

BOARD OF TRUSTEES
BUFFALO & ERIE COUNTY PUBLIC LIBRARY
MEETING DATE: 9/18/2025

AGENDA ITEM NUMBER: E.2.a.

Budget & Finance Committee
Financials for the Month Ending **06/30/2025**

BACKGROUND:

The attached report provides a summary of revenue and expenditure performance in the Library's Operating Budget for the year as of the June 30, 2025 month-end close. Overall, with 49.9% of the budget year elapsed, year-to-date Library revenue at 89.4% collected is within budget and year-to-date expense, at 45.6%, is also within budget. The report also details monthly activity for June; year-to-date totals; and provides year-end projections.

REVENUE:

- ✓ **Property Tax for Library Proceeds Booked.** The full \$30,947,322 Library Tax allocation was booked to the Library Fund in January.
- ✓ **New York State Library Aid 2023-24:** New York State's enacted 2025-2026 budget, which provides the Library's aid for calendar year 2025. We are waiting on official confirmation from NYS which typically comes in June. We will keep you advised.
- ✓ **Refunds - P/ Y Expenses** revenue represents reimbursable expenses occurring in the prior year for which reimbursements were received in the current year.
- ✓ **Refunds - Contract Library** revenue represents a return of fine revenue collected by contract libraries in excess of local expenses of those libraries. The revenue is transmitted as part of the year-end closing process.
- ✓ **Interest Earnings** revenue is performing well reflecting the higher short-term interest rate environment we are presently experiencing. This is expected to continue throughout the year.

EXPENSE:

- ✓ **Salaries and wage expense running under budget.** Overall, year-to-date Net Personal Services expense consumed 46.6% of the budget. Savings include vacancies due to turnover and hiring challenges.
- ✓ **Fringe Benefit expense is running under budget at 43.7% overall.**
 - Employer FICA – Regular & Medicare are the employer share of payroll taxes for Social Security and Medicare. Savings reflect savings in salary and wage expense.
 - Active Employee Health cost is under budget reflecting usage experience.
 - Health Insurance Waiver is over budget, at 65.5% of budget. This includes a retro adjustment due to the Library Association 2025 Contract.
 - Retiree medical charges so far this year are running slightly under budget. Said expense is subject to significant swings due to changes in usage by retirees.

We will closely monitor these accounts.
- ✓ **Highway Supplies (rock salt) show at 44.6%.**

This relatively small account (\$19,500 annual budget) is very seasonal in nature. No increase month over month.
- ✓ **Several remaining operating accounts above 49.9%.**

Several account variances reflect timing variations and the need of services. These accounts are: Office Supplies and Professional Services Contracts & Fees.
- ✓ **Contractual Payments to Contract Libraries combined show at 90.2%.** The above budget variances reflect the contract provision that small dollar amounts are transmitted at the beginning of the year rather than quarterly in advance.
- ✓ **Interfund Expense – Utilities: YTD expense reflects the seasonal nature of utility expense.**

Natural gas is currently over budget at 60.7% of the budget. We will continue to monitor, a significant portion of the area's electricity generation utilizes natural gas. Electricity is under budget at 43.5% of the budget. This in nature will fluctuate throughout the year and will continue to be monitored.

ACTION REQUIRED: None – Informational Report

BUFFALO AND ERIE COUNTY PUBLIC LIBRARY
2025 OPERATING BUDGET
Revenue Detail as of 06/30/2025

