

FINANCIAL SUMMARY
FOR SEPTEMBER 14, 2021

Cara Burton, Library System Director

September is the end of the first quarter FY2021-2022.

Government grant income includes \$961.20 from Northampton Tourism Grant for the Nassawadox History Walking Tour brochure project and \$2,346.83 from Accomack County as the balance of our CARES funding allocation to reimburse for supplies.

Miscellaneous is already over budget due to unplanned expenses to move the cases of RED books and the Mariner and Latimer collections, totaling \$2,597. The RED moving costs are being reimbursed with CARES money from LVA.

Eastern Shore Public Library
Balance Sheet
As of August 31, 2021

	<u>Aug 31, 21</u>
ASSETS	
Current Assets	
Checking/Savings	
Petty Cash	156.00
Sun Trust - Operating	
Liability Reserve	11,809.64
Reserve	20,000.00
Sun Trust - Operating - Other	<u>260,292.32</u>
Total Sun Trust - Operating	292,101.96
Suntrust - Restricted Fund	<u>10,180.57</u>
Total Checking/Savings	<u>302,438.53</u>
Total Current Assets	<u>302,438.53</u>
TOTAL ASSETS	<u><u>302,438.53</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2000 · Accounts Payable	<u>13,756.00</u>
Total Accounts Payable	13,756.00
Credit Cards	
Cardmember Services Visa	<u>-1,000.59</u>
Total Credit Cards	-1,000.59
Other Current Liabilities	
2100 · Payroll Liabilities	784.79
2270 · Minnesota Life	0.05
2290 · Anthem, Medical	1,122.67
2300 · Anthem, Dental	118.94
2360 · AFLAC	<u>165.30</u>
Total Other Current Liabilities	<u>2,191.75</u>
Total Current Liabilities	<u>14,947.16</u>
Total Liabilities	14,947.16
Equity	
1110 · Retained Earnings	126,098.72

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Accrual Basis

Eastern Shore Public Library
Balance Sheet
As of August 31, 2021

	Aug 31, 21
3000 - Opening Bal Equity	95,784.16
Net Income	65,608.49
Total Equity	287,491.37
TOTAL LIABILITIES & EQUITY	302,438.53

	<u>Aug 21</u>
Ordinary Income/Expense	
Income	
40000 · INCOME	
41000 · Government Income	
41010 · Accomack County	111,211.00
41040 · Grants	3,308.03
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Total 41000 · Government Income	114,519.03
42000 · Contributions	
42030 · Contributions Unrestricted	50.00
42060 · Adopt-A-Book	30.00
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Total 42000 · Contributions	80.00
43000 · Reimbursements	
43010 · NFL Book Endowment	5,080.00
43020 · Island	135.50
43030 · Cape Charles	220.44
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Total 43000 · Reimbursements	5,435.94
44000 · Fines & Fees	
44020 · Photocopying	48.59
44040 · Other	26.00
44000 · Fines & Fees - Other	8.20
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Total 44000 · Fines & Fees	82.79
49000 · Miscellaneous Income	21.00
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Total 40000 · INCOME	120,138.76
Total Income	120,138.76
Expense	
60000 · EXPENSES	
61000 · Operations	
61100 · Building	
61101 · Building Maintenance	1,526.69
61102 · Building Maintenance, NFL	765.83
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Total 61100 · Building	2,292.52
61200 · Utilities	
61202 · Electricity	811.55
61202.1 · Electricity - NFL	368.68
61203 · Telephone	140.04
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Total 61200 · Utilities	1,320.27
61300 · Vehicle Operation	164.89

	<u>Aug 21</u>
61500 · Computer	
61513 · Online Services	689.40
61515 · Computer Software	352.00
61517 · Computer Maintenance	625.00
61518 · Technology	25,645.80
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Total 61500 · Computer	27,312.20
Total 61000 · Operations	31,089.88
62000 · Equipment	
62300 · Equipment Maintenance	
62310 · Contractual Services	438.66
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Total 62300 · Equipment Maintenance	438.66
Total 62000 · Equipment	438.66
63000 · Programs	
63200 · Youth	2,182.00
63000 · Programs - Other	361.90
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Total 63000 · Programs	2,543.90
64000 · Personnel	
64010 · Salaries - Director	5,791.38
64020 · Salaries - Other	19,953.70
64030 · Hourly Employees	10,077.85
64050 · Payroll Expenses	3,238.57
64070 · Retirement (VRS)	1,678.53
64080 · Insurance	
64083 · Insurance, Life (VRS)	0.03
64084 · Insurance, Gen, Liability (VRS)	-0.05
64085 · Insurance, Medical (Anthem)	3,760.74
64086 · Insurance, Dental (Anthem)	103.16
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Total 64080 · Insurance	3,863.88
Total 64000 · Personnel	44,603.91
65000 · Supplies	
65200 · Office	-12.70
65300 · Library	1,231.08
65400 · Youth Program Supplies	990.00
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Total 65000 · Supplies	2,208.38
66000 · Materials	
66310 · System Materials	
66311 · Books, State Aid	2,853.99
66313 · Continuations, State Aid	11.74
66317 · AV, State Aid	26.91
66320 · Cape Charles Contract #15	230.18
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Total 66310 · System Materials	3,122.82

