

**Newtown Township Library  
Treasurer's Report – March 2016  
Board Meeting – April 21, 2016**

**Receipts**

See attached Monthly and YTD Actual/Budget reports. Donations YTD since July 1 still slightly ahead of prior year but not significantly; not expecting significant donations at this time of year. 1<sup>st</sup> quarter installment from Newtown Township, which was expected in March, was not received during the month (see below).

**Expenses**

Expenses approximately as expected.

**Overall**

Cash on hand in checking account approximately \$3k, which is extremely low and a function of not receiving the township's 1<sup>st</sup> quarter installment. The installment was subsequently received (April 12, 2016).

**Other Items**

None

## Newtown Public Library

## Balance Sheet

As of March 31, 2016

|  | <u>Mar 31, 16</u>        |
|--|--------------------------|
| <b>ASSETS</b>                          |                          |
| <b>Current Assets</b>                  |                          |
| Checking/Savings                       |                          |
| c ellis susquehanna                    | 11,881.71                |
| CashAccount                            | 142.00                   |
| chidest.nowacct.susquehanna            | 5,708.29                 |
| mellis.nowacct.susquehanna             | 11,963.25                |
| Sav.mmda.susquehanna                   | 149,169.69               |
| Susquehanna                            | 3,643.99                 |
| <b>Total Checking/Savings</b>          | <u>182,508.93</u>        |
| <b>Total Current Assets</b>            | 182,508.93               |
| <b>Other Assets</b>                    |                          |
| Capitalized Equipment                  | 78.38                    |
| <b>Total Other Assets</b>              | <u>78.38</u>             |
| <b>TOTAL ASSETS</b>                    | <b><u>182,587.31</u></b> |
| <b>LIABILITIES &amp; EQUITY</b>        |                          |
| <b>Liabilities</b>                     |                          |
| <b>Current Liabilities</b>             |                          |
| Other Current Liabilities              |                          |
| PASalesTax                             | 23.95                    |
| Payables                               | 163.00                   |
| <b>Total Other Current Liabilities</b> | <u>186.95</u>            |
| <b>Total Current Liabilities</b>       | <u>186.95</u>            |
| <b>Total Liabilities</b>               | 186.95                   |
| <b>Equity</b>                          |                          |
| Opening Balance Equity                 | 1,653.34                 |
| Retained Earnings                      | 206,767.26               |
| Net Income                             | -26,020.24               |
| <b>Total Equity</b>                    | <u>182,400.36</u>        |
| <b>TOTAL LIABILITIES &amp; EQUITY</b>  | <b><u>182,587.31</u></b> |

