

Exhibit "B"

Combined Quarterly Budget Report "Program A&B " 4th Quarter 2018-2019

ORGANIZATION NAME: Delray Beach Public Library

FY 2018-2019 Budget

Quarter:4

INCOME	FY 2018-2019 Quarter(4) 07/01/19- 09/30/19	FY 2018-2019 Year-to-Date 10/01/18-09/30/19	FY Budget 2018- 2019	Variance Favorable (Unfavorable)	Percentage
Fees, Tickets Registrations etc.	2,769	167,878	135,500	32,378	1.24
Corporate Grants/Contributions		0		0	
Individual Donations	0	0		0	
Foundation Grants	0	20,300	115,000	(94,700)	
Government - Federal		0		0	
Government- Local/County	0	1,453,500	1,453,500	0	1.00
Government- State	0	54,726	60,270	(5,544)	0.91
In-Kind	0	0	0	0	
Membership	0	0	0	0	
CRA Actual or Requested	229,000	458,000	458,000	0	1.00
Other: Fines & Fees	11,113	105,005	91,000	14,005	1.15
Other: Rental Income	11,500	38,702	36,000	2,702	1.08
Total Income	254,381	2,298,111	2,349,270	(51,159)	0.98
EXPENSE	FY 2018-2019 Quarter(4) 07/01/19- 09/30/19	FY 2018-2019 Year-to-Date 10/01/18-09/30/19	FY Budget 2018- 2019	Variance Favorable (Unfavorable)	Percentage
Salaries & Related Taxes	287,636	1,276,287	1,255,333	20,954	1.02
Fringe Benefits	48,423	216,967	255,000	(38,033)	0.85

Professional Svcs/consulting	8,187	45,727	25,000	20,727	1.83
Insurance	(255)	32,122	43,000	(10,878)	0.75
Licenses, Registration, Permits	0	0		0	
Conferences & Meetings(Admin exp)	3,928	14,664	12,300	2,364	1.19
Copying & Printing	1,639	7,039	5,000	2,039	1.41
Equipment Rental/Maintenance	17,967	56,123	55,000	1,123	1.02
Rent/Mortgage & Maintenance	33,013	181,693	150,994	30,699	1.20
Utilities	25,069	91,067	125,000	(33,933)	0.73
Telecommunication	0	0		0	
Office & Program Supplies	5,079	23,628	20,000	3,628	1.18
Postage and Delivery	410	2,447	2,000	447	1.22
Local Travel	882	4,734	8,893	(4,159)	
Building Improvements	0	1,472	0	1,472	0.00
Small Business Development Center	11,455	39,108	40,000		
Other: Library Materials	28,327	194,039	200,000	(5,961)	0.97
Other: Lifelong Learning etc...	0	33,222	29,150	4,072	1.14
Other: Property tax	0	7,340	7,600	(260)	0.97
Other: Grant Disbursements	1,800	14,268	115,000	(100,732)	
Sub-Total	197	2,241,947	2,349,270	(107,323)	0.95
Total Expense	473,755	2,241,947	2,349,270	(107,323)	0.95
Net Operating Income	(219,374)	56,164	0	56,164	
Endowment Activity	130,666	(130,666)		(130,666)	
Net Combined Income	(88,708)	186,830		186,830	

CRA Budget Narrative Report "A"

ORGANIZATION NAME: Delray Beach Public Library

FY 2018-2019 Budget

Quarter: 4

☐ Exceeding Projection

☒ On Target

☐ Below Projection

INCOME:

Explanation of Variances

Fees, Tickets, Registration, etc.		Above target , library hosts P&P and Laugh in 1st& 2nd Quarter
Corporate Grants/Contributions		
Individual Donations		
Foundation Grants		Jarden and Harvey Kimmel grants for summer reading/children's technology programs
Government - Federal		
Government- Local/County		On target
Government- State		State grant received in 2nd Quarter
Interest Income		
Membership		Memberships not active
CRA Actual or Requested		On target, includes receivable for 4th Quarter
Other: Fines and Fees		On target
Other: Endowment Interest		Endowment interest is not used for day to day operation

☐ Lower than Projection

☒ On Target

☐ Exceeding Projection

EXPENSES:

