

**Report on Non-General Fund Information  
for Submittal to the 2019 Legislature**

Department: DOE (HSPLS)  
 Prog ID(s): EDN 407  
 Name of Fund: Libraries Services & Technology Act  
 Legal Authority LSTA P.L. 104-208

Contact Name: Sonia Mejes  
 Phone: (808) 586-3697  
 Fund type (MOF) Special (P)  
 Appropriation Acct. No. S-247-E

Intended Purpose: Support the LSTA goals of establishing electronic linkages among and between libraries; assists libraries in accessing information through electronic networks; paying costs for libraries to acquire or share computer systems/ telecommunications technologies.

Source of Revenues: Federal Agency, Institute of Library and Museum Services

Current Program Activities/Allowable Expenses: Subscriptions to online database, computer hardwares & softwares, systems maintenance.

Purpose of Proposed Ceiling Increase (if applicable):

Variances: FY15 & FY16 Revenues and Expenditures: Variances due to increase cost of online database subscriptions and systems maintenance.  
 FY16 & FY17 Revenues & Expenditures: Revenue variance is due to additional grant received in FY17; expenditure variance is due to acquisition of more e-books. FY18 & FY17 Revenues: Revenue received in FY18 is less because there's still cash balance left from FY17 to be used to pay for expenditures. Less grant is received for the year. Estimated not to receive any more grant in FY2020.

Financial Data							
	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021
	(actual)	(actual)	(actual)	(actual)	(estimated)	(estimated)	(estimated)
Appropriation Ceiling	1,365,244.00	1,365,244.00	1,365,244.00	1,365,244.00	1,365,244.00	1,365,244.00	1,365,244.00
Beginning Cash Balance	44,851.85	10,895.85	207.85	359,304.05	914.71	0.00	0.00
Revenues	1,035,941.00	1,151,422.00	1,653,735.00	794,628.00	427,205.00	-	-
Expenditures	1,069,897.00	1,162,110.00	1,294,638.80	1,153,017.34	428,119.71	-	-
Transfers							
List each net transfer in/out; list each account number							
Net Total Transfers	-	-	-	-	-	-	-
Ending Cash Balance	10,895.85	207.85	359,304.05	914.71	0.00	0.00	0.00
Encumbrances	46,211.00	190,168.70	326,774.00	250,313.24	-	-	-
Unencumbered Cash Balance	(35,315.15)	(189,960.85)	32,530.05	(249,398.53)	0.00	0.00	0.00

Additional Information:

Amount Req. by Bond Covenants							
Amount from Bond Proceeds							
Amount Held in CODs, Escrow Accounts, or Other Investments							

**Report on Non-General Fund Information  
for Submittal to the 2019 Legislature**

Department: DOE (HSPLS)  
 Prog ID(s): EDN 407  
 Name of Fund: Libraries Special Fund  
 Legal Authority 312-3.5 HRS

Contact Name: Sonia Mejes  
 Phone: (808) 586-3697  
 Fund type (MOF) Special (B)  
 Appropriation Acct. No. S-335-E

Intended Purpose: The purpose of this fund is to allow the library system to maintain its collection level, since lost or overdue books reduce the collection and resources that are available to the public.

Source of Revenues: Collection of overdue fines and lost book charges from patrons.

Current Program Activities/Allowable Expenses: The Statutes only permit for the purchase of books and library materials from this fund.

Purpose of Proposed Ceiling Increase (if applicable):

Variances: FY15 & FY16 Revenue & Expenses: Revenue variance is due to decreased in collected fines; expense variance is due to less expenses due to lesser income. FY16 & FY17 Revenues and Expenses: Revenue variance is due to decreased in collected fines; expense variance is due to increased cost of library materials. FY17 and FY18 expenditures: Lesser materials were purchased out of this fund.

Financial Data							
	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021
	(actual)	(actual)	(actual)	(actual)	(estimated)	(estimated)	(estimated)
Appropriation Ceiling	2,000,000.00	2,000,000.00	1,500,000.00	1,500,000.00	2,500,000.00	2,500,000.00	2,500,000.00
Beginning Cash Balance	1,527,201.82	633,236.72	1,558,063.66	1,083,771.03	1,649,978.56	1,614,978.56	1,564,978.56
Revenues	1,006,246.42	963,477.26	873,709.26	760,584.68	715,000.00	700,000.00	700,000.00
Expenditures	1,900,211.52	1,038,650.32	1,348,001.89	194,377.15	750,000.00	750,000.00	750,000.00
Transfers							
List each net transfer in/out; list each account number							
JS 4511, 02/22/16		1,000,000.00					
Net Total Transfers	-	1,000,000.00	-	-	-	-	-
Ending Cash Balance	633,236.72	1,558,063.66	1,083,771.03	1,649,978.56	1,614,978.56	1,564,978.56	1,514,978.56
Encumbrances	126,332.50	96,947.05	42,056.00	4,220.90	-	-	-
Unencumbered Cash Balance	506,904.22	1,461,116.61	1,041,715.03	1,645,757.66	1,614,978.56	1,564,978.56	1,514,978.56

