



RAMAPO CATSKILL LIBRARY SYSTEM
2019 BUDGET - OPERATING
 08/20/18 (Approved by RCLS Board of Trustees)

REVENUE	Col. 1	Col. 2	Col. 3	Col. 4	Col. 5	Col. 6	Col. 7	Col. 8	Col. 9	Col. 10	Col. 11	Col. 12	Col. 13	Col. 14	Col. 15	Col. 16	Col. 17
	FULL BUDGET	2017 GENERAL AUTOMATION		ADJUSTED BUDGET	ACTUAL 12/31/17	FULL BUDGET	2018 GENERAL AUTOMATION		ADJUSTED BUDGET	ACTUAL 06/30/18	FULL BUDGET	2019 GENERAL AUTOMATION		% CHANGE	\$ Change BUDGET	\$ Change GENERAL	\$ Change AUTO
SALE OF GOODS & SERVICES	\$ 225,000	\$ 225,000	\$ -	\$ 285,000	\$ 286,132	\$ 298,500	\$ 298,500	\$ -	\$ 298,500	\$ 140,370	\$ 348,000	\$ 348,000	\$ -	16.6%	\$ 49,500	\$ 49,500	\$ -
AUTOMATED SERVICES FEES	1,544,734	-	1,544,734	1,544,734	1,529,726	1,539,189	-	1,539,189	1,539,089	734,340	1,559,460	-	1,559,460	1.3%	20,271	-	20,271
SERVICE FEES	71,730	71,730	-	71,730	71,730	97,093	97,093	-	97,093	97,093	122,282	122,282	-	25.9%	25,189	25,189	-
INTEREST ON GENERAL FUNDS	8,000	8,000	-	8,000	5,486	8,000	8,000	-	8,000	28	8,000	8,000	-	0.0%	-	-	-
INTEREST ON AUTOMATION FUNDS	4,500	-	4,500	4,500	4,282	4,000	-	4,000	4,000	1,507	4,200	-	4,200	5.0%	200	-	200
SALE OF FIXED ASSETS	-	-	-	2,100	2,100	-	-	-	-	-	-	-	-	0.0%	-	-	-
INSURANCE RECOVERY -GEN	-	-	-	4,800	4,800	-	-	-	-	717	-	-	-	0.0%	-	-	-
INSURANCE RECOVERY -AUTO	-	-	-	2,587	2,587	-	-	-	-	1,350	-	-	-	0.0%	-	-	-
FUNDRAISING	-	-	-	5,230	5,156	-	-	-	-	65	-	-	-	0.0%	-	-	-
GIFTS - NYLA ADVOCACY DAY	5,000	5,000	-	5,000	3,768	5,000	5,000	-	5,000	3,524	5,000	5,000	-	0.0%	-	-	-
OTHER UNCLASSIFIED REVENUE -GEN	-	-	-	300	207	-	-	-	-	-	-	-	-	0.0%	-	-	-
OTHER UNCLASSIFIED REVENUE -AUTO	-	-	-	-	-	-	-	-	-	-	-	-	-	0.0%	-	-	-
E-RATE FUNDING -GENERAL	-	-	-	370	370	-	-	-	-	-	-	-	-	0.0%	-	-	-
E-RATE FUNDING -AUTOMATION	-	-	-	187,330	187,330	-	-	-	-	-	-	-	-	0.0%	-	-	-
BASIC AID	1,718,723	1,718,723	-	1,719,648	1,719,648	1,719,648	1,719,648	-	1,719,648	-	1,736,684	1,736,684	-	1.0%	17,036	17,036	-
LSSA-LOCAL SERVICES SUPPORT AID	173,636	173,636	-	173,729	173,729	173,729	173,729	-	173,729	-	175,507	175,507	-	1.0%	1,778	1,778	-
LLSA-LOCAL LIBRARY SERVICES AID	223,066	223,066	-	223,187	223,187	223,187	223,187	-	223,187	-	225,398	225,398	-	1.0%	2,211	2,211	-
CENTRAL LIBRARY AID	240,493	240,493	-	240,664	240,664	240,623	240,623	-	240,623	-	243,048	243,048	-	1.0%	2,425	2,425	-
CENTRAL BOOK AID	66,940	66,940	-	66,936	66,936	66,977	66,977	-	66,977	-	67,599	67,599	-	0.9%	622	622	-
COORDINATED OUTREACH GRANT	137,951	137,951	-	138,025	138,025	138,025	138,025	-	138,025	-	139,392	139,392	-	1.0%	1,367	1,367	-
