

CLEVELAND PUBLIC LIBRARY  
MONTHLY FINANCIAL STATEMENT OF FISCAL OFFICER TO BOARD OF LIBRARY TRUSTEES  
FOR THE PERIOD JANUARY 1 – JANUARY 31, 2019

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FISCAL OFFICER, BOARD OF LIBRARY TRUSTEES

**Cleveland Public Library**  
**Revenues, Expenditures and Changes in Fund Balance**  
**For the Period Ending January 31, 2019**

	<u>General Fund</u>	<u>Special Revenue</u>	<u>Capital Projects</u>	<u>Permanent</u>	<u>Agency</u>	<u>Total</u>
41 Taxes	3,202,000.00	0.00	0.00	0.00	\$ 0.00	3,202,000.00
42 Intergovernmental	1,793,789.62	125,683.00	0.00	0.00	\$ 0.00	1,919,472.62
43 Fines & Fees	21,070.22	0.00	0.00	0.00	\$ 0.00	21,070.22
44 Investment Earnings	24,512.96	77,297.27	0.00	9,860.73	\$ 0.00	111,670.96
45 Charges for Services	0.00	1,834,866.94	0.00	0.00	\$ 0.00	1,834,866.94
46 Contributions & Donations	125.00	238,501.00	0.00	0.00	\$ 0.00	238,626.00
48 Miscellaneous Revenue	1,021.61	0.00	0.00	0.00	\$ 9,754.69	10,776.30
<b>Total Revenues</b>	<b>\$ 5,042,519.41</b>	<b>\$ 2,276,348.21</b>	<b>\$ 0.00</b>	<b>\$ 9,860.73</b>	<b>\$ 9,754.69</b>	<b>\$ 7,338,483.04</b>
51 Salaries/Benefits	2,957,634.46	281,186.00	0.00	0.00	\$ 0.00	3,238,820.46
52 Supplies	26,573.09	1,388.94	0.00	406.00	\$ 0.00	28,368.03
53 Purchased/Contracted Services	1,866,255.38	40,564.91	4,975.00	449.00	\$ 0.00	1,912,244.29
54 Library Materials	377,038.11	63,921.79	0.00	814.30	\$ 0.00	441,774.20
55 Capital Outlay	178,589.57	8,664.75	906,289.69	0.00	\$ 0.00	1,093,544.01
57 Miscellaneous Expenses	19,801.92	804.89	0.00	0.00	\$ 6,695.06	27,301.87
<b>Total Expenditures</b>	<b>\$ 5,425,892.53</b>	<b>\$ 396,531.28</b>	<b>\$ 911,264.69</b>	<b>\$ 1,669.30</b>	<b>\$ 6,695.06</b>	<b>\$ 6,742,052.86</b>
<b>Revenue Over/(Under) Expenditures</b>	<b>\$(383,373.12)</b>	<b>\$ 1,879,816.93</b>	<b>\$(911,264.69)</b>	<b>\$ 8,191.43</b>	<b>\$ 3,059.63</b>	<b>\$ 596,430.18</b>
91 Sale of Capital Assets	0.00	0.00	0.00	0.00	\$ 0.00	0.00
98 Advances	0.00	0.00	0.00	0.00	\$ 0.00	0.00
99 Transfers	0.00	0.00	0.00	0.00	\$ 0.00	0.00
<b>Total Other Sources / Uses</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>
<b>Revenue &amp; Other Sources Over/(Under) Expenditures &amp; Other Uses</b>	<b>\$(383,373.12)</b>	<b>\$ 1,879,816.93</b>	<b>\$(911,264.69)</b>	<b>\$ 8,191.43</b>	<b>\$ 3,059.63</b>	<b>\$ 596,430.18</b>
<b>Beginning Year Cash Balance</b>	<b>\$ 22,691,431.19</b>	<b>\$ 19,102,200.53</b>	<b>\$ 5,532,079.99</b>	<b>\$ 4,180,956.91</b>	<b>\$ 12,095.10</b>	<b>\$ 51,518,763.72</b>
<b>Current Cash Balance</b>	<b>\$ 22,308,058.07</b>	<b>\$ 20,982,017.46</b>	<b>\$ 4,620,815.30</b>	<b>\$ 4,189,148.34</b>	<b>\$ 15,154.73</b>	<b>\$ 52,115,193.90</b>

