

Rose Memorial Library Association
Cash Disbursement Report
As of January 31, 2018

Date	Num	Name	Memo	Paid Amount
1000 - Operating Account - TD Bank				
01/03/2018	8031	Aetna Life Insurance Company	Account Number: 80278858, Bill Package 1002	(2,144)
01/03/2018	8032	General Code	16958	(100)
01/03/2018	8033	Kim Jordan	Nutrition Presentation - 1/26/18	(115)
01/03/2018	8034	Kurt Gallagher	Music Concert -1/11/2018	(150)
01/03/2018	8035	LARC	2018 LARC Membership	(340)
01/03/2018	8036	NYLA	Membership Renewal - Veronica Coffey	(100)
01/03/2018	8037	Pitney Bowes Global Financial Services LL	Postage Meter rental	(60)
01/03/2018	8038	Ramapo Catskill Library System	1036	(290)
01/03/2018	8039	Receiver of Taxes	15.19-4-53	(641)
01/03/2018	8040	Receiver of Taxes	15.19-4-53	(666)
01/03/2018	8041	Rockland Carting	190708	(100)
01/03/2018	8042	School Library Journal	12 issues of School Library Journal	(100)
01/03/2018	8043	Standard Security Life Insurance Company	Policy Number R11206-000	(922)
01/03/2018	8044	Star Press, Inc.		(1,025)
01/03/2018	8045	Tech Spectrum IT Consulting, Inc.	Block of Hours	(1,425)
01/03/2018	8046	The New York Review of Books	VOID: New York Review of Books 1 year (20 issues) subs...	0
01/03/2018	8047	Utica National	100797801	(3,744)
01/03/2018	8048	Valerie Vendrame	Little Yoga -1/4/18	(75)
01/03/2018	8049	Whiteman Osterman & Hanna LLP	1st Qtr 2018 Retainer & Reimbursable Costs	(500)
01/03/2018	8034	Kurt Gallagher	VOID: Music Concert -2/19/2018	0
01/03/2018		Library Trustees Association of NY State	VOID: 2018 LTA Membership	0
01/03/2018	8093	The New York Review of Books	New York Review of Books 1 year (20 issues) subscription	(49)
01/03/2018			Deposit	1,325
01/05/2018	EFT	ADP	PAYROLL PROCESSING FEES -	(61)
01/08/2018			Funds Transfer	(15,000)
01/19/2018			Deposit	685
01/19/2018			Deposit	990
01/19/2018			Deposit	705
01/19/2018			Deposit	745
01/19/2018			Deposit	620
01/19/2018			Deposit	649
01/19/2018			Deposit	330
01/19/2018			PAYROLL PROCESSING FEES -	(61)
01/22/2018		ADP	Funds Transfer	(15,300)
01/22/2018	eft	Pitney Bowes - reserve acct	44175388	(125)
01/24/2018	eft	ADP	PAYROLL PROCESSING FEES -	(166)
01/25/2018	8051	Aetna Insurance Company	80278858	(2,144)
01/25/2018	8052	Amazon.com	6045 7817 0018 7544	(265)
01/25/2018	8053	Avaya Financial Services	753-0013903-000	(90)
01/25/2018	8054	Blackstone Audio, Inc.	frame	(137)
01/25/2018	8055	Brenda Cirruzzo -	Saiting 79-E Main	(37)
01/25/2018	8056	EJ Stubenvoll Landscaping LLC	Reimbursement	(325)
01/25/2018	8057	Gretchen Pollack		(8)
01/25/2018	8058	Kanopy		(22)
01/25/2018	8059	KeyBank		(193)
01/25/2018	8060	Parity-Whats, Inc. d/b/a Vanguard Cleani		(751)
01/25/2018	8061	Purchase Power		(135)
01/25/2018	8062	Quill Corporation	8000-9090-0173-7100	(135)
			3697192	(274)

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01/25/2018	8063	Ramapo Catskill Library System	1036	(699)
01/25/2018	8064	RCLS Automation	1036	(2,914)
01/25/2018	8065	Reddi Alarm	Monitoring Fire/Burglar Alarm	(168)
01/25/2018	8066	Staples	NYC 1009485	(219)
01/25/2018	8067	SUEZ Water New York	Account # 20008129710000	(23)
01/25/2018	8068	Utica National	100797801	(2,907)
01/25/2018	8069	Utica National Insurance of Ohio	Policy CPP 4152831&CULP 4154718 Claim #100625204	(2,500)
01/25/2018	8070	Veronica Coffey	Travel Reimbursement -	(32)
01/25/2018	8071	W.B. Mason	Interest	(75)
01/31/2018				25
Total 1000 · Operating Account - TD Bank				
(51,102)				
1005 · Payroll Acct - TD Bank				
01/08/2018			Funds Transfer	15,000
01/10/2018	EFT	ADP	PAYROLL ending 1/6/2018	(10,528)
01/10/2018	EFT	ADP - taxes		(4,484)
01/22/2018			Funds Transfer	15,300
01/24/2018	EFT	ADP	PAYROLL ending 1/20/2018	(10,847)
01/24/2018	eft	ADP - taxes		(4,342)
Total 1005 · Payroll Acct - TD Bank				
99				
1006 · Savings - Special Funds				
01/31/2018			Interest	0
Total 1006 · Savings - Special Funds				
0				
1040 · Petty Cash				
01/22/2018	181	Sylvia Gutierrez		(3)
Total 1040 · Petty Cash				
(3)				
TOTAL				
(51,006)				

