



TO: Plymouth District Library Board **DATE:** November 14, 2023
RE: October 2023 Financial Report **FROM:** Shauna Anderson,
Director

REVENUE

- The Library did not receive any significantly large funding from outside sources this month

EXPENDITURES

- The Library had an \$8,000 payment to City Contracting Services for the roof access ladder project
- The Library had a \$12,600 payment to Library Design Associates for the purchase of 12 new meeting room tables
- The Library had a \$25,485.48 payment to Michigan Hardscape LLC for the Amphitheater Project

INVESTMENTS

- The Library's Michigan Class account earned \$1,791.27 in October for a total earned income of \$16,092.21 in FY 2023
- The Library's Operating & Savings accounts earned \$5,701.92 in October for a total earned income of \$51,854.02 in FY 2023
- The Library's CFCU account earned \$3,992.83 from July thru September for a total earned income of \$11,790.54 in FY 2023
- The Library's Flagstar CD has earned \$3,750.35 in June for a total earned income of \$3,750.35 in FY 2023

JOURNAL ENTRY REPORT FOR PLYMOUTH DISTRICT LIBRARY
FOR POST DATES FROM 10/01/2023 TO 10/31/2023

Post Date	Journal	Description	GL Number	GL Description	DR	CR
10/05/2023	GJ	TO RECORD GATEWAY SVCS	JE# 000003436			
GL Trx # 17732		CASH/OPERATING CHECKING	101-000-001.000	CASH/OPERATING CHECKING		6.15
		CONTRACTUAL SERVICES	101-790-818.000	CONTRACTUAL SERVICES	6.15	
					<u>6.15</u>	<u>6.15</u>
10/11/2023	GJ	MERS SEPTEMBER 2023	JE# 000003437			
GL Trx # 17733		RETIREMENT	101-790-718.000	RETIREMENT	24,073.00	
		CASH/OPERATING CHECKING	101-000-001.000	CASH/OPERATING CHECKING		24,073.00
					<u>24,073.00</u>	<u>24,073.00</u>
10/13/2023	PR	PAYROLL 09/24/23 THRU 10/07/23: PD	000003438			
GL Trx # 17734		SALARIES/WAGES - PERMANENT	101-790-706.000	SALARIES/WAGES - PERMANENT	2,003.85	
		SALARIES/WAGES - PERMANENT	101-790-706.000	SALARIES/WAGES - PERMANENT	2,565.27	
		CONTRACTUAL SERVICES	101-790-818.000	CONTRACTUAL SERVICES	21.68	
		EMPLOYERS FICA TAXES	101-790-715.000	EMPLOYERS FICA TAXES	124.06	
		EMPLOYERS FICA TAXES	101-790-715.000	EMPLOYERS FICA TAXES	29.00	
		SALARIES/WAGES-TEMPORARY	101-790-707.000	SALARIES/WAGES-TEMPORARY		79.47
		SALARIES/WAGES-TEMPORARY	101-790-707.000	SALARIES/WAGES-TEMPORARY	2,001.13	
		CASH-PAYROLL CHECKING	101-000-012.000	CASH-PAYROLL CHECKING		2,096.40
		EMPLOYERS FICA TAXES	101-790-715.000	EMPLOYERS FICA TAXES	4,821.71	
		EMPLOYERS FICA TAXES	101-790-715.000	EMPLOYERS FICA TAXES	1,127.67	
		PAYROLL DEDUCTION-DEFERRED COMP	101-000-262.000	PAYROLL DEDUCTION-DEFERRED COMP		841.33
		PAYROLL DEDUCTION-DEFERRED COMP	101-000-262.000	PAYROLL DEDUCTION-DEFERRED COMP		100.00
		PAYROLL DEDUCTION-DEFERRED COMP	101-000-262.000	PAYROLL DEDUCTION-DEFERRED COMP		3,527.59
		SALARIES/WAGES - PERMANENT	101-790-706.000	SALARIES/WAGES - PERMANENT	44,111.55	
		SALARIES/WAGES - PERMANENT	101-790-706.000	SALARIES/WAGES - PERMANENT	31,653.89	
		CONTRACTUAL SERVICES	101-790-818.000	CONTRACTUAL SERVICES	166.00	
		CASH-PAYROLL CHECKING	101-000-012.000	CASH-PAYROLL CHECKING		81,981.02
					<u>88,625.81</u>	<u>88,625.81</u>
10/13/2023	PR	RECORD PAYROLL TRANSFER - PAYDATE 1	000003439			
GL Trx # 17735		CASH/OPERATING CHECKING	101-000-001.000	CASH/OPERATING CHECKING		2,096.40
		CASH/OPERATING CHECKING	101-000-001.000	CASH/OPERATING CHECKING		81,981.02
		CASH-PAYROLL CHECKING	101-000-012.000	CASH-PAYROLL CHECKING	2,096.40	
		CASH-PAYROLL CHECKING	101-000-012.000	CASH-PAYROLL CHECKING	81,981.02	
					<u>84,077.42</u>	<u>84,077.42</u>
10/13/2023	PR	RECORD NW WHELD 457: PAYDATE 101320	000003440			
GL Trx # 17736		PAYROLL DEDUCTION-DEFERRED COMP	101-000-262.000	PAYROLL DEDUCTION-DEFERRED COMP	841.33	
		PAYROLL DEDUCTION-DEFERRED COMP	101-000-262.000	PAYROLL DEDUCTION-DEFERRED COMP	100.00	
		PAYROLL DEDUCTION-DEFERRED COMP	101-000-262.000	PAYROLL DEDUCTION-DEFERRED COMP	3,527.59	
		CASH-PAYROLL CHECKING	101-000-012.000	CASH-PAYROLL CHECKING		4,468.92
		CASH/OPERATING CHECKING	101-000-001.000	CASH/OPERATING CHECKING		4,468.92
		CASH-PAYROLL CHECKING	101-000-012.000	CASH-PAYROLL CHECKING	4,468.92	
					<u>8,937.84</u>	<u>8,937.84</u>

