20</u>
<b>ASSETS</b>	
<b>Current Assets</b>	
Checking/Savings	
Petty Cash	100.00
Sun Trust - Operating	
Liability Reserve	15,337.00
Reserve	19,163.00
Sun Trust - Operating - Other	<u>252,346.82</u>
<b>Total Sun Trust - Operating</b>	286,846.82
Suntrust - Restricted Fund	<u>10,180.57</u>
<b>Total Checking/Savings</b>	<u>297,127.39</u>
<b>Total Current Assets</b>	<u>297,127.39</u>
<b>TOTAL ASSETS</b>	<b><u><u>297,127.39</u></u></b>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
Accounts Payable	
2000 · Accounts Payable	<u>21,745.60</u>
<b>Total Accounts Payable</b>	21,745.60
Credit Cards	
Cardmember Services Visa	<u>1,482.49</u>
<b>Total Credit Cards</b>	1,482.49
<b>Other Current Liabilities</b>	
2100 · Payroll Liabilities	747.61
2270 · Minnesota Life	12.05
2290 · Anthem, Medical	1,122.62
2300 · Anthem, Dental	118.94
2360 · AFLAC	<u>165.30</u>
<b>Total Other Current Liabilities</b>	<u>2,166.52</u>
<b>Total Current Liabilities</b>	<u>25,394.61</u>
<b>Total Liabilities</b>	25,394.61
<b>Equity</b>	
1110 · Retained Earnings	-10,429.04

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11/04/20  
Accrual Basis

Eastern Shore Public Library  
**Balance Sheet**  
As of October 31, 2020

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	<b>Oct 31, 20</b>
3000 · Opening Bal Equity	95,784.16
Net Income	186,377.66
Total Equity	271,732.78
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>297,127.39</b>

	<u>Oct 20</u>
<b>Ordinary Income/Expense</b>	
<b>Income</b>	
<b>40000 · INCOME</b>	
<b>41000 · Government Income</b>	
41010 · Accomack County	111,211.00
41020 · Northampton County	44,129.75
41030 · State Aid	56,188.00
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<b>Total 41000 · Government Income</b>	211,528.75
<b>42000 · Contributions</b>	
42040 · Contributions Restricted	220.53
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<b>Total 42000 · Contributions</b>	220.53
<b>43000 · Reimbursements</b>	
43020 · Island	130.92
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<b>Total 43000 · Reimbursements</b>	130.92
<b>44000 · Fines &amp; Fees</b>	
44010 · Fines	84.60
44020 · Photocopying	475.95
44030 · Fax	13.55
44040 · Other	122.10
44000 · Fines & Fees - Other	107.86
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<b>Total 44000 · Fines &amp; Fees</b>	804.06
<b>49000 · Miscellaneous Income</b>	
49020 · Driver Education Test Proctorin	35.00
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<b>Total 49000 · Miscellaneous Income</b>	35.00
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<b>Total 40000 · INCOME</b>	212,719.26
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<b>Total Income</b>	212,719.26
<b>Expense</b>	
<b>60000 · EXPENSES</b>	
<b>61000 · Operations</b>	
<b>61100 · Building</b>	
61101 · Building Maintenance	628.71
61102 · Building Maintenance, NFL	329.76
	<hr/>
<b>Total 61100 · Building</b>	958.47
<b>61200 · Utilities</b>	
61201 · Fuel Oil	44.43
61202 · Electricity	417.04
61202.1 · Electricity - NFL	346.22
61203 · Telephone	80.04
61203.1 · Telephone - NFL	296.20
	<hr/>
<b>Total 61200 · Utilities</b>	1,183.93
<b>61300 · Vehicle Operation</b>	216.09