2074

Rose Memorial Library Association
Profit & Loss
January 2018

	<u>Jan 18</u>
Ordinary Income/Expense	
Income	
4014 · Fundraising Income - Appeal	4,400
4015 · Investment Income	3,421
4031 · Library Charges	327
4032 · Other Income	97
4038 · Rental Income - 61 E. Main	1,225
Total Income	<u>9,470</u>
Gross Profit	9,470
Expense	
6001 · Salaries	27,910
6002 · Benefits	6,591
6007 · Office Postage	10
6009 · Legal	438
6010 · Repairs and Maintenance	1,467
6011 · Health Insurance Premiums Paid	4,144
6017 · Utilities	23
6018 · Insurance	6,244
6019 · Dues/Fees	543
6028 · Sewer Taxes	1,307
6032 · Ansernet Service Fee	2,914
6035 · Newsletters	1,144
6036 · Fundraising	119
6046 · Movie Licensing Contract	290
6051 · Computer Technical Support	1,425
6101 · Capital Expenditures	1,148
6125 · Serials	249
6200 · Programs	340
6300 · Supplies	776
Total Expense	<u>57,081</u>
Net Ordinary Income	(47,611)
Other Income/Expense	
Other Expense	
6800 · Net Payroll	0
Total Other Expense	<u>0</u>
Net Other Income	<u>0</u>
Net Income	<u><u>(47,611)</u></u>

Rose Memorial Library Association
YTD Profit & Loss Budget vs. Actual
January 2018

1 month = 8.33%

	Jan 18	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
4000 · Tax Levy	0	200,000	(200,000)	0%
4001 · Local Public Funds	0	255,000	(255,000)	0%
4010 · LLSWA State Aid	0	4,370	(4,370)	0%
4011 · Grants & Aid	0	1,000	(1,000)	0%
4014 · Fundraising Income - Appeal	4,400	10,000	(5,600)	44%
4015 · Investment Income	5,446	24,900	(19,454)	22%
4018 · Friends - Income	0	600	(600)	0%
4031 · Library Charges	327	8,000	(7,673)	4%
4032 · Other Income	97	2,000	(1,903)	5%
4038 · Rental Income - 61 E. Main	1,225	15,300	(14,075)	8%
Total Income	11,495	521,170	(509,675)	2%
Gross Profit	11,495	521,170	(509,675)	2%
Expense				
6001 · Salaries	27,910	359,985	(332,075)	8%
6002 · Benefits	6,591	33,764	(27,173)	20%
6007 · Office Postage	10	1,500	(1,490)	1%
6008 · Accounting & Other Prof Fees	0	600	(600)	0%
6009 · Legal	438	2,100	(1,662)	21%
6010 · Repairs and Maintenance	1,467	21,576	(20,109)	7%
6011 · Health Insurance Premiums Paid	4,144	29,000	(24,856)	14%
6015 · Telecommunications	0	2,858	(2,858)	0%
6017 · Utilities	23	9,100	(9,077)	0%
6018 · Insurance	6,244	4,850	1,394	129%
6019 · Dues/Fees	543	2,165	(1,622)	25%
6028 · Sewer Taxes	1,307	1,300	7	101%
6031 · Internet Access	0	1,629	(1,629)	0%
6032 · Ansernet Service Fee	2,914	10,055	(7,141)	29%
6034 · Software Licensing Fees	0	1,525	(1,525)	0%
6035 · Newsletters	1,144	8,000	(6,856)	14%
6036 · Fundraising	119	2,650	(2,531)	4%
6045 · Advertising and Promotion	0	500	(500)	0%
6046 · Movie Licensing Contract	290	465	(175)	62%
6050 · RCLS Service Fee	0	1,350	(1,350)	0%
6051 · Computer Technical Support	1,425	3,800	(2,375)	38%
6053 · Website Hosting Fee	0	360	(360)	0%
6101 · Capital Expenditures	1,148	40,071	(38,923)	3%
6125 · Serials	249	3,485	(3,236)	7%
6200 · Programs	340	10,750	(10,410)	3%
6300 · Supplies	776	10,000	(9,224)	8%
Total Expense	57,082	563,438	(506,356)	10%
Net Ordinary Income	(45,587)	(42,268)	(3,319)	108%
Other Income/Expense				
Other Expense				
6800 · Net Payroll	0			
Total Other Expense	0			
Net Other Income	0			
Net Income	(45,587)	(42,268)	(3,319)	108%

Rose Memorial Library Association
YTD Profit & Loss Budget vs. Actual
 January 2018

	<u>Jan 18</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Cash Balances:	<u>01-Jan-18</u>		<u>31-Jan-18</u>	
Operating Acct - Commerce	\$88,659.22		\$37,557.05	
Payroll Acct - Commerce	\$99.43		\$197.98	
Savings Acct - Commerce	\$8,288.07		\$8,288.42	
Bank CDs - Future Fund	\$0.00		\$0.00	
Bank CDs - Other	\$0.00		\$0.00	
Petty Cash	\$25.87		\$22.89	
Merrill Lynch Cash Acct	\$65,396.33		\$68,778.31	
Merrill Lynch Certificates of Deposit	\$0.00		\$0.00	
Merrill Lynch Municipal Bonds	\$316,101.92		\$316,101.92	
Merrill Lynch Premiums/Discounts	-\$862.81		-\$862.81	
Merrill Lynch Cash Acct - Future Fund	\$44,104.63		\$46,143.28	
Merrill Lynch Municipal Bonds - Future Fi	\$125,669.20		\$125,669.20	
Merrill Lynch Premiums/Discounts - Futu	\$0.00		\$0.00	
	<u>\$647,481.86</u>		<u>\$601,896.24</u>	