	<u>Aug 21</u>
66350 · Affiliates	
66351 · Books, Affiliates	2,003.22
Total 66350 · Affiliates	2,003.22
66900 · Restricted	30.30
Total 66000 · Materials	5,156.34
67000 · Other	
67200 · Travel	130.71
67300 · Dues	70.00
67000 · Other - Other	1,600.00
Total 67000 · Other	1,800.71
68000 · Miscellaneous	
68100 · Bank Fees	64.90
68300 · Refunds	9.95
68000 · Miscellaneous - Other	2,160.35
Total 68000 · Miscellaneous	2,235.20
69000 · Professional Services	
69001 · Professional Services,Financial	1,400.00
69003 · Erate Consultant	6,542.62
69000 · Professional Services - Other	4,020.00
Total 69000 · Professional Services	11,962.62
Total 60000 · EXPENSES	102,039.60
Total Expense	102,039.60
Net Ordinary Income	18,099.16
Net Income	<u><u>18,099.16</u></u>

Eastern Shore Public Library
Profit & Loss Budget vs. Actual
 July 2021 through June 2022

	Jul '21 - Jun 22	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
40000 · INCOME				
41000 · Government Income				
41010 · Accomack County	135,211.00	444,844.00	-309,633.00	30.4%
41020 · Northampton County	65,904.50	263,618.00	-197,713.50	25.0%
41030 · State Aid	56,923.75	227,695.00	-170,771.25	25.0%
41040 · Grants	8,646.94	0.00	8,646.94	100.0%
41000 · Government Income - Other	0.00	0.00	0.00	0.0%
Total 41000 · Government Income	266,686.19	936,157.00	-669,470.81	28.5%
42000 · Contributions				
42010 · ESPL Friends	0.00	5,000.00	-5,000.00	0.0%
42020 · NFL Friends	0.00	1,000.00	-1,000.00	0.0%
42030 · Contributions Unrestricted	150.00	1,000.00	-850.00	15.0%
42040 · Contributions Restricted	0.00	5,500.00	-5,500.00	0.0%
42050 · Legacies & Bequests	0.00	100.00	-100.00	0.0%
42060 · Adopt-A-Book	90.00	0.00	90.00	100.0%
Total 42000 · Contributions	240.00	12,600.00	-12,360.00	1.9%
43000 · Reimbursements				
43010 · NFL Book Endowment	5,080.00	4,500.00	580.00	112.9%
43020 · Island	135.50	2,500.00	-2,364.50	5.4%
43030 · Cape Charles	220.44	14,000.00	-13,779.56	1.6%
43040 · Book Replacement	0.00	100.00	-100.00	0.0%
43000 · Reimbursements - Other	0.00	500.00	-500.00	0.0%
Total 43000 · Reimbursements	5,435.94	21,600.00	-16,164.06	25.2%
44000 · Fines & Fees				
44010 · Fines	75.35	0.00	75.35	100.0%
44020 · Photocopying	655.04	3,000.00	-2,344.96	21.8%
44030 · Fax	0.00	0.00	0.00	0.0%
44040 · Other	40.00	0.00	40.00	100.0%
44000 · Fines & Fees - Other	8.20	0.00	8.20	100.0%
Total 44000 · Fines & Fees	778.59	3,000.00	-2,221.41	26.0%
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	0.00	0.00	0.0%
Total 45000 · Endowments	0.00	0.00	0.00	0.0%
46000 · Private Grants	0.00	2,000.00	-2,000.00	0.0%
49000 · Miscellaneous Income				
49020 · Driver Education Test Proctorin	0.00	200.00	-200.00	0.0%

Eastern Shore Public Library
Profit & Loss Budget vs. Actual
 July 2021 through June 2022

