



Licking County Library
Receipts Status
Fiscal 2016 - December

General Fund
Permanent
100.0%

Acct. No.	General Fund Description	2016 Budget	Percent of Total	2016 MTD Received	2016 YTD Received	2016 % Received	2016 Balance	2015 YTD Received	Notes
1100	State Income Tax – PLF	2,693,990.93	50%	230,393.24	2,671,205.77	99.2%	(22,785.16)	2,672,356.17	1
1200	State Sales Tax Income	420.00	0%	21.13	610.59	145.4%	190.59	589.72	
1210	Real Estate Tax Levy	2,169,077.47	40%	0.00	2,169,077.47	100.0%	0.00	2,123,496.02	2
2200	Homestead and Rollback Tax Income	280,495.97	5%	0.00	280,495.97	100.0%	0.00	278,669.51	
3110	Patron Fines and Fees	76,802.26	1%	5,037.50	69,883.16	91.0%	(6,919.10)	76,041.84	3
3140	Photocopy Income	28,660.14	1%	1,984.80	29,696.56	103.6%	1,036.42	28,376.38	
4100	Interest on Investments	9,999.99	0%	477.77	10,092.39	100.9%	92.40	5,833.94	
5120	Services to Other Libraries	2,067.22	0%	0.00	2,803.33	135.6%	736.11	2,046.75	
6100	Gifts – Restricted	11,587.52	0%	(140.00)	11,722.52	101.2%	135.00	6,525.82	4
6500	Gifts – Unrestricted	1,250.00	0%	745.50	2,233.31	178.7%	983.31	3,192.13	
6810	Grants	111,942.00	2%	3,986.00	115,928.00	103.6%	3,986.00	1,111.00	5
6820	Grants - Friends Group	5,000.00	0%	0.00	5,000.00	100.0%	0.00	0.00	
8310	Meeting Room Rental Fees	2,400.00	0%	75.00	2,275.00	94.8%	(125.00)	2,400.00	
8700	Refunds & Reimbursements	35,000.00	1%	1,581.62	36,859.40	105.3%	1,859.40	53,777.79	6
8900	Miscellaneous Revenue – Other	6,000.00	0%	382.91	6,562.03	109.4%	562.03	11,102.24	
General Fund Cash Receipts Total		\$5,434,693.50	100.00%	\$244,545.47	\$5,414,445.50	99.6%	(\$20,248.00)	\$5,265,519.31	

Notes	
1	The PLF did not experience any growth from the prior year.
2	The proceeds from the 1 mill property tax levy increased due to less delinquent taxes.
3	Patron fines and fees have decreased partially due to less circulation than the prior year.
4	Negative disbursement is due to reclassification of gift from restricted to unrestricted.
5	Grants significantly increased from the prior year because of the grants received for the 24 hour library in a box installed on the COTC - Pataskala campus.
6	Refunds & Reimbursements decreased from the prior year due to 2015 including the collection of registration fees for the SEO User's Group conference.



