

**Newtown Township Library  
Treasurer's Report – February 2016  
Board Meeting – March 17, 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.

**Expenses**

Expenses approximately as expected.

**Overall**

Cash on hand in checking account approximately \$23k, which is good, reflects receipt from PA/Cty. Township installment for 1<sup>st</sup> quarter to arrive in March.

**Other Items**

None

## Newtown Public Library

## Balance Sheet

As of February 29, 2016

|  | <u>Feb 29, 16</u>               |
|--|---------------------------------|
| <b>ASSETS</b>                          |                                 |
| <b>Current Assets</b>                  |                                 |
| <b>Checking/Savings</b>                |                                 |
| c ellis susquehanna                    | 11,881.26                       |
| CashAccount                            | 142.00                          |
| chidest.nowacct.susquehanna            | 5,708.07                        |
| mellis.nowacct.susquehanna             | 11,962.79                       |
| Sav.mmda.susquehanna                   | 149,157.06                      |
| Susquehanna                            | 23,136.30                       |
| <b>Total Checking/Savings</b>          | <u>201,987.48</u>               |
| <b>Total Current Assets</b>            | 201,987.48                      |
| <b>Other Assets</b>                    |                                 |
| Capitalized Equipment                  | 78.38                           |
| <b>Total Other Assets</b>              | <u>78.38</u>                    |
| <b>TOTAL ASSETS</b>                    | <b><u><u>202,065.86</u></u></b> |
| <b>LIABILITIES &amp; EQUITY</b>        |                                 |
| <b>Liabilities</b>                     |                                 |
| <b>Current Liabilities</b>             |                                 |
| <b>Other Current Liabilities</b>       |                                 |
| 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                      | 206,221.11                      |
| Net Income                             | -5,995.54                       |
| <b>Total Equity</b>                    | <u>201,878.91</u>               |
| <b>TOTAL LIABILITIES &amp; EQUITY</b>  | <b><u><u>202,065.86</u></u></b> |

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

|                       | <b>ACTUAL</b>     | <b>BUDGET</b>     | <b>DIFFERENCE</b> | <b>ANNUAL</b>     |
|-----------------------|-------------------|-------------------|-------------------|-------------------|
| <b>RECEIPTS</b>       |                   |                   |                   |                   |
| Fines                 | \$ 563            | \$ 917            | \$ (354)          | \$ 5,500          |
| Giving                | \$ 1,318          | \$ 8,000          | \$ (6,682)        | \$ 48,000         |
| Interest              | \$ 28             | \$ 33             | \$ (5)            | \$ 200            |
| Lost Books            | \$ 299            | \$ 125            | \$ 174            | \$ 750            |
| Newtown Twp*          | \$ -              | \$ -              | \$ -              | \$ 165,000        |
| PA/Cty/Edg            | \$ 36,807         | \$ 33,750         | \$ 3,057          | \$ 45,000         |
| User Fees             | \$ 428            | \$ 833            | \$ (405)          | \$ 5,000          |
| <b>Total Receipts</b> | <b>\$ 39,443</b>  | <b>\$ 43,658</b>  | <b>\$ (4,215)</b> | <b>\$ 269,450</b> |
| <b>EXPENSES</b>       |                   |                   |                   |                   |
| Access PA             | \$ -              | \$ 49             | \$ (49)           | \$ 295            |
| Audit/Ins             | \$ 4,398          | \$ 917            | \$ 3,481          | \$ 5,500          |
| Childrens             | \$ 1,257          | \$ 1,000          | \$ 257            | \$ 6,000          |
| Collection            | \$ 4,845          | \$ 6,333          | \$ (1,488)        | \$ 38,000         |
| Debt*                 | \$ -              | \$ -              | \$ -              | \$ -              |
| Dues                  | \$ -              | \$ 83             | \$ (83)           | \$ 500            |
| Equipment             | \$ -              | \$ 583            | \$ (583)          | \$ 3,500          |
| Fund Raising          | \$ -              | \$ 667            | \$ (667)          | \$ 4,000          |
| IT                    | \$ -              | \$ 167            | \$ (167)          | \$ 1,000          |
| Library Supplies      | \$ 110            | \$ 417            | \$ (307)          | \$ 2,500          |
| Maintenance           | \$ 469            | \$ 1,083          | \$ (614)          | \$ 6,500          |
| Miscellaneous         | \$ 26             | \$ 200            | \$ (174)          | \$ 1,200          |
| Periodicals           | \$ 2,523          | \$ 583            | \$ 1,940          | \$ 3,500          |
| Postage               | \$ -              | \$ 100            | \$ (100)          | \$ 600            |
| Prof Development      | \$ 569            | \$ 500            | \$ 69             | \$ 3,000          |
| Professional Dues     | \$ 80             | \$ 117            | \$ (37)           | \$ 700            |
| Staff Recog           | \$ -              | \$ 125            | \$ (125)          | \$ 750            |
| Supplies              | \$ 505            | \$ 1,083          | \$ (578)          | \$ 6,500          |
| Util/Elec*            | \$ -              | \$ -              | \$ -              | \$ -              |
| Util/Phone/Internet   | \$ 509            | \$ 533            | \$ (24)           | \$ 3,200          |
| Wages - Fee & Taxes   | \$ 2,305          | \$ 2,167          | \$ 139            | \$ 13,000         |
| Wages                 | \$ 27,842         | \$ 29,000         | \$ (1,158)        | \$ 174,000        |
| Special Events        | \$ -              | \$ 333            | \$ (333)          | \$ 2,000          |
| <b>Total Expenses</b> | <b>\$ 45,440</b>  | <b>\$ 45,708</b>  | <b>\$ (268)</b>   | <b>\$ 276,245</b> |
| <b>TOTAL</b>          | <b>\$ (5,997)</b> | <b>\$ (2,049)</b> | <b>\$ (3,947)</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**  
**Fund Drive 2014 vs. Fund Drive 2015**  
**February 2015**

