

TO: Montana State Library Commission

FROM: Jennie Stapp, State Librarian
Malissa Williams, Central Services Manager

SUBJECT: FY 19 SECOND QUARTER FINANCIAL REPORT

DATE: January 23, 2019

Attached to this memo is the second quarter financial report for FY 2019, for your consideration.

Items to note:

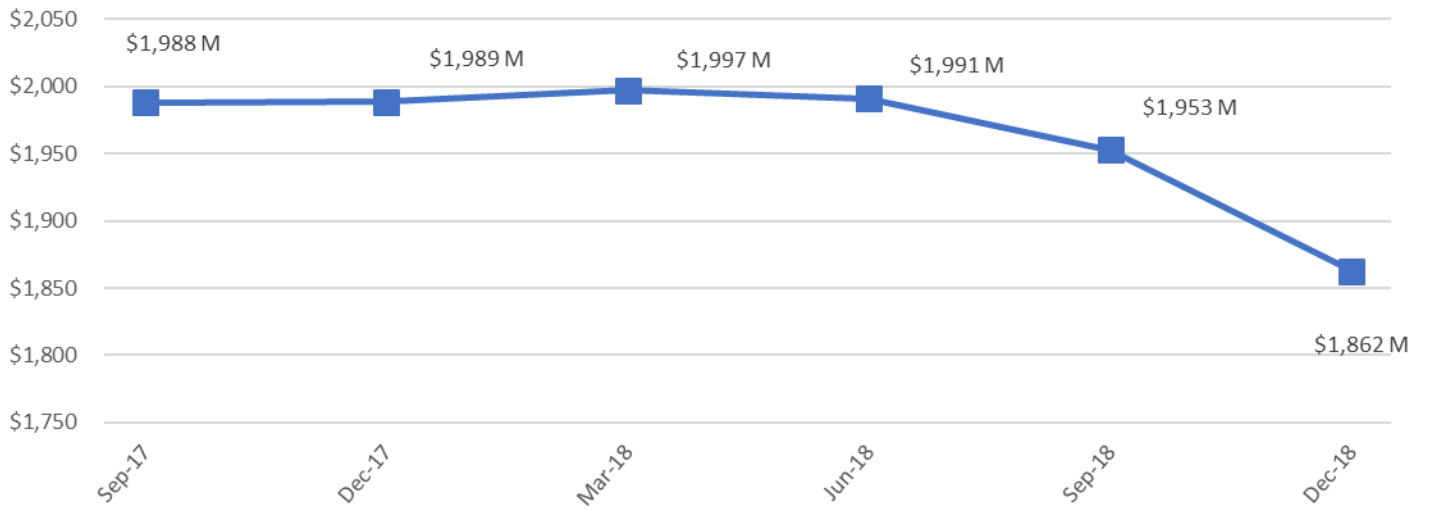
- MSL has expended 44% of appropriations as of December 2018. This is in line with expectations, as we are 50% through the state fiscal year.
- An additional \$60,000 was awarded to MSL by the Department of Agriculture for the NRCS contract, which expires in 2021.
- 2019 LSTA was formally awarded to the agency. We will continue to expend LSTA 18 until the projects budgets have been spent.
- Federation payments were sent out at the beginning of October. We will continue to monitor cash available as we expend the remaining coal tax appropriation.

Additional information is listed below for your reference:

Trust Projects			
	Budget	Expenses	Balance
Public Relations Campaign	\$ 150,000	\$ 89,791	\$ 60,209
TBL Digital Conversion	\$ 135,000	\$ 38,166	\$ 96,834
Trust for Montana Libraries	\$ 150,000	\$ 36,622	\$ 113,378
50th Anniversary TBL	\$ 15,000	\$ 5,167	\$ 9,833
Total	\$ 450,000	\$ 169,746	\$ 280,254