SAP Account Number	Account Description	Adopted Budget	Adjust- ments	Adjusted Budget	Revenue June	YTD Revenue	To Be Realized	% of Budget Collected	2025 Estimated	Variance Under (Over) Budget
REVENUE FROM LIBRARY OPERATIONS										
419000	Library Charges/Fees	22,500	0	22,500	1,672	11,439.40	11,061	50.8%	22,900	(400)
422000	Copies	19,000	0	19,000	1,817	8,646.78	10,353	45.5%	17,300	1,700
466040	Printing	57,918	0	57,918	6,255	33,403.70	24,514	57.7%	67,000	(9,082)
466030	Book Bags	600	0	600	48	447.90	152	74.7%	900	(300)
466020	Minor Sale - Other	3,575	0	3,575	116	871.40	2,704	24.4%	1,750	1,825
420510	Rent - Real Prop - Auditorium	27,500	0	27,500	4,893	13,274.70	14,225	48.3%	26,600	900
420530	Comm - Tel Booth Food Svs	12,000	0	12,000		4,754.97	7,245	39.6%	11,000	1,000
TOTAL REVENUE FROM LIBRARY OPERATIONS		143,093	0	143,093	14,801	72,838.85	70,254	50.9%	147,450	(4,357)
REVENUE FROM STATE & COUNTY GOVT.										
400020	Library Real Prop Tax	30,947,322	0	30,947,322		30,947,322.01	(0)	100.0%	30,947,322	(0)
408140	NYS Aid-Lib Incl Incent	2,150,347	0	2,150,347		0.00	2,150,347	0.0%	2,150,347	0
408150	NYS Aid to Member Libraries	310,582	0	310,582		0.00	310,582	0.0%	310,582	0
408160	State Aid - Special	0	140,000	140,000		140,000.00	0	100.0%	140,000	0
TOTAL REVENUE FROM STATE & COUNTY GOVT.		33,408,251	140,000	33,548,251	0	31,087,322.01	2,460,929	92.7%	33,548,251	(0)
OTHER REVENUE										
419010	Refunds - Cont Library	5,780	0	5,780		0.00	5,780	0.0%	5,780	0
423000	Refund P/Y Expenses	10,000	0	10,000		5,329.16	4,671	53.3%	10,000	0
445030	Int & Earn - Gen Inv	90,000	0	90,000	15,494	93,481.42	(3,481)	103.9%	168,730	(78,730)
466010	NSF Check Fees	0	0	0		0.00	0	0.0%	0	0
466000	Miscellaneous Receipts		1,000	1,000		1,000.00	0	100.0%	1,000	0
467000	Misc Depart Income	2,500	0	2,500	181	886.87	1,613	35.5%	1,800	700
479100	Other Contributions	170,000	0	170,000		100,000.00	70,000	58.8%	170,000	0
TOTAL OTHER REVENUE		278,280	1,000	279,280	15,675	200,697.45	78,583	71.9%	357,310	(78,030)
USE OF FUND BALANCE										
402190	Appropriated Fund Balance	839,804	275,000	1,114,804		0.00	1,114,804	0.0%	1,229,791	(114,987)
TOTAL USE OF FUND BALANCE		839,804	275,000	1,114,804	0	0.00	1,114,804	0.00%	1,229,791	(114,987)
GRAND TOTAL OPERATING REVENUE		34,669,428	416,000	35,085,428	30,477	31,360,858.31	3,724,570	89.4%	35,282,802	(197,374)

BUFFALO AND ERIE COUNTY PUBLIC LIBRARY													
2025 OPERATING BUDGET													
Expenditure Detail as of 06/30/2025													
49.9% of Budget Year													
												% Current Budget	
SAP Acct. Nbr.	Account Description	2025 Adopted Budget	2025 Encumbered & PY Reservations	2025 Budget Adjust-ments/ Revisions	Adjusted Budget	June Expended	Year-to-Date Expended	Encumb.	Funds Reser- vations	Total Expenditures & Encumbrances	Remaining Balance	YTD Expend	YTD Expend/ & Encumb
OPERATING EXPENDITURES													
PERSONAL SERVICES													
Regular Salaries & Wages													
500000	Full Time - Salaries	13,965,657		0	13,965,657	\$1,042,361	6,431,764.40			6,431,764.40	7,533,893	46.1%	46.1%
500010	Part Time - Wages	4,168,344		0	4,168,344	312,977	1,885,284.30			1,885,284.30	2,283,060	45.2%	45.2%
500020	Regular PT - Wages	1,046,289		0	1,046,289	70,870	486,096.93			486,096.93	560,192	46.5%	46.5%
500300	Shift Differential	45,000		0	45,000	2,724	18,100.01			18,100.01	26,900	40.2%	40.2%
500330	Holiday Worked	35,000		0	35,000	2,226	14,484.47			14,484.47	20,516	41.4%	41.4%
500350	Other Employee Payments	190,000		0	190,000	2,500	24,340.00			24,340.00	165,660	12.8%	12.8%
	Salaries & Wages	19,450,290	0	0	19,450,290	1,433,658	8,860,070.11	0.00	0.00	8,860,070.11	10,590,220	45.6%	45.6%
501000	Overtime Salaries & Wages	350,000		0	350,000	\$20,482	148,039.41			148,039.41	201,961	42.3%	42.3%
	TOTAL, PERSONAL SERVICES	19,800,290	0	0	19,800,290	1,454,140	9,008,109.52	0.00	0.00	9,008,109.52	10,792,180	45.5%	45.5%
504990	Reduction From Personal Services	(877,885)		0	(877,885)		0.00			0.00	(877,885)	0.0%	0.0%
504992	Contractual Salary Reserves	418,582		0	418,582		0.00			0.00	418,582	0.0%	0.0%
	NET PERSONAL SERVICES	19,340,987	0	0	19,340,987	1,454,140	9,008,109.52	0.00	0.00	9,008,109.52	10,332,877	46.6%	46.6%
FRINGE BENEFITS													
502010	Employer FICA - REGULAR	1,227,648		0	1,227,648	88,321	545,718.16			545,718.16	681,930	44.5%	44.5%
502020	Employer FICA - MEDICARE	287,089		0	287,089	20,656	127,498.72			127,498.72	159,590	44.4%	44.4%
502030	Employee Health Insurance	2,690,640		0	2,690,640	169,506	985,326.34			985,326.34	1,705,314	36.6%	36.6%
502040	Dental Plan	87,009		0	87,009	6,867	41,864.56			41,864.56	45,144	48.1%	48.1%
502050	Workers Compensation	122,753		0	122,753	4,286	65,669.55			65,669.55	57,083	53.5%	53.5%
502060	Unemployment Insurance	33,682		0	33,682	587	11,677.58			11,677.58	22,004	34.7%	34.7%
502070	Hospital & Medical - Retirees	1,576,250		0	1,576,250	119,953	676,052.46			676,052.46	900,198	42.9%	42.9%
502090	Health Insurance Waiver (Incl: 117)	133,200		0	133,200	14,700	87,250.00			87,250.00	45,950	65.5%	65.5%
502100	Retirement	2,064,690		0	2,064,690	162,642	1,053,299.60			1,053,299.60	1,011,390	51.0%	51.0%
	TOTAL, FRINGE BENEFITS	8,222,961	0	0	8,222,961	587,517	3,594,356.97	0.00	0.00	3,594,356.97	4,628,604	43.7%	43.7%
	TOTAL COMPENSATION RELATED	27,563,948	0	0	27,563,948	2,041,657	12,602,466.49	0.00	0.00	12,602,466.49	14,961,482	45.7%	45.7%

