

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

	Jan - May 23	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
Government Income				
City Fund Income				
City Property Mills	146,766.91	173,100.00	-26,333.09	84.8%
Homestead Credit, City	0.00	0.00	0.00	0.0%
State Aid Public Libraries	0.00	8,218.75	-8,218.75	0.0%
Total City Fund Income	146,766.91	181,318.75	-34,551.84	80.9%
County Fund Income				
County Penalty and Interest	173.63	250.00	-76.37	69.5%
County Property Mills	141,912.42	151,274.23	-9,361.81	93.8%
Disabled Veteran's HSTD	0.00	200.00	-200.00	0.0%
Homestead Credit County	0.00	300.00	-300.00	0.0%
State Aid Public Libraries	0.00	11,845.00	-11,845.00	0.0%
State Aid Telecom	1,252.79	1,250.00	2.79	100.2%
Total County Fund Income	143,338.84	165,119.23	-21,780.39	86.8%
Total Government Income	290,105.75	346,437.98	-56,332.23	83.7%
Local Donat., Grants, Fund Rais				
Community Donations				
Donations				
Staff Developmnt	50.00			
Donations - Other	2,923.99	1,000.00	1,923.99	292.4%
Total Donations	2,973.99	1,000.00	1,973.99	297.4%
Special Events(Fund Raising)	0.00	500.00	-500.00	0.0%
Total Community Donations	2,973.99	1,500.00	1,473.99	198.3%
Summer Reading Prog. Income	0.00	1,000.00	-1,000.00	0.0%
Total Local Donat., Grants, Fund Rais	2,973.99	2,500.00	473.99	119.0%
Other Income				
Interest Earned				
Dacotah Bank Interest	767.51			
Total Interest Earned	767.51			
Library Services Income				
Book Sales	2.00	50.00	-48.00	4.0%
Credit Card Machine	0.00	200.00	-200.00	0.0%
Fax Income	131.85	100.00	31.85	131.9%
Fines Collected	7.95	200.00	-192.05	4.0%
ILL Postage Paid	84.00	50.00	34.00	168.0%
Misc./headphones	430.05			
Photocopy/Copy income	476.70	700.00	-223.30	68.1%
Total Library Services Income	1,132.55	1,300.00	-167.45	87.1%
Other Funds Source				
BC Housing Authority	1,300.00	1,000.00	300.00	130.0%
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	1,300.00	2,000.00	-700.00	65.0%
Transfer from Memorial Account	0.00	6,000.00	-6,000.00	0.0%
Total Other Income	3,200.06	9,300.00	-6,099.94	34.4%
Uncategorized Income	992.79			
Total Income	297,272.59	358,237.98	-60,965.39	83.0%
Gross Profit	297,272.59	358,237.98	-60,965.39	83.0%

Valley City Barnes County Public Library

06/07/23

Profit & Loss Budget vs. Actual

Accrual Basis

January through May 2023

	Jan - May 23	Budget	\$ Over Budget	% of Budget
Expense				
1 People - Who We Are				
Employee Benefits				
Director Health Insurance	3,683.25	21,000.00	-17,316.75	17.5%
Director HSA	3,000.00	3,150.00	-150.00	95.2%
ND Workers Compensation	250.00	500.00	-250.00	50.0%
SEP - Employee	2,509.35	9,600.00	-7,090.65	26.1%
Total Employee Benefits	9,442.60	34,250.00	-24,807.40	27.6%
Payroll				
Direct Deposit Fees	255.00	300.00	-45.00	85.0%
Employee Payroll	76,466.11	190,000.00	-113,533.89	40.2%
Medicare Expense	1,108.78	2,750.00	-1,641.22	40.3%
Social Security Expense	4,740.91	11,700.00	-6,959.09	40.5%
Total Payroll	82,570.80	204,750.00	-122,179.20	40.3%
Staff Development				
In House Training	205.03	250.00	-44.97	82.0%
Memberships and Dues	583.00	750.00	-167.00	77.7%
Off Site Trning & Conf & Virt	0.00	2,000.00	-2,000.00	0.0%
Total Staff Development	788.03	3,000.00	-2,211.97	26.3%
Total 1 People - Who We Are	92,801.43	242,000.00	-149,198.57	38.3%
2 Prod, Prog, Svc - What We Do				
Lib Prog-In Person & Virtual				
Adult Programs	363.41	1,200.00	-836.59	30.3%
Children's Programs	240.53	1,800.00	-1,559.47	13.4%
Outreach Programs				
Parade Throws	2,641.97	1,500.00	1,141.97	176.1%
Outreach Programs - Other	123.04	500.00	-376.96	24.6%
Total Outreach Programs	2,765.01	2,000.00	765.01	138.3%
Summer Reading Program	4,252.68	4,000.00	252.68	106.3%
Teen Programs	133.64	1,800.00	-1,666.36	7.4%
Total Lib Prog-In Person & Virtual	7,755.27	10,800.00	-3,044.73	71.8%
Library Materials				
Physical Materials				
Audio (Audio Books)	197.47	400.00	-202.53	49.4%
Book - Adults	3,074.02	9,000.00	-5,925.98	34.2%
Book - Juvenile	2,493.63	8,000.00	-5,506.37	31.2%
Book - Large Pring	2,577.37	5,000.00	-2,422.63	51.5%
Book - Young Adult	835.21	3,000.00	-2,164.79	27.8%
Circulating Kits	0.00	1,000.00	-1,000.00	0.0%
Material Processing Supplies	3,165.42	4,000.00	-834.58	79.1%
Newspaper	415.20	1,000.00	-584.80	41.5%
OCLC CAT Express	0.00	3,000.00	-3,000.00	0.0%
Periodicals	1.00	1,000.00	-999.00	0.1%
Video (DVD)	2,029.91	5,000.00	-2,970.09	40.6%
Total Physical Materials	14,789.23	40,400.00	-25,610.77	36.6%
Virtual Materials				
eBooks (Overdrive)	0.00	4,000.00	-4,000.00	0.0%
ODIN	0.00	300.00	-300.00	0.0%
Total Virtual Materials	0.00	4,300.00	-4,300.00	0.0%
Total Library Materials	14,789.23	44,700.00	-29,910.77	33.1%
Library Services				
Advertising & Marketing	2,476.56	4,000.00	-1,523.44	61.9%
Copier Expense	1,405.25	2,300.00	-894.75	61.1%