Additional Information:

Amount Req. by Bond Covenants							
Amount from Bond Proceeds							
Amount Held in CODs, Escrow Accounts, or Other Investments							

**Report on Non-General Fund Information  
for Submittal to the 2019 Legislature**

Department: DOE (HSPLS)  
 Prog ID(s): EDN 407  
 Name of Fund: Library Fee for Enhanced Services  
 Legal Authority 312-21 HRS

Contact Name: Sonia Mejes  
 Phone: (808) 586-3697  
 Fund type (MOF) Special (B)  
 Appropriation Acct. No. S-336-E

Intended Purpose: The purpose of this program is to provide enhanced services to the patrons. The fund is to be used to maintain current services and initiate new services.

Source of Revenues: Collection of various fees for enhanced library services from patrons.

Current Program Activities/Allowable Expenses: Ongoing operation of its fee for enhanced services program.

Purpose of Proposed Ceiling Increase (if applicable):

Variances: FY15 and FY16 Expenses: Variance is due to decreased expenses due to lesser purchased of library materials.

FY16 & FY17 Expenditures: Variance due to increased online and ebooks subscription.

FY18 & FY17 Expenditures: Most books and materials in FY18 were purchased using General Funds.

Financial Data							
	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021
	(actual)	(actual)	(actual)	(actual)	(estimated)	(estimated)	(estimated)
Appropriation Ceiling	1,125,000.00	1,500,000.00	2,500,000.00	2,500,000.00	1,500,000.00	1,500,000.00	1,500,000.00
Beginning Cash Balance	3,536,038.73	3,275,678.23	2,322,777.57	1,237,315.34	1,428,491.67	1,173,491.67	913,491.67
Revenues	995,881.30	927,768.16	911,836.68	864,924.47	745,000.00	740,000.00	740,000.00
Expenditures	1,256,241.80	880,668.82	1,997,298.91	673,748.14	1,000,000.00	1,000,000.00	1,000,000.00
Transfers							
List each net transfer in/out; list each account number							
JS 4511, 02/22/16		(1,000,000.00)					
Net Total Transfers	-	(1,000,000.00)	-	-	-	-	-
Ending Cash Balance	3,275,678.23	2,322,777.57	1,237,315.34	1,428,491.67	1,173,491.67	913,491.67	653,491.67
Encumbrances	72,282.88	36,178.87	92,296.17	89,481.10			
Unencumbered Cash Balance	3,203,395.35	2,286,598.70	1,145,019.17	1,339,010.57	1,173,491.67	913,491.67	653,491.67

Additional Information:

Amount Req. by Bond Covenants							
Amount from Bond Proceeds							
Amount Held in CODs, Escrow Accounts, or Other Investments							

**Report on Non-General Fund Information  
for Submittal to the 2019 Legislature**

Department: DOE (HSPLS)  
 Prog ID(s): EDN 407  
 Name of Fund: Oahu Public Libraries - Donations & Gifts  
 Legal Authority 312-1 HRS

Contact Name: Sonia Mejes  
 Phone: (808) 586-3697  
 Fund type (MOF) Trust  
 Appropriation Acct. No. T-906-E

Intended Purpose: Donations to libraries to purchase books, library materials, equipment or services.

Source of Revenues: Donations by individuals or groups.

Current Program Activities/Allowable Expenses: Accordance to the terms and conditions of the donation.

Purpose of Proposed Ceiling Increase (if applicable):

Variances: FY17 & FY18 Revenues: A one-time donation to HSPLS amounting to \$583,411.66 was received and recorded in FY18.

