

Valley City Barnes County Public Library Profit & Loss Budget vs. Actual January through February 2024

	Jan - Feb 24	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
Government Income				
City Fund Income				
City Property Mills	20,546.46	180,600.00	-160,053.54	11.4%
Homestead Credit, City	0.00	0.00	0.00	0.0%
State Aid Public Libraries	0.00	7,500.00	-7,500.00	0.0%
Total City Fund Income	20,546.46	188,100.00	-167,553.54	10.9%
County Fund Income				
County Penalty and Interest	71.66	250.00	-178.34	28.7%
County Property Mills	66,567.54	149,172.59	-82,605.05	44.6%
Homestead Credit County	0.00	300.00	-300.00	0.0%
State Aid Public Libraries	0.00	8,500.00	-8,500.00	0.0%
State Aid Telecom	0.00	1,250.00	-1,250.00	0.0%
Total County Fund Income	66,639.20	159,472.59	-92,833.39	41.8%
Total Government Income	87,185.66	347,572.59	-260,386.93	25.1%
Local Donat., Grants, Fund Rais				
Community Donations				
Donations				
Childrens' Programming	0.00	5,000.00	-5,000.00	0.0%
Roof	5,200.00			
Donations - Other	121.85	1,000.00	-878.15	12.2%
Total Donations	5,321.85	6,000.00	-678.15	88.7%
Special Events(Fund Raising)	0.00	1,000.00	-1,000.00	0.0%
Total Community Donations	5,321.85	7,000.00	-1,678.15	76.0%
Summer Reading Prog. Income	0.00	1,000.00	-1,000.00	0.0%
Total Local Donat., Grants, Fund Rais	5,321.85	8,000.00	-2,678.15	66.5%
Other Income				
Interest Earned				
Dacotah Bank Interest	179.55			
Total Interest Earned	179.55			
Library Services Income				
Book Sales	2.00			
Fax Income	31.00	150.00	-119.00	20.7%
Fines Collected	0.00	50.00	-50.00	0.0%
ILL Postage Paid	3.00	100.00	-97.00	3.0%
Misc./headphones	56.75	500.00	-443.25	11.4%
Photocopy/Copy income	103.85	900.00	-796.15	11.5%
Total Library Services Income	196.60	1,700.00	-1,503.40	11.6%
Other Funds Source				
BC Housing Authority	0.00	1,000.00	-1,000.00	0.0%
BC Museum ILS Cost Share	0.00	500.00	-500.00	0.0%
Litchville Elem. ILS Cost Share	0.00	500.00	-500.00	0.0%
Total Other Funds Source	0.00	2,000.00	-2,000.00	0.0%
Transfer from Memorial Account	0.00	10,000.00	-10,000.00	0.0%
Total Other Income	376.15	13,700.00	-13,323.85	2.7%
Total Income	92,883.66	369,272.59	-276,388.93	25.2%
Gross Profit	92,883.66	369,272.59	-276,388.93	25.2%
Expense				
1 People - Who We Are				

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Employee Benefits				
Director Health Insurance	865.85	9,615.00	-8,749.15	9.0%
Director HSA	3,150.00	3,150.00	0.00	100.0%
ND Workers Compensation	0.00	550.00	-550.00	0.0%
SEP - Employee	1,375.39	9,200.00	-7,824.61	14.9%
Total Employee Benefits	5,391.24	22,515.00	-17,123.76	23.9%
Payroll				
Direct Deposit Fees	97.00	600.00	-503.00	16.2%
Employee Payroll	29,928.85	215,143.80	-185,214.95	13.9%
Medicare Expense	433.95	3,119.57	-2,685.62	13.9%
Social Security Expense	1,855.57	13,338.92	-11,483.35	13.9%
Payroll - Other	0.00			
Total Payroll	32,315.37	232,202.29	-199,886.92	13.9%
Staff Development				
In House Training	88.63	250.00	-161.37	35.5%
Memberships and Dues	541.00	750.00	-209.00	72.1%
Off Site Trning & Conf & Virt	0.00	2,000.00	-2,000.00	0.0%
Total Staff Development	629.63	3,000.00	-2,370.37	21.0%
Total 1 People - Who We Are	38,336.24	257,717.29	-219,381.05	14.9%
2 Prod, Prog, Svc - What We Do				
Lib Prog-In Person & Virtual				
Adult Programs	375.96	1,200.00	-824.04	31.3%
Children's Programs	308.35	1,000.00	-691.65	30.8%
Outreach Programs	0.00	1,000.00	-1,000.00	0.0%
Summer Reading Program	1,513.04	4,000.00	-2,486.96	37.8%
Teen Programs	174.90	1,200.00	-1,025.10	14.6%
Total Lib Prog-In Person & Virtual	2,372.25	8,400.00	-6,027.75	28.2%
Library Materials				
Physical Materials				
Audio (Audio Books)	0.00	200.00	-200.00	0.0%
Book - Adults	1,791.46	8,000.00	-6,208.54	22.4%
Book - Juvenile	2,237.98	8,000.00	-5,762.02	28.0%
Book - Large Print	1,176.98	6,000.00	-4,823.02	19.6%
Book - Young Adult	643.40	3,000.00	-2,356.60	21.4%
Circulating Kits	34.00	1,000.00	-966.00	3.4%
Material Processing Supplies	617.80	3,500.00	-2,882.20	17.7%
Newspaper	447.89	1,000.00	-552.11	44.8%
OCLC CAT Express	0.00	2,200.00	-2,200.00	0.0%
Periodicals	0.00	500.00	-500.00	0.0%
Video (DVD)	764.99	5,000.00	-4,235.01	15.3%
Total Physical Materials	7,714.50	38,400.00	-30,685.50	20.1%
Virtual Materials				
eBooks (Overdrive)	0.00	2,000.00	-2,000.00	0.0%
ODIN	73.00	300.00	-227.00	24.3%
Total Virtual Materials	73.00	2,300.00	-2,227.00	3.2%
Total Library Materials	7,787.50	40,700.00	-32,912.50	19.1%
Library Services				
Advertising & Marketing	900.00	5,200.00	-4,300.00	17.3%
Copier Expense	344.16	2,000.00	-1,655.84	17.2%
Credit Card Machine Processing	32.81	200.00	-167.19	16.4%
DVD resurfacing	50.00	400.00	-350.00	12.5%
ILS System	0.00	4,600.00	-4,600.00	0.0%
Postage for ongoing ILL	22.02	200.00	-177.98	11.0%
Website Maintenance-Firespring	0.00	1,440.00	-1,440.00	0.0%

