

# Management Report

Pound Ridge Library

For the period ended June 30, 2023

Prepared on

**July 12, 2023**

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# Profit and Loss

January - June, 2023

	<b>Total</b>
<b>INCOME</b>	
3400 Investment Income - 9136	4,345.48
3401 Investment Income - 2132	5,720.96
3402 Investment Income - 2474	5,540.34
3500 Gain (Loss) Investment - 9136	3,410.38
3501 Gain (Loss) Investment - 2132	4,455.92
3502 Gain (Loss) Investment - 2474	4,962.45
6310 Town of Pound Ridge District Levy	387,148.50
6320 Gifts-Donation Material	3,343.20
6390 Fine Income	320.62
6400 Passport	3,185.00
6910 Interest Income	15,720.95
6920 Miscellaneous Income	32.47
6930 Other Income - Room Use	280.00
6932 State Grant LLSA income	150.60
6940 Cottage Rental	15,600.00
<b>Total Income</b>	<b>454,216.87</b>
<b>GROSS PROFIT</b>	
<b>454,216.87</b>	
<b>EXPENSES</b>	
Bank Charges & Fees	20.00
Library Services	
8010 DVD Adult	535.57
8011 DVD Children	116.89
8012 Digital Materials	31.89
8020 Adult Books	7,406.24
8021 Young Adult Books & CD's	518.53
8022 Children's Books & CD's	2,051.82
8040 Magazines / Newspapers	1,025.79
8050 Processing - Library Materials	649.54
8210 Children's Programming	16,439.53
8211 Children's Publicity	478.23
8221 Teen Publicity	31.86
8240 Programs	26,959.55
8241 Programs Publicity	387.36
8280 Museum Passes	185.00
8289 Travel (Mileage)	139.97
<b>Total Library Services</b>	<b>56,957.77</b>
Office/General Administrative Expenses	
3600 Brokers Fees	2,500.00
7141 In House Accounting Services	25,058.68
7145 Payroll Service	2,600.30
7160 Legal Fees	180.00
7165 Professional Consultants	12,000.00
7166 Professional - Other	6,254.10

	<b>Total</b>
7260 Postage & Mail	711.37
7270 Staff Development	771.29
7280 Insurance	4,557.00
7301 Equipment Purchase	8,484.00
7305 Memberships	261.00
7320 Office Supplies	6,440.90
7410 Publicity	1,916.09
7411 Election Expenses	466.00
7890 Misc. General & Administrative	1,141.29
<b>Total Office/General Administrative Expenses</b>	<b>73,342.02</b>
Property & Grounds	
9020 Buildings & Grounds Maintenance	11,771.26
9110 General Maintenance & Repair	5,340.28
9112 Cottage Maintenance	4,769.00
9113 Parking Lot Project	176,195.95
9114 Interior Renovations	21,072.97
9115 Maintenance - Generator, Oil burner, HVAC	2,683.93
9610 Lawn/Snow Contract	5,615.10
<b>Total Property &amp; Grounds</b>	<b>227,448.49</b>
Salaries & Benefits	
8610 Salaries & Wages	109,794.55
8620 Pension	4,182.90
8710 FICA Employer	8,399.27
8720 Unemployment	1,304.10
8770 Medical Premium	17,344.92
8771 Dental Premium	1,173.58
8785 Disability Insurance	1,653.86
<b>Total Salaries &amp; Benefits</b>	<b>143,853.18</b>
Technology	
8310 WLS Services & Network	20,340.18
8340 Other Technology	14,211.14
<b>Total Technology</b>	<b>34,551.32</b>
Utilities	
8910 Electricity	9,134.20
8970 Fuel Oil	3,814.20
8990 Telephone	1,691.68
<b>Total Utilities</b>	<b>14,640.08</b>
<b>Total Expenses</b>	<b>550,812.86</b>
<b>NET OPERATING INCOME</b>	<b>-96,595.99</b>
<b>NET INCOME</b>	<b>\$ -96,595.99</b>

# A/P Aging Detail

As of June 30, 2023

Date	Transaction Type	Num	Vendor	Due Date	Past Due	Amount	Open Balance
<b>91 or more days past due</b>							
10/02/2018	Bill	10022018	Frank A. Luppino	11/01/2018	1714	198.00	198.00
10/29/2018	Bill	102918	Frank A. Luppino	11/28/2018	1687	198.00	198.00
09/14/2020	Bill	9.12.20	Frank A. Luppino	09/29/2020	1016	50.00	50.00
10/16/2022	Bill	Aug/Sept 2022	Self Care Institute Inc	10/31/2022	254	1,170.00	1,170.00
<b>Total for 91 or more days past due</b>						<b>\$1,616.00</b>	<b>\$1,616.00</b>
<b>TOTAL</b>						<b>\$1,616.00</b>	<b>\$1,616.00</b>

