

Valley City Barnes County Public Library Profit & Loss Budget vs. Actual January through December 2023

	Jan - Dec 23	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
Government Income				
City Fund Income				
City Property Mills	154,762.93	173,100.00	-18,337.07	89.4%
Homestead Credit, City	5,157.89	0.00	5,157.89	100.0%
State Aid Public Libraries	7,049.78	8,218.75	-1,168.97	85.8%
Total City Fund Income	166,970.60	181,318.75	-14,348.15	92.1%
County Fund Income				
County Penalty and Interest	497.05	250.00	247.05	198.8%
County Property Mills	147,665.14	151,274.23	-3,609.09	97.6%
Disabled Veteran's HSTD	0.00	200.00	-200.00	0.0%
Homestead Credit County	324.27	300.00	24.27	108.1%
State Aid Public Libraries	8,281.66	11,845.00	-3,563.34	69.9%
State Aid Telecom	1,252.79	1,250.00	2.79	100.2%
Total County Fund Income	158,020.91	165,119.23	-7,098.32	95.7%
Total Government Income	324,991.51	346,437.98	-21,446.47	93.8%
Local Donat., Grants, Fund Rais				
Community Donations				
Donations				
Childrens' Programming	5,100.66			
Staff Developmnt	100.00			
Donations - Other	3,840.01	1,000.00	2,840.01	384.0%
Total Donations	9,040.67	1,000.00	8,040.67	904.1%
Eagles	200.00			
Special Events(Fund Raising)	1,012.00	500.00	512.00	202.4%
Total Community Donations	10,252.67	1,500.00	8,752.67	683.5%
Summer Reading Prog. Income	1,000.00	1,000.00	0.00	100.0%
Total Local Donat., Grants, Fund Rais	11,252.67	2,500.00	8,752.67	450.1%
Other Income				
Interest Earned				
Dacotah Bank Interest	1,669.48			
Total Interest Earned	1,669.48			
Library Services Income				
Book Sales	4.65	50.00	-45.35	9.3%
Credit Card Machine	0.00	200.00	-200.00	0.0%
Fax Income	235.25	100.00	135.25	235.3%

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Fines Collected	31.45	200.00	-168.55	15.7%
ILL Postage Paid	158.42	50.00	108.42	316.8%
Misc./headphones	1,012.14			
Photocopy/Copy income	1,063.49	700.00	363.49	151.9%
Total Library Services Income	2,505.40	1,300.00	1,205.40	192.7%
Other Funds Source				
BC Housing Authority	1,300.00	1,000.00	300.00	130.0%
BC Museum ILS Cost Share	500.00	500.00	0.00	100.0%
Litchville Elem. ILS Cost Share	500.00	500.00	0.00	100.0%
Total Other Funds Source	2,300.00	2,000.00	300.00	115.0%
State Fund Source				
State Library Grant	1,679.52			
Total State Fund Source	1,679.52			
Transfer from Memorial Account	0.00	6,000.00	-6,000.00	0.0%
Total Other Income	8,154.40	9,300.00	-1,145.60	87.7%
Uncategorized Income	992.79			
Total Income	345,391.37	358,237.98	-12,846.61	96.4%
Gross Profit	345,391.37	358,237.98	-12,846.61	96.4%
Expense				
1 People - Who We Are				
Employee Benefits				
Director Health Insurance	9,576.45	21,000.00	-11,423.55	45.6%
Director HSA	3,000.00	3,150.00	-150.00	95.2%
ND Workers Compensation	544.17	500.00	44.17	108.8%
SEP - Employee	6,034.12	9,600.00	-3,565.88	62.9%
Total Employee Benefits	19,154.74	34,250.00	-15,095.26	55.9%
Payroll				
Direct Deposit Fees	879.25	300.00	579.25	293.1%
Employee Payroll	185,904.15	190,000.00	-4,095.85	97.8%
Medicare Expense	2,695.62	2,750.00	-54.38	98.0%
Social Security Expense	11,526.07	11,700.00	-173.93	98.5%
Payroll - Other	8.75			
Total Payroll	201,013.84	204,750.00	-3,736.16	98.2%
Staff Development				
In House Training	1,698.53	250.00	1,448.53	679.4%
Memberships and Dues	798.00	750.00	48.00	106.4%