JOURNAL ENTRY REPORT FOR PLYMOUTH DISTRICT LIBRARY
FOR POST DATES FROM 10/01/2023 TO 10/31/2023

Post Date Journal

		Description	GL Number	GL Description	DR	CR
10/13/2023	PR	TRANSFER MATCHING NW 457	0000003441			
GL Trx # 17737						
		CASH-PAYROLL CHECKING	101-000-012.000	CASH-PAYROLL CHECKING	841.33	
		RETIREMENT	101-790-718.000	RETIREMENT	841.33	
		CASH-PAYROLL CHECKING	101-000-012.000	CASH-PAYROLL CHECKING		841.33
		CASH/OPERATING CHECKING	101-000-001.000	CASH/OPERATING CHECKING		841.33
					1,682.66	1,682.66
10/25/2023	GJ	ADDITIONAL MERS FUNDING	JE# 0000003448			
GL Trx # 17744						
		RETIREMENT	101-790-718.000	RETIREMENT	47,000.00	
		CASH/OPERATING CHECKING	101-000-001.000	CASH/OPERATING CHECKING		47,000.00
					47,000.00	47,000.00
10/27/2023	PR	PAYROLL 10/08/23 THRU 10/21/23: PD	0000003442			
GL Trx # 17738						
		CONTRACTUAL SERVICES	101-790-818.000	CONTRACTUAL SERVICES	19.11	
		EMPLOYERS FICA TAXES	101-790-715.000	EMPLOYERS FICA TAXES	109.32	
		EMPLOYERS FICA TAXES	101-790-715.000	EMPLOYERS FICA TAXES	25.56	
		SALARIES/WAGES-TEMPORARY	101-790-707.000	SALARIES/WAGES-TEMPORARY		105.96
		SALARIES/WAGES-TEMPORARY	101-790-707.000	SALARIES/WAGES-TEMPORARY	1,763.23	
		CASH-PAYROLL CHECKING	101-000-012.000	CASH-PAYROLL CHECKING		1,811.26
		EMPLOYERS FICA TAXES	101-790-715.000	EMPLOYERS FICA TAXES	4,667.41	
		EMPLOYERS FICA TAXES	101-790-715.000	EMPLOYERS FICA TAXES	1,091.58	
		PAYROLL DEDUCTION-DEFERRED COMP	101-000-262.000	PAYROLL DEDUCTION-DEFERRED COMP		841.33
		PAYROLL DEDUCTION-DEFERRED COMP	101-000-262.000	PAYROLL DEDUCTION-DEFERRED COMP		100.00
		PAYROLL DEDUCTION-DEFERRED COMP	101-000-262.000	PAYROLL DEDUCTION-DEFERRED COMP		3,512.59
		SALARIES/WAGES - PERMANENT	101-790-706.000	SALARIES/WAGES - PERMANENT	44,111.55	
		SALARIES/WAGES - PERMANENT	101-790-706.000	SALARIES/WAGES - PERMANENT	31,169.56	
		CONTRACTUAL SERVICES	101-790-818.000	CONTRACTUAL SERVICES	165.07	
		CASH-PAYROLL CHECKING	101-000-012.000	CASH-PAYROLL CHECKING		76,751.25
					83,122.39	83,122.39
10/27/2023	PR	RECORD PAYROLL TRANSFER - PAYDATE 1	0000003443			
GL Trx # 17739						
		CASH/OPERATING CHECKING	101-000-001.000	CASH/OPERATING CHECKING		1,811.26
		CASH/OPERATING CHECKING	101-000-001.000	CASH/OPERATING CHECKING		76,751.25
		CASH-PAYROLL CHECKING	101-000-012.000	CASH-PAYROLL CHECKING	1,811.26	
		CASH-PAYROLL CHECKING	101-000-012.000	CASH-PAYROLL CHECKING	76,751.25	
					78,562.51	78,562.51
10/27/2023	PR	RECORD NW WHELD 457: PAYDATE 102720	0000003444			
GL Trx # 17740						
		PAYROLL DEDUCTION-DEFERRED COMP	101-000-262.000	PAYROLL DEDUCTION-DEFERRED COMP	841.33	
		PAYROLL DEDUCTION-DEFERRED COMP	101-000-262.000	PAYROLL DEDUCTION-DEFERRED COMP	100.00	
		PAYROLL DEDUCTION-DEFERRED COMP	101-000-262.000	PAYROLL DEDUCTION-DEFERRED COMP	3,512.59	
		CASH-PAYROLL CHECKING	101-000-012.000	CASH-PAYROLL CHECKING		4,453.92
		CASH/OPERATING CHECKING	101-000-001.000	CASH/OPERATING CHECKING		4,453.92
		CASH-PAYROLL CHECKING	101-000-012.000	CASH-PAYROLL CHECKING	4,453.92	
					8,907.84	8,907.84