BUFFALO AND ERIE COUNTY PUBLIC LIBRARY													
2025 OPERATING BUDGET													
Expenditure Detail as of 06/30/2025													
49.9% of Budget Year													
% Current Budget													
SAP Acct. Nbr.	Account Description	2025 Adopted Budget	2025 Encumbered & PY Reservations	2025 Budget Adjust-ments/ Revisions	Adjusted Budget	June Expended	Year-to-Date Expended	Encumb.	Funds Reser- vations	Total Expenditures & Encumbrances	Remaining Balance	YTD Expend	YTD Expend/ & Encumb
505000	Office Supplies	251,200		20,000	271,200	55,979	141,097.50	3,833.74		144,931.24	126,269	52.0%	53.4%
505200	Clothing Supplies	8,000		0	8,000		172.96	4,000.00		4,172.96	3,827	2.2%	52.2%
505600	Auto Truck & Heavy Equip Supplies	14,000		0	14,000	848	1,028.45	4,000.00		5,028.45	8,972	7.3%	35.9%
505800	Medical & Health Supplies	2,500		0	2,500		264.46			264.46	2,236	10.6%	10.6%
506200	Maintenance & Repair	221,500	1,259	58,500	281,259	24,842	74,024.68	7,647.87		81,672.55	199,587	26.3%	29.0%
506400	Highway Supplies (Rock Salt)	19,500		0	19,500		8,693.15	10,000.00		18,693.15	807	44.6%	95.9%
510000	Local Mileage Reimbursement	29,000		0	29,000	2,257	10,387.61			10,387.61	18,612	35.8%	35.8%
510100	Out of Area Travel	30,500		0	30,500	1,614	10,439.98			10,439.98	20,060	34.2%	34.2%
510200	Training and Education	103,500		0	103,500	6,500	22,260.23			22,260.23	81,240	21.5%	21.5%
515000	Utility Charges (Telecom/water/sewer)												
	Fuel Oil	1,000			1,000		0.00			0.00	1,000	0.0%	0.0%
	Water/Sewer	40,510			40,510	2,829	15,163.53			15,163.53	25,346	37.4%	37.4%
	Telephone & Internet Service	123,901		0	123,901	11,218	60,481.42			60,481.42	63,420	48.8%	48.8%
515000	Total Utility Charges	165,411	0	0	165,411	14,047	75,644.95	0.00	0	75,645	89,766	45.7%	45.7%
516010	CONTRACTUAL PAYMENTS												
	Newstead Public - Akron	10,670		0	10,670	2,668	8,002.50	2,667.50		10,670.00	0	75.0%	100.0%
	Ewell Free - Alden	10,035	3,834	0	13,869	2,509	7,526.25	6,342.75		13,869.00	0	54.3%	100.0%
	Amherst Public	12,500		0	12,500	3,125	9,375.00	3,125.00		12,500.00	0	75.0%	100.0%
	Angola Public	1,120		0	1,120		1,120.00			1,120.00	0	100.0%	100.0%
	Aurora Public	4,020		0	4,020		4,020.00			4,020.00	0	100.0%	100.0%
	Boston Free	12,000		0	12,000	3,000	9,000.00	3,000.00		12,000.00	0	75.0%	100.0%
	Clarence Public	8,700		20,000	28,700		28,700.00			28,700.00	0	100.0%	100.0%
	Collins Public	8,075		0	8,075		8,075.00			8,075.00	0	100.0%	100.0%
	Concord Public	10,850		20,000	30,850	2,713	28,137.50	2,712.50		30,850.00	0	91.2%	100.0%
	Eden Library	7,585		0	7,585		7,585.00			7,585.00	0	100.0%	100.0%
	Elma Public	5,200		0	5,200		5,200.00			5,200.00	0	100.0%	100.0%
	Grand Island Memorial	3,550		20,000	23,550		23,550.00			23,550.00	0	100.0%	100.0%
	Hamburg Public	11,250		1,000	12,250	3,813	9,437.50	2,812.50		12,250.00	0	77.0%	100.0%
	Lackawanna Public	23,445	945	0	24,390	5,861	17,583.75	6,806.25		24,390.00	0	72.1%	100.0%
	Marilla Free	8,130	990	20,000	29,120		28,130.00	990.00		29,120.00	0	96.6%	100.0%
	North Collins Public	7,295		0	7,295		7,295.00			7,295.00	0	100.0%	100.0%
	Orchard Park Public	5,505		0	5,505		5,505.00			5,505.00	0	100.0%	100.0%
	City of Tonawanda Public	1,370		15,000	16,370		16,370.00			16,370.00	0	100.0%	100.0%
	Town of Tonawanda Public	4,100		30,000	34,100		34,100.00			34,100.00	0	100.0%	100.0%
	West Seneca Public	3,700		0	3,700		3,700.00			3,700.00	0	100.0%	100.0%
	Total Cnt Pmts-NP Pur Svs	159,100	5,769	126,000	290,869	23,688	262,412.50	28,456.50	0.00	290,869.00	0	90.2%	100.0%