Explanation of Variances

Salaries & Related Taxes		On Target
Fringe Benefits		On Target
Professional Svcs/consulting		Includes Out-sourced Account Analyst, CPA, and 17-18 audit.
Insurance		On Target, due for Windstorm Renewal in Aug-Sept
Licenses, Registration, Permits		This category is not used.
Conferences & Meetings(Admin exp)		On Target
Copying & Printing		Includes updated Welcome Packets for the circulation desk and additional program brochures
Equipment Rental/Maintenance		On Target
Rent/Mortgage & Maintenance		Increased maintenance due to age of structure
Utilities		Below target, new LED lighting installed 2017.
Telecommunication		This category is not used.
Office & Program Supplies		On Target, LLI to resume in winter 2019-2020
Postage and Delivery		Above Target increase in programming

Local Travel	Below target, expected to increase as CE continues throughout the year.
Capital Expenditures	No Capital Expenditures expected 18-19
other: Small Business Development Center	On Target for 4th Quarter
other: Library Materials	On target, includes digital subscription renewals.
Other: Lifelong Learning etc...	On target,, LLI to resume in winter 2019-2020
Other: Property tax	property tax decrease

Karen Ronald
 Karen Ronald

Executive Director, Delray Beach Public Library

Exhibit "B"

Combined Quarterly Budget Report "Program A " 4th Quarter 2018-2019

ORGANIZATION NAME: Delray Beach Public Library

FY 2018-2019 Budget

Quarter:4

INCOME	FY 2018-19 Quarter(4) 07/01/2019- 09/30/2019	FY 2018-19 Year-to-Date 10/01/18- 09/30/2019	FY Budget 2018- 2019	Variance Favorable (Unfavorable)	Percentage
Fees, Tickets Registrations etc.				-	
Corporate Grants/Contributions				-	
Individual Donations				-	
Foundation Grants				-	
Government - Federal				-	
Government- Local/County				-	
Government- State				-	
In-Kind				-	
Membership				-	
CRA Actual or Requested	209,000	418,000	418,000	-	100%
Other: Fines & Fees				-	
Other: Rental Income				-	
Other: Building Fund				-	
Other: Endowment Interest					
Total Income	209,000	418,000	418,000	-	
EXPENSE	FY 2018-19 Quarter(4) 07/01/2019- 09/30/2019	FY 2018-19 Year-to-Date 10/01/18- 09/30/2019	FY Budget 2018- 2019	Variance Favorable (Unfavorable)	Percentage
Salaries & Related Taxes	69,896	246,834	241,024	5,810	102%

Fringe Benefits	10,266	41,224	47,035	(5,811)	88%
Professional Svcs/consulting	1,637	8,231	4,515	3,716	182%
Insurance	(5)	6,103	7,766	(1,663)	79%
Licenses, Registration, Permits	0	0		-	
Conferences & Meetings(Admin exp)	766	2,786	2,268	518	123%
Copying & Printing	311	1,337	1,000	337	134%
Equipment Rental/Maintenance	3,593	10,663	9,933	730	107%
Rent/Mortgage & Maintenance	6,603	34,522	27,270	7,252	127%
Utilities	5,014	17,303	22,575	(5,272)	77%
Telecommunication	0	0		-	
Office & Program Supplies	990	4,489	3,603	886	125%
Postage and Delivery	78	465	600	(135)	77%
Local Travel	172	899			
Building Improvements	0	0			
Other: Small Business Development Center	0	0		-	
Other: Library Materials	5,665	36,867	45,150	(8,283)	82%
Other: Lifelong Learning etc...	0	6,312	5,262	1,051	120%
Other: Property tax	0	0		-	0%
Sub-Total	104,987	418,036	418,000	37	100%
Total Expense	104,987	418,036	418,000	37	100%
NET INCOME	104,013	(36)	0	(37)	

CRA Budget Narrative Report "A"

ORGANIZATION NAME: Delray Beach Public Library

FY 2018-2019 Budget

Quarter:4

___ Exceeding Projection

x On Target

___ Below Projection

INCOME:

Explanation of Variances

Fees, Tickets, Registration, etc.			
Corporate Grants/Contributions			
Individual Donations			
Foundation Grants			
Government - Federal			
Government- Local/County			
Government- State			
Interest Income			
Membership			Memberships not active
CRA Actual or Requested			4th Quarter is recorded as a receivable, Net income reflects amount
Other: Fines and Fees			
Other: Endowment Interest			Endowment interest is not used for day to day operation
Other: Building Funds			Designated for Capital Improvements

___ Lower than Projection

X On Target

___ Exceeding Projection

EXPENSES:

Explanation of Variances

Salaries & Related Taxes	On Target
Fringe Benefits	On Target
Professional Svcs/consulting	Includes Out sourced Account Analyst, CPA and 17-18 audit.
Insurance	Insurance renewals unexpected increases.
Licenses, Registration, Permits	This category is not used.
Conferences & Meetings(Admin exp)	On Target
Copying & Printing	Includes brochures for additional free programs offered in 2nd Quarter
Equipment Rental/Maintenance	Upgrade of staff technology
Rent/Mortgage & Maintenance	Increased maintenance due to age of structure
Utilities	Below target, new LED lighting installed 2017.
Telecommunication	This category is not used.
Office & Program Supplies	Increase in Program choices and publications
Postage and Delivery	On Target

Local Travel		not included in this budget
Capital Expenditures		No capital expenditures 18-19
other: Small Business Development Center		not included in this budget
other: Library Materials		On target, includes digital resources annual renewals.
Other: Lifelong Learning etc...		Increase in Program choices and publications
Other: Property tax		not included in this budget

Karen Ronald

Karen Ronald

Executive Director, Delray Beach Public Library

Exhibit "B"

Quarterly Budget Report "Program B" 4th Quarter

ORGANIZATION NAME: Delray Beach Public Library

FY 2018-2019

Budget

INCOME	FY 2018-2019 Quarter (4) 07/01/19- 09/30/2019	FY 2018-19 Year-to-Date 10/01/2018- 09/30/19	FY Budget 2018-19	Variance Favorable (unfavorable)	Percentage
Fees, Tickets, Registration, etc.					
Corporate Grants/Contributions					
Individual Donations					
Foundation Grants					
Government - Federal					
Government- Local/County					
Government- State					
In-Kind					
Interest Income					
Membership					
CRA Actual or Requested	20,000.00	40,000.00	40,000	0	100.00%
Other: Fines & Fees					
Other: Rental Income					
Other:					
Total Income	20,000	40,000	40,000	0	100.00%
EXPENSE	FY 2018-2019 Quarter (4) 07/01/19- 09/30/2019	FY 2018-19 Year-to-Date 10/01/2018- 09/30/19	FY Budget 2018-19	Variance Favorable (unfavorable)	Percentage
Salaries & Related Taxes					
Fringe Benefits					
Professional Svcs/Consulting	15,000	30,000	30,000	0.00	100.00%
Insurance				0.00	
Licenses, Registration, Permits				0.00	

Conferences & Meetings	1,900	5,325	4,500	825.00	
Copying & Printing	0	1728.35	4,000	(2271.65)	43.21%
Equipment Rental/Maintenance		0	800	(800.00)	0.00%
Rent/Mortgage & Maintenance		0		0.00	
Utilities				0.00	
Telecommunication				0.00	
Office & Program Supplies	2,055	2,055	700	1355.00	293.57%
Postage & Delivery				0.00	
Local Travel				0.00	
Capital Expenditures				0.00	
Other: Library Materials				0.00	
Other: Lifelong Learning, Property Tax, Etc.		0		0.00	
Total Expenses	18,955	39,108	40,000	(891.65)	97.77%
NET INCOME	1,045	892	0	892	

CRA Budget Narrative Report "B"

FY 2018-2019 Budget

Quarter: 4

ORGANIZATION NAME: Delray Beach Public

☐ Exceeding Projection

☒ On Target

☐ Below Projection

INCOME:

Explanation of Variances

Fees, Tickets, Registration, etc.	
Corporate Grants/Contributions	
Individual Donations	
Foundation Grants	
Government - Federal	
Government- Local/County	
Government- State	
In-Kind	
Interest Income	
Membership	
CRA Actual or Requested	4th Quarter is recorded as a receivable

Other: Fines and Fees	
Other:	
Other:	
<div> <div>Lower than Projection</div> <div>X On Target</div> <div>exceeding projected</div> </div>	
EXPENSES:	Explanation of Variances
Salaries & Related Taxes	
Fringe Benefits	
Professional Svcs/Consulting	FAU is on Target with invoicing
Insurance	
Licenses, Registration, Permits	
Conferences & Meetings	All development cost for video from Go Build Delray Conference included in category
Copying & Printing	
Equipment Rental/Maintenance	Below target due to purchase of computer equipment
Rent/Mortgage & Maintenance	
Utilities	
Telecommunication	
Office & Program Supplies	Above target due to purchase of computer equipment: laptop, docking station, printer
Postage & Delivery	
Local Travel	
Capital Expenditures	
Other: Library Materials	
Other: Lifelong Learning, Property Tax, Etc.	

Karen Ronald

Karen Ronald
Executive Director, Delray Bch Public Library

Jacqueline Ramirez,
SBDC Consultant