

**Valley City Barnes County Public Library**  
**Profit & Loss Budget vs. Actual**  
 January through June 2025

	Jan - Jun 25	Budget	\$ Over Budget	% of Budget
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
<b>Government Income</b>				
City Fund Income				
City Property Mills	156,420.45	192,200.00	-35,779.55	81.4%
State Aid Public Libraries	0.00	7,500.00	-7,500.00	0.0%
<b>Total City Fund Income</b>	156,420.45	199,700.00	-43,279.55	78.3%
<b>County Fund Income</b>				
County Penalty and Interest	246.98	250.00	-3.02	98.8%
County Property Mills	180,351.54	151,778.97	28,572.57	118.8%
Homestead Credit County	3,042.51	300.00	2,742.51	1,014.2%
State Aid Public Libraries	0.00	8,500.00	-8,500.00	0.0%
State Aid Telecom	1,252.79	1,250.00	2.79	100.2%
<b>Total County Fund Income</b>	184,893.82	162,078.97	22,814.85	114.1%
<b>Total Government Income</b>	341,314.27	361,778.97	-20,464.70	94.3%
<b>Local Donat., Grants, Fund Rais</b>				
<b>Community Donations</b>				
<b>Donations</b>				
Childrens' Programming	-119.80	5,000.00	-5,119.80	-2.4%
Donations - Other	3,385.94	1,000.00	2,385.94	338.6%
<b>Total Donations</b>	3,266.14	6,000.00	-2,733.86	54.4%
Special Events(Fund Raising)	0.00	1,000.00	-1,000.00	0.0%
<b>Total Community Donations</b>	3,266.14	7,000.00	-3,733.86	46.7%
Summer Reading Prog. Income	0.00	1,000.00	-1,000.00	0.0%
<b>Total Local Donat., Grants, Fund Rais</b>	3,266.14	8,000.00	-4,733.86	40.8%
<b>Other Income</b>				
<b>Interest Earned</b>				
Dacotah Bank Interest	543.90			
<b>Total Interest Earned</b>	543.90			
<b>Library Services Income</b>				
Book Sales	0.45			
Fax Income	100.75	150.00	-49.25	67.2%
Fines Collected	12.00	50.00	-38.00	24.0%
ILL Postage Paid	60.00	100.00	-40.00	60.0%
Misc./headphones	494.37	500.00	-5.63	98.9%
Photocopy/Copy income	736.26	900.00	-163.74	81.8%
<b>Total Library Services Income</b>	1,403.83	1,700.00	-296.17	82.6%
<b>Other Funds Source</b>				
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%
<b>Total Other Funds Source</b>	1,300.00	2,000.00	-700.00	65.0%
Transfer from Memorial Account	0.00	10,000.00	-10,000.00	0.0%
<b>Total Other Income</b>	3,247.73	13,700.00	-10,452.27	23.7%
<b>Total Income</b>	347,828.14	383,478.97	-35,650.83	90.7%
<b>Gross Profit</b>	347,828.14	383,478.97	-35,650.83	90.7%
<b>Expense</b>				
<b>1 People - Who We Are</b>				
Employee Benefits				
Director Health Insurance	4,183.35	10,040.04	-5,856.69	41.7%