Financial Data							
	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021
	(actual)	(actual)	(actual)	(actual)	(estimated)	(estimated)	(estimated)
Appropriation Ceiling							
Beginning Cash Balance	372,704.82	368,772.36	373,890.07	379,697.50	969,595.26	979,595.26	989,595.26
Revenues	13,770.00	15,926.82	27,327.27	610,365.60	20,000.00	20,000.00	20,000.00
Expenditures	17,702.46	10,809.11	21,519.84	20,467.84	10,000.00	10,000.00	10,000.00
Transfers							
List each net transfer in/out; list each account number							
Net Total Transfers	-	-	-	-	-	-	-
Ending Cash Balance	368,772.36	373,890.07	379,697.50	969,595.26	979,595.26	989,595.26	999,595.26
Encumbrances							
Unencumbered Cash Balance	368,772.36	373,890.07	379,697.50	969,595.26	979,595.26	989,595.26	999,595.26

Additional Information:

Amount Req. by Bond Covenants							
Amount from Bond Proceeds							
Amount Held in CODs, Escrow Accounts, or Other Investments							

**Report on Non-General Fund Information  
for Submittal to the 2019 Legislature**

Department: DOE (HSPLS)  
 Prog ID(s): EDN 407  
 Name of Fund: HSPLS Computer Supplies - Donation  
 Legal Authority: 312-1 HRS

Contact Name: Sonia Mejes  
 Phone: (808) 586-3697  
 Fund type (MOF): Trust  
 Appropriation Acct. No.: T-907-E

Intended Purpose: Purchase of computer printer toner and paper.

Source of Revenues: Donations by individuals.

Current Program Activities/Allowable Expenses: Computer supplies.

Purpose of Proposed Ceiling Increase (if applicable):

Variances: FY15 & FY18 Expenses: Variance is due to repair & maintenance of computer equipment and purchase of computer supplies.

Financial Data							
	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021
	(actual)	(actual)	(actual)	(actual)	(estimated)	(estimated)	(estimated)
Appropriation Ceiling							
Beginning Cash Balance	525,822.44	580,998.09	638,995.47	698,982.23	747,399.40	767,399.40	787,399.40
Revenues	115,341.53	120,640.36	126,111.79	119,130.60	100,000.00	100,000.00	100,000.00
Expenditures	60,165.88	62,642.98	66,125.03	70,713.43	80,000.00	80,000.00	80,000.00
Transfers							
List each net transfer in/out; list each account number							
Net Total Transfers	-	-	-	-	-	-	-
Ending Cash Balance	580,998.09	638,995.47	698,982.23	747,399.40	767,399.40	787,399.40	807,399.40
Encumbrances							
Unencumbered Cash Balance	580,998.09	638,995.47	698,982.23	747,399.40	767,399.40	787,399.40	807,399.40

Additional Information:

Amount Req. by Bond Covenants							
Amount from Bond Proceeds							
Amount Held in CODs, Escrow Accounts, or Other Investments							

**Report on Non-General Fund Information  
for Submittal to the 2019 Legislature**

Department: DOE (HSPLS)  
 Prog ID(s): EDN 407  
 Name of Fund: Maui & Kauai Public Libraries - Donations & Gifts  
 Legal Authority: 312-1 HRS

Contact Name: Sonia Mejes  
 Phone: (808) 586-3697  
 Fund type (MOF): Trust  
 Appropriation Acct. No.: T-911-E

Intended Purpose: Purchase of books, library materials, equipment or servies.

Source of Revenues: Donations by individuals or groups.

Current Program Activities/Allowable Expenses: Accordance to the terms and conditions of the donation.

Purpose of Proposed Ceiling Adjustment (if applicable):

Variances: FY15 & FY16 Revenues: Variance in revenue due to donations received from private individuals, DA and Friends of the Library of Hawaii in FY16.  
 FY17 & FY18 Expenditures: Variance is due to libraries expending less than expected.

Financial Data							
	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021
	(actual)	(actual)	(actual)	(actual)	(estimated)	(estimated)	(estimated)
Appropriation Ceiling							
Beginning Cash Balance	145,874.94	143,785.94	144,966.46	131,487.58	130,693.38	131,693.38	132,693.38
Revenues	5,140.53	10,083.31	2,450.82	3,182.90	2,000.00	2,000.00	2,000.00
Expenditures	7,229.53	8,902.79	15,929.70	3,977.10	1,000.00	1,000.00	1,000.00
Transfers							
List each net transfer in/out; list each account number							
Net Total Transfers	-	-	-	-	-	-	-
Ending Cash Balance	143,785.94	144,966.46	131,487.58	130,693.38	131,693.38	132,693.38	133,693.38
Encumbrances			1,677.10				
Unencumbered Cash Balance	143,785.94	144,966.46	129,810.48	130,693.38	131,693.38	132,693.38	133,693.38

Additional Information:

Amount Req. by Bond Covenants							
Amount from Bond Proceeds							
Amount Held in CODs, Escrow Accounts, or Other Investments							

**Report on Non-General Fund Information  
for Submittal to the 2019 Legislature**

Department: DOE (HSPLS)  
 Prog ID(s): EDN 407  
 Name of Fund: Hawaii Public Libraries - Donations & Gifts  
 Legal Authority: 312-1 HRS

Contact Name: Sonia Mejes  
 Phone: (808) 586-3697  
 Fund type (MOF): Trust  
 Appropriation Acct. No.: T-912-E

Intended Purpose: Purchase of books, library materials, equipment or services.

