

| <b>The Nyack Library</b>            | November 2017 Performance Report |           |           | 41.67%  |          |           |           |
|-------------------------------------|----------------------------------|-----------|-----------|---------|----------|-----------|-----------|
|                                     | FYE 2018                         |           | Prior     | % of    | Budget   | Projected | FYE 2018  |
| <b>Revenue</b>                      | NOV 2017                         | YTD       | YTD       | Budget  | Variance | FYE 2018  | Budget    |
| Property Taxes*                     | 250,411                          | 1,252,157 | 1,229,051 | 41.67%  | -        | 3,004,937 | 3,004,937 |
| Library Fines and Fees              | 2,727                            | 11,347    | 10,515    | 37.82%  | (1,154)  | 27,000    | 30,000    |
| Copier/Fax/Internet                 | 1,027                            | 5,505     | 4,579     | 42.34%  | 87       | 13,000    | 13,000    |
| Interest Income                     | 93                               | 330       | 381       | 44.02%  | 18       | 750       | 750       |
| Meeting Room Rentals                | 225                              | 425       | 1,480     | 10.63%  | (1,242)  | 2,000     | 4,000     |
| Parking Lot Income*                 | 833                              | 3,333     | 4,167     | 33.33%  | (834)    | 10,000    | 10,000    |
| Miscellaneous                       | 32                               | 420       | 454       | 28.00%  | (205)    | 1,500     | 1,500     |
| RCLS Local Aid                      | -                                | 4,294     | 4,292     | 107.36% | 294      | 4,294     | 4,000     |
| <i>Total Revenue</i>                | 255,348                          | 1,277,811 | 1,254,919 | 41.65%  | (3,035)  | 3,063,481 | 3,068,187 |
| <b>Expense</b>                      |                                  |           |           |         |          |           |           |
| <i>Workforce</i>                    | <i>WF % budget 42.31</i>         |           |           |         |          |           |           |
| Wages                               | 104,461                          | 560,554   | 568,504   | 39.57%  | 38,714   | 1,416,452 | 1,416,452 |
| Benefits*                           | 30,461                           | 157,315   | 163,550   | 35.03%  | 32,677   | 449,072   | 449,072   |
| <i>Total Workforce Expense</i>      | 134,921                          | 717,870   | 732,054   | 38.48%  | 71,390   | 1,865,524 | 1,865,524 |
| <i>Administrative</i>               |                                  |           |           |         |          |           |           |
| Advertising/Promotion               | 150                              | 1,568     | 1,530     | 19.61%  | 1,765    | 8,000     | 8,000     |
| Audit                               | 9,900                            | 9,900     | 8,900     | 99.00%  | -        | 9,900     | 10,000    |
| Banking Fees                        | 188                              | 889       | 574       | 35.55%  | 153      | 2,500     | 2,500     |
| Conference                          | 244                              | 1,684     | 1,708     | 37.41%  | 192      | 4,500     | 4,500     |
| Contracted Services                 | 1,166                            | 38,798    | 5,692     | 258.66% | (32,548) | 50,000    | 15,000    |
| Memberships                         | -                                | 702       | 455       | 35.10%  | -        | 2,000     | 2,000     |
| Miscellaneous                       | -                                | 356       | 838       | 7.12%   | -        | 5,000     | 5,000     |
| Property & Liability Insurance*     | 2,083                            | 10,418    | 9,584     | 41.67%  | -        | 25,000    | 25,000    |
| RCLS Service Fees                   | -                                | -         | -         | 0.00%   | -        | 3,500     | 3,500     |
| Sewer Tax*                          | 250                              | 1,250     | 1,500     | 41.67%  | -        | 3,000     | 3,000     |
| Training                            | 15                               | 1,040     | 861       | 41.60%  | 2        | 2,500     | 2,500     |
| Travel                              | 69                               | 399       | 341       | 19.95%  | 434      | 2,000     | 2,000     |
| <i>Total Administrative Expense</i> | 14,065                           | 67,004    | 31,984    | 80.73%  | (30,002) | 117,900   | 83,000    |
| <i>Operations</i>                   |                                  |           |           |         |          |           |           |
| Computer Systems Maintenance-Anser  | -                                | 25,820    | 26,315    | 46.11%  | -        | 56,000    | 56,000    |
| Computer Systems Maintenance-Other  | 488                              | 1,693     | 2,896     | 26.05%  | 1,015    | 6,500     | 6,500     |