| <b>Fund Drive 2014</b> |                     |
|------------------------|---------------------|
| 6/4/2014               | \$ 150.00           |
| 6/20/2014              | \$ 45.00            |
| 7/2/2014               | \$ 85.00            |
| 7/18/2014              | \$ 35.00            |
| 7/25/2014              | \$ 200.00           |
| 8/25/2014              | \$ 35.00            |
| 8/29/2014              | \$ 35.00            |
| 9/12/2014              | \$ 35.00            |
| 10/24/2014             | \$ 190.00           |
| 10/31/2014             | \$ 2,395.00         |
|                        |                     |
| 11/7/2014              | \$ 3,615.00         |
| 11/12/2014             | \$ 4,795.00         |
| 11/19/2014             | \$ 5,340.00         |
| 11/28/2014             | \$ 4,340.00         |
|                        |                     |
| 12/5/2014              | \$ 900.00           |
| 12/12/2014             | \$ 810.00           |
| 12/19/2014             | \$ 70.00            |
| 12/29/2014             | \$ 1,985.00         |
| 1/5/2015               | \$ 1,620.00         |
| 1/16/2015              | \$ 1,220.00         |
| 1/24/2015              | \$ 135.00           |
| 2/6/2015               | \$ 15.00            |
| 2/23/2015              | \$ 125.00           |
| 2/27/2015              | \$ 240.00           |
| 3/10/2015              | \$ 40.00            |
| 3/13/2015              | \$ 100.00           |
| 3/23/2015              | \$ 70.00            |
| 3/24/2015              | \$ 50.00            |
| 4/13/2015              | \$ 219.00           |
| 4/17/2015              | \$ 115.00           |
| 5/8/2015               | \$ 100.00           |
| 5/18/2015              | \$ 925.00           |
| 5/26/2015              | \$ 325.00           |
| 5/29/2015              | \$ 1,810.00         |
| 6/6/2015               | \$ 865.00           |
| 6/12/2015              | \$ 1,130.00         |
| <b>OVERALL TOTAL</b>   | <b>\$ 34,164.00</b> |