JOURNAL ENTRY REPORT FOR PLYMOUTH DISTRICT LIBRARY
FOR POST DATES FROM 10/01/2023 TO 10/31/2023

Post Date	Journal	Description	GL Number	GL Description	DR	CR
10/27/2023	PR	TRANSFER MATCHING NW 457	0000003445			
		RETIREMENT	101-790-718.000	RETIREMENT	841.33	
		CASH-PAYROLL CHECKING	101-000-012.000	CASH-PAYROLL CHECKING		841.33
		CASH/OPERATING CHECKING	101-000-001.000	CASH/OPERATING CHECKING		841.33
		CASH-PAYROLL CHECKING	101-000-012.000	CASH-PAYROLL CHECKING	841.33	
					<u>1,682.66</u>	<u>1,682.66</u>
10/31/2023	GJ	RECORD OCT INTEREST - OPERATING	JE# 0000003446			
		INTEREST ON INVESTMENTS	101-000-672.000	INTEREST ON INVESTMENTS		3,529.89
		CASH/OPERATING CHECKING	101-000-001.000	CASH/OPERATING CHECKING	3,529.89	
					<u>3,529.89</u>	<u>3,529.89</u>
10/31/2023	GJ	RECORD OCT INTEREST - SAVINGS	JE# 0000003447			
		INTEREST ON INVESTMENTS	101-000-672.000	INTEREST ON INVESTMENTS		2,172.03
		CASH/OPERATING CHECKING	101-000-001.000	CASH/OPERATING CHECKING	2,172.03	
					<u>2,172.03</u>	<u>2,172.03</u>
10/31/2023	GJ	RECORD OCTOBER INTEREST - MI CLASS	JE# 0000003449			
		INTEREST ON INVESTMENTS	101-000-672.000	INTEREST ON INVESTMENTS		1,791.27
		MICHIGAN CLASS	101-000-002.003	MICHIGAN CLASS	1,791.27	
					<u>1,791.27</u>	<u>1,791.27</u>
Report Total:						
TOTALS:						
		CASH/OPERATING CHECKING	101-000-001.000		0.00	238,622.66
		MICHIGAN CLASS	101-000-002.003		1,791.27	0.00
		CASH-PAYROLL CHECKING	101-000-012.000		0.00	0.00
		PAYROLL DEDUCTION-DEFERRED COMP	101-000-262.000		0.00	0.00
		INTEREST ON INVESTMENTS	101-000-672.000		0.00	7,493.19
		SALARIES/WAGES - PERMANENT	101-790-706.000		155,615.67	0.00
		SALARIES/WAGES-TEMPORARY	101-790-707.000		3,578.93	0.00
		EMPLOYERS FICA TAXES	101-790-715.000		11,996.31	0.00
		RETIREMENT	101-790-718.000		72,755.66	0.00
		CONTRACTUAL SERVICES	101-790-818.000		378.01	0.00
		GRAND TOTAL:			<u>246,115.85</u>	<u>246,115.85</u>

11/02/2023

CHECK REGISTER FOR PLYMOUTH DISTRICT LIBRARY
CHECK DATE 10/01/2023 - 10/31/2023

Check Date	Check	Vendor Name	Amount	Status
Bank 101 101				
10/01/2023	71(E)	Chase - Cardmember Service	280.85	Cleared
10/01/2023	72(E)	Chase - Cardmember Service	1,744.90	Cleared
10/01/2023	73(E)	Chase - Cardmember Service	19.00	Cleared
10/01/2023	74(E)	Chase - Cardmember Service	1,621.59	Cleared
