

MADISON PUBLIC LIBRARY
Supplementary Notes to the 2017 Year to Date Budget Report Jan-May
As at May 24, 2017

Key Indicators

Budget Year Lapsed	40%
Total Operating Revenue	46%
Total Operating Expense	36%
Total Wages & Benefits Expense	37%
Total Supplies Expense	38%
Total Services Expense	57%
Total Debt/Inter-Dept Charges	13%

Executive Summary

There were no changes in the 2016 Preliminary Year to Date Budget Report since last month and no further report will be forthcoming until City Finance has officially closed off the year. The 2017 year to date budget report represents the current net operating position of the library at the time of producing the report. Budget amendments/transfers have been processed this year to recognize the anticipated external funding and associated expenditure during the set up process of project numbers on the ledger to capture transactions related to these particular funds.

Further budget amendments were processed this month for the following areas which have a nil impact on the net fund balance:

- \$5,000 increase in 42110 Federal Revenues and 54695 Program Services to recognize the revenue and corresponding expenditure for the IMLS National Medal award funds.
- \$15,000 increase in 46310 Contributions and Donations and associated expenditure for the 2017 MPL Foundation Mini Donations program.
- \$6,000 increase in 47190 Miscellaneous Revenue and associated expenditure for projected increase in MPL merchandise for sale including t-shirts, book bags, and various items.
- \$992.12 decrease in 48510 Fund Balance Applied to reflect the reclassification of expenses incurred in 2016 for promotion and marketing materials for the IMLS National Medal award but were not eligible to be recognized against the IMLS award funds.
- \$80,000 increase/decrease to 43110 Office Supplies and 53225 Library Materials to recognize the appropriate expense classification for materials not related to collection resources.

All budget amendments have a nil impact on the net fund balance and the end result was an increase for both revenue and expenditure of \$25,007.88.

A significant budget amendment/transfer for recognition of the 2017 City revenue appropriations (object number 41110 Real Estate Taxes) was intended to be processed as previously reported and is yet to be completed. This is impacting the net fund balance where the original budget should target a nil effect for the end of the year. Therefore, the current actual net fund balance cannot be commented on at this time.

The library's activities and financial performance year to date can be compared against a linear time benchmark with 40% of the budget year lapsed as at the date of the report. Services expenditure is running higher at 57% of original budget due to timing of advanced rental prepayments and commencement of the building facility maintenance and annual servicing. This should even out as the year progresses. Other areas of overall expenditure are currently tracking under budget. Operating

revenue is expected to catch up as funding from donors is confirmed later in the year and City Finance process the budget amendments/transfers for the 2017 appropriations.