GRANT IN AID	-	-	-	128,000	128,000	-	-	-	3,750	3,750	-	-	-	0.0%	-	-	-
STATE CORRECTIONAL FACILITIES	37,200	37,200	-	56,513	56,513	38,300	38,300	-	38,300	-	38,200	38,200	-	-0.3%	(100)	(100)	-
COUNTY JAILS	-	-	-	6,642	6,642	-	-	-	-	-	-	-	-	0.0%	-	-	-
LITERACY LIBRARY SERVICES GRANT	-	-	-	21,531	21,520	-	-	-	-	-	-	-	-	0.0%	-	-	-
TOTAL INCOME.....	4,456,973	2,907,739	1,549,234	4,896,556	4,878,538	4,552,271	3,009,082	1,543,189	4,555,921	982,744	4,672,770	3,109,110	1,563,660	2.6%	120,499	100,028	20,471
FUND BALANCE USE:																	
UNALLOCATED-OPERATIONS	-	-	-	-	-	24,455	24,455	-	24,455	-	24,455	24,455	-	0.0%	-	-	-
E-RATE CREDIT- Depleted	177,274	-	177,274	-	(10,056)	187,571	-	187,571	187,571	-	192,330	-	192,330	2.5%	4,759	-	4,759
TOTAL REV & APPROPRIATED FUND BAL	\$ 4,634,247	\$ 2,907,739	\$ 1,726,508	\$ 4,896,556	\$ 4,868,482	\$ 4,764,297	\$ 3,033,537	\$ 1,730,760	\$ 4,767,947	\$ 982,744	\$ 4,889,555	\$ 3,133,565	\$ 1,755,990	2.6%	\$ 125,258	\$ 100,028	\$ 25,230

The 2017 Budget deficit is \$71,730 before the Member Library Service Fee. The amount of the 2017 Service Fee covers 100% of revenue shortfall and is \$25,363 less than 2016 - a 26% reduction.

The 2018 Budget deficit is \$121,548 before the Member Library Service Fee. The Member Library Service Fee has increased by \$25,363 to \$97,093 (the 2016 Service Fee amount) and covers 80% of the NYS revenue shortfall. The remaining \$24,455 will come from RCLS Unallocated Fund Balance.

The 2019 Budget deficit is \$146,737 before the Member Library Service Fee. The Member Library Service Fee has increased by \$25,189 to \$122,282 and covers 83% of the deficit. The remaining \$24,455, the same amount as last year, will come from the RCLS Unallocated Fund Balance.

2.63% 3.30% 1.46%



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	FULL BUDGET	2017			ADJUSTED BUDGET	ACTUAL 12/31/17	FULL BUDGET	2018			ADJUSTED BUDGET	ACTUAL 06/30/18	FULL BUDGET	2019		% CHANGE	\$ Change BUDGET	\$ Change GENERAL
		GENERAL	AUTOMATION				GENERAL	AUTOMATION				GENERAL	AUTOMATION					
PROFESSIONAL SALARIES	\$ 516,980	\$ 434,040	\$ 82,940	\$ 526,980	\$ 522,174	\$ 545,700	\$ 460,400	\$ 85,300	\$ 545,700	\$ 269,939	\$ 569,500	\$ 481,000	\$ 88,500	4.4%	\$ 23,800	\$ 20,600	\$ 3,200	
NONPROFESSIONAL SALARIES	418,350	370,180	48,170	441,806	429,864	406,400	356,900	49,500	406,400	199,371	396,100	359,300	36,800	-2.5%	(10,300)	2,400	(12,700)	
ADMINISTRATIVE SALARIES	320,640	298,830	21,810	320,690	320,883	330,200	307,600	22,600	330,200	163,019	345,400	321,500	23,900	4.6%	15,200	13,900	1,300	