Licking County Library
Disbursements Status
Fiscal 2016 - December

General Fund
Permanent
100.0%

Acct. No.	General Fund Description	2016 Total Appropriation	2016 MTD Disbursed	2016 YTD Disbursed	2016 YTD Encumbered	2016 \$ Dis+Enc	2016% Dis+Enc	2016 Balance	2015 \$ Dis+Enc	Notes
1000s SALARIES & BENEFITS				59.9%		59.4%				
1120	Salaries - Professional	819,137.20	61,014.98	806,127.88	6,130.05	812,257.93	99.2%	6,879.27	810,601.57	
1140	Salaries - Support / Clerical	1,131,070.43	80,982.53	1,080,143.82	8,128.69	1,088,272.51	96.2%	42,797.92	1,054,243.29	1
1150	Salaries - Pages	25,485.84	1,970.09	25,219.71	195.68	25,415.39	99.7%	70.45	24,672.25	
1160	Salaries - Custodial	114,304.33	9,025.76	110,090.08	902.59	110,992.67	97.1%	3,311.66	81,725.83	
1180	Salaries - Sunday Hours	21,728.09	2,667.79	19,959.22	303.70	20,262.92	93.3%	1,465.17	20,027.14	
1190	Salaries - Termination & Retirement	32,500.00	3,454.95	20,870.68	0.00	20,870.68	64.2%	11,629.32	21,496.88	2
1410	Ohio Public Employees Retirement System (OPERS)	295,624.72	21,675.66	262,500.90	31,469.10	293,970.00	99.4%	1,654.72	275,563.80	
1610	Medical Insurance	265,313.59	20,207.60	243,849.38	0.00	243,849.38	91.9%	21,464.21	234,526.17	3
1620	Dental Insurance	11,013.78	816.75	10,150.50	0.00	10,150.50	92.2%	863.28	10,734.26	
1625	Vision Insurance	2,041.37	160.87	2,041.37	0.00	2,041.37	100.0%	0.00	1,959.66	
1630	Life Insurance	1,851.12	141.08	1,839.16	0.00	1,839.16	99.4%	11.96	1,797.20	
1640	Medicare	31,089.52	2,178.72	28,589.45	0.00	28,589.45	92.0%	2,500.07	27,660.37	
1670	Unemployment Compensation	2,500.00	0.00	0.00	0.00	0.00	0.0%	2,500.00	0.00	
1680	Workers' Compensation	15,000.00	4,124.11	9,722.84	0.00	9,722.84	64.8%	5,277.16	11,759.94	
SUBTOTAL - SALARIES & BENEFITS		\$2,768,659.99	\$208,420.89	\$2,621,104.99	\$47,129.81	\$2,668,234.80	96.4%	\$100,425.19	\$2,576,768.36	

2000s SUPPLIES				2.0%		2.0%				
2100	Library Supplies	40,076.39	4,158.00	38,528.29	1,548.10	40,076.39	100.0%	0.00	30,969.20	4
2105	Office Supplies	6,494.85	501.34	6,494.85	0.00	6,494.85	100.0%	0.00	5,860.99	
2110	Program Supplies - Children's	9,280.15	764.69	6,901.54	937.47	7,839.01	84.5%	1,441.14	9,605.46	5
2112	Program Supplies - Teen	5,272.50	433.65	4,121.41	58.02	4,179.43	79.3%	1,093.07	5,055.45	5
2114	Program Supplies - Adult	5,750.67	503.52	5,750.67	0.00	5,750.67	100.0%	0.00	6,463.70	5
2116	Program Supplies - Signature Events	3,326.12	266.49	3,326.12	0.00	3,326.12	100.0%	0.00	0.00	5
2200	Building Supplies	13,717.44	2,458.47	13,635.19	82.25	13,717.44	100.0%	0.00	10,653.91	
2300	Vehicle Supplies	9,129.76	746.89	8,331.46	0.00	8,331.46	91.3%	798.30	9,578.02	
SUBTOTAL - SUPPLIES		\$93,047.88	\$9,833.05	\$87,089.53	\$2,625.84	\$89,715.37	96.4%	\$3,332.51	\$78,186.73	

Notes	
1	Balance driven by multiple open positions throughout the year, refilling positions with wages at the beginning of the salary scale, and some unpaid leave time.
2	One-time vacation accrual balance payout due to lower maximum carryforward balance was less than anticipated.
3	Balance due to renewal rates for policy effective October 1, 2016 were less than budgeted.
4	Increase from prior year is due to outsourcing more of the library audio-visual material processing with the library's largest audio-video vendor.
5	The reduction in children, teen, and adult program supplies is offset by the separation of supplies for signature events previously charged to these accounts.