**Cleveland Public Library**  
**Certified Revenue, Appropriations and Balances**  
**General Fund**  
**For the Period Ending January 31, 2019**

	<u>Certified Revenue (1)</u>	<u>Income To Date</u>	<u>Balance</u>	<u>Percent To Date</u>	<u>Percent Prior Year</u>
PLF State Income Tax	22,447,383	1,793,790	20,653,593	8%	8%
General Property Tax	33,635,180	3,202,000	30,433,180	10%	10%
Rollback, Homestead, CAT	2,400,000	0	2,400,000	0%	0%
Fines & Fees	180,800	21,070	159,730	12%	8%
Investment Earnings	574,090	24,513	549,577	4%	6%
Contributions	1,400	125	1,275	9%	100%
Miscellaneous	1,227,361	1,022	1,226,339	0%	0%
Return of Advances Out	0	0	0	0%	0%
<b>Total</b>	<b>\$ 60,466,214</b>	<b>\$ 5,042,519</b>	<b>\$ 55,423,694</b>	<b>8%</b>	<b>8%</b>

	<u>Appropriation(2)</u>	<u>Expended/ Encumbered</u>	<u>Balance</u>	<u>Percent To Date (3)</u>	<u>Percent Prior Year</u>
Salaries/Benefits	39,182,278	3,009,684	36,172,593	8%	8%
Supplies	926,512	479,780	446,732	52%	36%
Purchased Services	11,742,382	6,622,467	5,119,915	56%	64%
Library Materials	11,318,033	3,322,726	7,995,306	29%	38%
Capital Outlay	1,989,586	504,300	1,485,286	25%	26%
Other	175,676	54,168	121,508	31%	48%
<b>Subtotal</b>	<b>\$ 65,334,466</b>	<b>\$ 13,993,125</b>	<b>\$ 51,341,341</b>	<b>21%</b>	<b>25%</b>
Advances Out	0	0	0		
Transfers Out	0	0	0		
<b>Total</b>	<b>\$ 65,334,466</b>	<b>\$ 13,993,125</b>	<b>\$ 51,341,341</b>	<b>21%</b>	<b>25%</b>

Note (1): Certificate from Cuyahoga County Budget Commission dated January 10, 2019.

Note (2): Subtotal Original Appropriation of \$59,142,181.79 plus carried forward encumbrance of \$6,192,284.63.

Note (3): Subtotal includes 8% expended and 13% encumbered.

**Cleveland Public Library**  
**Appropriation, Expenditures and Balances**  
**General Fund**  
**For the Period Ending January 31, 2019**