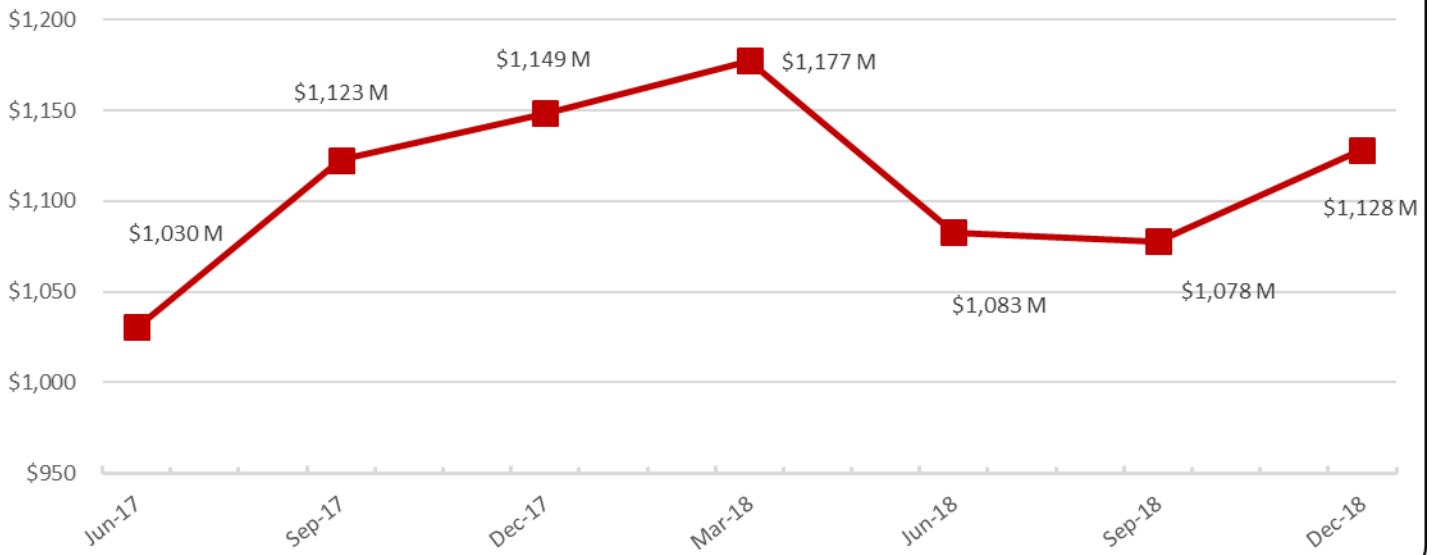
MSL Trust Balance

*in Millions



MSL MLIA Balance

*in Millions



MONTANA STATE LIBRARY FINANCIAL REPORT

YTD December 2019

	Budget	YTD Expenses	% Spent
PERSONAL SERVICES	2,776,593	1,265,455	46%
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OPERATIONS:			
Contracted Services	1,208,897	612,337	51%
*Library Development Projects	161,200	0	0%
*Resource Sharing-OCLC	98,886	98,886	100%
*Resource Sharing-MSC	98,886	98,886	100%
Supplies and Materials	195,748	171,354	88%
Communications	77,653	30,577	39%
Travel	150,848	52,951	35%
Rent	273,959	140,955	51%
Repair and Maintenance	59,709	42,211	71%
Other Expenses	186,582	81,237	44%
TOTAL OPERATIONS	2,512,368	1,329,397	53%
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GRANTS:			
Federation Grants (CST)	176,122	176,122	100%
State Aid Grants-Area/Pop			0%
LSTA - FY 17 Grants	177,485		0%
LSTA - FY 18 Grants	37,831		0%
LSTA - FY 19 Grants	200,000		0%
MLIAC Grants awarded	381,098	10,264	3%
TOTAL GRANTS	972,536	186,386	19%
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TOTALS	\$6,261,497	\$2,781,237	44%

**MONTANA STATE LIBRARY
FINANCIAL REPORT**

YTD December 2019

	Budget	YTD Expenses	% Spent
FUNDING:			
General Fund	2,186,771	1,105,681	51%
Coal Sev. Tax	497,504	282,182	57%
LSTA	362,043	181,099	50%
LSTA Grants	1,158,876	431,278	37%
State Agency Contracts	281,541		0%
Montana Land Information Account	985,484	328,542	33%
Montana Shared Catalog	363,085	253,151	70%
Montana State Library Trust Acct.	154,851	150,245	97%
BA-NRCS-FOREST	100,615	2,984	3%
NRCS-Wetlands - (BA)	75,074	7,643	10%
DNRC- MSDI (AA)	7,763	600	8%
DOJ-NRDP-GIS (AA)	7,964	0	0%
9-1-1 GIS Mapping - (SA)	79,926	37,832	47%
TOTALS	6,261,497	2,781,237	44%

Montana State Library Trust Acct.