Acct. No.	General Fund Description	2016 Total Appropriation	2016 MTD Disbursed	2016 YTD Disbursed	2016 YTD Encumbered	2016 \$ Dis+Enc	2016% Dis+Enc	2016 Balance	2015 \$ Dis+Enc	Notes
3000s PURCHASED & CONTRACTED SERVICES				16.9%		16.6%				
3100	Mileage	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0%	\$0.00	\$6,267.62	
3110	Meeting Registration & Meals	\$27,050.74	\$1,556.41	\$23,811.29	\$0.00	\$23,811.29	88.0%	\$3,239.45	\$39,800.23	6
3200	Communications, Marketing & Printing	\$21,807.43	\$1,602.37	\$19,084.05	\$1,553.32	\$20,637.37	94.6%	\$1,170.06	\$10,520.25	7
3205	Marketing & Printing for Sale Items	\$3,732.65	\$10.00	\$2,303.78	\$0.00	\$2,303.78	61.7%	\$1,428.87	\$3,623.94	
3210	Telephone	\$25,256.49	\$296.44	\$19,179.75	\$1,432.07	\$20,611.82	81.6%	\$4,644.67	\$18,428.40	
3220	Computer Data Communications	\$18,217.11	\$2,347.56	\$17,781.11	\$436.00	\$18,217.11	100.0%	\$0.00	\$14,234.42	
3240	Postage	\$10,148.11	\$706.80	\$9,749.36	\$0.00	\$9,749.36	96.1%	\$398.75	\$8,396.23	
3310	Building Repair	\$43,313.00	\$1,131.55	\$31,950.88	\$845.00	\$32,795.88	75.7%	\$10,517.12	\$41,356.70	
3312	Grounds keeping	\$10,142.39	\$40.00	\$9,661.52	\$0.00	\$9,661.52	95.3%	\$480.87	\$8,390.67	
3314	Snow & Ice Removal	\$7,297.55	\$1,090.00	\$4,435.00	\$0.00	\$4,435.00	60.8%	\$2,862.55	\$7,085.00	
3315	Pest Control	\$2,779.70	\$150.00	\$2,200.00	\$0.00	\$2,200.00	79.1%	\$579.70	\$1,840.00	
3316	Trash Hauling & Removal	\$1,926.18	\$173.41	\$1,926.18	\$0.00	\$1,926.18	100.0%	\$0.00	\$1,787.17	
3320	Equipment Repair	\$758.03	\$0.00	\$135.41	\$176.60	\$312.01	41.2%	\$446.02	\$735.95	
3322	Maintenance Agreements - Buildings	\$98,617.54	\$5,371.50	\$81,150.83	\$0.00	\$81,150.83	82.3%	\$17,466.71	\$47,201.50	8
3326	Maintenance Agreements - All other	\$2,731.57	\$153.00	\$2,346.00	\$0.00	\$2,346.00	85.9%	\$385.57	\$2,652.00	
3330	Vehicle Maintenance & Repair	\$17,500.00	\$906.19	\$14,045.79	\$0.00	\$14,045.79	80.3%	\$3,454.21	\$20,996.23	
3400	Insurance	\$24,683.40	\$0.00	\$22,077.95	\$0.00	\$22,077.95	89.4%	\$2,605.45	\$23,286.22	
3500	Rents & Leases	\$6,468.40	\$7.00	\$6,468.40	\$0.00	\$6,468.40	100.0%	\$0.00	\$657.40	9
3510	Lease - Photocopier	\$16,872.00	\$1,406.00	\$16,872.00	\$0.00	\$16,872.00	100.0%	\$0.00	\$17,244.00	
3515	Usage - Photocopier	\$16,518.18	\$1,142.69	\$16,518.18	\$0.00	\$16,518.18	100.0%	\$0.00	\$14,673.67	
3610	Utilities - Electric	\$125,513.50	\$8,566.04	\$119,924.45	\$0.00	\$119,924.45	95.5%	\$5,589.05	\$114,103.18	
3620	Utilities - Gas	\$37,448.44	\$2,568.96	\$20,999.95	\$0.00	\$20,999.95	56.1%	\$16,448.49	\$34,044.03	10