		<b>Current Year Appropriation</b>	<b>Total Appropriated Funds</b>	<b>Current Year Expenditures</b>	<b>Encumbered and Unpaid</b>	<b>Unencumbered Balance</b>
51110	Professional Salaries	12,241,512.39	12,241,512.39	841,591.36	0.00	11,399,921.03
51120	Clerical Salaries	10,760,259.04	10,760,259.04	797,218.02	0.00	9,963,041.02
51130	Non-Clerical Salaries	1,306,477.03	1,306,477.03	86,141.52	0.00	1,220,335.51
51140	Buildings Salaries	4,354,116.00	4,365,929.94	317,868.86	0.00	4,048,061.08
51150	Other Salaries	534,924.26	534,924.26	40,812.61	0.00	494,111.65
51180	Severance Pay	0.00	109,571.68	110,943.38	0.00	(1,371.70)
51190	Non-Base Pay	475,000.00	475,000.00	72,471.75	0.00	402,528.25
51400	OPERS	4,181,573.32	4,183,227.27	300,065.18	0.00	3,883,162.09
51610	Health Insurance	4,299,714.82	4,299,714.82	337,212.52	0.00	3,962,502.30
51611	Dental Insurance	225,998.16	225,998.16	17,014.41	0.00	208,983.75
51612	Vision Insurance	17,528.88	17,528.88	1,352.51	0.00	16,176.37
51620	Life Insurance	13,644.00	13,644.00	1,110.00	0.00	12,534.00
51625	Short Term Disability Insurance	27,792.24	27,792.24	2,255.31	0.00	25,536.93
51630	Workers Compensation	155,341.02	161,792.64	(2,457.37)	6,451.62	157,798.39
51640	Unemployment Compensation	10,000.00	23,702.66	0.00	23,702.66	0.00
51650	Medicare - ER	399,237.08	401,255.11	30,520.02	211.67	370,523.42
51900	Other Benefits	21,251.64	33,947.51	3,514.38	21,683.80	8,749.33
	<b>Salaries/Benefits</b>	<b>\$39,024,369.88</b>	<b>\$ 39,182,277.63</b>	<b>\$ 2,957,634.46</b>	<b>\$ 52,049.75</b>	<b>\$ 36,172,593.42</b>
52110	Office Supplies	45,647.34	46,479.96	390.86	5,126.77	40,962.33
52120	Stationery	30,745.00	31,884.29	1,123.70	2,253.33	28,507.26
52130	Duplication Supplies	24,400.00	24,779.78	379.78	4,242.40	20,157.60
52140	Hand Tools	1,500.00	1,500.00	0.00	8.80	1,491.20
52150	Book Repair Supplies	66,000.00	66,507.30	507.30	1,974.53	64,025.47
52210	Janitorial Supplies	100,700.00	105,596.57	3,910.19	31,163.47	70,522.91

**Cleveland Public Library**  
**Appropriation, Expenditures and Balances**  
**General Fund**  
**For the Period Ending January 31, 2019**

		<b>Current Year Appropriation</b>	<b>Total Appropriated Funds</b>	<b>Current Year Expenditures</b>	<b>Encumbered and Unpaid</b>	<b>Unencumbered Balance</b>
52220	Electrical Supplies	42,000.00	47,097.25	1,900.60	33,498.08	11,698.57
52230	Maintenance Supplies	293,500.00	347,900.08	14,413.80	293,626.29	39,859.99
52240	Uniforms	7,000.00	8,164.14	0.00	1,164.14	7,000.00
52300	Motor Vehicle Supplies	58,000.00	63,980.98	0.00	61,980.98	2,000.00
52900	Other Supplies	169,974.66	182,621.72	3,946.86	18,168.09	160,506.77
	<b>Supplies</b>	<b>\$839,467.00</b>	<b>\$ 926,512.07</b>	<b>\$ 26,573.09</b>	<b>\$ 453,206.88</b>	<b>\$ 446,732.10</b>
53100	Travel/Meetings	100,000.00	117,023.72	4,708.97	29,220.58	83,094.17
53210	Telecommunications	272,836.00	297,253.07	7,008.87	195,507.02	94,737.18
53230	Postage/Freight	78,600.00	92,875.36	5,467.89	78,907.47	8,500.00
53240	PR/Other Communications	273,000.00	316,832.82	10,954.39	37,878.43	268,000.00
53310	Building Repairs	132,028.00	142,248.25	448.00	58,204.25	83,596.00
53320	Machine Repairs	21,000.00	26,433.62	0.00	4,324.62	22,109.00
53340	Building Maintenance	502,000.00	634,870.53	116,615.47	74,285.06	443,970.00
53350	Machine Maintenance	176,961.70	277,061.84	20,013.85	108,390.29	148,657.70
53360	Computer Maintenance	336,694.90	339,344.94	750.00	105,953.52	232,641.42
53370	Motor Vehicle Repairs/Maint	27,000.00	31,938.23	1,098.82	21,839.41	9,000.00
53380	Contract Security	680,000.00	729,958.82	17,884.08	712,014.74	60.00
53390	Landscaping	10,000.00	10,450.00	0.00	450.00	10,000.00
53400	Insurance	421,856.00	421,856.00	0.00	346.00	421,510.00
53510	Rent/Leases	154,127.49	158,484.08	5,616.09	66,177.50	86,690.49
53520	Equipment Rental	279,346.12	281,853.14	1,800.24	16,604.34	263,448.56
53610	Electricity	1,914,664.00	1,965,130.93	62,785.05	1,851,297.15	51,048.73
53620	Gas	135,594.00	153,266.49	14,239.89	143,176.56	(4,149.96)
53630	Chilled Water	795,776.00	904,311.44	15,650.18	0.00	888,661.26