	<u>Oct 20</u>
<b>61500 · Computer</b>	
61513 · Online Services	675.88
61514 · Internet Services, State	1,365.40
61517 · Computer Maintenance	445.00
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<b>Total 61500 · Computer</b>	2,486.28
<b>Total 61000 · Operations</b>	4,844.77
<b>62000 · Equipment</b>	
62300 · Equipment Maintenance	
62310 · Contractual Services	431.85
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<b>Total 62300 · Equipment Maintenance</b>	431.85
<b>Total 62000 · Equipment</b>	431.85
<b>63000 · Programs</b>	
63100 · Adult	88.10
63200 · Youth	178.96
63000 · Programs - Other	200.00
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<b>Total 63000 · Programs</b>	467.06
<b>64000 · Personnel</b>	
64010 · Salaries - Director	5,515.66
64020 · Salaries - Other	17,019.62
64030 · Hourly Employees	11,463.20
64050 · Payroll Expenses	3,029.34
64070 · Retirement (VRS)	1,469.35
64080 · Insurance	
64083 · Insurance, Life (VRS)	0.08
64084 · Insurance, Gen, Liability (VRS)	-0.02
64085 · Insurance, Medical (Anthem)	2,997.12
64086 · Insurance, Dental (Anthem)	79.50
	<hr/>
<b>Total 64080 · Insurance</b>	3,076.68
64090 · Liability Reserve	667.00
	<hr/>
<b>Total 64000 · Personnel</b>	42,240.85
<b>65000 · Supplies</b>	
65300 · Library	6,267.40
65400 · Youth Program Supplies	26.32
65000 · Supplies - Other	246.91
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<b>Total 65000 · Supplies</b>	6,540.63
<b>66000 · Materials</b>	
66310 · System Materials	
66311 · Books, State Aid	2,822.18
66317 · AV, State Aid	646.93
66320 · Cape Charles Contract #15	119.98
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<b>Total 66310 · System Materials</b>	3,589.09

	<u>Oct 20</u>
<b>66350 · Affiliates</b>	
<b>66351 · Books, Affiliates</b>	1,049.22
<b>Total 66350 · Affiliates</b>	1,049.22
<b>66900 · Restricted</b>	167.29
<b>Total 66000 · Materials</b>	4,805.60
<b>67000 · Other</b>	
<b>67100 · Postage</b>	17.99
<b>67200 · Travel</b>	41.53
<b>67300 · Dues</b>	45.00
<b>Total 67000 · Other</b>	104.52
<b>68000 · Miscellaneous</b>	
<b>68100 · Bank Fees</b>	77.61
<b>68000 · Miscellaneous - Other</b>	102.80
<b>Total 68000 · Miscellaneous</b>	180.41
<b>69000 · Professional Services</b>	
<b>69001 · Professional Services, Financial</b>	1,230.00
<b>69002 · Professional, Library Services</b>	493.00
<b>Total 69000 · Professional Services</b>	1,723.00
<b>Total 60000 · EXPENSES</b>	61,338.69
<b>Total Expense</b>	61,338.69
<b>Net Ordinary Income</b>	151,380.57
<b>Other Income/Expense</b>	
<b>Other Expense</b>	
<b>8010 · Reserve</b>	833.00
<b>Total Other Expense</b>	833.00
<b>Net Other Income</b>	-833.00
<b>Net Income</b>	<b>150,547.57</b>