	Jul '21 - Jun 22	Budget	\$ Over Budget	% of Budget
49000 · Miscellaneous Income - Other	21.00	100.00	-79.00	21.0%
Total 49000 · Miscellaneous Income	21.00	300.00	-279.00	7.0%
Total 40000 · INCOME	273,161.72	975,657.00	-702,495.28	28.0%
Total Income	273,161.72	975,657.00	-702,495.28	28.0%
Expense				
60000 · EXPENSES				
61000 · Operations				
61100 · Building				
61101 · Building Maintenance	5,189.99	0.00	5,189.99	100.0%
61102 · Building Maintenance, NFL	1,765.83	40,075.00	-38,309.17	4.4%
61104 · Building Maintenance - Parksley	0.00	60,000.00	-60,000.00	0.0%
61100 · Building - Other	279.70			
Total 61100 · Building	7,235.52	100,075.00	-92,839.48	7.2%
61200 · Utilities				
61201 · Fuel Oil	0.00	0.00	0.00	0.0%
61202 · Electricity	1,360.19	0.00	1,360.19	100.0%
61202.1 · Electricity - NFL	657.92	4,200.00	-3,542.08	15.7%
61202.2 · Electricity - Parksley	0.00	36,000.00	-36,000.00	0.0%
61203 · Telephone	1,230.33	4,000.00	-2,769.67	30.8%
61203.1 · Telephone - NFL	140.91	1,550.00	-1,409.09	9.1%
61204 · Water/Sewer - Parksley	0.00	2,400.00	-2,400.00	0.0%
Total 61200 · Utilities	3,389.35	48,150.00	-44,760.65	7.0%
61300 · Vehicle Operation	748.98	2,750.00	-2,001.02	27.2%
61400 · Insurance (VML)				
61401 · Insurance, Building	0.00	0.00	0.00	0.0%
61402 · Insurance, Vehicles	0.00	0.00	0.00	0.0%
61403 · Insurance - Boiler	0.00	0.00	0.00	0.0%
61404 · Insurance - Liability	0.00	0.00	0.00	0.0%
61407 · Insurance, Pro. Liability	0.00	0.00	0.00	0.0%
61408 · Insurance - Other	0.00	0.00	0.00	0.0%
61400 · Insurance (VML) - Other	0.00	13,300.00	-13,300.00	0.0%
Total 61400 · Insurance (VML)	0.00	13,300.00	-13,300.00	0.0%
61500 · Computer				
61510 · Computer Hardware	8,608.10	2,500.00	6,108.10	344.3%
61511 · Computer Hardware, State	0.00	2,000.00	-2,000.00	0.0%
61513 · Online Services	3,315.21	21,400.00	-18,084.79	15.5%
61514 · Internet Services, State	3,188.02	11,100.00	-7,911.98	28.7%
61515 · Computer Software	352.00	500.00	-148.00	70.4%
61516 · Computer Software, State	440.00	500.00	-60.00	88.0%
61517 · Computer Maintenance	625.00	5,500.00	-4,875.00	11.4%

Eastern Shore Public Library
Profit & Loss Budget vs. Actual
 July 2021 through June 2022

	Jul '21 - Jun 22	Budget	\$ Over Budget	% of Budget
61518 · Technology	25,645.80			
Total 61500 · Computer	42,174.13	43,500.00	-1,325.87	97.0%
Total 61000 · Operations	53,547.98	207,775.00	-154,227.02	25.8%
62000 · Equipment				
62100 · Equipment, General	0.00	1,000.00	-1,000.00	0.0%
62200 · Equipment, State	0.00	4,000.00	-4,000.00	0.0%
62300 · Equipment Maintenance				
62310 · Contractual Services	603.32	10,975.00	-10,371.68	5.5%
62300 · Equipment Maintenance - Other	0.00	0.00	0.00	0.0%
Total 62300 · Equipment Maintenance	603.32	10,975.00	-10,371.68	5.5%
Total 62000 · Equipment	603.32	15,975.00	-15,371.68	3.8%
63000 · Programs				
63100 · Adult	961.20	3,427.00	-2,465.80	28.0%
63200 · Youth	2,182.00	8,000.00	-5,818.00	27.3%
63300 · Outreach	0.00	4,652.00	-4,652.00	0.0%
63000 · Programs - Other	361.90	1,000.00	-638.10	36.2%
Total 63000 · Programs	3,505.10	17,079.00	-13,573.90	20.5%
64000 · Personnel				
64010 · Salaries - Director	12,082.76	70,888.00	-58,805.24	17.0%
64020 · Salaries - Other	43,623.11	205,524.00	-161,900.89	21.2%
64030 · Hourly Employees	22,285.44	169,630.00	-147,344.56	13.1%
64050 · Payroll Expenses	7,054.21	38,100.00	-31,045.79	18.5%
64070 · Retirement (VRS)	3,161.53	20,000.00	-16,838.47	15.8%
64080 · Insurance				
64083 · Insurance, Life (VRS)	0.03	0.00	0.03	100.0%
64084 · Insurance, Gen, Liability (VRS)	-0.05	0.00	-0.05	100.0%
64085 · Insurance, Medical (Anthem)	6,896.52	0.00	6,896.52	100.0%
64086 · Insurance, Dental (Anthem)	182.66	0.00	182.66	100.0%
64080 · Insurance - Other	0.00	43,000.00	-43,000.00	0.0%
Total 64080 · Insurance	7,079.16	43,000.00	-35,920.84	16.5%
64090 · Liability Reserve	667.00	8,000.00	-7,333.00	8.3%
Total 64000 · Personnel	95,953.21	555,142.00	-459,188.79	17.3%
65000 · Supplies				
65100 · Custodial	45.32	10,000.00	-9,954.68	0.5%
65200 · Office	422.49	0.00	422.49	100.0%
65300 · Library	1,399.15	20,350.00	-18,950.85	6.9%
65400 · Youth Program Supplies	990.00	2,000.00	-1,010.00	49.5%

