

MADISON PUBLIC LIBRARY
Supplementary Notes to the Year to Date Budget Report
For the period ended December 31, 2017
As at February 23, 2018

Key Indicators

Budget Year Lapsed	100%
Total Operating Revenue	99%
Total Operating Expense	100%
Total Wages & Benefits Expense	102%
Total Supplies Expense	97%
Total Services Expense	96%
Total Debt/Inter-Dept Charges	100%

Executive Summary

The monthly year to date budget report represents the current net operating position of the library at the time of producing the report. This report provides analysis on MPL's year to date budget performance. The library's activities and financial performance year to date can be compared against a linear time benchmark with 100% of the budget year lapsed as at the date of the report. Variances between revised budget and year to date actual are reported as either a timing variance where actual transactions occur on a non-linear timing basis, or a permanent variance where actual performance will not meet or exceed the estimated year end budget target. Of particular note at this point of the fiscal year, the 2017 year-end processes are currently in progress; therefore, until final audit is finalized in early May 2018, the final results for 2017 are subject to adjustments and changes where account balances and net fund balance figures will fluctuate accordingly.

Net Fund Balance & Budget Amendments

An estimated drawdown from the Library's fund balance represents \$200,000 relating to the budget shortfall for FICA benefits and salaries and wages as reported previously and approved by the Common Council. The impact is a reduction in the Library's fund balance, reducing funds to a total of approximately \$674,350.75 of unassigned funds. In comparison as of the date of the report, the year to date net fund balance is a deficit effect of \$311,776.12 after the final 2017 payroll period was posted and additional 2017 invoices were paid this month. This is an increase of \$27,808.75 since last month's report. This is higher than the estimate due to other areas of over expenditure or under budgeting in employee costs such as permanent overtime and WRS retirement.

The revised net fund balance remains at \$12,655. This is a result of carried forward encumbrances for furniture and signage projects for Sequoya and Meadowridge from last year. While these add an additional budgeted expense to 2017, this represents the carried forward surplus from 2016.

It is recommended that the Library Board and management monitor the Library's fund balance going forward into 2018.