3630	Utilities - Water	\$8,573.61	\$730.43	\$8,360.76	\$0.00	\$8,360.76	97.5%	\$212.85	\$8,165.34	
3700	Professional Services	\$78,974.49	\$55.26	\$74,182.53	\$3,038.49	\$77,221.02	97.8%	\$1,753.47	\$8,896.67	11
3702	Professional Services - US Cargo	\$8,023.67	\$0.00	\$8,023.47	\$0.00	\$8,023.47	100.0%	\$0.20	\$7,753.20	
3705	Professional Services - Audit	\$250.00	\$32.80	\$53.30	\$0.00	\$53.30	0.0%	\$196.70	\$4,920.00	
3710	Professional Services - Children's Programs	\$7,000.00	\$135.00	\$6,027.05	\$0.00	\$6,027.05	86.1%	\$972.95	\$9,053.70	12
3712	Professional Services - Teen Programs	\$3,300.00	\$150.00	\$1,728.24	\$0.00	\$1,728.24	52.4%	\$1,571.76	\$3,686.00	12
3714	Professional Services - Adult Programs	\$5,625.00	\$325.00	\$2,001.63	\$0.00	\$2,001.63	35.6%	\$3,623.37	\$3,200.00	12
3716	Professional Services - Signature Programs	\$3,644.00	\$0.00	\$3,644.00	\$0.00	\$3,644.00	100.0%	\$0.00	\$0.00	12
3720	Professional Services - Banking Fees	\$6,564.68	\$389.05	\$6,000.24	\$456.00	\$6,456.24	98.3%	\$108.44	\$6,373.48	
3725	Professional Services - Security Services	\$11,750.90	\$533.03	\$10,606.43	\$1,144.47	\$11,750.90	100.0%	\$0.00	\$22,322.16	13
3730	Professional Services - Collection Agency	\$9,578.02	\$823.40	\$9,370.65	\$0.00	\$9,370.65	97.8%	\$207.37	\$9,299.05	
3732	Professional Services - Phone Service	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0%	\$0.00	\$24,535.21	14
3735	Professional Services - Patron Notifications	\$5,290.86	\$0.00	\$4,776.75	\$0.00	\$4,776.75	90.3%	\$514.11	\$5,136.75	
3740	Professional Services - Accounting (CMI)	\$4,500.00	\$0.00	\$4,377.00	\$0.00	\$4,377.00	97.3%	\$123.00	\$4,197.00	
3745	Professional Services - Payroll (ADP)	\$20,761.69	\$1,822.32	\$20,681.28	\$0.00	\$20,681.28	99.6%	\$80.41	\$19,773.04	
3750	Professional Services - Software Upgrades	\$28,996.50	\$159.00	\$27,646.74	\$1,349.76	\$28,996.50	100.0%	\$0.00	\$15,203.97	15
3760	Professional Services - Web Site	\$22,205.70	\$0.00	\$11,744.00	\$0.00	\$11,744.00	52.9%	\$10,461.70	\$17,190.00	
3765	Professional Services - IT Mgmt & Onsite	\$59,990.81	\$1,845.00	\$53,488.20	\$0.00	\$53,488.20	89.2%	\$6,502.61	\$58,243.50	
3770	Real Estate Tax Collection Fees	\$38,261.80	\$0.00	\$38,261.80	\$0.00	\$38,261.80	100.0%	\$0.00	\$35,328.60	
3800	Materials Contracts Processing - OCLC/Ohionet	\$2,319.56	\$0.00	\$2,252.00	\$0.00	\$2,252.00	97.1%	\$67.56	\$2,252.00	
3900	Other Contracts	\$2,703.76	\$0.00	\$1,750.00	\$0.00	\$1,750.00	64.7%	\$953.76	\$2,625.00	
SUBTOTAL - CONTRACTED SERVICES		\$847,097.46	\$36,226.21	\$737,597.95	\$10,431.71	\$748,029.66	88.3%	\$99,067.80	\$735,479.48	