10/01/2023	75(E)	Chase - Cardmember Service	279.86	Cleared
10/01/2023	76(E)	Chase - Cardmember Service	162.79	Cleared
10/01/2023	77(E)	Chase - Cardmember Service	1,334.56	Cleared
10/01/2023	78(E)	Chase - Cardmember Service	329.26	Cleared
10/02/2023	32297	AMAZON CAPITAL SERVICES, INC	1,704.23	Cleared
10/02/2023	32298	American Library Association	247.00	Cleared
10/02/2023	32299	Baker & Taylor	1,200.07	Cleared
10/02/2023	32300	Baker & Taylor	427.00	Cleared
10/02/2023	32301	BSB Communications, Inc.	175.00	Cleared
10/02/2023	32302	CEE CLEAN WINDOW CLEANING CO	400.00	Cleared
10/02/2023	32303	DTE Energy	11,410.69	Cleared
10/02/2023	32304	GARDINER C. VOSE, INC.	87.99	Cleared
10/02/2023	32305	Graybar Electric Co., Inc.	58.63	Cleared
10/02/2023	32306	Lansing Sanitary Supply, Inc.	627.75	Cleared
10/02/2023	32307	Leader Business Networks	3,000.00	Cleared
10/02/2023	32308	Melanie Bell	26.13	Cleared
10/02/2023	32309	ODP BUSINESS SOLUTIONS LLC	396.68	Cleared
10/06/2023	32310	AMAZON CAPITAL SERVICES, INC	1,325.84	Cleared
10/06/2023	32311	Baker & Taylor	2,569.73	Cleared
10/06/2023	32312	Baker & Taylor	327.46	Cleared
10/06/2023	32313	Baker & Taylor	225.42	Cleared
10/06/2023	32314	Baker & Taylor	38.31	Cleared
10/06/2023	32315	CANON FINANCIAL SERVICES, INC	592.00	Cleared
10/06/2023	32316	Coughlan Companies LLC	388.33	Cleared
10/06/2023	32317	FOR THE BIRDS, INC	71.43	Cleared
10/06/2023	32318	Kanopy, LLC.	574.60	Cleared
10/06/2023	32319	Keeth Heating & Air Conditioni	575.00	Cleared
10/06/2023	32320	Leader Business Networks	636.76	Cleared
10/06/2023	32321	LITCHMAN, CATHERINE	1,374.00	V Cleared
10/06/2023	32322	MICHIGAN AIR PRODUCTS	1,540.00	Cleared
10/06/2023	32323	Midwest Tape	6,338.48	Cleared
10/06/2023	32324	Mutual of Omaha	1,191.89	Cleared
10/06/2023	32325	ODP BUSINESS SOLUTIONS LLC	686.34	Cleared
10/06/2023	32326	Patricia Carter	164.90	Open
10/06/2023	32327	PLANTE & MORAN, PLLC	2,059.00	Cleared
10/06/2023	32328	PLAYAWAY PRODUCTS	1,002.83	Cleared
10/06/2023	32329	ROBERTSON MORRISON INC HEATINC	510.00	Cleared
10/06/2023	32330	ROENICKE, KELLY	250.00	Cleared
10/06/2023	32331	RUDOLPH ALVARADO	100.00	Cleared
10/06/2023	32332	TRANSITIONS OUTDOOR SERVICES	1,910.75	Cleared
10/13/2023	32333	MADDEN, RYAN	79.47	Cleared