Source of Revenues: Donations by individuals or groups.

Current Program Activities/Allowable Expenses: Accordance to the terms and conditions of the donation.

Purpose of Proposed Ceiling Increase (if applicable):

Variances: FY15 & FY16 Expense: Variance due to decreased purchase of library materials in FY16.

Financial Data							
	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021
	(actual)	(actual)	(actual)	(actual)	(estimated)	(estimated)	(estimated)
Appropriation Ceiling							
Beginning Cash Balance	100,638.50	96,437.09	99,439.15	185,300.79	187,415.04	189,415.04	191,415.04
Revenues	3,798.59	5,302.06	93,461.64	5,223.20	5,000.00	5,000.00	5,000.00
Expenditures	8,000.00	2,300.00	7,600.00	3,108.95	3,000.00	3,000.00	3,000.00
Transfers							
List each net transfer in/out; list each account number							
Net Total Transfers	-	-	-	-	-	-	-
Ending Cash Balance	96,437.09	99,439.15	185,300.79	187,415.04	189,415.04	191,415.04	193,415.04
Encumbrances							
Unencumbered Cash Balance	96,437.09	99,439.15	185,300.79	187,415.04	189,415.04	191,415.04	193,415.04

Additional Information:

Amount Req. by Bond Covenants							
Amount from Bond Proceeds							
Amount Held in CODs, Escrow Accounts, or Other Investments	10,763.79	10,763.79	10,763.79	10,763.79	10,763.79		

**Report on Non-General Fund Information  
for Submittal to the 2019 Legislature**

Department: DOE (HSPLS)  
 Prog ID(s): EDN 407  
 Name of Fund: HSL & LBPH Public Libraries - Donations & Gifts  
 Legal Authority: 312-1 HRS

Contact Name: Sonia Mejes  
 Phone: (808) 586-3697  
 Fund type (MOF): Trust  
 Appropriation Acct. No.: T-917-E

Intended Purpose: Purchase of books, library materials, equipment or services.

Source of Revenues: Donations by individuals or groups.

Current Program Activities/Allowable Expenses: Accordance to the terms and conditions of the donation.

Purpose of Proposed Ceiling Increase (if applicable):

Variances: FY15 & FY16 Expenses: Variance is due to decreased purchased of library materials in FY16.  
 FY17 Revenues: Variance due to a \$230k single donation received by LBPH from a Trust Fund.  
 FY17 Revenues: Variance due to a total donation of \$82,652 received for LBPH.

Financial Data							
	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021
	(actual)	(actual)	(actual)	(actual)	(estimated)	(estimated)	(estimated)
Appropriation Ceiling							
Beginning Cash Balance	340,737.63	312,454.20	328,192.12	577,353.41	665,886.14	667,886.14	669,886.14
Revenues	24,368.33	28,083.98	274,930.90	106,379.37	25,000.00	25,000.00	25,000.00
Expenditures	52,651.76	12,346.06	25,769.61	17,846.64	23,000.00	23,000.00	23,000.00
Transfers							
List each net transfer in/out; list each account number							
Net Total Transfers	-	-	-	-	-	-	-
Ending Cash Balance	312,454.20	328,192.12	577,353.41	665,886.14	667,886.14	669,886.14	671,886.14
Encumbrances			265.41	7,888.22			
Unencumbered Cash Balance	312,454.20	328,192.12	577,088.00	657,997.92	667,886.14	669,886.14	671,886.14

Additional Information:

Amount Req. by Bond Covenants							
Amount from Bond Proceeds							
Amount Held in CODs, Escrow Accounts, or Other Investments							



**Report on Non-General Fund Information  
for Submittal to the 2019 Legislature**

Department: DOE (HSPLS)  
 Prog ID(s): EDN 407  
 Name of Fund: Friends of the Library of Hawaii - Donations & Gifts  
 Legal Authority: 312-1 HRS

Contact Name: Sonia Mejes  
 Phone: (808) 586-3697  
 Fund type (MOF): Trust  
 Appropriation Acct. No.: T-918-E

Intended Purpose: Purchase of books, library materials, equipment or services.

Source of Revenues: Donations by individuals or groups.

Current Program Activities/Allowable Expenses: Development, use, support and maintenance of libraries and library services.