Eastern Shore Public Library
Profit & Loss Budget vs. Actual
 July 2021 through June 2022

	Jul '21 - Jun 22	Budget	\$ Over Budget	% of Budget
65000 · Supplies - Other	7,908.00	0.00	7,908.00	100.0%
Total 65000 · Supplies	10,764.96	32,350.00	-21,585.04	33.3%
66000 · Materials				
66310 · System Materials				
66311 · Books, State Aid	4,890.99	39,000.00	-34,109.01	12.5%
66312 · Periodicals, State Aid	320.70	4,000.00	-3,679.30	8.0%
66313 · Continuations, State Aid	33.93	500.00	-466.07	6.8%
66315 · Electronic Resources, State Aid	0.00	3,500.00	-3,500.00	0.0%
66317 · AV, State Aid	114.46	6,500.00	-6,385.54	1.8%
66320 · Cape Charles Contract #15	507.60	2,000.00	-1,492.40	25.4%
66321 · Books - Non-State Aid	0.00	0.00	0.00	0.0%
66310 · System Materials - Other	0.00	5,000.00	-5,000.00	0.0%
Total 66310 · System Materials	5,867.68	60,500.00	-54,632.32	9.7%
66350 · Affiliates				
66351 · Books, Affiliates	5,281.37	16,000.00	-10,718.63	33.0%
Total 66350 · Affiliates	5,281.37	16,000.00	-10,718.63	33.0%
66900 · Restricted	147.95	5,000.00	-4,852.05	3.0%
Total 66000 · Materials	11,297.00	81,500.00	-70,203.00	13.9%
67000 · Other				
67100 · Postage	17.99	2,000.00	-1,982.01	0.9%
67200 · Travel	188.25	4,000.00	-3,811.75	4.7%
67300 · Dues	210.00	2,000.00	-1,790.00	10.5%
67000 · Other - Other	1,600.00	102.00	1,498.00	1,568.6%
Total 67000 · Other	2,016.24	8,102.00	-6,085.76	24.9%
68000 · Miscellaneous				
68100 · Bank Fees	129.87	1,000.00	-870.13	13.0%
68300 · Refunds	9.95	300.00	-290.05	3.3%
68600 · Continuing Education	350.00	3,500.00	-3,150.00	10.0%
68700 · Tangier	0.00	3,000.00	-3,000.00	0.0%
68000 · Miscellaneous - Other	3,579.71	3,500.00	79.71	102.3%
Total 68000 · Miscellaneous	4,069.53	11,300.00	-7,230.47	36.0%
69000 · Professional Services				
69001 · Professional Services, Financial	2,800.00	14,000.00	-11,200.00	20.0%
69002 · Professional, Library Services	0.00	5,000.00	-5,000.00	0.0%
69003 · Erate Consultant	6,542.62	4,600.00	1,942.62	142.2%
69004 · Auditor	0.00	5,100.00	-5,100.00	0.0%
69000 · Professional Services - Other	8,400.00	17,734.00	-9,334.00	47.4%

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Accrual Basis

Eastern Shore Public Library
Profit & Loss Budget vs. Actual
July 2021 through June 2022

	Jul '21 - Jun 22	Budget	\$ Over Budget	% of Budget
Total 69000 · Professional Services	17,742.62	46,434.00	-28,691.38	38.2%
Total 60000 · EXPENSES	199,499.96	975,657.00	-776,157.04	20.4%
Total Expense	199,499.96	975,657.00	-776,157.04	20.4%
Net Ordinary Income	73,661.76	0.00	73,661.76	100.0%
Other Income/Expense				
Other Expense				
8010 · Reserve	833.00	0.00	833.00	100.0%
8020 · Miscellaneous	25,113.80	0.00	25,113.80	100.0%
8030 · Automobiles	0.00	0.00	0.00	0.0%
Total Other Expense	25,946.80	0.00	25,946.80	100.0%
Net Other Income	-25,946.80	0.00	-25,946.80	100.0%
Net Income	47,714.96	0.00	47,714.96	100.0%