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Zero Client Annual	956.00	1,000.00	-44.00	95.6%
Total Library Services	2,304.99	15,040.00	-12,735.01	15.3%
Total 2 Prod, Prog, Svc - What We Do	12,464.74	64,140.00	-51,675.26	19.4%
3 Facility & Infrastructure				
Facility Maintenance				
Exterior				
Exterior Maintenance Exp.				
Building Supplies	0.00	200.00	-200.00	0.0%
General Maintenance & Repair	592.93	800.00	-207.07	74.1%
Yearly Flag Replacement x 4	0.00	325.00	-325.00	0.0%
Total Exterior Maintenance Exp.	592.93	1,325.00	-732.07	44.7%
Grounds Maintenance				
Flower Beds	0.00	1,500.00	-1,500.00	0.0%
Snow & Ice Removal	357.50	1,200.00	-842.50	29.8%
Total Grounds Maintenance	357.50	2,700.00	-2,342.50	13.2%
Total Exterior	950.43	4,025.00	-3,074.57	23.6%
Interior				
Int Maint & Rep				
Elevator Maint. Expense	0.00	2,100.00	-2,100.00	0.0%
Furnace Maint. & Repair	0.00	500.00	-500.00	0.0%
Interior Repairs	0.00	500.00	-500.00	0.0%
Library Furniture	379.97	750.00	-370.03	50.7%
Total Int Maint & Rep	379.97	3,850.00	-3,470.03	9.9%
Janitorial				
Floor Mat Service - Aramark	253.80	1,500.00	-1,246.20	16.9%
Janitorial Services (Open Door)	586.50	4,000.00	-3,413.50	14.7%
Janitorial Supplies	588.12	3,000.00	-2,411.88	19.6%
Total Janitorial	1,428.42	8,500.00	-7,071.58	16.8%
Total Interior	1,808.39	12,350.00	-10,541.61	14.6%
Total Facility Maintenance	2,758.82	16,375.00	-13,616.18	16.8%
Insurance & Utilities				
Insurance -Building	0.00	2,400.00	-2,400.00	0.0%
Utilities				
Electric	802.79	4,800.00	-3,997.21	16.7%
Electrowatchman	540.00	540.00	0.00	100.0%
Garbage	183.00	1,000.00	-817.00	18.3%
Infrastr R & R	30.00	150.00	-120.00	20.0%
Natural Gas -MDU	621.42	2,600.00	-1,978.58	23.9%
Storm Sewer	47.37	350.00	-302.63	13.5%
Telephone Expense-BEK	539.93	3,400.00	-2,860.07	15.9%
Water	76.08	500.00	-423.92	15.2%
Total Utilities	2,840.59	13,340.00	-10,499.41	21.3%
Total Insurance & Utilities	2,840.59	15,740.00	-12,899.41	18.0%
Staff Space & Usage				
IT System				
Equipment Computer	1,422.41	2,000.00	-577.59	71.1%
Internet Filtering Subscription	0.00	650.00	-650.00	0.0%
Outside IT Expense	1,030.40	7,000.00	-5,969.60	14.7%
Software Expense	1,358.40	1,000.00	358.40	135.8%
Total IT System	3,811.21	10,650.00	-6,838.79	35.8%
Prof Contract Services				

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Auditor Fees	0.00	1,250.00	-1,250.00	0.0%
Total Prof Contract Services	0.00	1,250.00	-1,250.00	0.0%
Staff Office				
Dues & Fees	55.00	460.00	-405.00	12.0%
Office Furniture	0.00	750.00	-750.00	0.0%
Office Supplies	623.69	1,500.00	-876.31	41.6%
Postage, Mailing Service	0.00	500.00	-500.00	0.0%
Total Staff Office	678.69	3,210.00	-2,531.31	21.1%
Total Staff Space & Usage	4,489.90	15,110.00	-10,620.10	29.7%
Total 3 Facility & Infrastructure	10,089.31	47,225.00	-37,135.69	21.4%
Total Expense	60,890.29	369,082.29	-308,192.00	16.5%
Net Ordinary Income	31,993.37	190.30	31,803.07	16,812.1%
Net Income	<u>31,993.37</u>	<u>190.30</u>	<u>31,803.07</u>	<u>16,812.1%</u>