AUTOMATED SERVICES SALARIES	369,540	30,590	338,950	390,240	387,478	386,200	31,800	354,400	386,200	181,915	399,400	32,100	367,300	3.4%	13,200	300	12,900	
TOTAL SALARIES	1,625,510	1,133,640	491,870	1,679,716	1,660,399	1,668,500	1,156,700	511,800	1,668,500	814,244	1,710,400	1,193,900	516,500	2.5%	41,900	37,200	4,700	
VEHICLES	-	-	-	-	-	-	-	-	-	-	-	-	-	0.0%	-	-	-	
EQUIPMENT, FURNITURE & FIXTURES -G	4,200	4,200	-	4,200	4,152	-	-	-	3,200	2,989	-	-	-	0.0%	-	-	-	
EQUIPMENT, FURNITURE & FIXTURES -A	1,800	-	1,800	1,800	1,038	-	-	-	-	-	-	-	-	0.0%	-	-	-	
TOTAL EQUIPMENT	6,000	4,200	1,800	6,000	5,190	-	-	-	3,200	2,989	-	-	-	0.0%	-	-	-	
BOOKS/PROFESSIONAL	1,000	1,000	-	1,000	1,000	500	500	-	500	58	1,000	1,000	-	100.0%	500	500	-	
BOOKS/CENTRAL BOOK AID	66,940	66,940	-	66,936	63,453	66,977	66,977	-	80,554	20,577	67,599	67,599	-	0.9%	622	622	-	
SERIALS	1,500	1,500	-	1,500	1,115	1,500	1,500	-	1,500	-	1,500	1,500	-	0.0%	-	-	-	
SERIALS	-	-	-	-	-	-	-	-	-	-	-	-	-	0.0%	-	-	-	
TOTAL LIBRARY MATERIALS	69,440	69,440	-	69,436	65,568	68,977	68,977	-	82,554	20,635	70,099	70,099	-	1.6%	1,122	1,122	-	
OFFICE & LIBRARY SUPPLIES -G	16,400	16,400	-	14,400	12,128	15,800	15,800	-	15,800	4,185	15,120	15,120	-	-4.3%	(680)	(680)	-	
OFFICE & LIBRARY SUPPLIES -A	12,400	-	12,400	12,400	8,290	14,600	-	14,600	14,600	6,555	9,800	-	9,800	-32.9%	(4,800)	-	(4,800)	
TELEPHONE	1,200	1,200	-	1,200	741	900	900	-	900	413	900	900	-	0.0%	-	-	-	
TELECOMMUNICATIONS	315,800	-	315,800	322,900	321,708	318,600	-	318,600	318,600	157,340	312,900	-	312,900	-1.8%	(5,700)	-	(5,700)	
POSTAGE -G	1,000	1,000	-	1,000	1,000	1,000	1,000	-	1,000	-	1,000	1,000	-	0.0%	-	-	-	
POSTAGE -A	100	-	100	100	4	100	-	100	100	-	100	-	100	0.0%	-	-	-	
POSTAGE -ADVOCACY	1,250	1,250	-	1,250	530	1,000	1,000	-	1,000	-	1,000	1,000	-	0.0%	-	-	-	
PR/ADVOCACY/COMMUNICATION COSTS	8,100	8,100	-	8,100	5,633	7,700	7,700	-	7,700	5,195	7,500	7,500	-	-2.6%	(200)	(200)	-	
TRAVEL- STAFF	4,250	4,250	-	2,250	2,284	3,800	3,800	-	3,800	1,555	4,300	4,300	-	13.2%	500	500	-	
CONFERENCES- STAFF	16,800	16,800	-	14,800	13,646	17,000	17,000	-	17,000	9,624	16,600	16,600	-	-2.4%	(400)	(400)	-	
CONFERENCES & TRAVEL OUTREACH	4,450	4,450	-	4,450	2,354	3,600	3,600	-	5,600	1,200	1,500	1,500	-	-58.3%	(2,100)	(2,100)	-	
TRAVEL & BOARD MEETING COSTS	3,150	3,150	-	1,750	1,775	2,900	2,900	-	2,900	327	2,500	2,500	-	-13.8%	(400)	(400)	-	
CONFERENCES & TRAVEL- BOARD	7,700	7,700	-	5,100	4,652	7,100	7,100	-	7,100	2,084	6,500	6,500	-	-8.5%	(600)	(600)	-	
