

TO: Montana State Library Commission

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

SUBJECT: FY 19 Third QUARTER FINANCIAL REPORT

DATE: April 4, 2019

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

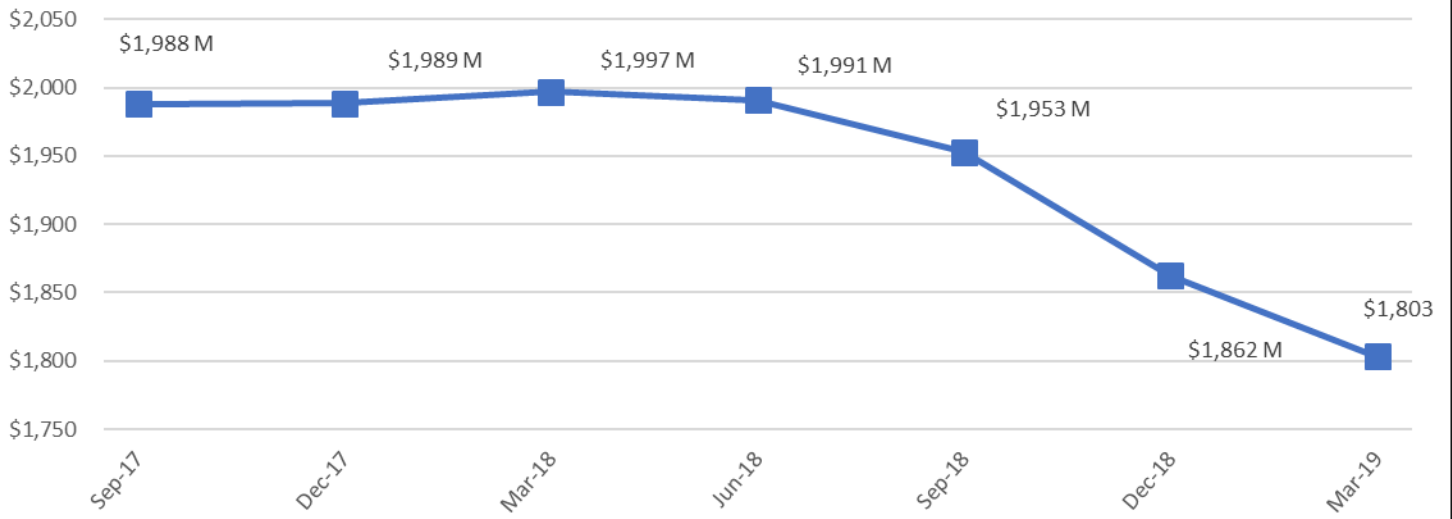
Items to note:

- MSL has expended 59% of total appropriations as of March 2019. This is in line with expectations, as we are 75% through the state fiscal year.
- 2019 LSTA was formally awarded to the agency. We have begun to draw down on this grant for Talking Book Library. All other LSTA expenditures are still covered by the 2018 grant.
- An additional Federation payment was sent out at the end of March. We will continue to monitor cash available as we expend the remaining coal tax appropriation.

Additional information is listed below for your reference:

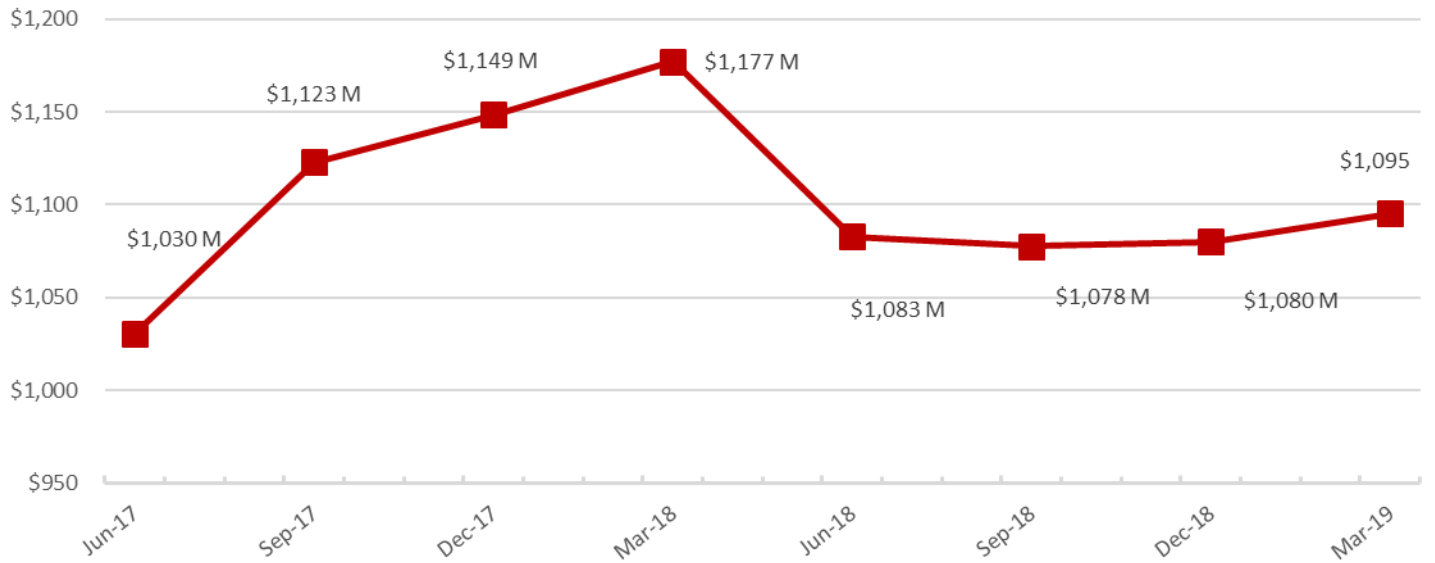
Trust Projects			
<small>*as of Q3 2019</small>	Budget	Expenses	Balance
Public Relations Campaign	\$ 150,000	\$ 138,917	\$ 11,083
TBL Digital Conversion	\$ 135,000	\$ 45,918	\$ 89,082
Trust for Montana Libraries	\$ 150,000	\$ 49,380	\$ 100,620
50th Anniversary TBL	\$ 15,000	\$ 5,167	\$ 9,833
Total	\$ 450,000	\$ 239,382	\$ 210,618

MSL Trust Balance



MSL MLIA Balance

*in Millions



MONTANA STATE LIBRARY FINANCIAL REPORT

YTD March 2019

	Budget	YTD Expenses	% Spent
PERSONAL SERVICES	2,776,593	1,864,973	67%
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OPERATIONS:			
Contracted Services	1,305,096.6	812,976.26	62%
*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	174,031	89%
Communications	77,653	46,301	60%
Travel	150,848	65,168	43%
Rent	273,959	190,611	70%
Repair and Maintenance	59,709	47,556	80%
Other Expenses	162,582	110,218	68%
TOTAL OPERATIONS	2,584,568	1,644,634	64%
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GRANTS:			
Federation Grants (CST)	176,122	216,122	123%
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	15,315	4%
TOTAL GRANTS	972,536	231,437	24%
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TOTALS	\$6,333,697	\$3,741,044	59%

MONTANA STATE LIBRARY FINANCIAL REPORT

YTD March 2019

	Budget	YTD Expenses	% Spent
FUNDING:			
General Fund	2,186,771	1,537,912	70%
Coal Sev. Tax	497,504	322,825	65%
LSTA	362,043	250,133	69%
LSTA Grants	1,158,876	538,649	46%
State Agency Contracts	281,541	3,116	1%
Montana Land Information Account	985,484	476,137	48%
Montana Shared Catalog	363,085	296,569	82%
Montana State Library Trust Acct.	227,051	222,445	98%
BA-NRCS-FOREST	100,615	4,976	5%
NRCS-Wetlands - (BA)	75,074	11,374	15%
DNRC- MSDI (AA)	7,763	1,047	13%
DOJ-NRDP-GIS (AA)	7,964	0	0%
9-1-1 GIS Mapping - (SA)	79,926	75,860	95%
TOTALS	6,333,697	3,741,044	59%

Montana State Library Trust Acct.

