

MADISON PUBLIC LIBRARY
Supplementary Notes to the Preliminary 2016 Year to Date Budget Report Jan-Dec
As at February 21, 2017

Key Indicators

Budget Year Lapsed	100%
Total Operating Revenue	98%
Total Operating Expense	98%
Total Wages & Benefits Expense	99%
Total Supplies Expense	91%
Total Services Expense	96%
Total Debt/Inter-Dept Charges	101%

Executive Summary

The 2016 year to date budget report is a preliminary report for the fiscal year and is subject to change while City Finance keeps the year open for postings and adjustments. This will remain the case until after the audit occurs in late April 2017.

The net fund balance is the net effect between total operating revenue and expenditure. The revised budget net fund balance generally projects a nil impact by the end of the fiscal year. The current net fund balance deficit effect has increased since last month by \$17,984 to \$96,376 due to a number of increases in 2016 expenditure and adjustments by City Finance. This is spread across a number of expenditure areas. Wages and benefits expenses increased by approximately \$5,000 due to a journal for recognizing unemployment benefit insurance claim expenses. Supplies and services expenses increased by approximately \$10,200 as 2016 invoices were processed. Debt and inter-department charges increased by approximately \$2,700 as year-end adjustments by City Finance were made to fleet and traffic inter-department charges. An immaterial adjustment to library fines revenue was made during the month as fines were refunded for returned books. The above is reflective of normal operations.

Total actual operating revenue has an approximate \$410,000 deficit effect compared to the revised budget. The significant items causing this deficit include the timing of receipt of anticipated contributions and donations of \$176,000 for associated program/project expenditure, which is also down in supplies and services expenditure. Other areas of actual revenue include reproduction services, catering concessions, facility rental, library collection fees and library fines which are below the anticipated original budgets by over \$96,000. The line item for fund balance applied of approximately \$126,000 contains no actual compared to the revised budget as this is the carried forward balance from unspent funds from 2015.

Total actual operating expense compared to the revised budget has a net surplus effect of just over \$290,000. These areas include expenses relating to employee, supplies and services which are lower than the anticipated revised budget. The significant areas of under-expenditure include building facility maintenance, printing services, advertising services, and program services. Individual line items can have an over/under variance but the net effect for 2016 is an overall favorable variance.