

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

	Jan - Sep 23	Budget	\$ Over Budget	% of Budget
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
<b>Government Income</b>				
<b>City Fund Income</b>				
City Property Mills	147,905.56	173,100.00	-25,194.44	85.4%
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%
<b>Total City Fund Income</b>	160,113.23	181,318.75	-21,205.52	88.3%
<b>County Fund Income</b>				
County Penalty and Interest	339.55	250.00	89.55	135.8%
County Property Mills	144,817.21	151,274.23	-6,457.02	95.7%
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%
<b>Total County Fund Income</b>	155,015.48	165,119.23	-10,103.75	93.9%
<b>Total Government Income</b>	315,128.71	346,437.98	-31,309.27	91.0%
<b>Local Donat., Grants, Fund Rais</b>				
<b>Community Donations</b>				
<b>Donations</b>				
Childrens' Programming	5,000.66			
Staff Developmnt	50.00			
Donations - Other	3,222.19	1,000.00	2,222.19	322.2%
<b>Total Donations</b>	8,272.85	1,000.00	7,272.85	827.3%
<b>Special Events(Fund Raising)</b>	1,012.00	500.00	512.00	202.4%
<b>Total Community Donations</b>	9,284.85	1,500.00	7,784.85	619.0%
<b>Summer Reading Prog. Income</b>	1,000.00	1,000.00	0.00	100.0%
<b>Total Local Donat., Grants, Fund Rais</b>	10,284.85	2,500.00	7,784.85	411.4%
<b>Other Income</b>				
<b>Interest Earned</b>				
Dacotah Bank Interest	1,347.12			
<b>Total Interest Earned</b>	1,347.12			
<b>Library Services Income</b>				
Book Sales	4.65	50.00	-45.35	9.3%
Credit Card Machine	0.00	200.00	-200.00	0.0%
Fax Income	164.30	100.00	64.30	164.3%
Fines Collected	31.45	200.00	-168.55	15.7%
ILL Postage Paid	144.00	50.00	94.00	288.0%
Misc./headphones	756.95			
Photocopy/Copy income	803.94	700.00	103.94	114.8%
<b>Total Library Services Income</b>	1,905.29	1,300.00	605.29	146.6%
<b>Other Funds Source</b>				
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	0.00	500.00	-500.00	0.0%
<b>Total Other Funds Source</b>	1,800.00	2,000.00	-200.00	90.0%
<b>Transfer from Memorial Account</b>	0.00	6,000.00	-6,000.00	0.0%
<b>Total Other Income</b>	5,052.41	9,300.00	-4,247.59	54.3%
<b>Uncategorized Income</b>	992.79			
<b>Total Income</b>	331,458.76	358,237.98	-26,779.22	92.5%