10/16/2023	32334	ABBY B. PHOTOGRAPHY	190.00	Open
10/16/2023	32335	AMAZON CAPITAL SERVICES, INC	103.84	Cleared
10/16/2023	32336	Baker & Taylor	2,332.95	Cleared
10/16/2023	32337	Baker & Taylor	1,976.52	Cleared
10/16/2023	32338	Baker & Taylor	302.26	Cleared
10/16/2023	32339	Cass District Library	13.95	Cleared
10/16/2023	32340	CENGAGE LEARNING INC/GALE	396.52	Cleared
10/16/2023	32341	CITY CONTRACTING SERVICES	8,000.00	Cleared
10/16/2023	32342	City of Plymouth	660.92	Cleared
10/16/2023	32343	CONSUMERS ENERGY	389.72	Cleared
10/16/2023	32344	DEMCO	436.09	Cleared
10/16/2023	32345	Green Brain Comics	147.05	Cleared
10/16/2023	32346	ICLE	158.50	Cleared
10/16/2023	32347	INDUSTRIAL SEWING AND INNOVATIC	150.00	Open
10/16/2023	32348	INSITE DESIGN STUDIO INC	1,432.50	Cleared
10/16/2023	32349	Library Design Associates	12,600.00	Cleared
10/16/2023	32350	Linda VanderLaan	3,504.00	Cleared
10/16/2023	32351	MICHIGAN HARDSCAPE LLC	25,485.48	Cleared
10/16/2023	32352	Midwest Tape	771.39	Cleared
10/16/2023	32353	ODP BUSINESS SOLUTIONS LLC	74.18	Cleared
10/16/2023	32354	OverDrive, Inc.	1,402.58	Cleared
10/16/2023	32355	The Library Network	2,406.61	Cleared
10/16/2023	32356	WEGNER, JUDITH	14.00	Open
10/23/2023	32357	ALLIED BUILDING SERVICES	293.00	Cleared
10/23/2023	32358	Alma College Library	30.00	Open
10/23/2023	32359	AMAZON CAPITAL SERVICES, INC	1,164.92	Cleared
10/23/2023	32360	Baker & Taylor	1,935.89	Cleared
10/23/2023	32361	Baker & Taylor	317.57	Cleared
10/23/2023	32362	DEMCO	49.25	Cleared
10/23/2023	32363	Engraving Connection	112.88	Cleared
10/23/2023	32364	LICHTMAN, CATHERINE	1,374.00	Cleared
10/23/2023	32365	ODP BUSINESS SOLUTIONS LLC	255.54	Cleared
10/23/2023	32366	THE GREEN PANEL, INC	150.00	Cleared
10/23/2023	32367	United States Postal Service	1,590.00	Cleared
10/24/2023	32368	AMAZON CAPITAL SERVICES, INC	815.81	Open
10/24/2023	32369	Assa Abloy Entrance Systems, I	3,075.00	Cleared
10/24/2023	32370	Baker & Taylor	292.58	Cleared
10/24/2023	32371	Charter Township of Plymouth	1,082.38	Cleared
10/24/2023	32372	DANBOISE MECHANICAL INC	3,001.00	Cleared
10/24/2023	32373	MADDEN, RYAN	105.96	Cleared
10/24/2023	32374	MERS of Michigan	1,200.00	Open
10/24/2023	32375	ODP BUSINESS SOLUTIONS LLC	31.56	Cleared
10/30/2023	32376	AMAZON CAPITAL SERVICES, INC	394.17	Open
10/30/2023	32377	Baker & Taylor	1,283.93	Open
10/30/2023	32378	Baker & Taylor	1,461.64	Open
10/30/2023	32379	Baker & Taylor	722.25	Open
10/30/2023	32380	Blue Care Network	20,202.42	Cleared
10/30/2023	32381	DTE Energy	11,379.93	Open
10/30/2023	32382	Green Brain Comics	35.99	Open
10/30/2023	32383	Lauren Baker	74.42	Open
10/30/2023	32384	Midwest Tape	889.16	Open