| Copier Expense                      | 90                               | 8,989     | 10,222    | 39.08%  | -        | 23,000    | 23,000    |
| Custodial Supplies                  | -                                | 3,908     | 5,029     | 32.57%  | 1,093    | 12,000    | 12,000    |
| Office and Library Supplies         | 1,227                            | 5,624     | 5,614     | 23.43%  | 4,377    | 24,000    | 24,000    |
| Furniture & Equipment <\$2,500      | 132                              | 2,298     | 1,526     | 45.95%  | (214)    | 5,000     | 5,000     |
| Postage                             | 43                               | 1,545     | 4,225     | 14.05%  | 3,039    | 11,000    | 11,000    |
| Repairs and Maintenance             | 637                              | 31,222    | 15,652    | 62.44%  | (10,387) | 60,000    | 50,000    |

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|--|---------------|-----------------|---------------|----------------|--------------------|---------------------|------------------|
|  | NOV 2017      | FYE 2018<br>YTD | Prior<br>YTD  | % of<br>Budget | Budget<br>Variance | Projected<br>FYE 18 | FYE 18<br>Budget |
| <i>Operations Expense, cont.</i>           |               |                 |               |                |                    |                     |                  |
| Landscaping                                | 3,176         | 3,976           | 1,962         | 49.70%         | -                  | 8,000               | 8,000            |
| Snow Removal                               | -             | -               | -             | 0.00%          | -                  | 4,000               | 4,000            |
| Telecommunications                         | 651           | 3,760           | 3,246         | 37.60%         | 407                | 10,000              | 10,000           |
| Utilities                                  | <u>3,806</u>  | <u>26,453</u>   | <u>30,437</u> | <u>37.79%</u>  | <u>2,716</u>       | <u>70,000</u>       | <u>70,000</u>    |
| <i>Total Operations Expense</i>            | 10,250        | 115,288         | 107,122       | 41.25%         | 2,045              | 289,500             | 279,500          |
| <i>Library Programming &amp; Materials</i> |               |                 |               |                |                    |                     |                  |
| Adult Programming                          | 1,837         | 5,208           | 3,849         | 52.08%         | (1,041)            | 10,000              | 10,000           |
| Children's Programming                     | 614           | 3,840           | 2,669         | 48.00%         | (507)              | 8,000               | 8,000            |
| Young Adult Programming                    | <u>275</u>    | <u>1,063</u>    | <u>1,357</u>  | <u>53.17%</u>  | <u>(230)</u>       | <u>2,000</u>        | <u>2,000</u>     |
| <i>Total Programming</i>                   | 2,727         | 10,111          | 7,875         | 50.56%         | (1,777)            | 20,000              | 20,000           |
| Periodicals - Print                        | -             | 160             | 6,497         | 2.00%          | -                  | 8,000               | 8,000            |
| Periodicals - Digital                      | 75            | 4,373           | 75            | 109.31%        | (2,706)            | 4,300               | 4,000            |
| E-Books                                    | 655           | 4,519           | 1,503         | 64.56%         | (1,602)            | 7,000               | 7,000            |
| Electronic Databases                       | <u>1,160</u>  | <u>10,187</u>   | <u>8,756</u>  | <u>40.75%</u>  | <u>231</u>         | <u>25,000</u>       | <u>25,000</u>    |
| <i>Total Collection Expensed</i>           | 1,889         | 19,238          | 16,830        | 43.72%         | (4,077)            | 44,300              | 44,000           |
| <i>Capital Investment</i>                  |               |                 |               |                |                    |                     |                  |
| Audio Visual                               | 296           | 8,410           | 8,821         | 22.13%         | 7,424              | 38,000              | 38,000           |
| Adult Books                                | 433           | 16,390          | 18,508        | 21.85%         | 14,863             | 75,000              | 75,000           |
| Children's Books                           | -             | 2,378           | 5,978         | 12.85%         | 5,331              | 18,500              | 18,500           |
| Young Adult Books                          | <u>-</u>      | <u>3,491</u>    | <u>1,350</u>  | <u>58.18%</u>  | <u>(991)</u>       | <u>6,000</u>        | <u>6,000</u>     |
| <i>Total Collection Capitalized</i>        | 729           | 30,669          | 34,657        | 22.31%         | 26,627             | 137,500             | 137,500          |