Balance as of July 1, 2018	1,991,038
Expenditures	(150,245)
Donations from 07/1 - 12/31/18	4,077
STIP Earnings (Avg. 2.07%)	17,554
	1,862,424

MONTANA STATE LIBRARY ADMINISTRATION FINANCIAL REPORT

YTD December 2019

	Budget	YTD Expenses	% Spent
PERSONAL SERVICES	623,064	306,791	49%
OPERATIONS:			
Contracted Services	255,875	233,562	91%
Supplies and Materials	12,279	6,100	50%
Communications	23,754	10,246	43%
Travel	23,192	3,714	16%
Rent	4,314	5,891	137%
Repair and Maintenance	3,000		0%
Other Expenses	30,155	16,924	56%
TOTAL OPERATIONS	352,569	276,437	78%
SUB-TOTALS	\$975,633	\$583,228	60%
TOTALS	\$975,633	\$583,228	60%
FUNDING:			
General Fund:	727,379	351,188	48%
Montana Land Information Acct	72,271	62,878	87%
LSTA	29,496	22,674	77%
Misc. Revenue:			0%
Montana State Library Trust Acct.	146,487	146,487	100%
TOTALS	975,633	583,228	60%

**MONTANA STATE LIBRARY
DIGITAL LIBRARY FINANCIAL REPORT**

YTD December 2019

	Budget	YTD Expenses	% Spent
PERSONAL SERVICES	1,271,545	545,544	43%
OPERATIONS:			
Contracted Services	620,267	80,336	13%
Supplies and Materials	164,391	153,033	93%
Communications	35,060	13,708	39%
Travel	24,169	10,013	41%
Rent	228,902	114,302	50%
Repair and Maintenance	17,762	12,371	70%
Other Expenses	83,692	12,618	15%
TOTAL OPERATIONS	1,174,243	396,382	34%
SUB-TOTALS	\$2,445,788	\$941,926	39%
Montana Land Information Grants	381,098	10,264	3%
TOTAL GRANTS	381,098	10,264	3%
TOTAL	2,826,886	952,190	34%
FUNDING:			
General Fund:	1,102,655	536,278	49%
Coal Sev. Tax:	58,297	4,174	7%
Montana Land Information Acct	913,213	265,664	29%
LSTA	191,474	93,258	49%
Fish Wildlife and Parks (FW&P)	68,857	0	0%
Dept. of Environmental Quality (DEQ)	88,307	0	0%
Mt. Depart. Of Transportation (DOT)	31,622	0	0%
Dept. of Natural Resources (DNRC)	48,813	0	0%
University	43,942	0	0%
TRUST	3,758	3,758	100%
DNRC- MSDI (AA)	7,763	600	8%
DOJ-NRDP-GIS (AA)	7,964	0	0%
NRCS-FOREST-BA	100,615	2,984	3%
NRCS-WETLANDS	75,074	7,642	10%
YRCDC-Yellowstone	4,606	0	0%
9-1-1 GIS Mapping SA	79,926	37,832	47%
TOTALS	2,826,886	952,190	34%

Montana Land Information Account

Balance as of July 1, 2018	1,082,729
Expenditures	(328,366)
Prior year adjustments - Revenue	
Revenue from 07/1 - 12/31/17	362,073
STIP Earnings (Avg. 1.331%)	12,003
	<u>1,128,440</u>

**MONTANA STATE LIBRARY
LIBRARY DEVELOPMENT FINANCIAL REPORT**

YTD December 2019

	Budget	YTD Expenses	% Spent
PERSONAL SERVICES	881,983	413,120	47%
OPERATIONS:			
Contracted Services	332,755	298,439	90%
*Library Development Project	161,200	0	0%
*Resource Sharing - OCLC	98,886	98,886	100%
*Resource Sharing - MSC	98,886	98,886	100%
Supplies and Materials	19,078	12,221	64%
Communications	18,840	6,622	35%
Travel	103,486	39,224	38%
Rent	40,743	20,763	51%
Repair and Maintenance	38,947	29,840	77%
Other Expenses	72,736	51,696	71%
TOTAL OPERATIONS	985,556	656,577	67%
SUB-TOTALS			
	\$1,867,539	\$1,069,697	57%
GRANTS:			
Federation Grants (CST)	176,122	176,122	100%
State Aid Grants	0	0	0%
LSTA 17	177,485	0	0%
LSTA 18	37,831	0	0%
LSTA 19	200,000	0	0%
TOTAL GRANTS	591,438	176,122	30%
TOTALS			
	\$2,458,977	\$1,245,819	51%
FUNDING:			
General Fund:	356,737	218,216	61%
Coal Sev. Tax:	439,207	278,008	63%
LSTA	144,591	68,685	48%
LSTA - GRANTS	1,155,357	427,759	37%
Proprietary - Montana Shared Catalog	363,085	253,151	70%
TOTALS			
	2,458,977	1,245,819	51%
Montana Shared Catalog			
Cash Balance from 4th Quarter	65,709		
Incoming new revenue	347,244		
Expenditures	(253,151)		
Cash Balance	159,802		