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Credit Card Machine Processing	87.03			
DVD resurfacing	125.00	400.00	-275.00	31.3%
ILS System	0.00	4,600.00	-4,600.00	0.0%
Postage for ongoing ILL	73.95	150.00	-76.05	49.3%
Website Maintenance-Firespring	475.00	1,200.00	-725.00	39.6%
Zero Client Annual	956.00	800.00	156.00	119.5%
Total Library Services	5,598.79	13,450.00	-7,851.21	41.6%
Total 2 Prod, Prog, Svc - What We Do	28,143.29	68,950.00	-40,806.71	40.8%
3 Facility & Infrastructure				
Facility Maintenance				
Exterior				
Exterior Maintenance Exp.				
Building Supplies	0.00	500.00	-500.00	0.0%
General Maintenance & Repair	1,270.00	500.00	770.00	254.0%
Yearly Flag Replacement x 4	0.00	325.00	-325.00	0.0%
Total Exterior Maintenance Exp.	1,270.00	1,325.00	-55.00	95.8%
Grounds Maintenance				
Flower Beds	71.07	2,000.00	-1,928.93	3.6%
Snow & Ice Removal	58.69	100.00	-41.31	58.7%
Total Grounds Maintenance	129.76	2,100.00	-1,970.24	6.2%
Total Exterior	1,399.76	3,425.00	-2,025.24	40.9%
Interior				
Int Maint & Rep				
Elevator Maint. Expense	0.00	2,100.00	-2,100.00	0.0%
Furnace Maint. & Repair	996.74	500.00	496.74	199.3%
Interior Repairs	188.11	500.00	-311.89	37.6%
Library Furniture	334.02	750.00	-415.98	44.5%
Total Int Maint & Rep	1,518.87	3,850.00	-2,331.13	39.5%
Janitorial				
Floor Mat Service - Aramark	577.43	1,200.00	-622.57	48.1%
Janitorial Services (Open Door)	897.00	4,000.00	-3,103.00	22.4%
Janitorial Supplies	601.87	3,000.00	-2,398.13	20.1%
Janitorial - Other	12.28			
Total Janitorial	2,088.58	8,200.00	-6,111.42	25.5%
Total Interior	3,607.45	12,050.00	-8,442.55	29.9%
Interior Maintenance Exp	395.00			
Total Facility Maintenance	5,402.21	15,475.00	-10,072.79	34.9%
Insurance & Utilities				
Insurance -Building	0.00	2,400.00	-2,400.00	0.0%
Utilities				
Electric	1,966.54	4,800.00	-2,833.46	41.0%
Electrowatchman	540.00	540.00	0.00	100.0%
Garbage	415.00	1,000.00	-585.00	41.5%
Infrastr R &R	65.00	150.00	-85.00	43.3%
Natural Gas -MDU	1,736.83	2,730.00	-993.17	63.6%
Storm Sewer	117.93	440.00	-322.07	26.8%
Telephone Expense-BEK	1,403.65	3,200.00	-1,796.35	43.9%
Water	181.93	750.00	-568.07	24.3%
Total Utilities	6,426.88	13,610.00	-7,183.12	47.2%
Total Insurance & Utilities	6,426.88	16,010.00	-9,583.12	40.1%
Staff Space & Usage				
IT System				

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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	2,767.40	7,000.00	-4,232.60	39.5%
Software Expense	972.90	1,000.00	-27.10	97.3%
Total IT System	3,740.30	10,650.00	-6,909.70	35.1%
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	725.11	1,500.00	-774.89	48.3%
Postage, Mailing Service	286.56	350.00	-63.44	81.9%
Total Staff Office	2,065.49	3,000.00	-934.51	68.8%
Total Staff Space & Usage	6,805.79	14,900.00	-8,094.21	45.7%
Total 3 Facility & Infrastructure	18,634.88	46,385.00	-27,750.12	40.2%
Total Expense	139,579.60	357,335.00	-217,755.40	39.1%
Net Ordinary Income	157,692.99	902.98	156,790.01	17,463.6%
Net Income	157,692.99	902.98	156,790.01	17,463.6%