**Eastern Shore Public Library**  
**Profit & Loss Budget vs. Actual**  
 July 2020 through June 2021

	Jul '20 - Jun 21	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
40000 · INCOME				
41000 · Government Income				
41010 · Accomack County	222,422.00	444,844.00	-222,422.00	50.0%
41020 · Northampton County	90,354.75	176,519.00	-86,164.25	51.2%
41030 · State Aid	112,376.00	224,752.00	-112,376.00	50.0%
41040 · Grants	0.00	0.00	0.00	0.0%
<b>Total 41000 · Government Income</b>	<b>425,152.75</b>	<b>846,115.00</b>	<b>-420,962.25</b>	<b>50.2%</b>
42000 · Contributions				
42010 · ESPL Friends	253.63	7,000.00	-6,746.37	3.6%
42020 · NFL Friends	0.00	2,000.00	-2,000.00	0.0%
42030 · Contributions Unrestricted	10.00	1,000.00	-990.00	1.0%
42040 · Contributions Restricted	2,035.78	5,500.00	-3,464.22	37.0%
42050 · Legacies & Bequests	0.00	500.00	-500.00	0.0%
42060 · Adopt-A-Book	100.00	0.00	100.00	100.0%
42000 · Contributions - Other	0.00	0.00	0.00	0.0%
<b>Total 42000 · Contributions</b>	<b>2,399.41</b>	<b>16,000.00</b>	<b>-13,600.59</b>	<b>15.0%</b>
43000 · Reimbursements				
43010 · NFL Book Endowment	4,570.00	5,000.00	-430.00	91.4%
43020 · Island	459.27	2,500.00	-2,040.73	18.4%
43030 · Cape Charles	1,529.54	16,000.00	-14,470.46	9.6%
43040 · Book Replacement	55.99	100.00	-44.01	56.0%
43050 · NFL	0.00	0.00	0.00	0.0%
43000 · Reimbursements - Other	0.00	500.00	-500.00	0.0%
<b>Total 43000 · Reimbursements</b>	<b>6,614.80</b>	<b>24,100.00</b>	<b>-17,485.20</b>	<b>27.4%</b>
44000 · Fines & Fees				
44010 · Fines	455.20	0.00	455.20	100.0%
44020 · Photocopying	486.75	3,000.00	-2,513.25	16.2%
44030 · Fax	15.55	0.00	15.55	100.0%
44040 · Other	168.00	0.00	168.00	100.0%
44000 · Fines & Fees - Other	222.85	0.00	222.85	100.0%
<b>Total 44000 · Fines &amp; Fees</b>	<b>1,348.35</b>	<b>3,000.00</b>	<b>-1,651.65</b>	<b>44.9%</b>
45000 · Endowments				
45010 · Edmonds (UBS)	0.00	0.00	0.00	0.0%
45020 · General (Merrill Lynch)	0.00	0.00	0.00	0.0%
45090 · Miscellaneous Endowments	0.00	2,000.00	-2,000.00	0.0%
45000 · Endowments - Other	0.00	0.00	0.00	0.0%
<b>Total 45000 · Endowments</b>	<b>0.00</b>	<b>2,000.00</b>	<b>-2,000.00</b>	<b>0.0%</b>
46000 · Private Grants	1,447.11	5,000.00	-3,552.89	28.9%

**Eastern Shore Public Library**  
**Profit & Loss Budget vs. Actual**  
 July 2020 through June 2021

	Jul '20 - Jun 21	Budget	\$ Over Budget	% of Budget
<b>49000 · Miscellaneous Income</b>				
49010 · NOW Interest	0.00	0.00	0.00	0.0%
49020 · Driver Education Test Proctorin	95.00	300.00	-205.00	31.7%
49000 · Miscellaneous Income - Other	2,016.15	200.00	1,816.15	1,008.1%
<b>Total 49000 · Miscellaneous Income</b>	<b>2,111.15</b>	<b>500.00</b>	<b>1,611.15</b>	<b>422.2%</b>
<b>Total 40000 · INCOME</b>	<b>439,073.57</b>	<b>896,715.00</b>	<b>-457,641.43</b>	<b>49.0%</b>
<b>4060 · Carry Over</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
4250 · Grants, Other	0.00	0.00	0.00	0.0%
4650 · Dividends	0.00	0.00	0.00	0.0%
4670 · Liquidation	0.00	0.00	0.00	0.0%
<b>Total Income</b>	<b>439,073.57</b>	<b>896,715.00</b>	<b>-457,641.43</b>	<b>49.0%</b>
<b>Expense</b>				
<b>60000 · EXPENSES</b>				
<b>61000 · Operations</b>				
<b>61100 · Building</b>				
61101 · Building Maintenance	5,071.73	9,000.00	-3,928.27	56.4%
61102 · Building Maintenance, NFL	1,797.09	12,000.00	-10,202.91	15.0%
61104 · Building Maintenance - Parksley	0.00	51,280.00	-51,280.00	0.0%
61100 · Building - Other	0.00	0.00	0.00	0.0%
<b>Total 61100 · Building</b>	<b>6,868.82</b>	<b>72,280.00</b>	<b>-65,411.18</b>	<b>9.5%</b>
<b>61200 · Utilities</b>				
61201 · Fuel Oil	44.43	1,500.00	-1,455.57	3.0%
61202 · Electricity	2,247.04	6,000.00	-3,752.96	37.5%
61202.1 · Electricity - NFL	1,069.17	4,200.00	-3,130.83	25.5%
61202.2 · Electricity - Parksley	0.00	17,500.00	-17,500.00	0.0%
61203 · Telephone	1,479.23	4,000.00	-2,520.77	37.0%
61203.1 · Telephone - NFL	444.73	1,550.00	-1,105.27	28.7%
61204 · Water/Sewer - Parksley	0.00	1,200.00	-1,200.00	0.0%
61200 · Utilities - Other	0.00	0.00	0.00	0.0%
<b>Total 61200 · Utilities</b>	<b>5,284.60</b>	<b>35,950.00</b>	<b>-30,665.40</b>	<b>14.7%</b>
<b>61300 · Vehicle Operation</b>	<b>911.32</b>	<b>2,500.00</b>	<b>-1,588.68</b>	<b>36.5%</b>
<b>61400 · Insurance (VML)</b>				
61401 · Insurance, Building	1,000.00	8,757.00	-7,757.00	11.4%
61402 · Insurance, Vehicles	0.00	404.00	-404.00	0.0%
61403 · Insurance - Boiler	0.00	238.00	-238.00	0.0%
61404 · Insurance - Liability	0.00	689.00	-689.00	0.0%
61407 · Insurance, Pro. Liability	0.00	697.00	-697.00	0.0%
61408 · Insurance - Other	0.00	2,079.00	-2,079.00	0.0%
61400 · Insurance (VML) - Other	0.00	0.00	0.00	0.0%