**Cleveland Public Library**  
**Appropriation, Expenditures and Balances**  
**General Fund**  
**For the Period Ending January 31, 2019**

		<b>Current Year Appropriation</b>	<b>Total Appropriated Funds</b>	<b>Current Year Expenditures</b>	<b>Encumbered and Unpaid</b>	<b>Unencumbered Balance</b>
53640	Water/Sewer	125,273.00	143,841.94	4,369.05	126,274.32	13,198.57
53710	Professional Services	1,125,605.00	1,980,034.61	65,237.69	891,260.91	1,023,536.01
53720	Auditors Fees	695,000.00	750,353.50	0.00	55,353.50	695,000.00
53730	Bank Service Charges	11,000.00	11,000.00	947.49	0.00	10,052.51
53800	Library Material Control	266,500.00	436,497.64	0.00	169,997.64	266,500.00
53900	Other Purchased Services	1,519,212.61	1,519,460.61	1,510,659.36	8,748.00	53.25
	<b>Purchased/Contracted Services</b>	<b>\$10,054,074.82</b>	<b>\$ 11,742,381.58</b>	<b>\$ 1,866,255.38</b>	<b>\$ 4,756,211.31</b>	<b>\$ 5,119,914.89</b>
54110	Books	2,085,000.00	2,549,991.42	62,708.67	478,343.74	2,008,939.01
54120	Continuations	291,000.00	500,755.10	29,576.45	183,467.60	287,711.05
54210	Periodicals	790,000.00	1,687,565.69	50,339.40	263,020.59	1,374,205.70
54220	Microforms	30,600.00	70,779.00	0.00	40,179.00	30,600.00
54310	Video Media	1,615,000.00	2,059,573.40	124,037.89	320,801.85	1,614,733.66
54320	Audio Media - Spoken	90,150.00	122,201.45	8,548.01	27,821.31	85,832.13
54325	Audio Media - Music	172,650.00	269,123.15	12,684.19	86,380.22	170,058.74
54350	Computer Media	0.00	729.88	0.00	261.45	468.43
54500	Database Services	570,000.00	1,251,620.47	0.00	680,748.57	570,871.90
54530	eMedia	1,622,600.00	2,432,234.39	76,497.65	776,344.67	1,579,392.07
54600	Interlibrary Loan	3,000.00	4,135.00	0.00	1,135.00	3,000.00
54710	Bookbinding	20,000.00	46,455.69	0.00	26,455.69	20,000.00
54720	Preservation Services	20,000.00	53,993.71	18.25	33,975.46	20,000.00
54730	Preservation Boxing	5,000.00	14,339.60	0.00	9,339.60	5,000.00
54790	Preservation Reformatting	25,000.00	50,515.20	12,627.60	13,393.80	24,493.80
54905	Other LM-Hotspots	200,000.00	200,000.00	0.00	0.00	200,000.00
54910	Other LM-Tablets & Devices	0.00	4,019.70	0.00	4,019.70	0.00

**Cleveland Public Library**  
**Appropriation, Expenditures and Balances**  
**General Fund**  
**For the Period Ending January 31, 2019**