CONFERENCES & TRAVEL -A	7,950	-	7,950	7,950	3,134	5,400	-	5,400	5,400	54	4,500	-	4,500	-16.7%	(900)	-	(900)	
CONTRACTS WITH LIBR -G	222,000	222,000	-	282,000	282,274	297,000	297,000	-	297,000	138,736	343,000	343,000	-	15.5%	46,000	46,000	-	
CONTRACTS WITH LIBR -A	171,800	-	171,800	171,800	167,764	144,500	-	144,500	144,500	45,131	142,000	-	142,000	-1.7%	(2,500)	-	(2,500)	
TOTAL LIBRARY SUPPLIES	794,350	286,300	508,050	851,450	827,917	841,000	357,800	483,200	843,000	372,399	869,220	399,920	469,300	3.4%	28,220	42,120	(13,900)	
PROFESSIONAL FEES -G	27,900	27,900	-	45,500	34,640	26,500	26,500	-	30,500	5,661	29,400	29,400	-	10.9%	2,900	2,900	-	
PROFESSIONAL FEES -A	6,300	-	6,300	6,300	1,461	6,300	-	6,300	6,300	413	4,800	-	4,800	-23.8%	(1,500)	-	(1,500)	
CONTINUING EDUCATION -G	8,000	8,000	-	5,020	4,900	9,600	9,600	-	9,600	412	7,550	7,550	-	-21.4%	(2,050)	(2,050)	-	
CONTINUING EDUCATION -A	9,800	-	9,800	9,800	5,492	8,200	-	8,200	10,400	9,254	7,500	-	7,500	-8.5%	(700)	-	(700)	
FUNDRAISING COSTS	-	-	-	420	420	-	-	-	-	-	-	-	-	0.0%	-	-	-	
ANNUAL MEETING COSTS	2,000	2,000	-	2,000	1,532	2,100	2,100	-	2,000	-	2,750	2,750	-	31.0%	650	650	-	
ADVOCACY COSTS	19,050	19,050	-	13,950	12,975	18,800	18,800	-	18,800	7,834	18,300	18,300	-	-2.7%	(500)	(500)	-	
MEMBERSHIP DUES -G	3,700	3,700	-	3,700	3,485	3,700	3,700	-	3,700	1,573	4,200	4,200	-	13.5%	500	500	-	
MEMBERSHIP DUES -A	110	-	110	110	100	100	-	100	100	-	100	-	100	0.0%	-	-	-	
SOFTWARE/HARDWARE MAINT. & SUBS.-G	17,400	17,400	-	8,400	9,134	14,600	14,600	-	14,600	3,299	15,000	15,000	-	2.7%	400	400	-	
SOFTWARE/HARDWARE MAINT. & SUBS.-A	185,400	-	185,400	203,126	197,755	188,000	-	188,000	188,000	20,819	215,600	-	215,600	14.7%	27,600	-	27,600	
CATALOGING TOOLS	23,500	23,500	-	22,300	20,746	22,300	22,300	-	22,300	5,233	22,800	22,800	-	2.2%	500	500	-	
TOTAL DUES & FEES	\$ 303,160	\$ 101,550	\$ 201,610	\$ 320,626	\$ 292,640	\$ 300,200	\$ 97,600	\$ 202,600	\$ 306,300	\$ 54,498	\$ 328,000	\$ 100,000	\$ 228,000	9.3%	\$ 27,800	\$ 2,400	\$ 25,400	



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APPROPRIATIONS	Col. 1	Col. 2	Col. 3	Col. 4	Col. 5	Col. 6	Col. 7	Col. 8	Col. 9	Col. 10	Col. 11	Col. 12	Col. 13	Col. 14	Col. 15	Col. 16	Col. 17	
	FULL BUDGET	2017			ADJUSTED BUDGET	ACTUAL 12/31/17	FULL BUDGET	2018			ADJUSTED BUDGET	ACTUAL 06/30/18	FULL BUDGET	2019		% CHANGE	\$ Change BUDGET	\$ Change GENERAL
FUELS & UTILITIES -G	\$ 18,650	\$ 18,650	\$ -	\$ 13,650	\$ 12,054	\$ 16,850	\$ 16,850	\$ -	\$ 16,850	\$ 6,580	\$ 15,700	\$ 15,700	\$ -	-6.8%	\$ (1,150)	\$ (1,150)	\$ -	