10/30/2023	32385	PAWS AND EFFECT	75.00	Open
10/30/2023	32386	SEEDLINGS BRAILLE BOOKS FOR CHILI	126.00	Open
10/30/2023	32387	The Library Network	470.40	Open
10/30/2023	32388	UNBOUND EVENTS, INC	1,500.00	Open
101 TOTALS:				
Total of 100 Check			168,508.23	
Less 1 Void Checks			1,374.00	
Total of 99 Disburs			167,134.23	

October 2023 Payroll and Retirement Transfer

<u>Date</u>	<u>Description</u>	<u>Amount</u>
10/11/2023	MERS Payment for September 2023	\$24,073.00
10/12/2023	Payroll	\$84,077.42
10/13/2023	Payroll - Nationwide payment	\$5,310.25
10/25/2023	Additional MERS Funding	\$47,000.00
10/26/2023	Payroll	\$78,562.51
10/27/2023	Payroll - Nationwide payment	\$5,295.25
		<hr/>
		\$244,318.43

October 2023 Credit Card Payments

<u>Date</u>	<u>Description</u>	<u>Amount</u>
10/16/2023	CC - Chase 9825	\$5,772.81
		<hr/>
		\$5,772.81

BALANCE SHEET REPORT FOR PLYMOUTH DISTRICT LIBRARY
Balance As of 10/31/2023

YTD Balance
10/31/2023
Normal (Abnormal)

GL Number	Description	Normal	(Abnormal)
Fund: 101 GENERAL OPERATING FUND			
*** Assets ***			
101-000-001.000	CASH/OPERATING CHECKING	3,258,129.72	
101-000-002.001	CFCU	800,029.21	
101-000-002.002	FLAGSTAR	249,442.26	
101-000-002.003	MICHIGAN CLASS	385,221.96	
101-000-039.000	RETIREE INS CO-PAY	44,406.66	
101-000-123.000	PREPAID EXPENSES	82,234.58	
101-000-180.000	IMPREST PETTY CASH	100.00	
101-000-185.000	IMPREST PETTY CASH EXCHANGE	350.00	
101-000-190.000	IMPREST CASH IN DRAWER	260.00	
Total Assets		4,820,174.39	
*** Liabilities ***			
101-000-275.000	UNDEPOSITED CASH	4,152.06	
Total Liabilities		4,152.06	
*** Fund Equity ***			
101-000-390.000	FUND BALANCE	3,854,501.04	
Total Fund Equity		3,854,501.04	
Total Fund 101:			
TOTAL ASSETS		4,820,174.39	
BEG. FUND BALANCE		3,854,501.04	
+ NET OF REVENUES & EXPENDITURES		961,521.29	
= ENDING FUND BALANCE		4,816,022.33	
+ LIABILITIES		4,152.06	
= TOTAL LIABILITIES AND FUND BALANCE		4,820,174.39	