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Director HSA	3,276.00	3,276.00	0.00	100.0%
ND Workers Compensation	0.00	550.00	-550.00	0.0%
SEP - Employee	4,030.49	8,718.06	-4,687.57	46.2%
<b>Total Employee Benefits</b>	<b>11,489.84</b>	<b>22,584.10</b>	<b>-11,094.26</b>	<b>50.9%</b>
<b>Payroll</b>				
Direct Deposit Fees	0.00	600.00	-600.00	0.0%
Employee Payroll	106,060.05	219,776.96	-113,716.91	48.3%
Medicare Expense	1,537.87	3,186.76	-1,648.89	48.3%
Social Security Expense	6,575.71	13,626.17	-7,050.46	48.3%
Payroll - Other	10.50			
<b>Total Payroll</b>	<b>114,184.13</b>	<b>237,189.89</b>	<b>-123,005.76</b>	<b>48.1%</b>
<b>Staff Development</b>				
In House Training	395.00	1,500.00	-1,105.00	26.3%
Memberships and Dues	132.50	750.00	-617.50	17.7%
Off Site Trning & Conf & Virt	790.00	2,000.00	-1,210.00	39.5%
<b>Total Staff Development</b>	<b>1,317.50</b>	<b>4,250.00</b>	<b>-2,932.50</b>	<b>31.0%</b>
<b>Total 1 People - Who We Are</b>	<b>126,991.47</b>	<b>264,023.99</b>	<b>-137,032.52</b>	<b>48.1%</b>
<b>2 Prod, Prog, Svc - What We Do</b>				
<b>Lib Prog-In Person &amp; Virtual</b>				
Adult Programs	576.86	1,200.00	-623.14	48.1%
Children's Programs	1,099.32	1,000.00	99.32	109.9%
Outreach Programs				
Parade Throws	3,064.28			
Outreach Programs - Other	174.50	1,000.00	-825.50	17.5%
<b>Total Outreach Programs</b>	<b>3,238.78</b>	<b>1,000.00</b>	<b>2,238.78</b>	<b>323.9%</b>
Summer Reading Program	4,062.30	4,000.00	62.30	101.6%
Teen Programs	0.00	1,200.00	-1,200.00	0.0%
<b>Total Lib Prog-In Person &amp; Virtual</b>	<b>8,977.26</b>	<b>8,400.00</b>	<b>577.26</b>	<b>106.9%</b>
<b>Library Materials</b>				
<b>Physical Materials</b>				
Audio (Audio Books)	0.00	100.00	-100.00	0.0%
Book - Adults	3,991.77	8,500.00	-4,508.23	47.0%
Book - Juvenile	4,274.62	8,500.00	-4,225.38	50.3%
Book - Large Print	3,073.47	7,000.00	-3,926.53	43.9%
Book - Young Adult	1,074.55	3,000.00	-1,925.45	35.8%
Circulating Kits	130.06	1,000.00	-869.94	13.0%
Material Processing Supplies	4,890.62	4,000.00	890.62	122.3%
Newspaper	480.29	1,100.00	-619.71	43.7%
OCLC CAT Express	0.00	2,500.00	-2,500.00	0.0%
Periodicals	434.30	550.00	-115.70	79.0%
Video (DVD)	2,473.97	5,500.00	-3,026.03	45.0%
<b>Total Physical Materials</b>	<b>20,823.65</b>	<b>41,750.00</b>	<b>-20,926.35</b>	<b>49.9%</b>
<b>Virtual Materials</b>				
eBooks (Overdrive)	0.00	2,000.00	-2,000.00	0.0%
ODIN	72.00	300.00	-228.00	24.0%
<b>Total Virtual Materials</b>	<b>72.00</b>	<b>2,300.00</b>	<b>-2,228.00</b>	<b>3.1%</b>
<b>Total Library Materials</b>	<b>20,895.65</b>	<b>44,050.00</b>	<b>-23,154.35</b>	<b>47.4%</b>
<b>Library Services</b>				
Advertising & Marketing	3,962.45	5,500.00	-1,537.55	72.0%
Copier Expense	1,077.21	2,000.00	-922.79	53.9%
Credit Card Machine Processing	122.89	275.00	-152.11	44.7%
DVD resurfacing	150.00	400.00	-250.00	37.5%
ILS System	4,430.00	4,600.00	-170.00	96.3%

