Sacramento Public Library Authority

February 26, 2009 **Agenda Item 4.3: Monthly Financial Report**

TO: **Sacramento Public Library Authority Board Members**

FROM: **Vicki Johnson, Director of Finance**

RE: **Monthly Financial Report with Quarterly Update**

RECOMMENDED ACTION: Receive and file only.

MONTHLY FINANCIAL REPORT – December 2008

Revenues:
At the end of December, 2008, total revenues are $6,070,703 and are tracking at 16.4% of normal expectations, primarily due to timing of County property tax inflows. Revenues increased by $367,820 in December. Significant changes to revenue in December were in Gifts and Donations which saw an increase of $116,666, and Fines and Fees which increased by $78,678. The total revenue and expenditure budgets were increased by $405,289 to reflect the Board's acceptance and appropriation for first quarter gifts and donations in October.

Expenditures:
Total Expenditures at the end of December are $15,121,352, an increase of $2,597,417 over the previous month, but a substantial 10% below expectations. Since September, the Library has consistently recognized additional savings of 1.5% to 2% per month. Salaries and benefits are 7.6% below expectations, an additional 2% drop from the prior month, due to an increase in vacancies. In December, salaries and benefits represent 71% of total expenditures. Other significant changes in expense were in books and materials, which grew by $532,152, a 79% increase over November.

In December, services and supplies are tracking at 15% below expectations while books and materials are tracking at 11% below expectations.

Since the beginning of the fiscal year, fund balance has decreased by $9,050,649.

QUARTERLY UPDATE

At the end of the second quarter, the Library is financially secure with cash and investments in excess of $10 million. Throughout November and December, staff has looked for ways to reduce costs while still maintaining a high level of service and materials to the public. In addition to wage and salary savings, staff has taken measures to cut spending in travel and other expenditure categories in anticipation of future budget constraints due to downturns in the state and local economy. Inflows of cash expected from the County and City of Sacramento in

the third quarter, along with strategic savings in salaries and benefits from attrition will allow the Library to maintain stability through the second half of the year.

ATTACHMENTS

Attachment A: Statement of Revenues and Expenditures – December 2008

SACRAMENTO PUBLIC LIBRARY
Statement of Revenues and Expenditures
December 31, 2008

	Budget	Actual[1]	$ Variance	% of Budget (Benchmark 50%)[2]
REVENUES				
Program revenues:				
Service fees				
Fines and penalties	414,300	334,521	79,779	80.74
Facility rental income	339,200	130,519	208,681	38.48
Operating grants and contributions:				
Library property tax	20,450,000	0	20,450,000	0.00
Sac. City contributions	9,064,354	4,502,416	4,561,939	49.67
Other agency contributions	166,000	18,311	147,689	11.03
Sac. City special tax	4,370,400	0	4,370,400	0.00
State appropriations	630,300	0	630,300	0.00
Federal and state grants	89,950	91,359	(1,409)	101.57
Investment income - permanent funds	0	3,193	(3,193)	0.00
Total program revenues	35,524,504	5,080,318	30,444,186	14.30%
General revenues:				
Gifts and donations	465,289	552,255	(86,966)	118.69
Investment income	560,000	337,232	222,768	60.22
Other income	323,800	100,898	222,902	31.16
Total general revenues	1,349,089	990,385	358,704	73.41%
Total revenues	36,873,593	6,070,703	30,802,890	16.46%
EXPENDITURES				
Salaries and benefits	25,478,178	10,806,292	14,671,886	42.41
Books and materials	3,120,514	1,204,749	1,915,766	38.61
Services and supplies	7,532,608	2,640,110	4,892,498	35.05
Capital and equipment	2,038,951	470,202	1,568,748	23.06
Total expenditures	38,170,250	15,121,352	23,048,898	39.62%
Net Revenues (Expenditures)	(1,296,657)	(9,050,649)	7,753,992	698.00%

1 Amounts listed for "Actual" are subject to change pending close of 2008 fiscal year
2 Benchmark of 50% represents the expected percent of budget expired at December 31, 2008

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