BUFFALO AND ERIE COUNTY PUBLIC LIBRARY													
2025 OPERATING BUDGET													
Expenditure Detail as of 06/30/2025													
49.9% of Budget Year												% Current Budget	
SAP Acct. Nbr.	Account Description	2025 Adopted Budget	2025 Encumbered & PY Reservations	2025 Budget Adjust-ments/ Revisions	Adjusted Budget	June Expended	Year-to-Date Expended	Encumb.	Funds Reser- vations	Total Expenditures & Encumbrances	Remaining Balance	YTD Expend	YTD Expend/ & Encumb
516020	Professional Services Contracts & Fees	901,617	535,464	100,000	1,537,081	103,457	860,946.87	307,107.34	144,931.27	1,312,985.48	224,096	56.0%	85.4%
516030	Maintenance Contracts	211,696	5,002	36,000	252,698	17,114	111,883.76	42,586.88		154,470.64	98,227	44.3%	61.1%
530000	Other Expenses	252,750	174,266	59,500	486,516	34,160	157,247.34	25,091.72	165,987.60	348,326.66	138,190	32.3%	71.6%
545000	Rental Charges	6,000		0	6,000	463	2,944.94	2,961.06		5,906.00	94	49.1%	98.4%
555050	Insurance Premiums	163,355		0	163,355		72,470.50			72,470.50	90,885	44.4%	44.4%
561410	Lab & Technical Equipment	131,804	180,392	0	312,196	583	90,650.25	22,351.67	119,339.81	232,341.73	79,854	29.0%	74.4%
561420	Office Equip, Furn & Fixtures		110,590	0	110,590		15,857.14		94,732.78	110,589.92	-	14.3%	100.0%
561430	Building, Grounds and Heavy Equip		90,783	16,000	106,783	16,755	18,560.68		88,221.98	106,782.66	-	17.4%	100.0%
561450	Library Books and Media	3,200,000	174,293	0	3,374,293	244,092	1,590,840.28			1,590,840.28	1,783,453	47.1%	47.1%
575040	Interfund Exp - Utilities												
	Natural Gas	221,212		0	221,212	3,145	134,176.96			134,176.96	87,035	60.7%	60.7%
	Electricity	777,692		0	777,692	56,607	338,187.21			338,187.21	439,505	43.5%	43.5%
	Total Interfund Exp - Utilites	998,904	0	0	998,904	59,752	472,364.17	0.00	0.00	472,364.17	526,540	47.3%	47.3%
942000	Interfund - Holding Center	(91,635)		0	(91,635)	(19,888)	(44,856.00)			(44,856.00)	(46,779)	49.0%	49.0%
	Interfund - Correctional Facility	(75,665)			(75,665)	(22,894)	(49,201.00)			(49,201.00)	(26,464)	65.0%	65.0%
	Interfund - Court Storage	(8,598)			(8,598)	(717)	(4,299.00)			(4,299.00)	(4,299)	50.0%	50.0%
	Total ID Library Services	(175,898)	0	0	(175,898)	(\$43,499)	(98,356.00)	0.00	0.00	(98,356.00)	(77,542)	55.9%	55.9%
910600	Interfund Expense - Purchasing Services	56,997		0	56,997	4,355	26,132.51			26,132.51	30,864	45.8%	45.8%
910700	Interfund Expense - Fleet Services	41,181		0	41,181	2,194	11,964.40			11,964.40	29,217	29.1%	29.1%
911500	Interfund Exp - Sheriff Division Svcs	240,263		0	240,263	19,972	151,723.42			151,723.42	88,540	63.1%	63.1%
980000	Interdepart Services DISS	72,600		0	72,600	6,376	40,071.60			40,071.60	32,528	55.2%	55.2%
	System Operating Grand Totals	34,669,428	1,277,818	416,000	36,363,246	2,637,207	16,734,194.82	458,036.78	613,213.44	17,805,445.04	18,557,801	46.0%	49.0%