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Off Site Trning & Conf & Virt	920.00	2,000.00	-1,080.00	46.0%
Staff Development - Other	81.70			
Total Staff Development	3,498.23	3,000.00	498.23	116.6%
Total 1 People - Who We Are	223,666.81	242,000.00	-18,333.19	92.4%
2 Prod, Prog, Svc - What We Do				
Lib Prog-In Person & Virtual				
Adult Programs	1,702.88	1,200.00	502.88	141.9%
Children's Programs	1,946.81	1,800.00	146.81	108.2%
Children's Programs - Gift Mone	450.00			
Outreach Programs				
Parade Throws	2,641.97	1,500.00	1,141.97	176.1%
Outreach Programs - Other	1,483.22	500.00	983.22	296.6%
Total Outreach Programs	4,125.19	2,000.00	2,125.19	206.3%
Summer Reading Program	5,936.26	4,000.00	1,936.26	148.4%
Teen Programs	919.09	1,800.00	-880.91	51.1%
Total Lib Prog-In Person & Virtual	15,080.23	10,800.00	4,280.23	139.6%
Library Materials				
Physical Materials				
Audio (Audio Books)	266.45	400.00	-133.55	66.6%
Book - Adults	7,424.06	9,000.00	-1,575.94	82.5%
Book - Juvenile	8,671.20	8,000.00	671.20	108.4%
Book - Large Pring	6,176.09	5,000.00	1,176.09	123.5%
Book - Young Adult	2,650.07	3,000.00	-349.93	88.3%
Circulating Kits	380.41	1,000.00	-619.59	38.0%
Circulating Kits - Grant	1,679.52			
Material Processing Supplies	3,954.42	4,000.00	-45.58	98.9%
Newspaper	852.00	1,000.00	-148.00	85.2%
OCLC CAT Express	1,967.00	3,000.00	-1,033.00	65.6%
Periodicals	456.32	1,000.00	-543.68	45.6%
Video (DVD)	4,812.33	5,000.00	-187.67	96.2%
Total Physical Materials	39,289.87	40,400.00	-1,110.13	97.3%
Virtual Materials				
eBooks (Overdrive)	2,000.00	4,000.00	-2,000.00	50.0%
ODIN	73.00	300.00	-227.00	24.3%
Total Virtual Materials	2,073.00	4,300.00	-2,227.00	48.2%
Total Library Materials	41,362.87	44,700.00	-3,337.13	92.5%
Library Services				