REVENUE AND EXPENDITURE REPORT FOR PLYMOUTH DISTRICT LIBRARY

Balance As of 10/31/2023

% Fiscal Year Completed: 83.29

*NOTE: Available Balance / Pct Budget does not reflect amounts encumbered.

GL Number	Description	2023 Amended Budget	YTD Balance 10/31/2023 Normal (Abnormal)	Activity For 10/31/2023 Increase (Decrease)	Available Balance 10/31/2023 Normal (Abnormal)	% Bdgt Used
Fund: 101 GENERAL OPERATING FUND						
Account Category: Revenues						
Department: 000 NONE						
101-000-403.000	PROPERTY TAXES CURRENT	3,745,000.00	3,746,800.19	0.00	(1,800.19)	100.05
101-000-403.001	PROPERTY TAXES CURRENT - PRIOR YEAR	40,000.00	45,035.51	0.00	(5,035.51)	112.59
101-000-407.000	PROPERTY TAXES/DELINQUENT	243,000.00	243,226.83	66.12	(226.83)	100.09
101-000-538.000	GRANTS	100,000.00	101,308.70	0.00	(1,308.70)	101.31
101-000-573.000	LOCAL COMMUNITY STABILIZATION SHARE	0.00	24.34	0.00	(24.34)	100.00
101-000-574.000	STATE REVENUES	36,000.00	37,832.98	0.00	(1,832.98)	105.09
101-000-662.000	PENAL FINES	20,000.00	23,101.40	0.00	(3,101.40)	115.51
101-000-664.000	BOOK FINES	0.00	4,804.45	589.56	(4,804.45)	100.00
101-000-672.000	INTEREST ON INVESTMENTS	70,000.00	83,487.12	7,493.19	(13,487.12)	119.27
101-000-694.000	OTHER MISC. INCOME	0.00	11,386.41	55.00	(11,386.41)	100.00
101-000-694.001	CFSE DRAW	25,000.00	23,885.00	0.00	1,115.00	95.54
101-000-695.000	COPIER FEES	0.00	3,061.60	0.00	(3,061.60)	100.00
101-000-696.000	DONATIONS & CONTRIBUTIONS	0.00	21,363.93	7,102.10	(21,363.93)	100.00
101-000-696.100	FRIENDS OF THE LIBRARY	44,000.00	16,664.13	11,545.56	27,335.87	37.87
101-000-696.200	ADOPT-A-MAGAZINE	0.00	1,164.63	195.86	(1,164.63)	100.00
101-000-698.000	SUNDRY-CASH OVER/SHORT	0.00	8.14	8.50	(8.14)	100.00
Total Dept 000 - NONE		4,323,000.00	4,363,155.36	27,055.89	(40,155.36)	100.93
Revenues		4,323,000.00	4,363,155.36	27,055.89	(40,155.36)	100.93
Account Category: Expenditures						
Department: 790 LIBRARY						
101-790-706.000	SALARIES/WAGES - PERMANENT	1,910,000.00	1,584,509.98	155,615.67	325,490.02	82.96
101-790-707.000	SALARIES/WAGES-TEMPORARY	42,000.00	31,730.94	3,764.36	10,269.06	75.55
101-790-715.000	EMPLOYERS FICA TAXES	160,000.00	122,124.40	11,996.31	37,875.60	76.33
101-790-716.000	HOSPITALIZATION/DENTAL/OPTICAL	250,000.00	166,990.58	15,174.83	83,009.42	66.80
101-790-717.000	LIFE & DISABILITY	14,000.00	11,733.55	1,191.89	2,266.45	83.81
101-790-718.000	RETIREMENT	300,000.00	282,674.40	72,755.66	17,325.60	94.22
101-790-740.000	OPERATING SUPPLIES	55,000.00	37,309.17	1,853.26	17,690.83	67.83
101-790-740.100	PROCESSING SUPPLIES	14,000.00	7,306.25	732.68	6,693.75	52.19
101-790-740.200	BUILDING SUPPLIES	20,000.00	15,981.04	2,122.14	4,018.96	79.91
101-790-741.000	BOOKS & MATERIALS	225,000.00	171,594.53	18,278.28	53,405.47	76.26
101-790-741.100	BOOKS & MATERIALS - DATABASES	51,000.00	50,854.75	0.00	145.25	99.72
101-790-741.200	BOOKS & MATERIALS - E-RESOURCES	132,500.00	101,179.72	7,840.88	31,320.28	76.36
101-790-741.300	BOOKS & MATERIALS - ILL	2,000.00	693.56	28.95	1,306.44	34.68
101-790-741.400	BOOKS & MATERIALS - DONATIONS/GIFTS	0.00	785.61	0.00	(785.61)	100.00
101-790-818.000	CONTRACTUAL SERVICES	110,500.00	89,456.91	4,321.78	21,043.09	80.96
101-790-818.001	CATALOG	105,000.00	96,274.24	0.00	8,725.76	91.69
101-790-850.000	COMMUNICATIONS	24,000.00	16,292.25	2,735.87	7,707.75	67.88
101-790-860.000	TRANSPORTATION	1,500.00	1,363.68	74.42	136.32	90.91
101-790-864.000	CONFERENCES & TRAINING	31,500.00	27,685.42	768.47	3,814.58	87.89
101-790-880.000	COMMUNITY PROMOTION	60,000.00	41,440.97	1,810.85	18,559.03	69.07
101-790-880.001	EVENTS (FRIENDS)	24,000.00	24,812.05	3,318.95	(812.05)	103.38
101-790-910.000	INSURANCE & BONDS	65,000.00	56,873.00	0.00	8,127.00	87.50
101-790-911.000	WORKERS COMPENSATION	5,000.00	4,324.00	0.00	676.00	86.48
101-790-920.000	UTILITIES	200,000.00	132,671.09	12,430.57	67,328.91	66.34
101-790-930.000	REPAIRS & MAINTENANCE	120,000.00	88,652.18	9,364.75	31,347.82	73.88
101-790-945.000	TAX REFUNDS - PRIOR YEAR(S)	2,000.00	1,082.38	1,082.38	917.62	54.12