		<u>Current Year Appropriation</u>	<u>Total Appropriated Funds</u>	<u>Current Year Expenditures</u>	<u>Encumbered and Unpaid</u>	<u>Unencumbered Balance</u>
<b>Library Materials</b>		<b>\$7,540,000.00</b>	<b>\$ 11,318,032.85</b>	<b>\$ 377,038.11</b>	<b>\$ 2,945,688.25</b>	<b>\$ 7,995,306.49</b>
55300	Construction/Improvements	0.00	26,144.12	0.00	26,144.12	0.00
55510	Furniture	219,787.80	262,841.62	23,485.64	19,930.17	219,425.81
55520	Equipment	358,256.77	428,717.78	29,167.06	56,789.93	342,760.79
55530	Computer Hardware	585,825.52	821,209.13	125,548.87	118,960.95	576,699.31
55540	Software	106,400.00	136,699.25	388.00	29,911.25	106,400.00
55700	Motor Vehicles	240,000.00	313,974.00	0.00	73,974.00	240,000.00
<b>Capital Outlay</b>		<b>\$1,510,270.09</b>	<b>\$ 1,989,585.90</b>	<b>\$ 178,589.57</b>	<b>\$ 325,710.42</b>	<b>\$ 1,485,285.91</b>
57100	Memberships	87,767.38	87,807.38	18,328.04	31,459.34	38,020.00
57200	Taxes	15,000.00	15,487.89	900.80	0.00	14,587.09
57500	Refunds/Reimbursements	71,232.62	72,381.12	573.08	2,906.64	68,901.40
<b>Miscellaneous Expenses</b>		<b>\$174,000.00</b>	<b>\$ 175,676.39</b>	<b>\$ 19,801.92</b>	<b>\$ 34,365.98</b>	<b>\$ 121,508.49</b>
<b>Advances</b>		<b>\$0.00</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>
<b>Transfers</b>		<b>\$0.00</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>
<b>TOTAL</b>		<b><u>\$59,142,181.79</u></b>	<b><u>\$ 65,334,466.42</u></b>	<b><u>\$ 5,425,892.53</u></b>	<b><u>\$ 8,567,232.59</u></b>	<b><u>\$ 51,341,341.30</u></b>

**Cleveland Public Library**  
**Revenue, Expenditures and Changes in Fund Balances**  
**For the Period Ending January 31, 2018**

	<u>Beginning Year Balance</u>	<u>Year to Date Receipts</u>	<u>Year to Date Expenditures</u>	<u>Year to Date Encumbrances</u>	<u>Unencumbered Balance</u>
101 General Fund	22,691,431.19	5,042,519.41	5,425,892.53	8,567,232.59	13,740,825.48
<b>Total General Fund</b>	<b>\$ 22,691,431.19</b>	<b>\$ 5,042,519.41</b>	<b>\$ 5,425,892.53</b>	<b>\$ 8,567,232.59</b>	<b>\$ 13,740,825.48</b>
201 Anderson	346,454.39	13.09	0.00	0.00	346,467.48
202 Endowment for the Blind	2,653,421.78	(4,530.42)	0.00	0.00	2,648,891.36
203 Founders	7,113,384.74	106,060.83	9,248.15	826,584.40	6,383,613.02
204 Kaiser	73,325.37	0.00	0.00	0.00	73,325.37
205 Kralej	206,681.24	504.31	0.00	132.97	207,052.58
206 Library	177,000.37	(181.40)	0.00	4,275.00	172,543.97
207 Pepke	158,161.91	(1,265.77)	0.00	0.00	156,896.14
208 Wickwire	1,629,879.06	3,419.24	0.00	1,923.31	1,631,374.99
209 Wittke	99,729.36	0.00	0.00	0.00	99,729.36
210 Young	5,007,491.72	(10,797.61)	0.00	0.00	4,996,694.11
225 Friends	4,490.87	0.00	0.00	100.00	4,390.87
226 Judd	63,460.85	0.00	9,005.44	31,240.36	23,215.05
228 Lockwood Thompson Memorial	158,275.27	0.00	16,264.72	129,971.26	12,039.29
229 Ohio Center for the Book	64.50	0.00	0.00	0.00	64.50
230 Schweinfurth	84,166.12	72,576.00	8,280.00	10,250.00	138,212.12
231 CLEVNET	926,146.62	1,834,866.94	238,172.30	1,547,417.13	975,424.13
251 OLBPD-Library for the Blind	52,461.90	125,683.00	110,523.05	33,091.34	34,530.51
254 MyCom	33,938.93	0.00	0.00	6.76	33,932.17
256 Learning Centers	49,264.60	0.00	0.00	22,730.25	26,534.35
257 Tech Centers	170,000.00	0.00	0.00	0.00	170,000.00
258 Early Literacy	94,400.93	150,000.00	5,037.62	72,786.00	166,577.31
<b>Total Special Revenue Funds</b>	<b>\$ 19,102,200.53</b>	<b>\$ 2,276,348.21</b>	<b>\$ 396,531.28</b>	<b>\$ 2,680,508.78</b>	<b>\$ 18,301,508.68</b>