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Advertising & Marketing	5,629.62	4,000.00	1,629.62	140.7%
Copier Expense	2,239.20	2,300.00	-60.80	97.4%
Credit Card Machine Processing	209.08			
DVD resurfacing	300.00	400.00	-100.00	75.0%
ILS System	4,410.00	4,600.00	-190.00	95.9%
Postage for ongoing ILL	147.54	150.00	-2.46	98.4%
Website Maintenance-Firespring	2,985.00	1,200.00	1,785.00	248.8%
Zero Client Annual	956.00	800.00	156.00	119.5%
Total Library Services	16,876.44	13,450.00	3,426.44	125.5%
Total 2 Prod, Prog, Svc - What We Do	73,319.54	68,950.00	4,369.54	106.3%
3 Facility & Infrastructure				
Facility Maintenance				
Exterior				
Exterior Maintenance Exp.				
Building Supplies	17.71	500.00	-482.29	3.5%
General Maintenance & Repair	2,450.50	500.00	1,950.50	490.1%
Yearly Flag Replacement x 4	0.00	325.00	-325.00	0.0%
Exterior Maintenance Exp. - Other	68.81			
Total Exterior Maintenance Exp.	2,537.02	1,325.00	1,212.02	191.5%
Grounds Maintenance				
Flower Beds	632.16	2,000.00	-1,367.84	31.6%
Snow & Ice Removal	123.69	100.00	23.69	123.7%
Total Grounds Maintenance	755.85	2,100.00	-1,344.15	36.0%
Total Exterior	3,292.87	3,425.00	-132.13	96.1%
Interior				
Int Maint & Rep				
Elevator Maint. Expense	2,135.08	2,100.00	35.08	101.7%
Furnace Maint. & Repair	996.74	500.00	496.74	199.3%
Interior Repairs	818.25	500.00	318.25	163.7%
Library Furniture	689.96	750.00	-60.04	92.0%
Total Int Maint & Rep	4,640.03	3,850.00	790.03	120.5%
Janitorial				
Floor Mat Service - Aramark	1,522.43	1,200.00	322.43	126.9%
Janitorial Services (Open Door)	3,151.00	4,000.00	-849.00	78.8%
Janitorial Supplies	1,808.35	3,000.00	-1,191.65	60.3%
Total Janitorial	6,481.78	8,200.00	-1,718.22	79.0%
Total Interior	11,121.81	12,050.00	-928.19	92.3%

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Total Facility Maintenance	14,414.68	15,475.00	-1,060.32	93.1%
Insurance & Utilities				
Insurance -Building	2,286.00	2,400.00	-114.00	95.3%
Utilities				
Electric	4,791.44	4,800.00	-8.56	99.8%
Electrowatchman	540.00	540.00	0.00	100.0%
Garbage	1,016.00	1,000.00	16.00	101.6%
Infrastr R &R	156.00	150.00	6.00	104.0%
Natural Gas -MDU	2,233.14	2,730.00	-496.86	81.8%
Storm Sewer	292.13	440.00	-147.87	66.4%
Telephone Expense-BEK	3,291.08	3,200.00	91.08	102.8%
Water	457.17	750.00	-292.83	61.0%
Total Utilities	12,776.96	13,610.00	-833.04	93.9%
Total Insurance & Utilities	15,062.96	16,010.00	-947.04	94.1%
Staff Space & Usage				
IT System				
Equipment Computer	0.00	2,000.00	-2,000.00	0.0%
Internet Filtering Subscription	0.00	650.00	-650.00	0.0%
Outside IT Expense	6,805.20	7,000.00	-194.80	97.2%
Software Expense	1,273.47	1,000.00	273.47	127.3%
Total IT System	8,078.67	10,650.00	-2,571.33	75.9%
Prof Contract Services				
Attorney Fees	1,000.00			
Auditor Fees	0.00	1,250.00	-1,250.00	0.0%
Total Prof Contract Services	1,000.00	1,250.00	-250.00	80.0%
Staff Office				
Dues & Fees	320.00	400.00	-80.00	80.0%
Office Furniture	733.82	750.00	-16.18	97.8%
Office Supplies	2,349.86	1,500.00	849.86	156.7%
Postage, Mailing Service	499.88	350.00	149.88	142.8%
Total Staff Office	3,903.56	3,000.00	903.56	130.1%
Total Staff Space & Usage	12,982.23	14,900.00	-1,917.77	87.1%
Total 3 Facility & Infrastructure	42,459.87	46,385.00	-3,925.13	91.5%
Uncategorized Expenses	503.50			
Total Expense	339,949.72	357,335.00	-17,385.28	95.1%
Net Ordinary Income	5,441.65	902.98	4,538.67	602.6%

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Accrual Basis

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	<u>Jan - Dec 23</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Other Income/Expense				
Other Income				
Insurance Proceeds	<u>8,668.25</u>			
Total Other Income	<u>8,668.25</u>			
Net Other Income	<u>8,668.25</u>			
Net Income	<u><u>14,109.90</u></u>	<u><u>902.98</u></u>	<u><u>13,206.92</u></u>	<u><u>1,562.6%</u></u>