# Expenses by Vendor Summary

January - June, 2023

	<b>Total</b>
ALA	236.00
Allied Administrators for Delta Dental	719.00
Andromeda Turre Klein	500.00
Arco Cleaning Maintenance Company	5,198.00
ArtsW	180.00
AWE Learning	8,484.00
Base Technologies	6,056.46
Bedford Academy of Music	450.00
Bedford Painting & Home Improvement Corp.	1,200.00
BookPage	811.80
Booksite	500.00
Brenna Rosenfeld	525.00
Card Services Center	-1,030.86
Chase Ink - Ultimate Rewards	18,691.90
Chubby's Hardware & Home Center	264.92
CLC	4,155.40
Coast to Coast Solutions	424.02
Cup A Jo Coffee Solutions	370.08
Dana Ciotola LLC	2,550.00
Darien Nature Center	150.00
DEMCO	352.37
Demetra DeFeo	1,575.00
Doug Miller	75.00
Easy Time Clock	97.20
Elizabeth Lauri	125.00
Emblem Health	14,429.19
Evelyn Carmichael	225.00
Gale/Cengage Learning	1,813.08
Geoff Dodge	500.00
Glenco Supply Inc.	421.13
Gould & Berg, LLP	180.00
Government Forms and Supplies	275.55
Heidi M. Ferrara-Nardelli	12,796.94
Ingram Library Services	7,652.66
Jean Ann LeBec	250.00
Jennifer Coulter	385.09
Jocelyn Gash	8,613.50
Jonathan Svec	160.00
JP Mchale Pest Management, LLC	751.60
Kenneth Gilman	6,000.00
Kim Kovach	6,900.00
Kirkus Reviews	199.00
Knock-Knock Records, LLC	350.00
Kurt Gallagher	4,350.00
LaRuth Gray	300.00

	<b>Total</b>
Laurie Newkirk	75.00
Lawrence Construction Co., Inc.	176,183.00
Luppino Landscaping Corp.	8,240.10
M. Furman Printing	466.00
M.A.K Construction Company	8,906.00
Mad Science of Westchester & NYC/Imagine Arts	1,500.00
Marilyn Tinter	3,693.63
Mark Bozeman	250.00
Marshall Oil Co., Inc.	3,814.20
Michael Ivankovich	250.00
Michael Lewis	12,555.00
Moda Training, LLC	600.00
Moon River Music & Yoga LLC	150.00
Mt. Kisco Roofing	2,200.00
Musical Munchkins	3,000.00
New Canaan Nature Center	185.00
Niche Academy	550.00
Nina Lesiga	250.00
North Lots	2,683.93
NYCONN Security Systems, Inc.	875.00
NYSEG	7,534.20
Overdrive	31.89
Paychex	2,503.10
Peaberry Web LLC	1,082.29
Pensiero Refuse Inc.	1,350.00
PKF O'Connor Davies, LLP	12,000.00
Plantae Queendom LLC	200.00
PLDA	25.00
Plymouth Rocket Inc.	425.00
Power Gifts	735.00
Quench	432.00
R&M Air Conditioning Co. Inc.	2,123.00
RedBandit Chess, LLC	2,400.00
Regan Agency Inc.	4,557.00
Remy Van Cleave	935.00
Roxane Wasserman	3,519.97
Russell B. Bleakley Plumbing & Heating Inc.	912.00
S. Lawrence Brotmann	1,350.00
Scotts Corner Market	-33.11
Self Care Institute Inc	2,430.00
Sharron Cohen	6,525.00
Sheila Hawley	250.00
Signworks	4,885.50
Stamford Museum & Nature Center	100.00
Standard Security Life Insurance NY	1,653.86
Stephen Ohocinski	300.00
Summer Rain	292.00

	<b>Total</b>
T&L Trophies & Awards, Inv.	130.00
Terry Wolfisch Cole	2,500.00
The Great Charlini	350.00
The Magic of Amore	425.00
The Market at Pound Ridge	220.21
The Record Review	758.70
The Westchester County Dept. of Human Resources	120.00
Thomas Turner	112.50
TIAA CREF	4,182.90
Tracey Segarra	250.00
TSC VoIP	545.76
Verizon	1,145.92
Westchester Library System	20,340.18
William Costanzo	200.00
Your Choice Electricians	2,650.00
Not Specified	112,723.10
<b>TOTAL</b>	<b>\$550,812.86</b>