

TO: ALA-APA Board of Directors
ALA-APA Finance and Audit Committee
ALA-APA Budget Analysis and Review Committee

RE: FY 2016 Budget Update - 2nd Quarter

INFORMATION REPORT:

Discussion

CONTACT PERSON: Lorelle Swader

DATE: April 14, 2016

BACKGROUND:

Details regarding the performance and the state of the budget for the six month period ending 2-29-16 are highlighted below:

Revenue	YTD Budget 16-Feb	YTD Actual 16-Feb	Variance
Salary Survey	\$ 26,000	\$ 26,142	\$ 142
Library Worklife	\$ 22,500	\$ 28,279	\$ 5,779
Certification	\$ 5,000	\$ 4,881	\$ (119)
Donations	\$ 1,500	\$ 1,060	\$ (440)
Continuing Education	\$ 27,000	\$ 27,000	\$ -
Total	\$ 82,000	\$ 87,362	\$ 5,362
Expenses			
Payroll	\$ 28,974	\$ 31,602	\$ (2,628)
Outside Services	\$ 25,950	\$ 4,879	\$ 21,071
Travel and Related	\$ 1,450	\$ 48	\$ 1,402
Meetings & Conferences	\$ -	\$ 475	\$ (475)
Publication Related	\$ 325	\$ 2,298	\$ (1,973)
Operating	\$ 20,586	\$ 24,945	\$ (4,359)
Total	\$ 77,285	\$ 64,247	\$ 13,038
Net Revenue	\$ 4,715	\$ 23,115	\$ 18,400

Total Revenues

Total revenues for the 2nd quarter were \$87,362, which is \$5,362 (6.5%) more than the budget of \$82,000 and compares to \$57,470 last year. All revenue categories were generally on budget. While revenue from Library Worklife, a benefit of ALA membership, was over the budget by \$5,779 (25.7%), revenue from Certification was slightly under budget by -\$119 (-2.4%) as well as Donations by \$440 (-29.3%). Note that Certification is expected to pick up marginally in the future as more courses and course providers come online. It should be noted that additional courses are also planned and will be developed and implemented as appropriate.

Total Expenses

Total expenses for the period were \$64,247 which is less than the budget of \$77,285 by \$13,038 (-16.9%). This compares to \$62,522 for the same period last year. As has been the practice in prior years ALA-APA management will adjust its operation i.e. expenses throughout the year in order to fit the expected level of revenue generation. As a result of this practice, savings were realized primarily in Outside Services (\$21,071) as expenses related to the production of the salary survey have not yet been processed.

Net Revenue

The result was net revenue of \$23,115, which is more than the budgeted net revenue of \$4,715 by \$18,400.