FUELS & UTILITIES -A	18,650	-	18,650	18,650	11,099	16,050	-	16,050	16,050	4,965	14,900	-	14,900	-7.2%	(1,150)	-	(1,150)	
CUSTODIAL SUPPLIES -G	850	850	-	850	361	850	850	-	850	184	850	850	-	0.0%	-	-	-	
CUSTODIAL SUPPLIES -A	350	-	350	350	147	350	-	350	350	75	350	-	350	0.0%	-	-	-	
REPAIRS TO BUILDING	23,900	23,900	-	276,900	51,634	27,000	27,000	-	247,849	217,966	12,000	12,000	-	-55.6%	(15,000)	(15,000)	-	
INSURANCE -G	27,500	27,500	-	25,500	24,330	28,600	28,600	-	28,600	5,727	28,300	28,300	-	-1.0%	(300)	(300)	-	
INSURANCE -A	5,600	-	5,600	5,600	4,950	5,200	-	5,200	5,200	-	5,700	-	5,700	9.6%	500	-	500	
OTHER OPERATION & MAINTENANCE -G	34,200	34,200	-	29,200	23,416	34,400	34,400	-	34,400	14,807	34,400	34,400	-	0.0%	-	-	-	
OTHER OPERATION & MAINTENANCE -A	8,600	-	8,600	8,600	5,854	8,700	-	8,700	8,700	3,702	8,600	-	8,600	-1.1%	(100)	-	(100)	
TOTAL OVERHEAD	138,300	105,100	33,200	379,300	133,845	138,000	107,700	30,300	358,849	254,006	120,800	91,250	29,550	-12.5%	(17,200)	(16,450)	(750)	
OPERATION OF VEHICLES -G	22,000	22,000	-	17,000	10,540	16,900	16,900	-	16,900	9,069	17,500	17,500	-	3.6%	600	600	-	
OPERATION OF VEHICLES -A	2,500	-	2,500	2,500	880	1,900	-	1,900	1,900	761	1,800	-	1,800	-5.3%	(100)	-	(100)	
MAINTENANCE OF VEHICLES -G	25,900	25,900	-	27,700	24,869	20,200	20,200	-	20,200	8,959	20,100	20,100	-	-0.5%	(100)	(100)	-	
MAINTENANCE OF VEHICLES -A	1,300	-	1,300	3,887	3,342	1,000	-	1,000	1,000	196	1,000	-	1,000	0.0%	-	-	-	
TOTAL AUTOMOTIVE	51,700	47,900	3,800	51,087	39,631	40,000	37,100	2,900	40,000	18,985	40,400	37,600	2,800	1.0%	400	500	(100)	
INSTITUTIONAL SERVICES -COUNTY JAILS	<i>Not included</i>	-	-	19,153	4,937	<i>Not included</i>	-	-	14,216	2,263	<i>Not included</i>	-	-	0.0%	-	-	-	
STATE CORRECTIONAL FACILITIES	<i>Not included</i>	-	-	19,313	18,313	<i>Not included</i>	-	-	1,000	1,000	<i>Not included</i>	-	-	0.0%	-	-	-	
CENTRAL LIBRARY GRANT	240,493	240,493	-	240,664	240,664	240,623	240,623	-	240,623	-	243,048	243,048	-	1.0%	2,425	2,425	-	
LOCAL LIBRARY SERVICE AID	223,066	223,066	-	223,187	223,187	223,187	223,187	-	223,187	-	225,398	225,398	-	1.0%	2,211	2,211	-	
OUTREACH FUNDS -NOT ASSIGNED	24,920	24,920	-	26,688	25,781	20,100	20,100	-	19,007	2,124	16,000	16,000	-	-20.4%	(4,100)	(4,100)	-	
CONT.ED/RCLS PROGRAMS	22,700	22,700	-	43,598	41,814	21,000	21,000	-	40,378	22,229	21,500	21,500	-	2.4%	500	500	-	
GRANT IN AID	-	-	-	128,000	128,000	-	-	-	3,750	15,000	-	-	-	0.0%	-	-	-	