\$ 28,415.00

| <b>Fund Drive 2015</b> |                     |
|------------------------|---------------------|
| 7/10/2015              | \$ 760.00           |
| 7/23/2015              | \$ 100.00           |
| 8/6/2015               | \$ 70.00            |
| 8/14/2015              | \$ 150.00           |
| 8/21/2015              | \$ 215.00           |
| 8/27/2015              | \$ 100.00           |
| 9/4/2015               | \$ 20.00            |
| 9/15/2015              | \$ 125.00           |
| 9/18/2015              | \$ 25.00            |
| 10/3/2015              | \$ 140.04           |
| 10/16/2015             | \$ 1,285.00         |
| 10/23/2015             | \$ 2,150.00         |
| 10/26/2015             | \$ 5,674.00         |
| 10/27/2015             | \$ 1,150.00         |
| 11/2/2015              | \$ 3,090.00         |
| 11/9/2015              | \$ 2,790.00         |
| 11/13/2015             | \$ 2,035.00         |
| 11/20/2015             | \$ 1,865.00         |
| 11/27/2015             | \$ 920.00           |
| 12/4/2015              | \$ 1,265.00         |
| 12/11/2015             | \$ 655.00           |
| 12/21/2015             | \$ 545.00           |
| 12/23/2015             | \$ 2,045.39         |
| 12/31/2015             | \$ 1,800.00         |
| 1/5/2016               | \$ (990.39)         |
| 1/19/2016              | \$ 615.00           |
| 1/29/2016              | \$ 310.00           |
| 2/9/2016               | \$ 208.36           |
| 2/16/2016              | \$ 25.00            |
| 2/26/2016              | \$ 75.00            |
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| <b>OVERALL TOTAL</b>   | <b>\$ 29,217.40</b> |

\$ 29,217.40

**Newtown Public Library**  
**Monthly Income & Expenses**  
February 2016

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|                                 | Feb 16    |
|---------------------------------|-----------|
| <b>Income</b>                   |           |
| <b>Donations</b>                |           |
| Fund Drive 2015                 | 308.36    |
| <b>Total Donations</b>          | 308.36    |
| <b>Fines</b>                    | 261.34    |
| <b>GovernmentAid</b>            |           |
| State                           | 36,807.00 |
| <b>Total GovernmentAid</b>      | 36,807.00 |
| <b>Interest Inc</b>             | 13.62     |
| <b>Lost Books</b>               | 188.48    |
| <b>UserFees</b>                 |           |
| PrintingFees                    | 91.85     |
| Video                           | 167.00    |
| <b>Total UserFees</b>           | 258.85    |
| <b>Total Income</b>             | 37,837.65 |
| <b>Expense</b>                  |           |
| <b>Audit-Insurance</b>          | 647.71    |
| <b>Childrens</b>                |           |
| Programs                        | -25.00    |
| <b>Total Childrens</b>          | -25.00    |
| <b>Collection</b>               |           |
| Books                           | 1,336.03  |
| CEllis                          | 0.00      |
| Chidester                       | 0.00      |
| DVD                             | 76.93     |
| Lions                           | 0.00      |
| MEllis                          | 0.00      |
| <b>Total Collection</b>         | 1,412.96  |
| <b>Maintenance</b>              |           |
| Building                        | 469.00    |
| <b>Total Maintenance</b>        | 469.00    |
| <b>Miscellaneous</b>            |           |
| Childrens                       | -25.44    |
| <b>Total Miscellaneous</b>      | -25.44    |
| <b>Periodicals</b>              | 2,263.34  |
| <b>Postage</b>                  | 0.00      |
| <b>Professional Development</b> | 303.96    |
| <b>Professional Dues</b>        | 80.00     |
| <b>StaffExpense</b>             |           |
| Fees                            | 51.93     |
| Taxes                           | 1,079.26  |
| Wages                           | 14,107.90 |
| <b>Total StaffExpense</b>       | 15,239.09 |
| <b>StaffRecognition</b>         | 0.00      |
| <b>Supplies</b>                 |           |
| Building                        | 209.42    |
| Library                         | -529.98   |
| Office                          | 27.99     |
| <b>Total Supplies</b>           | -292.57   |

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Accrual Basis

**Newtown Public Library**  
**Monthly Income & Expenses**  
February 2016

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|                        | <u>Feb 16</u>           |
|------------------------|-------------------------|
| Utilities              |                         |
| Telephone              | <u>203.94</u>           |
| <b>Total Utilities</b> | <u>203.94</u>           |
| <b>Total Expense</b>   | <u>20,276.99</u>        |
| <b>Net Income</b>      | <u><u>17,560.66</u></u> |