**Eastern Shore Public Library**  
**Profit & Loss Budget vs. Actual**  
 July 2020 through June 2021

	Jul '20 - Jun 21	Budget	\$ Over Budget	% of Budget
<b>Total 61400 · Insurance (VML)</b>	1,000.00	12,864.00	-11,864.00	7.8%
<b>61500 · Computer</b>				
61510 · Computer Hardware	1,891.12	2,000.00	-108.88	94.6%
61511 · Computer Hardware, State	0.00	2,500.00	-2,500.00	0.0%
61512 · Computer Hardware, Grants	0.00	0.00	0.00	0.0%
61513 · Online Services	5,805.98	20,337.00	-14,531.02	28.5%
61514 · Internet Services, State	5,763.11	11,100.00	-5,336.89	51.9%
61515 · Computer Software	0.00	500.00	-500.00	0.0%
61516 · Computer Software, State	0.00	500.00	-500.00	0.0%
61517 · Computer Maintenance	1,835.00	5,500.00	-3,665.00	33.4%
61518 · Technology	0.00	0.00	0.00	0.0%
61500 · Computer - Other	0.00	0.00	0.00	0.0%
<b>Total 61500 · Computer</b>	15,295.21	42,437.00	-27,141.79	36.0%
<b>61000 · Operations - Other</b>	0.00	0.00	0.00	0.0%
<b>Total 61000 · Operations</b>	29,359.95	166,031.00	-136,671.05	17.7%
<b>62000 · Equipment</b>				
62100 · Equipment, General	1,500.00	0.00	1,500.00	100.0%
62200 · Equipment, State	0.00	1,000.00	-1,000.00	0.0%
62300 · Equipment Maintenance				
62310 · Contractual Services	1,645.06	8,975.00	-7,329.94	18.3%
62300 · Equipment Maintenance - Other	0.00	0.00	0.00	0.0%
<b>Total 62300 · Equipment Maintenance</b>	1,645.06	8,975.00	-7,329.94	18.3%
<b>62000 · Equipment - Other</b>	0.00	0.00	0.00	0.0%
<b>Total 62000 · Equipment</b>	3,145.06	9,975.00	-6,829.94	31.5%
<b>63000 · Programs</b>				
63100 · Adult	1,932.44	1,427.00	505.44	135.4%
63200 · Youth	526.44	8,000.00	-7,473.56	6.6%
63000 · Programs - Other	446.30	20,100.00	-19,653.70	2.2%
<b>Total 63000 · Programs</b>	2,905.18	29,527.00	-26,621.82	9.8%
<b>64000 · Personnel</b>				
64010 · Salaries - Director	22,062.64	67,513.00	-45,450.36	32.7%
64020 · Salaries - Other	68,078.48	204,235.00	-136,156.52	33.3%
64030 · Hourly Employees	42,701.10	143,400.00	-100,698.90	29.8%
64050 · Payroll Expenses	11,877.49	35,000.00	-23,122.51	33.9%
64070 · Retirement (VRS)	5,877.28	20,000.00	-14,122.72	29.4%
64080 · Insurance				
64081 · Insurance, VEC	0.00	0.00	0.00	0.0%
64082 · Insurance, Worker's Comp.	0.00	0.00	0.00	0.0%
64083 · Insurance, Life (VRS)	0.16	0.00	0.16	100.0%