**Cleveland Public Library**  
**Revenue, Expenditures and Changes in Fund Balances**  
**For the Period Ending January 31, 2018**

	<u>Beginning Year Balance</u>	<u>Year to Date Receipts</u>	<u>Year to Date Expenditures</u>	<u>Year to Date Encumbrances</u>	<u>Unencumbered Balance</u>
401 Building & Repair	5,532,079.99	0.00	911,264.69	1,988,112.82	2,632,702.48
<b>Total Capital Project Funds</b>	<b>\$ 5,532,079.99</b>	<b>\$ 0.00</b>	<b>\$ 911,264.69</b>	<b>\$ 1,988,112.82</b>	<b>\$ 2,632,702.48</b>
501 Abel	271,024.22	0.00	0.00	0.00	271,024.22
502 Ambler	2,757.40	0.00	0.00	0.00	2,757.40
503 Beard	163,891.13	7,794.35	449.00	9,913.48	161,323.00
504 Klein	6,521.81	0.00	0.00	0.00	6,521.81
505 Malon/Schroeder	324,456.49	475.60	0.00	450.00	324,482.09
506 McDonald	228,826.19	69.11	0.00	5,538.55	223,356.75
507 Ratner	110,935.10	(490.78)	0.00	0.00	110,444.32
508 Root	47,757.00	0.00	0.00	0.00	47,757.00
509 Sugarman	218,704.11	(34.57)	406.00	500.00	217,763.54
510 Thompson	178,304.90	4,093.37	0.00	3,500.00	178,898.27
511 Weidenthal	8,080.50	0.00	0.00	0.00	8,080.50
512 White	2,523,609.44	(2,046.35)	814.30	9,732.91	2,511,015.88
513 Beard Anna Young	96,088.62	0.00	0.00	0.00	96,088.62
<b>Total Permanent Funds</b>	<b>\$ 4,180,956.91</b>	<b>\$ 9,860.73</b>	<b>\$ 1,669.30</b>	<b>\$ 29,634.94</b>	<b>\$ 4,159,513.40</b>
901 Unclaimed Funds	5,400.04	0.00	0.00	0.00	5,400.04
905 CLEVNET Fines & Fees	6,695.06	9,754.69	6,695.06	0.00	9,754.69
<b>Others</b>	<b>\$ 12,095.10</b>	<b>\$ 9,754.69</b>	<b>\$ 6,695.06</b>	<b>\$ 0.00</b>	<b>\$ 15,154.73</b>
<b>Total All Funds</b>	<b>\$ 51,518,763.72</b>	<b>\$ 7,338,483.04</b>	<b>\$ 6,742,052.86</b>	<b>\$ 13,265,489.13</b>	<b>\$ 38,849,704.77</b>

**Cleveland Public Library  
 Depository Balance Detail  
 For the Period Ending January 31, 2019**

<b>Balance of All Funds</b>	<b><u>\$ 52,115,193.90</u></b>
KeyBank - Concentration Acct	0.00
KeyBank - Checking (ZBA)	468,025.15
KeyBank - FSA Account	5,207.19
Petty Cash	320.00
Change Fund	1,620.00
KeyBank-Payroll Account (ZBA)	255.52
<b>Cash in Library Treasury</b>	<b><u>\$ 475,427.86</u></b>
PNC - Money Market	10,159.12
U.S. Bank - Investments	31,324,120.38
U.S. Bank - Inv - Money Market	152,967.95
STAR Ohio Investment	1,001,033.32
STAR Plus Program	0.00
<b>Investments</b>	<b><u>\$ 32,488,280.77</u></b>
PNC- Endowment Account	19,151,485.27
<b>Endowment Account</b>	<b><u>\$ 19,151,485.27</u></b>
<b>Cash in Banks and On Hand</b>	<b><u>\$ 52,115,193.90</u></b>