**Valley City Barnes County Public Library**  
**Profit & Loss Budget vs. Actual**  
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	Jan - Sep 23	Budget	\$ Over Budget	% of Budget
<b>Gross Profit</b>	331,458.76	358,237.98	-26,779.22	92.5%
<b>Expense</b>				
<b>1 People - Who We Are</b>				
<b>Employee Benefits</b>				
Director Health Insurance	7,366.50	21,000.00	-13,633.50	35.1%
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	4,397.40	9,600.00	-5,202.60	45.8%
<b>Total Employee Benefits</b>	15,308.07	34,250.00	-18,941.93	44.7%
<b>Payroll</b>				
Direct Deposit Fees	565.00	300.00	265.00	188.3%
Employee Payroll	135,235.50	190,000.00	-54,764.50	71.2%
Medicare Expense	1,960.92	2,750.00	-789.08	71.3%
Social Security Expense	8,384.61	11,700.00	-3,315.39	71.7%
Payroll - Other	1.75			
<b>Total Payroll</b>	146,147.78	204,750.00	-58,602.22	71.4%
<b>Staff Development</b>				
In House Training	359.66	250.00	109.66	143.9%
Memberships and Dues	798.00	750.00	48.00	106.4%
Off Site Trning & Conf & Virt	920.00	2,000.00	-1,080.00	46.0%
<b>Total Staff Development</b>	2,077.66	3,000.00	-922.34	69.3%
<b>Total 1 People - Who We Are</b>	163,533.51	242,000.00	-78,466.49	67.6%
<b>2 Prod, Prog, Svc - What We Do</b>				
<b>Lib Prog-In Person &amp; Virtual</b>				
Adult Programs	1,059.52	1,200.00	-140.48	88.3%
Children's Programs	1,185.26	1,800.00	-614.74	65.8%
Children's Programs - Gift Mone	450.00			
<b>Outreach Programs</b>				
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%
<b>Total Outreach Programs</b>	4,125.19	2,000.00	2,125.19	206.3%
Summer Reading Program	4,839.48	4,000.00	839.48	121.0%
Teen Programs	523.10	1,800.00	-1,276.90	29.1%
<b>Total Lib Prog-In Person &amp; Virtual</b>	12,182.55	10,800.00	1,382.55	112.8%
<b>Library Materials</b>				
<b>Physical Materials</b>				
Audio (Audio Books)	197.47	400.00	-202.53	49.4%
Book - Adults	5,580.47	9,000.00	-3,419.53	62.0%
Book - Juvenile	7,081.00	8,000.00	-919.00	88.5%
Book - Large Pring	4,630.09	5,000.00	-369.91	92.6%
Book - Young Adult	1,848.96	3,000.00	-1,151.04	61.6%
Circulating Kits	380.41	1,000.00	-619.59	38.0%
Circulating Kits - Grant	2,839.45			
Material Processing Supplies	3,269.38	4,000.00	-730.62	81.7%
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	428.32	1,000.00	-571.68	42.8%
Video (DVD)	3,554.92	5,000.00	-1,445.08	71.1%
<b>Total Physical Materials</b>	32,629.47	40,400.00	-7,770.53	80.8%
<b>Virtual Materials</b>				
eBooks (Overdrive)	2,000.00	4,000.00	-2,000.00	50.0%
ODIN	67.00	300.00	-233.00	22.3%
<b>Total Virtual Materials</b>	2,067.00	4,300.00	-2,233.00	48.1%

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<b>Total Library Materials</b>	34,696.47	44,700.00	-10,003.53	77.6%
<b>Library Services</b>				
Advertising & Marketing	4,129.62	4,000.00	129.62	103.2%
Copier Expense	1,990.77	2,300.00	-309.23	86.6%
Credit Card Machine Processing	157.85			
DVD resurfacing	225.00	400.00	-175.00	56.3%
ILS System	4,410.00	4,600.00	-190.00	95.9%
Postage for ongoing ILL	135.07	150.00	-14.93	90.0%
Website Maintenance-Firespring	1,355.00	1,200.00	155.00	112.9%
Zero Client Annual	956.00	800.00	156.00	119.5%
<b>Total Library Services</b>	13,359.31	13,450.00	-90.69	99.3%
<b>Total 2 Prod, Prog, Svc - What We Do</b>	60,238.33	68,950.00	-8,711.67	87.4%
<b>3 Facility &amp; Infrastructure</b>				
<b>Facility Maintenance</b>				
<b>Exterior</b>				
Exterior Maintenance Exp.				
Building Supplies	17.71	500.00	-482.29	3.5%
General Maintenance & Repair	2,354.50	500.00	1,854.50	470.9%
Yearly Flag Replacement x 4	0.00	325.00	-325.00	0.0%
<b>Total Exterior Maintenance Exp.</b>	2,372.21	1,325.00	1,047.21	179.0%
<b>Grounds Maintenance</b>				
Flower Beds	632.16	2,000.00	-1,367.84	31.6%
Snow & Ice Removal	58.69	100.00	-41.31	58.7%
<b>Total Grounds Maintenance</b>	690.85	2,100.00	-1,409.15	32.9%
<b>Total Exterior</b>	3,063.06	3,425.00	-361.94	89.4%
<b>Interior</b>				
<b>Int Maint &amp; Rep</b>				
Elevator Maint. Expense	100.00	2,100.00	-2,000.00	4.8%
Furnace Maint. & Repair	996.74	500.00	496.74	199.3%
Interior Repairs	692.25	500.00	192.25	138.5%
Library Furniture	689.96	750.00	-60.04	92.0%
<b>Total Int Maint &amp; Rep</b>	2,478.95	3,850.00	-1,371.05	64.4%
<b>Janitorial</b>				
Floor Mat Service - Aramark	1,081.43	1,200.00	-118.57	90.1%
Janitorial Services (Open Door)	2,081.50	4,000.00	-1,918.50	52.0%
Janitorial Supplies	1,627.20	3,000.00	-1,372.80	54.2%
<b>Total Janitorial</b>	4,790.13	8,200.00	-3,409.87	58.4%
<b>Total Interior</b>	7,269.08	12,050.00	-4,780.92	60.3%
<b>Total Facility Maintenance</b>	10,332.14	15,475.00	-5,142.86	66.8%
<b>Insurance &amp; Utilities</b>				
Insurance -Building	2,286.00	2,400.00	-114.00	95.3%
<b>Utilities</b>				
Electric	3,699.78	4,800.00	-1,100.22	77.1%
Electrowatchman	540.00	540.00	0.00	100.0%
Garbage	767.00	1,000.00	-233.00	76.7%
Infrastr R & R	117.00	150.00	-33.00	78.0%
Natural Gas -MDU	1,842.33	2,730.00	-887.67	67.5%
Storm Sewer	224.92	440.00	-215.08	51.1%
Telephone Expense-BEK	2,481.78	3,200.00	-718.22	77.6%
Water	360.14	750.00	-389.86	48.0%
<b>Total Utilities</b>	10,032.95	13,610.00	-3,577.05	73.7%
<b>Total Insurance &amp; Utilities</b>	12,318.95	16,010.00	-3,691.05	76.9%