BUFFALO AND ERIE COUNTY PUBLIC LIBRARY

2025 OPERATING BUDGET

Expenditure Detail as of 06/30/2025

49.9% of Budget Year

% Current Budget

SAP Acct. Nbr.	Account Description	2025 Adopted Budget	2025 Encumbered & PY Reservations	2025 Budget Adjust-ments/ Revisions	Adjusted Budget	June Expended	Year-to-Date Expended	Encumb.	Funds Reser- vations	Total Expenditures & Encumbrances	Remaining Balance	YTD Expend/ & Encumb	
												YTD Expend	Encumb
<u>ERIE COUNTY CAPITAL / DEBT SERVICE</u> <u>FUNDING FOR LIBRARY</u>													
	Library Debt Service	768,713			768,713	70,109	206,745.82			206,745.82	561,968	26.9%	26.9%
Grand Total Operating and Erie County Capital		35,438,141	1,277,818	416,000	37,131,959	2,637,206.70	16,940,941	458,037	613,213	18,012,191	19,119,769	45.6%	48.5%

Buffalo and Erie County Public Library
Treasurer's Report of
Year to Date Donations
Results for the Period Ending June 30th, 2025

Main Trust	\$1,860,761.89
Encore Editions Proceeds (Invested per resolution 2006-19)	\$64,073.77
2024 Ending Balance	\$1,924,835.66

2025 Activity and Balances

Restricted Donations	\$194,756.67
(Donations received with instructions restricting them to the Buffalo & Erie County Public Library direct uses and fundraising for identified program use)	
Unrestricted Donations	\$0.00
Interest Income	\$22,980.65
Total 2025 Revenue	\$217,737.32

Less Disbursements

Year-to-date Disbursements Pursuant to Resolution 2010-8 Include:

Library material purchases (direct from trust)	\$0.00
To Library Operating Fund to support Library material purchases	\$0.00
Programming support	(\$35,701.17)
Equipment, furnishings & supplies	(\$750.00)
Preservation/Conservation	\$0.00
Construction Aid and other Grant Match	\$0.00
Blackbaud Software and General Fundraising Expense	(\$6,661.75)
Other	(\$189.01)

Subtotal Disbursements	(\$43,301.93)
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Other Disbursements (Describe)	\$0.00
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Total 2025 Disbursements	(\$43,301.93)
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Balance, 2025 Activity	\$174,435.39
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Cumulative Balance Library Trust	\$2,099,271.05
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