**Eastern Shore Public Library**  
**Profit & Loss Budget vs. Actual**  
 July 2020 through June 2021

	Jul '20 - Jun 21	Budget	\$ Over Budget	% of Budget
64084 · Insurance, Gen, Liability (VRS)	-0.04	0.00	-0.04	100.0%
64085 · Insurance, Medical (Anthem)	11,988.48	40,046.00	-28,057.52	29.9%
64086 · Insurance, Dental (Anthem)	318.00	954.00	-636.00	33.3%
64080 · Insurance - Other	0.00	0.00	0.00	0.0%
<b>Total 64080 · Insurance</b>	<b>12,306.60</b>	<b>41,000.00</b>	<b>-28,693.40</b>	<b>30.0%</b>
64090 · Liability Reserve	2,668.00	8,000.00	-5,332.00	33.4%
64000 · Personnel - Other	0.00	0.00	0.00	0.0%
<b>Total 64000 · Personnel</b>	<b>165,571.59</b>	<b>519,148.00</b>	<b>-353,576.41</b>	<b>31.9%</b>
<b>65000 · Supplies</b>				
65100 · Custodial	26.98	8,000.00	-7,973.02	0.3%
65200 · Office	0.00	0.00	0.00	0.0%
65300 · Library	11,428.18	16,350.00	-4,921.82	69.9%
65400 · Youth Program Supplies	57.87	2,000.00	-1,942.13	2.9%
65000 · Supplies - Other	422.34	3,000.00	-2,577.66	14.1%
<b>Total 65000 · Supplies</b>	<b>11,935.37</b>	<b>29,350.00</b>	<b>-17,414.63</b>	<b>40.7%</b>
<b>66000 · Materials</b>				
66310 · System Materials				
66311 · Books, State Aid	11,263.64	39,000.00	-27,736.36	28.9%
66312 · Periodicals, State Aid	2,959.43	4,000.00	-1,040.57	74.0%
66313 · Continuations, State Aid	0.00	500.00	-500.00	0.0%
66314 · Microforms, State Aid	0.00	0.00	0.00	0.0%
66315 · Electronic Resources, State Aid	500.00	3,500.00	-3,000.00	14.3%
66316 · Binding, State Aid	0.00	0.00	0.00	0.0%
66317 · AV, State Aid	1,172.51	6,500.00	-5,327.49	18.0%
66318 · Other Non-Book, State Aid	0.00	0.00	0.00	0.0%
66320 · Cape Charles Contract #15	728.06	2,000.00	-1,271.94	36.4%
66321 · Books - Non-State Aid	0.00	0.00	0.00	0.0%
66310 · System Materials - Other	0.00	0.00	0.00	0.0%
<b>Total 66310 · System Materials</b>	<b>16,623.64</b>	<b>55,500.00</b>	<b>-38,876.36</b>	<b>30.0%</b>
66350 · Affiliates				
66351 · Books, Affiliates	5,184.30	16,000.00	-10,815.70	32.4%
66352 · AV, Affiliates	0.00	0.00	0.00	0.0%
66350 · Affiliates - Other	0.00	0.00	0.00	0.0%
<b>Total 66350 · Affiliates</b>	<b>5,184.30</b>	<b>16,000.00</b>	<b>-10,815.70</b>	<b>32.4%</b>
66900 · Restricted	1,723.58	13,000.00	-11,276.42	13.3%
66000 · Materials - Other	0.00	0.00	0.00	0.0%
<b>Total 66000 · Materials</b>	<b>23,531.52</b>	<b>84,500.00</b>	<b>-60,968.48</b>	<b>27.8%</b>
<b>67000 · Other</b>				