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	<u>Jan - Sep 23</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
<b>Staff Space &amp; Usage</b>				
<b>IT System</b>				
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	5,064.00	7,000.00	-1,936.00	72.3%
Software Expense	1,216.47	1,000.00	216.47	121.6%
<b>Total IT System</b>	<u>6,280.47</u>	<u>10,650.00</u>	<u>-4,369.53</u>	<u>59.0%</u>
<b>Prof Contract Services</b>				
Attorney Fees	1,000.00			
Auditor Fees	0.00	1,250.00	-1,250.00	0.0%
<b>Total Prof Contract Services</b>	<u>1,000.00</u>	<u>1,250.00</u>	<u>-250.00</u>	<u>80.0%</u>
<b>Staff Office</b>				
Dues & Fees	320.00	400.00	-80.00	80.0%
Office Furniture	733.82	750.00	-16.18	97.8%
Office Supplies	1,987.26	1,500.00	487.26	132.5%
Postage, Mailing Service	334.20	350.00	-15.80	95.5%
<b>Total Staff Office</b>	<u>3,375.28</u>	<u>3,000.00</u>	<u>375.28</u>	<u>112.5%</u>
<b>Total Staff Space &amp; Usage</b>	<u>10,655.75</u>	<u>14,900.00</u>	<u>-4,244.25</u>	<u>71.5%</u>
<b>Total 3 Facility &amp; Infrastructure</b>	<u>33,306.84</u>	<u>46,385.00</u>	<u>-13,078.16</u>	<u>71.8%</u>
<b>Uncategorized Expenses</b>	<u>503.50</u>			
<b>Total Expense</b>	<u>257,582.18</u>	<u>357,335.00</u>	<u>-99,752.82</u>	<u>72.1%</u>
<b>Net Ordinary Income</b>	<u>73,876.58</u>	<u>902.98</u>	<u>72,973.60</u>	<u>8,181.4%</u>
<b>Other Income/Expense</b>				
Other Income				
Insurance Proceeds	8,668.25			
<b>Total Other Income</b>	<u>8,668.25</u>			
<b>Net Other Income</b>	<u>8,668.25</u>			
<b>Net Income</b>	<u><u>82,544.83</u></u>	<u><u>902.98</u></u>	<u><u>81,641.85</u></u>	<u><u>9,141.4%</u></u>