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Postage for ongoing ILL	150.83	225.00	-74.17	67.0%
Website Maintenance-Firespring	0.00	2,000.00	-2,000.00	0.0%
Zero Client Annual	1,434.00	1,500.00	-66.00	95.6%
<b>Total Library Services</b>	<b>11,327.38</b>	<b>16,500.00</b>	<b>-5,172.62</b>	<b>68.7%</b>
<b>Total 2 Prod, Prog, Svc - What We Do</b>	<b>41,200.29</b>	<b>68,950.00</b>	<b>-27,749.71</b>	<b>59.8%</b>
<b>3 Facility &amp; Infrastructure</b>				
<b>Facility Maintenance</b>				
<b>Exterior</b>				
<b>Exterior Maintenance Exp.</b>				
Building Supplies	0.00	300.00	-300.00	0.0%
General Maintenance & Repair	0.00	800.00	-800.00	0.0%
Yearly Flag Replacement x 4	0.00	325.00	-325.00	0.0%
<b>Total Exterior Maintenance Exp.</b>	<b>0.00</b>	<b>1,425.00</b>	<b>-1,425.00</b>	<b>0.0%</b>
<b>Grounds Maintenance</b>				
Flower Beds	0.00	1,500.00	-1,500.00	0.0%
Snow & Ice Removal	747.50	1,200.00	-452.50	62.3%
<b>Total Grounds Maintenance</b>	<b>747.50</b>	<b>2,700.00</b>	<b>-1,952.50</b>	<b>27.7%</b>
<b>Total Exterior</b>	<b>747.50</b>	<b>4,125.00</b>	<b>-3,377.50</b>	<b>18.1%</b>
<b>Interior</b>				
<b>Int Maint &amp; Rep</b>				
Elevator Maint. Expense	125.00	2,100.00	-1,975.00	6.0%
Furnace Maint. & Repair	78.95	500.00	-421.05	15.8%
Interior Repairs	2,694.97	500.00	2,194.97	539.0%
Library Furniture	0.00	750.00	-750.00	0.0%
<b>Total Int Maint &amp; Rep</b>	<b>2,898.92</b>	<b>3,850.00</b>	<b>-951.08</b>	<b>75.3%</b>
<b>Janitorial</b>				
Floor Mat Service - Aramark	742.16	1,750.00	-1,007.84	42.4%
Janitorial Services (Open Door)	1,224.75	4,000.00	-2,775.25	30.6%
Janitorial Supplies	647.75	3,000.00	-2,352.25	21.6%
<b>Total Janitorial</b>	<b>2,614.66</b>	<b>8,750.00</b>	<b>-6,135.34</b>	<b>29.9%</b>
<b>Total Interior</b>	<b>5,513.58</b>	<b>12,600.00</b>	<b>-7,086.42</b>	<b>43.8%</b>
<b>Facility Maintenance - Other</b>	<b>-3.00</b>			
<b>Total Facility Maintenance</b>	<b>6,258.08</b>	<b>16,725.00</b>	<b>-10,466.92</b>	<b>37.4%</b>
<b>Insurance &amp; Utilities</b>				
<b>Insurance -Building</b>	0.00	4,000.00	-4,000.00	0.0%
<b>Utilities</b>				
Electric	2,439.78	5,400.00	-2,960.22	45.2%
Electrowatchman	540.00	540.00	0.00	100.0%
Garbage	528.00	1,100.00	-572.00	48.0%
Infrastr R &R	90.00	175.00	-85.00	51.4%
Natural Gas -MDU	1,701.80	2,600.00	-898.20	65.5%
Storm Sewer	175.82	350.00	-174.18	50.2%
Telephone Expense-BEK	1,725.87	3,400.00	-1,674.13	50.8%
Water	338.40	600.00	-261.60	56.4%
<b>Total Utilities</b>	<b>7,539.67</b>	<b>14,165.00</b>	<b>-6,625.33</b>	<b>53.2%</b>
<b>Total Insurance &amp; Utilities</b>	<b>7,539.67</b>	<b>18,165.00</b>	<b>-10,625.33</b>	<b>41.5%</b>
<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	2,700.00	7,000.00	-4,300.00	38.6%
Software Expense	3,465.98	1,000.00	2,465.98	346.6%

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<b>Total IT System</b>	6,165.98	10,650.00	-4,484.02	57.9%
<b>Prof Contract Services</b>				
<b>Auditor Fees</b>	0.00	1,250.00	-1,250.00	0.0%
<b>Total Prof Contract Services</b>	0.00	1,250.00	-1,250.00	0.0%
<b>Staff Office</b>				
<b>Dues &amp; Fees</b>	290.00	460.00	-170.00	63.0%
<b>Office Furniture</b>	16.00	750.00	-734.00	2.1%
<b>Office Supplies</b>	712.25	2,000.00	-1,287.75	35.6%
<b>Postage, Mailing Service</b>	310.03	500.00	-189.97	62.0%
<b>Total Staff Office</b>	1,328.28	3,710.00	-2,381.72	35.8%
<b>Total Staff Space &amp; Usage</b>	7,494.26	15,610.00	-8,115.74	48.0%
<b>Total 3 Facility &amp; Infrastructure</b>	21,292.01	50,500.00	-29,207.99	42.2%
<b>Total Expense</b>	189,483.77	383,473.99	-193,990.22	49.4%
<b>Net Ordinary Income</b>	158,344.37	4.98	158,339.39	3,179,605.8%
<b>Other Income/Expense</b>				
<b>Other Income</b>				
<b>Insurance Proceeds</b>	642.08			
<b>Total Other Income</b>	642.08			
<b>Net Other Income</b>	642.08			
<b>Net Income</b>	<b>158,986.45</b>	<b>4.98</b>	<b>158,981.47</b>	<b>3,192,499.0%</b>