Balance as of July 1, 2018	1,991,038
Expenditures	(222,445)
Donations from 07/1 - 12/31/18	5,701
STIP Earnings (Avg. 2.07%)	28,848
	<u>1,803,142</u>

**MONTANA STATE LIBRARY
ADMINISTRATION FINANCIAL REPORT**

YTD March 2019

	Budget	YTD Expenses	% Spent
PERSONAL SERVICES	623,064	438,079	70%
OPERATIONS:			
Contracted Services	327,075	337,584	103%
Supplies and Materials	12,279	7,523	61%
Communications	23,754	12,332	52%
Travel	23,192	7,744	33%
Rent	4,314	8,724	202%
Repair and Maintenance	3,000		0%
Other Expenses	31,155	29,075	93%
TOTAL OPERATIONS	424,769	402,981	95%
EQUIPMENT:			
Library Books			0%
Equipment			0%
TOTAL EQUIPMENT	0	0	0%
SUB-TOTALS	\$1,047,833	\$841,060	80%
TOTALS	\$1,047,833	\$841,060	80%
FUNDING:			
General Fund:	727,379	496,825	68%
Montana Land Information Acct	72,271	91,584	127%
LSTA	29,496	33,965	115%
LSTA - Grants			
Misc. Revenue:			
Montana State Library Trust Acct.	218,687	218,687	100%
TOTALS	1,047,833	841,060	80%

**MONTANA STATE LIBRARY
LIBRARY DEVELOPMENT FINANCIAL REPORT**

YTD March 2019

	Budget	Expenditures	% Spent
PERSONAL SERVICES	881,983	617,716	70%
OPERATIONS:			
Contracted Services	332,755	316,721	95%
*Library Development Project	161,200		0%
*Resource Sharing - OCLC	98,886	98,886	100%
*Resource Sharing - MSC	98,886	98,886	100%
Supplies and Materials	19,078	12,362	65%
Communications	18,840	11,179	59%
Travel	103,486	44,041	43%
Rent	40,743	28,602	70%
Repair and Maintenance	38,947	29,840	77%
Other Expenses	72,736	58,390	80%
TOTAL OPERATIONS	985,556	698,908	71%
SUB-TOTALS	\$1,867,539	\$1,316,624	71%
GRANTS:			
Federation Grants (CST)	176,122	216,122	123%
State Aid Grants	0		0%
LSTA 17	177,485		0%
LSTA 18	37,831		0%
LSTA 19	200,000		0%
TOTAL GRANTS	591,438	216,122	37%
TOTALS	\$2,458,977	\$1,532,746	62%
FUNDING:			
General Fund:	356,737	277,525	78%
Coal Sev. Tax:	439,207	318,008	72%
LSTA	144,591	105,512	73%
LSTA - GRANTS	1,155,357	535,131	46%
Proprietary - Montana Shared Catalog	363,085	296,569	82%
TOTALS	2,458,977	1,532,746	62%
Montana Shared Catalog			
Cash Balance from 4th Quarter	65,709		
Incoming new revenue	347,244		
State Fund Dividend	77		
Expenditures	(296,569)		
Cash Balance	116,461		

**MONTANA STATE LIBRARY
DIGITAL LIBRARY FINANCIAL REPORT**

YTD March 2019

	Budget	Expenditures	% Spent
PERSONAL SERVICES	1,271,545	809,177	64%
OPERATIONS:			
Contracted Services	620,267	158,671	26%
Supplies and Materials	164,391	154,147	94%
Communications	35,060	22,790	65%
Travel	24,169	13,383	55%
Rent	228,902	153,285	67%
Repair and Maintenance	17,762	17,716	100%
Other Expenses	83,692	22,753	27%
TOTAL OPERATIONS	1,174,243	542,745	46%
Montana Land Information Grants	381,098	15,315	4%
TOTAL GRANTS	381,098	15,315	4%
TOTALS	\$2,826,886	\$1,367,237	48%
FUNDING:			
General Fund:	1,102,655	763,562	69%
Coal Sev. Tax:	58,297	4,817	8%
Montana Land Information Acct	913,213	384,553	42%
LSTA	191,474	114,174	60%
State Agency Contracts	281,541	3,116	1%
TRUST	4,606	3,758	82%
DNRC- MSDI (AA)	7,763	1,047	13%
DOJ-NRDP-GIS (AA)	7,964		0%
NRCS-FOREST-BA	75,074	4,976	7%
NRCS-WETLANDS	100,615	11,374	11%
YRCDC-Yellowstone	3,758		0%
9-1-1 GIS Mapping SA	79,926	75,860	95%
TOTALS	2,826,886	1,367,237	48%

Montana Land Information Account

Balance as of July 1, 2018	1,082,729
Expenditures	(475,835)
Prior year adjustments - Revenue	(51,921)
Prior year adjustments	2,155
State Fund Dividend	176
Revenue from 07/1 - 12/31/17	521,416
STIP Earnings (Avg. 1.331%)	16,395
	1,095,114