| <i>Total Materials &amp; Programming</i>   | 5,345         | 60,019          | 59,363        | 29.79%         | 20,773             | 201,800             | 201,500          |
| <i>Other Capital Investment</i>            |               |                 |               |                |                    |                     |                  |
| Automation                                 | -             | -               | -             | 0.00%          | 3,750              | 9,000               | 9,000            |
| Furniture and Equipment                    | <u>-</u>      | <u>-</u>        | <u>-</u>      | <u>0.00%</u>   | <u>-</u>           | <u>-</u>            | <u>-</u>         |
| <i>Total Other Capital Investment</i>      | -             | -               | -             | 0.00%          | 3,750              | 9,000               | 9,000            |
| <i>Financial</i>                           |               |                 |               |                |                    |                     |                  |
| Sterling Bank Credit Line Interest         | (109)         | 1,093           | -             | 0.00%          | (93)               | 1,093               | 1,000            |
| Series A Bonds                             |               |                 |               |                |                    |                     |                  |
| Trustee Fees                               | 2,250         | 2,250           | -             | 75.00%         | (750)              | 2,250               | 3,000            |
| Interest                                   | -             | -               | 177,750       | 0.00%          | 419,056            | -                   | 419,056          |
| Principal                                  | -             | 155,463         | 72,915        | 86.37%         | 24,537             | 155,463             | 180,000          |
| TD Bank Bond                               |               |                 |               |                |                    |                     |                  |
| Trustee Fees                               | -             | -               | -             | 0.00%          | (2,500)            | 2,500               | -                |
| Interest                                   | 9,589         | 21,393          | -             | 0.00%          | (149,048)          | 149,048             | -                |
| Principal                                  | <u>19,000</u> | <u>19,000</u>   | <u>-</u>      | <u>0.00%</u>   | <u>(153,339)</u>   | <u>153,339</u>      | <u>-</u>         |
| <i>Total Library Financial Expense</i>     | 30,730        | 199,199         | 250,665       | 33.03%         | 137,863            | 463,694             | 603,056          |
| <i>Total Expense</i>                       | 195,312       | 1,159,380       | 1,181,188     |                |                    | 2,947,418           | 3,041,580        |
| <i>Net Library Surplus(Deficit)</i>        | <u>60,035</u> | <u>118,431</u>  | <u>73,731</u> |                |                    | <u>116,064</u>      | <u>26,607</u>    |

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|--|----------------------------------|---------------|---------------|---------------|----------|---------------|---------------|
|  | FYE 2018                         |               | Prior         | % of          | Budget   | Projected     | FYE 18        |
| Stevenson House                          | NOV 2017                         | YTD           | YTD           | Budget        | Variance | FYE 18        | Budget        |
| <b>Revenue</b>                           |                                  |               |               |               |          |               |               |
| Rental Income                            | 9,550                            | 60,804        | 52,374        | 44.79%        | -        | 135,750       | 135,750       |
| <b>Expense</b>                           |                                  |               |               |               |          |               |               |
| Contracted Services                      | 1,000                            | 1,000         | -             |               | (1,000)  | 2,000         | -             |
| Property and Liability Insurance*        | 300                              | 1,500         | 1,500         | 41.67%        | -        | 3,600         | 3,600         |
| Real Estate Taxes*                       | 2,042                            | 10,208        | 10,000        | 41.67%        | -        | 24,500        | 24,500        |
| Repairs and Maintenance - Building       | 165                              | 2,833         | 6,781         | 31.48%        | 917      | 9,000         | 9,000         |
| Landscaping                              | -                                | -             | 319           | 0.00%         | 833      | 2,000         | 2,000         |