Notes	
6	Prior year included payment to conference center for SEO User's Group conference that the library collected registration fees for.
7	More marketing materials such as banners, veridical signs, logo' d tablecloths, and prize wheel were purchased during the year compared to the prior year. In addition, more advertising through Facebook posts and postcards were purchased during the year.
8	A change in cleaning vendors was made at the beginning of the year. The increased cost was due to an increase in the amount of cleaning performed by the cleaning crew.
9	The increase was due to the payment of 6 months of rent for the Buckeye Lake library building.
10	The decrease in gas costs was driven by the negotiated rates effective in June 2015 that caused the January 2016 through April 2016 bills to be significantly lower than the same months in 2015.
11	Increase driven by hiring of marketing consulting firm and 40% increase in rates from Goodwill for cargo services.

Acct. No.	General Fund Description	2016 Total Appropriation	2016 MTD Disbursed	2016 YTD Disbursed	2016 YTD Encumbered	2016 \$ Dis+Enc	2016% Dis+Enc	2016 Balance	2015 \$ Dis+Enc	Notes
12	The decrease in performer cost for children, teen, and adult is partially offset by the performer costs for signature events which used to be accounted for in these accounts.									
13	Third party security costs were reduced due to the hiring of a security / maintenance specialist in November 2015.									
14	Third party phone answering service was eliminated when the library installed VOIP phone service with a limited phone tree.									
15	The increase in software upgrades was for the addition of cloud storage and mobile print services at Main and Miller.									

4000s	LIBRARY MATERIALS & INFORMATION			16.1%		16.7%				
4111	Adult Fiction	\$102,631.20	\$15,856.39	\$98,746.72	\$3,884.48	\$102,631.20	100.0%	\$0.00	\$97,820.03	16
4113	Adult Non-Fiction	\$84,001.62	\$17,157.28	\$73,256.31	\$8,604.33	\$81,860.64	97.5%	\$2,140.98	\$82,461.13	
4115	Adult Large Print	\$39,116.40	\$7,023.12	\$36,193.40	\$2,612.65	\$38,806.05	99.2%	\$310.35	\$44,694.26	
4120	Children's Books	\$100,026.21	\$11,619.14	\$87,125.14	\$8,982.80	\$96,107.94	96.1%	\$3,918.27	\$92,281.53	
4125	Teen Books	\$38,216.22	\$3,523.38	\$24,177.35	\$3,154.00	\$27,331.35	71.5%	\$10,884.87	\$37,570.98	17
4140	Reference Books	\$13,333.57	\$3,496.00	\$8,059.51	\$1,800.00	\$9,859.51	73.9%	\$3,474.06	\$13,145.75	
4200	Periodicals	\$44,249.99	\$345.22	\$44,249.99	\$0.00	\$44,249.99	100.0%	\$0.00	\$22,831.52	18
4205	Digital Periodicals	\$10,064.37	\$7,917.52	\$10,064.37	\$0.00	\$10,064.37	100.0%	\$0.00	\$9,476.53	
4310	Music Recordings	\$8,042.93	\$1,866.36	\$7,654.04	\$388.89	\$8,042.93	100.0%	\$0.00	\$7,501.37	
4320	Video Recordings	\$117,878.42	\$15,410.50	\$113,358.59	\$4,519.83	\$117,878.42	100.0%	\$0.00	\$94,828.63	16
4325	Digital Video Recordings	\$16,575.52	\$1,595.92	\$16,575.52	\$0.00	\$16,575.52	100.0%	\$0.00	\$4,008.59	19
4330	Audio Books	\$49,805.29	\$11,851.61	\$43,563.17	\$6,242.12	\$49,805.29	100.0%	\$0.00	\$44,792.72	
4332	Digital Audio Books	\$16,631.40	\$10,881.24	\$16,631.40	\$0.00	\$16,631.40	100.0%	\$0.00	\$24,926.36	
4335	E-books	\$38,625.69	\$5,147.21	\$38,485.77	\$139.92	\$38,625.69	100.0%	\$0.00	\$35,941.11	
4340	Video Games	\$25,567.66	\$2,400.09	\$22,953.14	\$1,862.85	\$24,815.99	97.1%	\$751.67	\$23,680.76	
4510	Database Licenses	\$61,465.67	\$21.45	\$60,910.94	\$0.00	\$60,910.94	99.1%	\$554.73	\$60,199.56	
4900	Other Materials	\$9,933.97	\$80.00	\$2,173.56	\$3,867.20	\$6,040.76	60.8%	\$3,893.21	\$2,646.69	
SUBTOTAL - LIBRARY MATERIALS		\$776,166.13	\$116,192.43	\$704,178.92	\$46,059.07	\$750,237.99	96.7%	\$25,928.14	\$698,807.52	