**Eastern Shore Public Library**  
**Profit & Loss Budget vs. Actual**  
 July 2020 through June 2021

	Jul '20 - Jun 21	Budget	\$ Over Budget	% of Budget
67100 · Postage	1,116.82	1,800.00	-683.18	62.0%
67200 · Travel	279.64	6,000.00	-5,720.36	4.7%
67210 · Travel - State Aid	0.00	0.00	0.00	0.0%
67300 · Dues	1,450.00	2,000.00	-550.00	72.5%
67000 · Other - Other	0.00	102.00	-102.00	0.0%
<b>Total 67000 · Other</b>	<b>2,846.46</b>	<b>9,902.00</b>	<b>-7,055.54</b>	<b>28.7%</b>
<b>68000 · Miscellaneous</b>				
68100 · Bank Fees	256.35	1,000.00	-743.65	25.6%
68200 · Returned Checks	0.00	0.00	0.00	0.0%
68300 · Refunds	0.00	300.00	-300.00	0.0%
68400 · MLS Fellowship - State Aid	0.00	0.00	0.00	0.0%
68600 · Continuing Education	0.00	3,500.00	-3,500.00	0.0%
68700 · Tangier	0.00	3,000.00	-3,000.00	0.0%
68000 · Miscellaneous - Other	519.06	23,466.00	-22,946.94	2.2%
<b>Total 68000 · Miscellaneous</b>	<b>775.41</b>	<b>31,266.00</b>	<b>-30,490.59</b>	<b>2.5%</b>
<b>69000 · Professional Services</b>				
69001 · Professional Services, Financial	5,880.00	13,500.00	-7,620.00	43.6%
69002 · Professional, Library Services	3,271.79	8,000.00	-4,728.21	40.9%
69003 · Erate Consultant	4,515.06	4,600.00	-84.94	98.2%
69004 · Auditor	0.00	5,100.00	-5,100.00	0.0%
69000 · Professional Services - Other	0.00	1,000.00	-1,000.00	0.0%
<b>Total 69000 · Professional Services</b>	<b>13,666.85</b>	<b>32,200.00</b>	<b>-18,533.15</b>	<b>42.4%</b>
<b>60000 · EXPENSES - Other</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>Total 60000 · EXPENSES</b>	<b>253,737.39</b>	<b>911,899.00</b>	<b>-658,161.61</b>	<b>27.8%</b>
<b>Total Expense</b>	<b>253,737.39</b>	<b>911,899.00</b>	<b>-658,161.61</b>	<b>27.8%</b>
<b>Net Ordinary Income</b>	<b>185,336.18</b>	<b>-15,184.00</b>	<b>200,520.18</b>	<b>-1,220.6%</b>
<b>Other Income/Expense</b>				
<b>Other Income</b>				
7010 · Interest Income	0.00	0.00	0.00	0.0%
7030 · Other Income	0.00	0.00	0.00	0.0%
<b>Total Other Income</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>Other Expense</b>				
61103 · Capital	0.00	0.00	0.00	0.0%
8010 · Reserve	3,332.00	2,550.00	782.00	130.7%
8020 · Miscellaneous	0.00	20,650.00	-20,650.00	0.0%
8030 · Automobiles	0.00	0.00	0.00	0.0%
<b>Total Other Expense</b>	<b>3,332.00</b>	<b>23,200.00</b>	<b>-19,868.00</b>	<b>14.4%</b>

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11/04/20

Accrual Basis

**Eastern Shore Public Library**  
**Profit & Loss Budget vs. Actual**  
July 2020 through June 2021

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	<u>Jul '20 - Jun 21</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Net Other Income	-3,332.00	-23,200.00	19,868.00	14.4%
Net Income	<u>182,004.18</u>	<u>-38,384.00</u>	<u>220,388.18</u>	<u>-474.2%</u>