| Telecommunication                        | -                                | 462           | 216           | 84.01%        | (233)    | 962           | 550           |
| Utilities                                | 1,132                            | 3,155         | 3,193         | 48.54%        | (700)    | 6,500         | 6,500         |
| Bond Interest*                           | 2,658                            | 13,292        | 14,142        | 41.67%        | -        | 31,900        | 31,900        |
| Bond Principal*                          | <u>3,000</u>                     | <u>15,000</u> | <u>14,167</u> | <u>41.67%</u> | <u>-</u> | <u>36,000</u> | <u>36,000</u> |
| <i>Total Stevenson House Expense</i>     | 10,297                           | 47,450        | 50,317        | 41.60%        | (182)    | 116,462       | 114,050       |
| Net Stevenson House Surplus(Deficit)     | (747)                            | 13,353        | 2,057         |               |          | 19,288        | 21,700        |
| <b>DePew House</b>                       |                                  |               |               |               |          |               |               |
| <b>Revenue</b>                           |                                  |               |               |               |          |               |               |
| Rental Income                            | 8,877                            | 44,211        | 42,901        | 37.75%        | (4,593)  | 117,120       | 117,120       |
| <b>Expense</b>                           |                                  |               |               |               |          |               |               |
| Wages and Benefits                       | 360                              | 2,185         | 1,360         | 60.70%        | (685)    | 5,250         | 3,600         |
| Contracted Services                      | -                                | -             | 2,600         |               |          |               |               |
| Custodial Supplies                       | -                                | -             | -             | 0.00%         | 333      | 800           | 800           |
| Property and Liability Ins. *            | 373                              | 1,865         | 1,865         | 41.67%        | -        | 4,475         | 4,475         |
| Real Estate Taxes*                       | 2,625                            | 13,126        | 12,918        | 41.67%        | -        | 31,500        | 31,500        |
| Repairs and Maintenance - Building       | 151                              | 838           | 2,011         | 18.62%        | 1,037    | 4,500         | 4,500         |
| Landscaping                              | 2,102                            | 2,102         | 2,840         | 21.02%        | 2,065    | 10,000        | 10,000        |
| Telecommunication                        | 286                              | 887           | 508           | 52.18%        | (179)    | 1,700         | 1,700         |
| Utilities                                | 658                              | 1,935         | 2,393         | 27.64%        | 982      | 7,000         | 7,000         |
| Bond Interest*                           | 3,965                            | 19,826        | 21,214        | 41.67%        | -        | 47,582        | 47,582        |
| Bond Principal*                          | <u>4,500</u>                     | <u>22,500</u> | <u>21,250</u> | <u>41.67%</u> | <u>-</u> | <u>54,000</u> | <u>54,000</u> |
| <i>Total DePew House Expense</i>         | 15,020                           | 65,264        | 68,958        | 39.52%        | 3,554    | 166,807       | 165,157       |
| Net DePew House Surplus(Deficit)         | (6,143)                          | (21,053)      | (26,057)      |               |          | (49,687)      | (48,037)      |
| <b>Financial Performance Summary YTD</b> |                                  |               |               |               |          |               |               |
| Library                                  | 118,431                          |               |               |               |          |               |               |
| Stevenson House                          | 13,353                           |               |               |               |          |               |               |
| DePew House                              | <u>(21,053)</u>                  |               |               |               |          |               |               |
| Net Surplus(Deficit)                     | <u>\$ 110,731</u>                |               |               |               |          |               |               |
| <i>*Prorated Monthly</i>                 |                                  |               |               |               |          |               |               |