TOTAL GRANTS	511,179	511,179	-	700,603	682,696	504,910	504,910	-	542,161	42,616	505,946	505,946	-	0.2%	1,036	1,036	-	
RETIREMENT	230,880	230,880	-	227,880	227,658	240,400	240,400	-	240,400	-	245,000	245,000	-	1.9%	4,600	4,600	-	
SOCIAL SECURITY/MEDICARE	122,800	122,800	-	121,477	120,437	124,400	124,400	-	124,400	59,407	122,600	122,600	-	-1.4%	(1,800)	(1,800)	-	
WORKERS' COMPENSATION	36,500	36,500	-	29,500	28,289	29,900	29,900	-	29,900	29,236	30,400	30,400	-	1.7%	500	500	-	
UNEMPLOYMENT INSURANCE	2,500	2,500	-	4,000	3,983	2,500	2,500	-	2,500	-	2,500	2,500	-	0.0%	-	-	-	
DISABILITY INSURANCE	150	150	-	1,350	1,295	150	150	-	150	150	150	150	-	0.0%	-	-	-	
HOSPITALIZATION - Active Employees	402,100	402,100	-	414,200	414,119	449,400	449,400	-	449,400	224,522	471,800	471,800	-	5.0%	22,400	22,400	-	
HOSPITALIZATION - Retirees	68,700	68,700	-	75,700	75,273	91,000	91,000	-	91,000	38,342	94,700	94,700	-	4.1%	3,700	3,700	-	
DENTAL INSURANCE	12,500	12,500	-	12,500	10,225	11,900	11,900	-	11,900	5,687	12,600	12,600	-	5.9%	700	700	-	
FLEX SPENDING EMPR. CONTRIBUTION	2,400	2,400	-	2,400	1,390	2,400	2,400	-	2,400	575	10,600	10,600	-	341.7%	8,200	8,200	-	
BENEFITS ON AUTOMATION WAGES	-	(245,100)	245,100	-	-	-	(264,300)	264,300	-	-	-	(270,500)	270,500	2.3%	-	(6,200)	6,200	
TOTAL EMPLOYEE BENEFITS	878,530	633,430	245,100	889,007	882,669	952,050	687,750	264,300	952,050	357,919	990,350	719,850	270,500	4.0%	38,300	32,100	6,200	
SUB TOTAL	4,378,169	2,892,739	1,485,430	4,947,225	4,590,555	4,513,637	3,018,537	1,495,100	4,796,614	1,938,291	4,635,215	3,118,565	1,516,650	2.7%	121,578	100,028	21,550	
TRANSFER TO DELIVERY CAPITAL ACCT	15,000	15,000	-	18,310	18,310	15,000	15,000	-	15,000	-	15,000	15,000	-	0.0%	-	-	-	
TRANSFER TO PC REPLACEMENT FUND	110,386	-	110,386	110,386	105,227	102,420	-	102,420	102,420	-	103,680	-	103,680	1.2%	1,260	-	1,260	
TRANSFER TO LAPTOP REPLACEMENT FUND	-	-	-	680	678	1,100	-	1,100	1,100	-	3,960	-	3,960	260.0%	2,860	-	2,860	
TRANSFER TO TABLET REPLACEMENT FUND	-	-	-	440	440	440	-	440	440	-	-	-	-	-100.0%	(440)	-	(440)	
TRANSFER TO CAPITAL PROJECT FUND	130,692	-	130,692	135,992	135,620	131,700	-	131,700	131,700	-	131,700	-	131,700	0.0%	-	-	-	
TOTAL RESERVE FUNDS	256,078	15,000	241,078	265,808	260,275	250,660	15,000	235,660	250,660	-	254,340	15,000	239,340	1.5%	3,680	-	3,680	
GRAND TOTAL	\$ 4,634,247	\$ 2,907,739	\$ 1,726,508	\$ 5,213,033	\$ 4,850,830	\$ 4,764,297	\$ 3,033,537	\$ 1,730,760	\$ 5,047,274	\$ 1,938,291	\$ 4,889,555	\$ 3,133,565	\$ 1,755,990	2.6%	\$ 125,258	\$ 100,028	\$ 25,230	