Purpose of Proposed Ceiling Increase (if applicable):

Variances: FY16 Revenues: Increased in revenue due to the \$35,272 donation received for the Na'alehu Portable Project.  
 FY17 Revenues: Increased in revenue due to the \$30,727 donation received for the Na'alehu Portable Project.

Financial Data							
	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021
	(actual)	(actual)	(actual)	(actual)	(estimated)	(estimated)	(estimated)
Appropriation Ceiling							
Beginning Cash Balance	340,509.38	336,214.09	369,166.49	399,447.95	402,022.63	402,022.63	402,022.63
Revenues	1,596.75	37,275.71	33,702.06	2,574.68	-	-	-
Expenditures	5,892.04	4,323.31	3,420.60	-	-	-	-
Transfers							
List each net transfer in/out; list each account number							
Net Total Transfers	-	-	-	-	-	-	-
Ending Cash Balance	336,214.09	369,166.49	399,447.95	402,022.63	402,022.63	402,022.63	402,022.63
Encumbrances		2,148.84					
Unencumbered Cash Balance	336,214.09	367,017.65	399,447.95	402,022.63	402,022.63	402,022.63	402,022.63

Additional Information:

Amount Req. by Bond Covenants							
Amount from Bond Proceeds							
Amount Held in CODs, Escrow Accounts, or Other Investments							

**Report on Non-General Fund Information  
for Submittal to the 2019 Legislature**

Department: DOE (HSPLS)  
 Prog ID(s): EDN 407  
 Name of Fund: Hawaii Public Library System - Payroll Collections  
 Legal Authority: 41D-4 HRS

Contact Name: Sonia Mejes  
 Phone: (808) 586-3697  
 Fund type (MOF): Trust  
 Appropriation Acct. No.: T-919-E

Intended Purpose: To accumulate monies collected back from payroll overpayment before turning it over to DAGS Central Payroll.

Source of Revenues: Monies collected back from payroll overpayment to former HSPLS employees.

Current Program Activities/Allowable Expenses: Return funds to DAGS Central Payroll.

Purpose of Proposed Ceiling Increase (if applicable):

Variances: FY19 Estimated Expenditure: Will turn over collected funds back to DAGS Central Payroll.

Financial Data							
	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021
	(actual)	(actual)	(actual)	(actual)	(estimated)	(estimated)	(estimated)
Appropriation Ceiling							
Beginning Cash Balance	-	-	-	2,777.74	3,701.74	-	-
Revenues	-	-	2,777.74	924.00	200.00	-	-
Expenditures	-	-	-	-	3,901.74	-	-
Transfers							
List each net transfer in/out; list each account number							
Net Total Transfers	-	-	-	-	-	-	-
Ending Cash Balance	-	-	2,777.74	3,701.74	-	-	-
Encumbrances							
Unencumbered Cash Balance	-	-	2,777.74	3,701.74	-	-	-

Additional Information:

Amount Req. by Bond Covenants							
Amount from Bond Proceeds							
Amount Held in CODs, Escrow Accounts, or Other Investments							

**Report on Non-General Fund Information  
for Submittal to the 2019 Legislature**

Department: DOE (HSPLS)  
 Prog ID(s): EDN 407  
 Name of Fund: Risk Management - Fire & Casualty Losses - HSPLS  
 Legal Authority: 41D-4 HRS

Contact Name: Sonia Mejes  
 Phone: (808) 586-3697  
 Fund type (MOF): Trust  
 Appropriation Acct. No.: T-967-E

Intended Purpose: Funds will be used for the purpose identified in the settlement agreement.

Source of Revenues: Monies received from settlements or claims or losses to HSPLS.

Current Program Activities/Allowable Expenses: Repair/replace damages/losses.

Purpose of Proposed Ceiling Increase (if applicable):

Variances: FY19: Expected to use up remaining funds for the year.

Financial Data							
	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021
	(actual)	(actual)	(actual)	(actual)	(estimated)	(estimated)	(estimated)
Appropriation Ceiling							
Beginning Cash Balance	7,617.08	7,667.08	7,061.24	6,647.89	6,647.89	-	-
Revenues	50.00	-	812.89	-	-	-	-
Expenditures	-	605.84	1,226.24	-	6,647.89	-	-
Transfers							
List each net transfer in/out; list each account number							
Net Total Transfers	-	-	-	-	-	-	-
Ending Cash Balance	7,667.08	7,061.24	6,647.89	6,647.89	-	-	-
Encumbrances							
Unencumbered Cash Balance	7,667.08	7,061.24	6,647.89	6,647.89	-	-	-

Additional Information:

Amount Req. by Bond Covenants							
Amount from Bond Proceeds							
Amount Held in CODs, Escrow Accounts, or Other Investments							