REVENUE AND EXPENDITURE REPORT FOR PLYMOUTH DISTRICT LIBRARY

Balance As of 10/31/2023
 % Fiscal Year Completed: 83.29

*NOTE: Available Balance / Pct Budget does not reflect amounts encumbered.

GL Number	Description	2023 Amended Budget	YTD Balance 10/31/2023 Normal (Abnormal)	Activity For 10/31/2023 Increase (Decrease)	Available 10/31/2023 Balance (Abnormal)	% Bdgt Used
Fund: 101 GENERAL OPERATING FUND						
Account Category: Expenditures						
Department: 790 LIBRARY						
101-790-976.000	BLDG ADDITIONS & IMPROVEMENTS	196,000.00	117,535.96	36,242.98	78,464.04	59.97
101-790-977.000	FURNITURE	28,000.00	13,590.58	12,600.00	14,409.42	48.54
101-790-983.000	TECHNOLOGY	175,000.00	104,110.88	3,606.41	70,889.12	59.49
Total Dept 790 - LIBRARY		4,323,000.00	3,401,634.07	379,712.34	921,365.93	78.69
Expenditures		4,323,000.00	3,401,634.07	379,712.34	921,365.93	78.69
Fund 101 - GENERAL OPERATING FUND:						
TOTAL REVENUES		4,323,000.00	4,363,155.36	27,055.89	(40,155.36)	
TOTAL EXPENDITURES		4,323,000.00	3,401,634.07	379,712.34	921,365.93	
NET OF REVENUES & EXPENDITURES:		0.00	961,521.29	(352,656.45)	(961,521.29)	