**Newtown Public Library  
Budget YTD 2016 - March 2016**

|                       | <b>ACTUAL</b>      | <b>BUDGET</b>    | <b>DIFFERENCE</b>  | <b>ANNUAL</b>     |
|-----------------------|--------------------|------------------|--------------------|-------------------|
| <b>RECEIPTS</b>       |                    |                  |                    |                   |
| Fines                 | \$ 876             | \$ 1,375         | \$ (499)           | \$ 5,500          |
| Giving                | \$ 1,583           | \$ 12,000        | \$ (10,417)        | \$ 48,000         |
| Interest              | \$ 43              | \$ 50            | \$ (7)             | \$ 200            |
| Lost Books            | \$ 631             | \$ 188           | \$ 443             | \$ 750            |
| Newtown Twp*          | \$ -               | \$ 41,250        | \$ (41,250)        | \$ 165,000        |
| PA/Cty/Edg            | \$ 36,807          | \$ 33,750        | \$ 3,057           | \$ 45,000         |
| User Fees             | \$ 725             | \$ 1,250         | \$ (525)           | \$ 5,000          |
| <b>Total Receipts</b> | <b>\$ 40,664</b>   | <b>\$ 89,863</b> | <b>\$ (49,198)</b> | <b>\$ 269,450</b> |
| <b>EXPENSES</b>       |                    |                  |                    |                   |
| Access PA             | \$ -               | \$ 74            | \$ (74)            | \$ 295            |
| Audit/Ins             | \$ 4,710           | \$ 1,375         | \$ 3,335           | \$ 5,500          |
| Childrens             | \$ 1,357           | \$ 1,500         | \$ (143)           | \$ 6,000          |
| Collection            | \$ 6,685           | \$ 9,500         | \$ (2,815)         | \$ 38,000         |
| Debt*                 | \$ -               | \$ -             | \$ -               | \$ -              |
| Dues                  | \$ 125             | \$ 125           | \$ -               | \$ 500            |
| Equipment             | \$ -               | \$ 875           | \$ (875)           | \$ 3,500          |
| Fund Raising          | \$ -               | \$ 1,000         | \$ (1,000)         | \$ 4,000          |
| IT                    | \$ -               | \$ 250           | \$ (250)           | \$ 1,000          |
| Library Supplies      | \$ 190             | \$ 625           | \$ (435)           | \$ 2,500          |
| Maintenance           | \$ 938             | \$ 1,625         | \$ (687)           | \$ 6,500          |
| Miscellaneous         | \$ 26              | \$ 300           | \$ (274)           | \$ 1,200          |
| Periodicals           | \$ 2,943           | \$ 875           | \$ 2,068           | \$ 3,500          |
| Postage               | \$ -               | \$ 150           | \$ (150)           | \$ 600            |
| Prof Development      | \$ 716             | \$ 750           | \$ (34)            | \$ 3,000          |
| Professional Dues     | \$ -               | \$ 175           | \$ (175)           | \$ 700            |
| Staff Recog           | \$ -               | \$ 188           | \$ (188)           | \$ 750            |
| Supplies              | \$ 1,145           | \$ 1,625         | \$ (480)           | \$ 6,500          |
| Util/Elec*            | \$ -               | \$ -             | \$ -               | \$ -              |
| Util/Phone/Internet   | \$ 950             | \$ 800           | \$ 150             | \$ 3,200          |
| Wages - Fee & Taxes   | \$ 3,543           | \$ 3,250         | \$ 293             | \$ 13,000         |
| Wages                 | \$ 43,339          | \$ 43,500        | \$ (161)           | \$ 174,000        |
| Special Events        | \$ 17              | \$ 500           | \$ (483)           | \$ 2,000          |
| <b>Total Expenses</b> | <b>\$ 66,685</b>   | <b>\$ 68,561</b> | <b>\$ (1,893)</b>  | <b>\$ 276,245</b> |
| <b>TOTAL</b>          | <b>\$ (26,020)</b> | <b>\$ 21,301</b> | <b>\$ (47,305)</b> | <b>\$ (6,795)</b> |

\*The Township receipts are now net of Debt and Utility charges that had previously been remitted back to Township.



# Newtown Public Library Monthly Income & Expenses

March 2016

|                                 | Mar 16     |
|---------------------------------|------------|
| <b>Income</b>                   |            |
| <b>Donations</b>                |            |
| Fund Drive 2015                 | 265.00     |
| <b>Total Donations</b>          | 265.00     |
| <b>Fines</b>                    | 312.77     |
| <b>Interest Inc</b>             | 14.60      |
| <b>Lost Books</b>               | 331.28     |
| <b>UserFees</b>                 |            |
| Copier                          | 2.97       |
| PrintingFees                    | 128.95     |
| Video                           | 165.00     |
| <b>Total UserFees</b>           | 296.92     |
| <b>Total Income</b>             | 1,220.57   |
| <b>Expense</b>                  |            |
| <b>Audit-Insurance</b>          | 312.43     |
| <b>Childrens Programs</b>       | 100.00     |
| <b>Total Childrens</b>          | 100.00     |
| <b>Collection</b>               |            |
| Books                           | 1,736.46   |
| DVD                             | 64.96      |
| DVD's_Music CD's                | 38.27      |
| <b>Total Collection</b>         | 1,839.69   |
| <b>Dues-Membership</b>          | 45.00      |
| <b>Maintenance Building</b>     | 469.00     |
| <b>Total Maintenance</b>        | 469.00     |
| <b>Periodicals</b>              | 420.00     |
| <b>Professional Development</b> | 146.98     |
| <b>Special Events</b>           | 16.98      |
| <b>StaffExpense</b>             |            |
| Fees                            | 51.93      |
| Taxes                           | 1,185.53   |
| Wages                           | 15,496.84  |
| <b>Total StaffExpense</b>       | 16,734.30  |
| <b>Supplies</b>                 |            |
| Building                        | 389.86     |
| Library                         | 80.10      |
| Office                          | 249.99     |
| <b>Total Supplies</b>           | 719.95     |
| <b>Utilities</b>                |            |
| Internet                        | 237.40     |
| Telephone                       | 203.54     |
| <b>Total Utilities</b>          | 440.94     |
| <b>Total Expense</b>            | 21,245.27  |
| <b>Net Income</b>               | -20,024.70 |