Notes										
16	Additional purchasing was made in current year due to the need for more materials to stock the new 24 hour library in a box on Broad Street.									
17	The reduction in teen books was a result of monitoring purchasing compared to circulation and shelf space.									
18	Due to the payment terms of the Library's largest periodical vendor, a down payment for 2017 subscriptions was paid in the fall of 2016.									
19	The library had a credit balance for Hoopla services paid in 2014 that was utilized in 2015. New prepayment amounts were paid in 2016 and the amounts increased due to the growth of the service.									

Acct. No.	General Fund Description	2016 Total Appropriation	2016 MTD Disbursed	2016 YTD Disbursed	2016 YTD Encumbered	2016 \$ Dis+Enc	2016% Dis+Enc	2016 Balance	2015 \$ Dis+Enc	Notes
5000s CAPITAL OUTLAY				3.7%		3.8%				
5400	Building Improvements	\$18,662.94	\$2,185.00	\$3,263.22	\$5,940.00	\$9,203.22	49.3%	\$9,459.72	\$4,380.00	
5500	Furniture & Equipment	\$64,183.32	\$15,245.58	\$58,905.03	\$4,347.03	\$63,252.06	98.5%	\$931.26	\$26,816.04	20
5510	Computer Equipment	\$99,383.57	\$54,972.89	\$97,668.67	\$1,714.90	\$99,383.57	100.0%	\$0.00	\$43,234.86	21
5700	Vehicles	\$10,000.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0%	\$10,000.00	\$0.00	
SUBTOTAL - CAPITAL OUTLAY		\$192,229.83	\$72,403.47	\$159,836.92	\$12,001.93	\$171,838.85	89.4%	\$20,390.98	\$74,430.90	
7000s OTHER OBJECTS				1.5%		1.5%				
7100	Dues & Memberships	\$15,148.00	\$235.00	\$15,148.00	\$0.00	\$15,148.00	100.0%	\$0.00	\$13,792.00	
7105	SEO Fees	\$49,820.95	\$0.00	\$49,644.14	\$0.00	\$49,644.14	99.6%	\$176.81	\$43,296.50	
7205	State Sales Tax Expense	\$742.27	\$0.00	\$492.76	\$0.00	\$492.76	66.4%	\$249.51	\$720.65	
7220	Property Assessment	\$168.00	\$0.00	\$78.00	\$0.00	\$78.00	46.4%	\$90.00	\$78.00	
7510	Refunds - Patrons	\$670.81	\$0.00	\$670.81	\$0.00	\$670.81	100.0%	\$0.00	\$290.11	
7599	Refunds - All Other	\$600.00	\$0.00	\$62.26	\$0.00	\$62.26	10.4%	\$537.74	\$243.05	
SUBTOTAL - OTHER OBJECTS		\$67,150.03	\$235.00	\$66,095.97	\$0.00	\$66,095.97	98.4%	\$1,054.06	\$58,420.31	
8000s CONTINGENCY				0.0%		0.0%				
8900	Contingency	\$50,000.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0%	\$50,000.00	\$0.00	
SUBTOTAL - CONTINGENCY		\$50,000.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0%	\$50,000.00	\$0.00	
General Fund Cash Disbursements Total		\$4,794,351.32	\$443,311.05	\$4,375,904.28	\$118,248.36	\$4,494,152.64	93.7%	\$300,198.68	\$4,222,093.30	

Notes	
20	Furniture and equipment increased from the prior year due to larger furniture purchases such as mobile shelving, media browsing bins, fireproof file cabinets, replacement office chairs, and slanted AV shelves.
21	Computer equipment increased from prior year due to the replacement and addition of security cameras, audio video upgrades to meeting rooms, 14 merakis and licenses, mac for Heroes Project, and digital camera equipment.